

The Town of Fenton Town Board held its regular Work Session on Wednesday, November 28th, 2018, at 6:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

PRESENT:

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|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Town Board Members | David Hamlin, Supervisor Gary Holcomb, Deputy Supervisor Michael Husar, Councilman Thomas Moss, Councilman (arrived at 6:10 PM) |
| Town Attorney | Albert Millus, Jr. (arrived at 6:21 PM) |
| Highway Superintendent | Randy Ritter |
| Town Clerk | Melodie Bowersox |
| Administrative Asst./Bookkeeper | Susan Crosier |

ABSENT: Town Board Member Richard Pray, Councilman

OTHERS PRESENT: Planning Board Deputy Chairman John Eldred and 11 members of the General Public

Local Laws #4 and #5 – The Public Hearings for Local Laws #4 and #5 will not be continued until the 239 Review comments from the County have been received. Mr. Hamlin contacted the County after the meeting that was held on Monday evening and the County is not ready to forward their comments to the Town at this point in time. The Town will not be acting on the Local Laws until they have reviewed the County’s comments. The Public will be made aware of when the Public Hearings will continue.

Review Abstract #11, 2018 of November, 2018 – After a review of the Abstract, **Mr. Husar moved to approve payment of the bills for Abstract #11, 2018**, seconded by Mr. Holcomb. **Motion carried.**

VOTE: Ayes 4 Hamlin, Holcomb, Husar, Moss
Nays 0
Absent 1 Pray

Bothar Construction Agreement – The new addition that Bothar Construction recently built is within several feet of one of the hydrants that is owned and serviced by the Town. This Agreement authorizes Bothar Construction to raise the elevation of the hydrant at no cost to the Town. **Mr. Husar made a motion for the Town to enter into the Agreement with Bothar Construction**, seconded by Mr. Moss. **Motion carried.**

ROLL CALL VOTE:

Councilman Mr. Holcomb aye
Councilman Mr. Husar aye
Councilman Mr. Moss aye
Councilman Mr. Pray absent
Supervisor Mr. Hamlin aye

Public Hearing Date for Outdoor Woodburning Furnace (OWBF) Law – Atty. Millus still needs to draft the OWBF Law with the changes to the fine amounts. He will do that and the Public Hearing will be scheduled for the Work Session on December 19th, 2018, at 6 PM.

310 Ballyhack Road – Building Inspector Matt Banks attempted to contact the owner of 310 Ballyhack Road with no success. Two years ago the Town declared the home was an Unsafe Structure. The Town Board decided to:

- obtain a quote for demolition from Gorick Construction (Mr. Holcomb will do this),
- contact Assessor Cindy Mills to determine the current assessment and the assessment with the home demolished (Mr. Husar will do this),
- write a letter to the owner (this will come from Atty. Millus' Office), and
- continue to try to reach the owner by phone (via Matt).

Highway Trucks – A Highway ten wheeler truck (2009) has an engine that is not working. Mr. Holcomb and Highway Superintendent Randy Ritter are evaluating the situation and whether or not it is worth putting \$7,000 – \$8,000 into fixing the engine. Currently a 2003 truck is being used in its place. The garbage truck also was not running; the turbo charger needed to be repaired.

Engineering Contract – Mr. Husar asked Atty. Millus to finalize the Engineering Contract with Griffiths Engineering by the next Work Session; Atty. Millus said he will attempt to complete it.

Pending Items List – The Town Board would like to complete a summary review of the Pending Items List as the Town moves into 2019.

Lights – Mr. Moss will check on the status of the street lights on the Service Road and Chenango Street Extension. Another light is out in the gymnasium so now only six lights are working. Also, there are exterior lights around the Town Hall that are out. A few weeks ago, Mr. Holcomb and Mr. Moss walked through the Town Hall with a representative of Lime Energy and looked at swapping out the fluorescent lights to LED. The cost to do this is \$13,300 after the rebates are calculated for the Town Hall (not inclusive of the Crime Lab) with an estimated savings of \$3,300 per year. The question was raised as to whether this would have to go to bid according to the Town's Procurement Policy. Atty. Millus said he would need to receive more information on the project and look into it further before a decision could be made.

Handicapped Access Door – Town Clerk Melodie Bowersox asked the Town Board to consider installing a handicapped access door with a push button in the main entrance to the Town Hall. LeChase Construction recommended checking with Williams Doors to see what they have to offer.

Sexual Harassment Policy – Mr. Hamlin believes that the State came out with a Sexual Harassment Policy that is to be put in place by Employers this year with training to follow. Atty.

Millus will put Mr. Hamlin in contact with someone who can give him more information on the Policy. The Town has offered training to some Town Officials.

Court Clerk – The Town has been without a Court Clerk for several months mainly because we have not been able to retain a Court Clerk. The Judge has been doing the majority of the Court work. He does not want the Town involved in the Court; however, the Court Clerk is an employee of the Town with the Judge being the immediate Supervisor. Mr. Husar sent the Judge an ultimatum that the Town would allow him to select his own Court Clerk to work 15 – 20 hours per week at \$15 per hour with no overtime. The Judge would be responsible for finding the Clerk, hiring the Clerk, and making sure all of the paperwork was filled out. Mr. Husar asked for his response to this and asked for him to share the financials of the Court on a monthly basis (which has been done for years but he has recently stopped doing). Mr. Husar did not receive a response from the Judge but the Judge placed an ad in the Town and Village Justice Court Newsletter for a Court Clerk for 25 hours per week to start.

Port Crane Fire Company Auxiliary Member: Lynda Jakaitis – An application was received from Lynda Jakaitis to join the Port Crane Fire Department’s Auxiliary. **Mr. Holcomb made a motion to approve the application**, seconded by Mr. Moss. **Motion carried.**

VOTE: Ayes 4 Hamlin, Holcomb, Husar, Moss
Nays 0
Absent 1 Pray

Custodian – The Town’s Custodian left unexpectedly. A couple of individuals have applied for the position and the Town is looking into Cleaning Services as a possible alternative.

At 6:51 PM, Mr. Holcomb made a motion to adjourn into Executive Session to discuss personnel matters, seconded by Mr. Moss. **Motion carried.**

Melodie A. Bowersox, Town Clerk