

## Regular Meeting

The regular meeting of the Waddington Town Board was held on Monday, October 17, 2022 @ 7PM in the Municipal Building.

**Present were:** D. Supervisor Travis McKnight and Councilmembers: David McBath and Thomas Hunter. Councilmember Kelley Tiernan attended the via zoom.

**Also Present:** Carol A. Burns, Town Clerk, David Putney, Highway Superintendent, Susan Papasian, Phyllis Acres, and Patty Vanpatten. Via Zoom: Mark Scott and Margie Todd.

**Call to order:** D. Supervisor McKnight called the meeting to order @ 7:00PM.

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

D Supv McKnight thanked the board for rescheduling the board meeting. He was sick last week and didn't think anyone would want him here.

**Approval of Minutes:** A motion was made by McBath, seconded by Hunter to approve the minutes with corrections made. Ayes: All

### **Citizen's Comments:**

Sue Papasian read a letter from the Waddington Historical Association inviting the board members to a fall history event on October 30<sup>th</sup> from 2:00-3:30 upstairs in the old town hall. It will be a celebration of the completion of the WHA's first year and to thank those who have supported them.

Patty VanPatten requested Supt Putney bring the stage down to the four corners for the 40<sup>th</sup> annual great lighted pumpkin contest.

D Supv McKnight noted that they would not hold a public hearing for local law #1 of the year 2022 for tax cap until the November meeting. The notice was not published in the newspaper.

**Committee Reports:** Reports were submitted electronically and would be posted in the official minutes. D Supv McKnight asked if there was any action or questions from the reports.

**Highway:** Supt Putney reported that the Highway Department has been doing general maintenance on trucks and equipment, finished mowing roadsides, mowed Leishman Point as much as they could with the roadside mower, four men patch paved in Madrid for four days, paved one day on McKnight Rd- 400 ft from CR 14 with binder and put stone on shoulders- 6 guys from Madrid helped, helped unload a building from a truck at the soccer field at school, graded stone, rolled and spread calcium on the dirt roads, changed one driveway culvert on the Harper Rd, dug two cremations, and worked on the shop's new bathroom.

**Library:** Library Board met and did not have a quorum present. We discussed the proposed budget in detail and discussed where there were increased expected for 2023. Major areas were salaries and benefits, utilities, and programs that were not occurring during covid that they plan to resume. Travis and Marjorie were expected to meet to review and they were to provide a line-item breakdown of budget items.

Kelley reported that Frank Davey will be addressing the a/c protection issues. Travis is pursuing snow removal and getting quotes from 2-3 people that are interested. Mark Scott recommended contacting Mike Griffith. I told him he was on our list that was discussed by the Town Board at our meeting. Travis is still working to find someone to do the brickwork. Evans Caulking is the company that provided the estimate for the grant submission last year.

The library utilized an amazon line of credit for most of their purchases/activity. Amazon will no longer be allowing for the LOC and the Library will be pursuing a debit/credit card option and are looking for a Dr/Cr Card Policy from the Town to use to establish one for the library.

**Recreation:** Items discussed: Overpayments to staff and summer program performance Working with MWCS administration for coordinate next year's summer rec/reading programs to avoid conflicts.

**Rescue Squad:** President Julie McBath reported that there were 29 calls, 5 turnovers, and coverage was 83%.

**Grants/alternative revenues:**

RVRDA grant –

C McBath met with Vicky MacDonald after the Sept mtg to discuss the stonework being considered. Once RVRDA agreement is signed (received today 10/17/22 for signature), we will need to create a scope of work and put it out for RFP's. She has discussed the work with Evan's Caulking (who did previous stonework at the town hall) and a specific type of mortar must be described in the scope of work. She also suggested it would be better that the work be put off now until spring as the temperatures need to be high enough for an extended time for the mortar to properly cure.

ARPA Grant:

Guidance on ARPA funds were received from the Comptroller's Office and everyone on the board was sent a copy. We still need to have a brief meeting to review expenditures to date and discuss allocation of any of this funding during the upcoming budget process. As was discussed at Sept meeting, there have been cost overruns on engineering and the floor drain work and we will need to do a budget revision with US Treasury to cover the cost overruns and adjust projects and numbers in conjunction with our annual budget process.

Iroquois Land:

Nothing new to report. Still waiting for the planning board to schedule their next meeting to discuss next steps. Councilman McBath plans to attend this mtg if he is notified of the meeting and his schedule allows.

\*The clerk told the board that the time for the SEQRA process has been completed. Four Coast Engineering has produced a resolution for the Planning Board to pass for this portion of the process. She will contact the Planning Chairman to set up a meeting as soon as possible.

HIP CAMP:

Camping sites closed on HIPCAMP website on October 1. There is a report from HIPCAMP on all the site bookings they handled and the associated costs in a spreadsheet with this report. Town website was updated announcing closing as of Oct 1. I checked with Jim Thew – he said HIPCAMP requires the town to set up a checking account to deposit the monies they collect electronically.

\*The Clerk will contact Supv Hammond to get a letter to open a checking account so the money can be deposited. She will also close the savings account that was originally opened for this.

County ARPA Facility and Infrastructure Improvements Fund (grant):

At the September meeting the Board suggested applying for a project to repair the town hall steps. I contacted Jim Pinkerton at SLC IDA. He advised that the town was not eligible to apply for any of these funds, only businesses and not for profits corporations are. The library would be an eligible party and I shared all this info with Ms. Liddell by email on Sept 16 and gave her some additional feedback on Sept 20. Applications were due by October 17 (today). I am unsure if the library submitted a proposal or not.

**Cemetery:** D Supv McKnight reported that the Cemetery board would like to begin the process to have 501.C.3 status. With this being done it will open opportunities to apply for grants. D Supv McKnight has talked with the Town Attorney. It will cost \$2,000 for him to do the work and file all the papers. They would have to come up with new bylaws. In the bylaws it would state that the Town Board appoints the members to the committee.

A motion was made by Hunter, seconded by Tiernan to give the cemetery committee permission to begin the process to become 501.3.C status. Ayes: All

**Gallery/Clarke House:** Mark Scott reported that the village has submitted a grant application to forward NY with the Clark House building being the lead anchor. Last Thursday they took a

tour of the buildings on Main St. The award should be announced in December. They will hire a consultant to hash out what will be funded.

**Museum:** Historian attended the Village Board, Museum Board, and WHA meetings in September. October 1<sup>st</sup> she met with three different honors classes at Clarkson to explain how they can help with the museum and developing the walking tour map.

October 9<sup>th</sup> together with Mayor Zagrobelny, Matt and Beth Daley we met with the Clarkson engineering students to talk about the new museum project.

Had museum hours on Tuesday & Fridays during the month of September, we only had a few people stop down.

Continue to work on getting organized by going through boxes and preparing for the student workdays.

Matt Daley and I met with the Clarkson engineering students for a site visit at the Episcopal Church property on Friday September 30<sup>th</sup>.

The next historical walking tour is scheduled for 2:00 on the Saturday October 8<sup>th</sup> as part of the Pumpkin festival celebration. We started at the Town Hall.

I have been working with the Waddington Historical Association to plan their 1-year membership[ event Sunday October 30<sup>th</sup> @ the Town Hall.

They are planning for brief remarks for the Mayor, Supervisor, WHA President, Museum President, and myself.

We are working with Sandy Ruddy and the History Club at school and we hope to have a variety of short skits highlighting past residents of Waddington. This will be an interactive program with those in attendance, in that they will need to guess who the actor is portraying. We will have small exhibits set up for people to view, while you mingle and enjoy some refreshments. We also have an activity for the children. The event is free for those that already have a membership and we hope to sign up new members and will also accept donations.

We would like everyone to please spread the word to friends and neighbors.

The next meeting of the museum board will be Wednesday, October 19<sup>th</sup> @ 6PM at the Town Hall.

The next WHA meeting will be Tuesday, October 25<sup>th</sup> @ 7PM in the Town Hall.

#### **Old Business:**

**Code Local Law:** D Supv McKnight had asked the board if they had any further questions from Tony. The Board discussed the proposed law. They will need to decide fees for the operating permit. They will need to have their revisions for the November meeting so it can be finalized to hold a public hearing in December. As per the state this must be passed by December 31<sup>st</sup>. C McBath asked what the consequences were if we didn't pass by December 31<sup>st</sup>? We didn't have that answer. D Supv McKnight will talk to the Town Attorney.

**Local Gov't Task Force:** The Local Government Task Force has asked the Town to submit their requests for the review C McBath noted that one of the main items that needs to be addressed is the boat ramps especially with the levels of the river. They are not set up for the water being so low. He had to take his boat to Lisbon to load. While they are doing the ramps it would be a good time to have dry hydrants installed. D Supv McKnight noted that his is one of the items on top of the list. He will send the list that they have compiled to date to see what the town wants to add.

NYPA has sent a letter to FERC stating that they have successfully completed the shoreline stabilization. This is not true. The Task Force's Attorney is drafting a legal letter to send to them.

**Iroquois Dam Property:** A letter was received from NYPA during the SEQRA comment period for the subdivision and sale of surplus property once owned by NYPA. They stated that NYPA, as the adjacent landowner, will not be able to grant any dock permit request along the 2300 feet of shoreline adjacent to Iroquois Dam. This is due to public safety concerns and the river velocities in that specific area. This will affect the property the town plans to sell in phase 2.

**Generator project:** D Supv McKnight reported that the generator project has had a small snag. The power went out and Supt Putney noticed that the panels were not lit up causing the

generator not to start when needed. Cummings was called. When they came to look at the system the battery was dead. The technician that was there in the beginning told Supt Putney that the battery would need a trickle charger in which he purchased and put on the battery. This charger was not strong enough. We need to have a commercial battery tender that mounts on the wall. The cost for the charger will be \$1800. It will be split with the Village. Further discussion ensued and the following resolution passed.

Resolution #74

Motioned by: Tiernan

Seconded by: McBath

RESOLVED, that the Waddington Town Board does hereby approve the purchase of a commercial battery tender from Cummings Northeast in the amount of \$1800 to be split with the Village of Waddington. Ayes: All

**Fuel Expenses:** D Supv McKnight asked how the fuel line was at this time. Supt Putney noted we were \$2000 to the good. D Supv McKnight noted we would look at it again at the November meeting.

**Charter Franchise Agreement:** D Supv McKnight reported that the Town Attorney sent them a letter concerning the section for dig safe/open trenches. Code Enforcement Officer requested that the paragraph be struck from the agreement. As of last week, he had not received an answer from Charter.

**Christmas Decorations:** D Supv McKnight noted that the Board has talked about how to dispose of the old Christmas decorations. People from other groups in town voiced that they would like to use some of them. They need to be removed from storage so that the new ones that were purchased can be stored. Discussion was held and the following resolution passed.

Resolution #75

Motioned by: Hunter

Seconded by: McBath

RESOLVED, that the Waddington Town Board hereby declares the old Christmas decorations, two dump boxes, and some misc. highway items as surplus. They will be sold on Auctions International. Ayes: All

**New Business:**

**Tentative Budget:** D Supv McKnight noted that there was an adjustment that needed to be made since he submitted the budget. The Governor has release new minimum wage rates. The new rate will be \$14.20 per hour. The custodial staff for the municipal building will need to be increased by \$250. C McBath reiterated that he didn't feel that the Town Council should be taking a raise at this time. Discussion ensued and the board decided to remove the raise for Town Council and Town Supervisor.

C McBath noted that the library is requesting a 9.5% raise. Margie Todd explained that the salaries are being brought up to meet the minimum wage. The new line item called library substitute is strictly for when the library manager and the library aide can't be there. There used to be two library aides and when Renee Backus retired they combined the two positions into one. Therefore, they needed to add a substitute salary. C McBath then asked if when the positions were combined, were the two salaries combined so no "paid hours" of work time were lost? C Tiernan stated that if someone is covering for somebody else we won't be paying for both people we would only be paying for one, so the \$1000 for the substitute could be reduced in the personnel services line. Margie Todd stated she would have to bring that back to the board, but it did make sense. Dep Supv McKnight asked Margie Todd to have answers for our next meeting and we would make a decision on the final budget.

C McBath noted that the library is requesting a 9.5% raise. Margie Todd explained that the salaries are being brought up to meet the minimum request. The new line item called library substitute is strictly for when the library manager and the library aide can't be there. There

used to be two library aides and when Renee Backus retired they combined the two positions into one. Therefore, they needed to add a substitute salary. C McBath also noted that if the salaries go up the social security/Medicare needed to be increased. Margie noted that they didn't know how to calculate that. The Clerk did the calculations and the ss/Medicare should be \$3462. She also noted that they were high on their retirement. The total the town will pay for this in 2023 will be \$1882. It is based on last years reported salary.

The library received a letter from National Grid stating that they were close to going to an on-demand meter. The electrical service has been high the last two months. Margie noted that the new air conditioning system has been turned off. D Supv McKnight told them that they need to be very conscious of their electric usage so not to go to demand. He noted not to use any electric space heaters etc. so the usage will come back down to where it should be. He will also contact Shaun Prentice to get his opinion. He was extremely helpful when the Town had this issue a while ago.

D Supv McKnight asked if there were any other changes that should be made to the submitted tentative budget. None being had the following resolution was passed.

Resolution # 76

Motioned by: Hunter

Seconded by: Tiernan

RESOLVED, that the Waddington Town Board does hereby approve the tentative budget with changes made to become the preliminary budget for 2023. Ayes: All

D Supv noted that the Clerk will have copies available if anyone would like to pick one up.

A written request was received from William Jackson @ 122 Lincoln Ave. He is interested in purchasing land directly in front of his house next to the Memorial on Lincoln Ave. He would like to be able to extend his front yard. He sent a copy of the map where he would like to buy. The board discussed and noted that they had talked about this before. The clerk noted that was a phone call not an official request. They looked at the map and thought he might want to install a driveway because his property is landlocked and shares the driveway with the neighbors. They were curious if there is a right of way for him on the neighbor's property. D Supv noted he would contact the County to see if there were a right of way.

A motion was made by McBath, seconded by Hunter to table discussion until next month's meeting when they could have more information. Ayes: All

The Clerk noted that there are some changes being made to the open meetings law. The mayor sent her information that he received from NYCOM. She will send on to the Board for their information.

D Supv McKnight reported that he has been in discussions with CINTAS, our uniform company. They have looked at our contract and there should have been no increase in rates. They will be calculating a refund. The only increase we should see is the \$9.00 per week for adding the total replacement plan. He will keep everyone up to date when he gets more.

The Clerk asked when the weeds were going to be cut at the beach. D Supv McKnight noted that they will be done tomorrow morning. They were going to do it last week but had to postpone.

**Citizen's Comments:**

Phyllis Acres asked about the proposed local law. She said she attended the Village Board meeting and they discussed it as well. They felt it gave the Code Enforcement too much power. The Board noted that it would affect the village more than the Town. It has to do with the enforcement of the codes. One of the main changes would be food truck vendors. The Town will have to do operating permits and determine how they will enforce it. We will have a public hearing on it in December. She asked if there was a copy available. The clerk can put one on the website for information. Mark Scott asked if the Supv would send him something for the recorder. There was still time. D Supv McKnight noted he would get something for him.

Supt Putney told the board that he had some concerns about snow removal on the Village streets where they have started the sewer project. They will be gravel in the areas that are dug up and there has been no communication between the Village and the Highway Department.

**Bills:** A motion was made by McBath, seconded by Hunter to approve bills # 22-00655 -22-00713 in the amount of \$38,098.88. Ayes: All

**Adjournment:** A motion was made by Hunter, seconded by McBath to adjourn the meeting @ 8:25PM. Ayes: All

Respectfully submitted

Carol A. Burns, Town Clerk