**REGULAR MEETING**

**BAINBRIDGE TOWN BOARD**

**JANUARY 8TH, 2019**

Present: Dolores Nabinger Supervisor

 Jennifer Sienko Councilwoman

 Deborah Hromada Councilwoman

 Bob Evans Councilman

 Kelly Hromada-Johnson Councilwoman

 Gary Richman Highway Superintendent

Recording Secretary: Aric McKown Town Clerk

Supervisor Nabinger called the Organizational Meeting to order at 6:30PM and read over the appointments for 2019.

**RESOLUTION #1**

Motion was made by Councilwoman Hromada, second by Councilwoman Sienko, to approve the following appointments for 2019.

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

**RESOLUTION #2**

Motion was made by Councilwoman Hromada, second by Councilman Evans, to close the Organizational Meeting.

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

The Regular Meeting was called to order at 6:40PM.

**RESOLUTION #3**

Motion was made by Councilwoman Sienko, second by Councilman Evans, to approve the minutes from the December 11th 2018 Regular Meeting.

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

**RESOLUTION #4**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to approve the minutes of the December 27th 2018 Special Meeting.

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

The following claims as set forth on abstract #1 for 2019 were audited by Town Board:

General Town Wide#1416-1435 for $16,132.39

General Town Outside#89-90 for $91.12

Bennettsville Lights#48 for $33.26

Highway Town Wide#526-530 for $23,944.31

Highway Town Outside#315-316 for $4,220.38

**RESOLUTION #6**

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

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilwoman Johnson, Councilwoman Hromada; Councilman Evans abstained from McDowell & Walker bill; No: none; Motion Carried.

The town board held discussion about Tony Christian's boots purchase, and decided that the bill for his boots should be accounted for in the 2018 year.

Supervisor Nabinger brought up the financial report for December 2018, and mentioned the negative balance in the DB fund. Councilwoman Hromada concluded the negative balance would be resolved, after the CHIPS money was applied towards this balance.

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

Supervisor Nabinger asked about the enumeration fee mailers for dog licenses, and when they would get done. Councilwoman Hromada stated she would get with Town Clerk McKown some time after the tax collection season slows down to help get these done.

**CLINTON PARK**

Park Superintendent Richman commented on how Tim Harmon is making progress on the bathrooms at the park and are just about done, but did not finish by the 31st of December due to a bad cold. Richman stated the town's portion for sand for the Rodeo would be between $1,800-$2,000.00, and would include a few free loads of sand. Supervisor Nabinger added that the town could not contribute to the 'Family Fun Day', but could contribute towards the improvement of Clinton Park. She confirmed that the town has not committed to anything yet, but asked the town board to have this discussion tonight and to include some type of formal vote.

The town board asked about the location of the sand, and if it would be long term. Supervisor Nabinger said she hoped to be able to use the sand for other events and that it would be long term. Discussion was held by the board about the seating for the rodeo, use of portable bleachers and entertainment . Nabinger commented on how the Rodeo would most likely not make a profit it's first year, and that both the Bainbridge and Sidney Chambers would be putting up between $10-12,000.00 each to cover the costs of the Rodeo. She added that both Chambers will be looking into pre-sale tickets to help with the attendance at the rodeo, and that in the long run, the town will profit.

Councilwoman Hromada asked Park Superintendent Richman about the use of port-a-potties and security/traffic control for this event. Hromada said the town could possibly cover these expenses.

Nabinger asked the town board if this is an event the town could stand behind and support both chambers.

**RESOLUTION #7**

Motion was made by Councilman Evans, second by Councilwoman Hromada, to provide the sand, port-a-potties and traffic control in support of the Family Fun Festival at Clinton Park.

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

Clinton Park Superintendent Richman talked about his recent communication with John Payne at the Bainbridge Chamber, and stated the chamber would be donating the $3,000.00 for the purchase of the new electronic sign at Clinton Park. Richman said he would like to see it up by Memorial Day.

The town board held discussion about the electronic sign, how it would look and work. Supervisor Nabinger asked Richman to follow through on this and get the board a picture of the sign.

**TOWN HALL**

Highway Superintendent Richman talked about the heating issues in the town hall, and informed the board that Justice Construction has begun work on the downstairs bathrooms in the town hall. Richman said Justice Construction hopes to have those bathrooms done by next week.

**HIGHWAY**

Highway Superintendent Richman stated his department has been busy plowing and sanding roads, and working on highway equipment.

**TOWN CLERK**

Town Clerk McKown brought up prices for an online subscription of the Evening Sun, and that it equates to $12.50 per month. Supervisor Nabinger felt that this would be a good idea.

**RESOLUTION #8**

Motion was made by Councilwoman Sienko, second by Councilman Evans, to purchase a monthly online subscription with the Evening Sun.

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

Town Clerk McKown brought up Dale Fox's business FoxWorx and how he's closing this business as of January 31st 2019. Councilwoman Sienko added that the town's website domain is paid for through November 1st 2019, and that Mr. Fox provided her the username and password to make changes and additions. Sienko said she would need to further explore this, and see what other townships are doing.

McKown brought the 2019 vacancies for town board council, and asked who is up for election. Councilwoman Johnson answered that both her and Councilman Evans are both up.

Town Clerk McKown mentioned the dog kennel complaint he had received over on Mertz Road. Supervisor Nabinger said that the town board couldn't do much about it, and that the people affected should seek help from the Chenango County Sheriff. Dog Control Officer Sherrick said the Sheriff will respond, but typically won't do anything.

Councilwoman Sienko stated she would be following up with the town board on her progress with the town's website.

Councilwoman Hromada talked about auditing the books of the town court and town clerk. She expressed her thoughts on how things are currently being done and that it's not a good way to do things. Hromada mentioned getting an annual report from Clerk McKown in addition to auditing his books. She said auditing the town clerk's books should be done twice a year, both at the end of June and end of December, and not during the town board meetings.

Hromada went over the Fiscal Oversight Responsibilities of the Governing Board, and provided a copy of this to the town board.

The town board agreed to split these responsibilities, so that Councilman Evans and Councilwoman Hromada would audit the town clerk' books and Councilwoman Sienko and Councilwoman Johnson would audit the town court's books.

**RESOLUTION #9**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, that as of January 2019 the town board will be auditing the books of the Town Clerk and the Town Court in January and June of 2019, and reporting this information in the February Regular Meeting.

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

Councilwoman Hromada asked the town board if they had officially adopted the town's Sexual Harassment Policy and if they were prepared to do so. She also included scheduling a training for that and Workplace Violence.

**RESOLUTION #10**

Motion was made by Councilwoman Hromada, second by Councilwoman Johnson, to adopt the Sexual Harassment Policy for the Town of Bainbridge.

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

Councilwoman Hromada brought up updating the Procurement Policy amounts to $20,000.00 for supplies and equipment and $30,000.00 for public works contracts. She added there's been no change with her work on the policies for Site Plan and Exotic Animals.

Councilman Evans asked about CHIPS money and what the town applies for to get this money. Highway Superintendent Richman said the CHIPS money is used for blacktop, stone, oil for our roads and equipment. Evans said he's been in contact with the Town of Colesville, and that the money can also be granted for things like culvert replacing, brush mowing and preparation for the oil on the roads. He said it requires more paperwork but it can be done. Evans also asked about an Employee Handbook. Supervisor Nabinger said it's on our list.

Councilwoman Johnson confirmed with the board that she would be facilitating the trainings for Sexual Harassment and Workplace Violence. She asked the board if we do anything with blood born pathogens, and if there are trainings being done on this.

Supervisor Nabinger said she had received the Village's payment for the Volleyball signs. She had contacted David DeClue about the whereabouts of the flash drive for the Comprehensive Plan, and has not heard back yet. Nabinger asked Mayor Wade about a contact # for Rich Paul, so she could get a copy of the flash drive.

**Guests Questions and Concerns:**

Mayor Wade thanked Gary Richman for fixing the heat in the town hall. He mentioned the village had passed their resolution for the consolidation of town and village birth and death records. Wade announced the village has made the Evening Sun their official paper and that he expects the tax sale property list for 2019 to arrive the end of February or early March. He said it would be good to post this information on the town's Facebook and website page.

Mayor Wade said he's been working on the summer concert schedule for the Old Time Band, and that he's in need of a spot to store 4 filing cabinets full of music from the Old Time Band. He also talked about doing a combined concert with the Old Time Band and the Sidney Band. Wade informed the board that he received information for grants on water quality improvement, and talked about the importance of improving our sewer lines and keeping them in good condition.

Motion to Adjourn @ 7:50PM

Respectively Submitted,

Aric McKown

Town Clerk