**REGULAR MEETING**

**BAINBRIDGE TOWN BOARD**

**JULY 14TH, 2020**

**(THE PUBLIC WAS INVITED TO ATTENDED REMOTELY)**

Present: Dolores Nabinger Supervisor

Deborah Hromada Councilwoman

Jennifer Sienko Councilwoman

Bob Evans Councilman

Kelly Hromada-Johnson Councilwoman

Gary Richman Highway Superintendent

Recording Secretary: Aric McKown Town Clerk

Supervisor Nabinger called the Regular Meeting to order at 6:30PM.

**Guest(s):** Mayor Phil Wade

**RESOLUTION #1**

Motion was made by Councilwoman Sienko, second by Councilman Evans, to approve the minutes from the June 16th, 2020 Regular Meeting.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilwoman Sienko, Councilman Evans, Councilwoman Johnson; No: none; Motion Carried.

The following claims as set forth on abstract #7 for 2020 were audited by Town Board:

General Town Wide#478-506 for $22,105.68

General Town Outside#36 for $130.00

Bennettsville Lights#18 for $31.85

Highway Town Wide#163-166 for $597.29

Highway Town Outside#122-128 for $82,685.01

**RESOLUTION #2**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, authorizing clerk to issue warrant to Supervisor for payment of audited claims.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilwoman Sienko, Councilwoman Johnson, ; Councilman Evans ; No: none; Motion Carried.

Town Board held conversation about making sure all our payments are received on time and payments can be ratified to avoid late payments.

The May financial report was received and filed. Councilwoman Hromada talked about the amount of money left in the Town Clerk accounts and asked Town Clerk McKown to be mindful when appropriating those funds with future bills. She asked McKown to go over his expenditures to see if anything was taken from the wrong account and list any changes made.

Supervisor Nabinger announced that DCO Sherrick passed his inspection again for this year.

Sherrick provided the town board with a copy of Local Law No. 1 for 2020, to amend Local Law #2 of 2010, which will reflect where and how the money will be accounted for when a dog handling fee is assessed. Sherrick explained that if a dog is picked up by the town, the town will collect the money, and if a dog is picked up by the village, the village will collect the money.

Councilwoman Hromada said she had created the amended local law and that this law also covered the time that a dog would be held for.

Mayor Wade spoke on this and was in agreement with the proposed amended local law.

Supervisor Nabinger stated a public hearing would need to be held for the amended local law.

Town Clerk McKown said he would be on vacation from August 6th -August 11th , and asked the town board to push their next regular meeting out to August 18th, so he could be in attendance.

The town board agreed to hold the public hearing for Local Law No.1 2020 on August 18th, 2020 at 7PM.

Dog Control Officer, Sanitation Officer and Assessor Reports were received and filed.

**JAC**

Phil Wade of the Jericho Arts Council, stated he has put a hold on all shows in the theater and is uncertain if there will be a Fall season, due to precaution and feels people wouldn't even come.

**COURT**

Clerk To Justice Bickford spoke on the court's requirements for opening the court back up. Bickford stated the court should be disinfected following each day of case proceedings, and asked if our cleaning person could do this after 'case days' on Tuesdays and Thursdays.

Town Clerk McKown offered to disinfect the court on Fridays to makes things easier and save the town the $20.00.

**POOL**

Pool Superintendent Richman told the town board that the repairs on wading area of the town pool are done and Wakeman did a nice job. Richman hoped to get in contact with the pool liner company tomorrow, to get the ball rolling with that.

He informed the town board that Newbauer Construction would be doing the roof replacement on the pavilion at Payne Park, within the next week and half. Richman stated the insurance check for $6500.00 had been received and should cover entire cost for the roof replacement.

**CLINTON PARK**

Park Superintendent Richman told the town board that there is concert scheduled for tonight and have had a lot of campers.

The town board questioned Richman about the concert that's schedule for tonight and if there was approval for that concert.

Councilwoman Johnson asked why there was a concert happening if there hasn't been town board approval, and it hasn't been approved by the town board.

Supervisor Nabinger stated we were not 'explicit' when we told Town Clerk

McKown to cancel everything for July, and that we meant the band shell too.

Supervisor Nabinger concluded with the town board that everything for the month of July, involving the pavilions and band shell, is canceled. She asked the town board what they want to do about the month of August.

**RESOLUTION #3**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to cancel all organized events and mass gatherings involving the pavilions and the band shell through the end of August, unless something changes with the Governor and can be later addressed by the town board.

Ayes: Councilwoman Hromada, Councilwoman Johnson, Councilwoman Sienko; No: Councilman Evans, Supervisor Nabinger; Motion Carried.

Supervisor Nabinger made suggestion that we put signs up at Clinton Park and Payne Park that these playgrounds are not sanitized and to use at your own risk.

**RESOLUTION #4**

Motion was made by Councilwoman Hromada, second by Councilman Evans, to put these signs at Clinton Park and Payne Park, that say these playgrounds are not sanitized and to use at your own risk.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilman Evans, Councilwoman Johnson, Councilwoman Sienko; No: none; Motion Carried.

**TOWN HALL**

Highway Superintendent Richman said the painting is done in the town hall. Councilwoman Johnson had gotten prices on flooring inside the town hall and the Town Clerk's Office.

Richman had been told from Waldron's Flooring that we shouldn't use the laminent wood flooring in the hallway because it will crack, but tile flooring could be used in the town clerk's office.

He said the cost for tile installation in the town clerk's office would be $3,386.00, and went over the details of that installation. The cost for carpet installation in the hallway would be $1,628.00.

The town board conversed on the type of tile that would be used and making a decision on what type of tile to go with.

Councilwoman Johnson spoke on the tile samples she had gotten at Lowes and would get a quote from them on Thursday.

Supervisor Nabinger asked the town board if they wanted to take a vote on the carpeting in the hallway and wait to decide on the town clerk's office next month.

Supervisor Nabinger mentioned she had someone in mind to do the work, that's been in business for 30 years for Chenango Carpet over in Smithville Flats. The town board asked Supervisor Nabinger to reach out him.

**RESOLUTION #5**

Councilman Evans made motion, second by Councilwoman Sienko, to move forward with the carpet in the hallway and to accept the quote from Waldrons.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilman Evans, Councilwoman Johnson, Councilwoman Sienko; No: none; Motion Carried.

Highway Superintendent Richman informed the town board that the company doing the automatic doors on the front of the town hall would be here in 2 weeks and we had gotten our credit approval.

**HIGHWAY**

Highway Superintendent Richman said his department has been busy with paving the roads, mowing the roads and cemeteries, cutting brush and putting culverts in. His CHIPS work is done and is now waiting for the checks to clear before moving forward.

Richman told the town board we need to go out for LP Gas and Fuel bids in August.

Supervisor Nabinger announced we would open bids at our August 18th Regular meeting at 7:15PM, for Fuel and LP Gas.

Nabinger asked Highway Superintendent Richman to get some costs for doing the cabinets and counter tops.

Richman told the town board that the new truck we ordered last September won't be here until October of this year, due to the Corona Virus. He said he could use the CHIPS money to purchase a new sander.

**TOWN CLERK**

McKown bought up the Dog Scent Trial that's due to go on the 1st week in October, and wanted the town board's opinion on that.

Councilwoman Johnson advised McKown to let the trial know that there's a possibility it could be canceled.

Town Clerk McKown brought up the DTC franchise agreement and asked the town board if we would be moving forward with that. He went over an email from Spectrum on equal provisions and how he made Spectrum aware we will not move forward with them until we are done with the Delhi Telephone Company.

Councilman Evans asked about the term length with the DTC and Spectrum. McKown said the Delhi Telephone Company was looking to extend the agreement out to a 15 year term, instead of 10 years. He was informed by Coughlin and Gerhart the standard is only 10 years, and that we don't know where technology will be in 15 years.

Evans thought the DTC said they wouldn't do the agreement unless we committed to a 15 year term, and McKown said that was true.

The town board held a discussion on the matter, the money that's been spent, and how to deal with franchise agreement.

The town board made the decision to move forward with the franchise agreements for both Spectrum and the DTC, as long as they were in agreement with our 10 year term proposal.

Councilman Evans expressed that the Supervisor should be handling this and making the communication with these two companies.

Councilwoman Hromada asked Mayor Wade if he had renewed their agreement with Spectrum.

Wade commented that the village had signed their second franchise agreement with Spectrum a couple years ago for 10 years.

Supervisor Nabinger asked the town board if we wanted to have a public hearing for the DTC franchise on August 18th at 7:30PM.

**RESOLUTION #6**

Motion was made by Councilwoman Johnson, second by Councilwoman Sienko, to hold a public hearing for the Delhi Telephone Company on August 18th at 7:30PM.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilman Evans, Councilwoman Johnson, Councilwoman Sienko; No: none; Motion Carried.

Supervisor Nabinger said she'd contact the Delhi Telephone Company offering them a 10 year franchise agreement and are willing to hold a public hearing on August 18th at 7:30PM. She announced she would make contact with Spectrum in August after things were taken care of with the DTC, and offer them the same proposal.

Nabinger asked Town Clerk McKown about his timekeeping with the NYS Retirement. McKown explained he has not had a chance to get that done yet with the office computers being gone and the office being under renovation.

Councilwoman Hromada said we need to do a resolution for the standard work day for the town clerk. McKown said his time each week is 36 hours with lunches included. Hromada noted the resolution should reflect whatever the town sets as full time for the town clerk and suggested making 7 hours the standard work day. She told McKown that the adjustment of his time needs to be taken care of with the NYS Retirement as well as his calendars.

Hromada provided McKown with the paperwork to finish this.

**RESOLUTION #7**

Motion was made by Councilwoman Hromada, second by Councilman Evans, to establish the standard work day for the town clerk at 7 hours per day.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilman Evans, Councilwoman Johnson, Councilwoman Sienko; No: none; Motion Carried.

Councilwoman Hromada brought up the employee handbook and thought it would be good to look at it. She said every time the insurance company does an audit, they ask for our employee handbook.

The town board held discussion on how to go over the employee handbook and decided to break it up into a couple of work sessions. They agreed to meet on August 11th at 6PM, to go over the employee handbook.

Councilwoman Hromada talked about the Spectrum franchise agreement, and the fees involved that fall back on the town. She expressed her concern that the town could lose it's free internet, and we should let Spectrum know that we want to continue to keep our free internet.

Councilman Evans suggested we look into getting free internet at Clinton Park.

After reading over the village minutes, Hromada found the village uses the Daily Star for their legal notices and suggested we advertise in their weekly paper.

The town board held discussion on doing business with The Daily Star and wondered about their rates in comparison with The Evening Sun.

Supervisor Nabinger said she would look into it.

Councilwoman Sienko mentioned the State Comptroller announced the 2021 Tax Cap is going to be 1.56 percent and wondered if they ever announced it that early. She stated we need to be mindful of that when we start the budget process.

Councilwoman Johnson is still looking into a follow up meeting with New York State. She stated she has not heard anything from Rich Cunningham of Thoma and that Thoma is still working from home.

Councilwoman Johnson shared her recent conversation with Recreation Director Dale Palmer. Recreation Director Palmer made a request to the town board to consider raising the his salary in the 2021 Budget.

**RESOLUTION #8**

Motion was made by Councilwoman Johnson, second by Councilman Evans, to pay Recreation Director Palmer his full wages of $3,789.00 for the season.

Ayes: Supervisor Nabinger, Councilwoman Hromada, Councilman Evans, Councilwoman Johnson, Councilwoman Sienko; No: none; Motion Carried.

Supervisor Nabinger asked Councilwoman Johnson to consider doing business with Chenango Carpet. The town board talked about having a few different estimates and agreed to rescind the motion to move forward with Waldron's and Supervisor Nabinger will make contact with Chenango Carpet.

Supervisor Nabinger asked Mayor Wade for a copy of the village's union contract.

Wade said the town is welcome to see the contract that he negotiated with the village union.

Supervisor Nabinger, Mayor Wade, Highway Superintendent Richman and Councilman Evans discussed different options for uniforms and changes made to the upcoming contract.

Councilman Evans mentioned the Supervisor's deposits for the month of May, and asked about the fine amounts for the month of November. Nabinger offered clarification on those fine amounts and how Bookkeeper Sherman recorded those fines.

Evans brought up our bookkeeping and if there was a software program for the town to use.

The town board held a conversation about how and who would use the software.

Highway Superintendent Richman informed the town board that he had taken the tires back for White Goods Day. He said we had 119 tires and the bill came to $255.00, but with our credit of $250.00, the bill would be about $5.00.

Supervisor Nabinger said we stand adjourned until August 11th, when we'll meet for an employee handbook workshop.

Our next regular meeting will be August 18th at 6:30PM.

Motion to Adjourn at 8:30PM

Respectively Submitted,

Aric McKown

Town Clerk