

**REGULAR MEETING
BAINBRIDGE TOWN BOARD
AUGUST 14TH, 2018**

Present: Dolores Nabinger	Supervisor
Jennifer Sienko	Councilwoman
Deborah Hromada	Councilwoman
Kelly Hromada-Johnson	Councilwoman
Recording Secretary: Aric McKown	Town Clerk
Absent: Gary Richman	Highway Superintendent

Supervisor Nabinger called the Regular Meeting to order @ 7:05PM.

RESOLUTION #1

Motion was made by Councilwoman Sienko, second by Councilwoman Hromada, to approve the minutes of the July 10th, 2018 Regular Meeting Minutes, provided the minutes are amended to show the board went 'into executive session to discuss an employee's performance'.

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

The following claims as set forth on abstract #8 for 2018 were audited by Town Board:

General Town Wide# 1257-1290 for \$21,734.94

General Town Outside# 76-77 for 294.52

Bennettsville Lights# 41 for \$30.65

Highway Town Wide#474-483 for \$5,480.79

Highway Town Outside#276-282 for \$30,717.46

RESOLUTION #2

Motion was made by Councilwoman Johnson, second by Councilwoman Sienko, authorizing clerk to issue warrant to Supervisor for payment of all audited claims, except for Voucher # 1258 for \$100.00;

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

Councilwoman Hromada brought up the Financial Report, and asked Clerk McKown about the money under Vital Statistics, that is due payable to the Village

Clerk's office. Hromada stated that that money needs to be taken out and paid to the village. Clerk McKown said he would take care of that.

Councilwoman Hromada also brought up the Bookkeeper's budgeted amount of \$1,500.00, and how that amount has been more than expended. Supervisor Nabinger explained that there had been an estimated amount of time needed of the Bookkeeper, but there had been issues with the 2016 & 2017 financial reports and payroll that weren't expected. Hromada stated that the board should have been informed of this, as the town will be spending close to \$6,000.00 by the end of the year, and the town will have to figure out where the money will come out of. Hromada also asked about why the direct deposit is being done by Town Clerk McKown, when Bookkeeper Sherman is being paid for doing the payroll. Town Clerk McKown explained that he had offered to help Bookkeeper Sherman with this part of the payroll and Bookkeeper Sherman agreed to it.

The July 2018 Financial Report was received and filed.

Guest's Questions & Concerns:

Bainbridge Town Justice Christopher Thurlby attended the town board meeting to announce the Annual Conference of the NYS Magistrates Association. Thurlby expressed his interest in attending the conference and how it would be an advantage to the town for him to attend. The cost of the conference will be \$750.00.

RESOLUTION #3

Motion was made by Councilwoman Hromada, second by Councilwoman Hromada, to have Town Justice Thurlby attend the Annual Conference of the NYS Magistrates Association.

Ayes: Superior Nabinger, Councilwoman Sienko, Councilwoman Hromada, Councilwoman Johnson.

Phil Wade of the Jericho Arts Council provided the board with a list of things that needed to be fixed in the town hall theater. Wade talked about the sink in the upstairs dressing room that needed to be stabilized, the handrails on the stairway next to the chairlift that are loose, the metal by the fire escape that's not secure, and the hand railing by the roof that is not in good shape. Wade also commented on a leak on the corner roof that needs to be looked at and the toilet in the upstairs dressing room that has no walls for privacy. He concluded that the outside doors from the balcony has a large gap on the bottom, and should have some door sweeps installed, to keep the cold air out in the winter time.

Mayor Wade mentioned that he would revisit doing a grant application with the DOT, to do a walking path up to Clinton Park, and asked the possibility of getting a letter of support from the board.

Town Clerk McKown opened and read the bids for Fuel Oil & LP Gas @ 7:30PM.

FUEL OIL BIDS

The following bids were received for fuel oil for the Town Hall:

	<u>Fixed Rate</u>
Boulder Oil Company	\$2.399 per gallon
BlueOx	\$2.684 per gallon
Mirabito Energy Products	\$2.4491 per gallon
Reinhardt Home Heating	\$2.599 per gallon

RESOLUTION #4

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to award the bid to Boulder Oil to provide fuel oil to the Town Hall for a fixed price of \$2.399 per gallon.

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

LP GAS

The following bids were received for LP Gas for the Highway Garage, the Town Pool, and Clinton Park:

	<u>Fixed Rate</u>
Boulder Oil	\$1.219 per gallon
Blue Ox	\$1.599 per gallon
Mirabito Energy Products	\$1.5490 per gallon

RESOLUTION #5

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to award the bid to Boulder Oil to provide LP Gas to the Highway Garage, the Town Pool, and Clinton Park for a fixed price of \$1.219 per gallon.

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

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

Supervisor Nabinger mentioned that a letter had been sent to Assessor Koppenaal regarding the town board's concerns about continuing his training. Councilwoman Hromada expressed her interest in being updated on the status of the Jennison Station. Supervisor Nabinger explained that it was the school's attorney that has the lead on the case with the Jennison station, and that something should happen in September.

CLINTON PARK

Clinton Park Groundskeeper Tim Harmon brought up the erecting of the batting cage at Clinton Park. He talked about the positive feedback he's been receiving from the campers and the increase in the camping because of the Passport America. Harmon mentioned the importance of having Wifi, and the requests he's received from campers to have Wifi at Clinton Park. He encouraged the town to look into putting Wifi in at the park.

Harmon asked about putting some envelopes next to the drop box at Clinton Park, that campers could use them for camping money. Supervisor Nabinger said she would look into this, as well as the possibility of a seasonal plan for Wifi.

Groundskeeper Harmon emphasized the importance of numbering our campsites at Clinton Park, in case of emergency purposes. He brought up the need to stabilize the large pavilion again.

Supervisor Nabinger mentioned there's grant money that Chenango County Soil & Water has available that could be used to help with with the stabilization of the large pavilion. She said she would follow up with this and let the board know.

Harmon stated that he had put in a new water heater at the pavilion.

Supervisor Nabinger asked Clinton Park Groundskeeper Harmon to provide the town board with an itemized list of projects that needed to be done at Clinton Park for next month's budget meeting.

Harmon stated he would get together with his brother to go over the grounds at Clinton Park and get back to the board with this list. He talked about trimming some of the branches at the park in preparation of the Family Motor Coach Association, making it easier for RV's to enter. Harmon informed the board of a recent conversation he had with Don Osterhout of the FMCA, and that we were looking at between 80-90 campers for this season.

Councilwoman Sienko asked Groundskeeper Harmon if he had witnessed a lot of dogs being off leash. Harmon did say he had seen this occasionally, but has not experienced any problems with this.

Supervisor Nabinger stated she would ask Clinton Park Superintendent Richman to put a sign up regarding dogs being on a leash.

Councilwoman Sienko talked about the town board's recent outing at a rodeo circuit during the Chenango County Fair, and that she wasn't impressed. She expressed her concerns for the potential for injury and medical support being called.

Supervisor Nabinger added that the town board was looking for some type of fundraiser for Clinton Park, and the idea of a rodeo circuit sounded like a good possibility. She concluded that these rodeo circuits are well attended and there is a real following of people that attend these circuits.

The town board talked about attending another rodeo in Oneonta on September 8th.

TOWN CLERK

Town Clerk McKown brought up garbage bids, and confirmed with the board that the town would go out for those bids this year. He mentioned he had received some donation money from Marge Brown, and asked where the board would like to place the money. The board said that the donation money should go to Payne Park. McKown talked about an email he had received from a campaign party and the regulations of the town on the placing of campaign signs. Councilwoman Hromada advised Clerk McKown to send them a copy of the town's policy on the Posting & Removal of Advertising Signs. McKown updated the board on his recent correspondence with Rich Cunningham at Thoma, confirming the town's balance on grant writing.

RESOLUTION #6

Motion was made by Councilwoman Johnson, second by Councilwoman Sienko, to start the public hearing at 8:01PM, on the Posting and Removing of Advertising Signs.

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

Mayor Wade inquired on this being a revision to the policy already in place. Councilwoman Hromada confirmed that it was a revision to this policy, due to the fact that the town no longer has a code enforcement officer. Hromada stated that the responsibilities that were once that of the code enforcement officer, now fall back on the town clerk as the enforcer of this ordinance. She concluded that the information of the individual, business, campaign, etc., should be listed on the sign.

RESOLUTION #7

Motion was made by Councilwoman Hromada, second by Councilwoman Sienko, to close the public hearing.

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

RESOLUTION #8

Motion was made by Councilwoman Sienko, second by Councilwoman Johnson, to adopt the Ordinance for the Posting and Removing of Advertising Signs.

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

Supervisor Nabinger informed the public of the letter of resignation she had received from court clerk Pamela Wylubski. The town has decided to accept her letter of resignation and temporarily hire the Coventry Court Clerk Terri Bickford, from August 16th to September 11th 2018. She stated that the town will put an in the paper from August 24th - August 31st, advertising the town's need for a new court clerk and hope to make a new appointment for a new court clerk at our regular meeting in September.

Councilwoman Johnson stated that this decision was made, based upon the recommendations of both town justices, Davis and Thurlby.

Supervisor Nabinger credited Mrs. Wylubski on all her efforts here in the town court both as temporary justice and appointed court clerk.

RESOLUTION #9

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to accept the letter of resignation from Pamela Wylubski, as of August 16th, 2018.

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

Nabinger concluded that the town board is all a little reluctant to have Mrs. Wylubski go.

RESOLUTION #10

Motion was made by Councilwoman Johnson, second by Councilwoman Sienko, to appoint Terry Bickford as court clerk, as of August 16th, 2018.

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

Supervisor Nabinger informed the board about her conversation with WIC. She told WIC that if they were going to continue to use the town hall meeting room, that they were only to use the meeting room side and NOT the court side. WIC said that they didn't want to leave because they had been there for more than 20 years and would be okay with using only the meeting room side.

Nabinger reminded everyone that the Assessor has received a letter encouraging him to continue on with his trainings, and that the town board doesn't condone him not taking the trainings.

Supervisor Nabinger made the town board aware of her recent meeting with Sentry Alarms, and the change in location of the smoke alarms in the town hall theater. She stated the alarms would be placed on the walls, not on the ceiling, and these 6 smoke alarms would be wireless. Nabinger commented that she had given Sentry Alarms a deposit of \$8,000.00, and that there would be a \$2,000.00 increase with including the library in with alarm system, for a total cost of \$16,545.93. She added that the work would begin on this project in the next 3 weeks.

Nabinger also mentioned that Sentry Alarms had given the town a quote of \$3,012.50, to repair the fire alarm system in the highway garage.

Supervisor Nabinger talked about the scheduling conflicts with the American Legion and the school board meeting in the town hall meeting room. Nabinger said to make sure that there is nothing scheduled during those times when the American Legion is using the meeting room.

Councilwoman Hromada asked if we had heard anything back yet about the County approving the Comprehensive Plan. Hromada said she still hasn't done anything with the SEQR, but that it was on her list.

Supervisor Nabinger said we'd need to advertise the town taking \$1,000.00 out of the reserve fund to pay the Bainbridge Development Corporation. Clerk McKown

asked the board for the correct phrasing on this before putting it into the paper. Councilwoman Hromada said it would be best to hold off on this, as we would only need to take \$200-\$300 from our reserve fund.

The town board held discussion about the job description of the court clerk and the salary. The board decided on an annual salary \$13,634.00 for this position.

Mayor Wade talked about the need for a Security Resource Officer in our school district, and that the school is able to fund \$60,000.00 for the 1st year. School Superintendent Ryan asked Mayor Wade if the village and the town could help out with this financial responsibility, and then the school would reimburse the town and village for this.

The town board and Mayor discussed the details and requirements of this position. Mayor Wade emphasized the importance of both the village and town being supportive of this.

The town board scheduled a 2019 Budget Workshop for August 21st, 2018 @ 4PM.

The next Regular Meeting will be held on September 11th, 2018 @ 7PM.

Motion to Adjourn @ 8:47PM.

Respectively Submitted,

Aric McKown
Bainbridge Town Clerk

