**REGULAR MEETING**

**BAINBRIDGE TOWN BOARD**

**SEPTEMBER 10TH, 2019**

Present: Dolores Nabinger Supervisor

Deborah Hromada Councilwoman

Bob Evans Councilman

Jennifer Sienko Councilwoman

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.

**RESOLUTION #1**

Motion was made by Councilman Evans, second by Councilwoman Johnson, to approve the minutes of the Regular Meeting on August 13th, 2019, and to remove Councilwoman Sienko from these minutes.

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

**RESOLUTION #2**

Motion was made by Councilman Evans, second by Councilwoman Hromada, to approve the minutes of the Special Meeting on August 20th. 2019.

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

The following claims as set forth on abstract #9 for 2019 were audited by theTown Board:

General Town Wide#204-240 for $18,903.84

General Town Outside#14-17 for $849.52

Bennettsville Lights#8for $31.84

Highway Town Wide#63-72 for $5783.89

Highway Town Outside#40-45 for $12,204.84

**RESOLUTION #3**

Motion was made by Councilwoman Sienko, second by Councilwoman Hromada, authorizing clerk to issue warrant to Supervisor for payment of audited claims and for Councilman Evans to abstain from McDowell & Walker bill.

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

The town board met with members of the Bainbridge Lions Club and Jim Maddalone's family for a plaque dedication in honor of former Bainbridge Town Councilman Jim Maddalone.

Supervisor Nabinger asked about the filing of the financial reports from June and July. Councilwoman Hromada mentioned there were questions on those reports. Hromada brought up the Village Registrar being listed on the report and that it needs to come off. She spoke about the transfer of $55,000.00 into the Machinery Reserve that wasn't on the report as being done, and the $10,000.00 that was taken out of the Machinery Reserve that was on the report. The town board held discussion about these monetary transactions.

Supervisor Nabinger stated the financial reports for July and August would be kept 'open'.

Town Clerk McKown confirmed the consolidation of Village and Town Registrar with the town board and that the 'Village Registrar' would come off the Town Clerk Monthly Report from BAS.

Councilwoman Hromada stated the 'Interest and Penalties' was not noted for taxes on the month of March. Town Clerk McKown asked to table this for later discussion. Hromada also mentioned that the Self Insurance Fund should not be listed under savings, but as a reserve fund & noted a balance from $35,000.00 to $1,500.00.

Supervisor Nabinger offered an explanation to the town board, for the change from a recent audit. Councilwoman Hromada reaffirmed that the Self Insurance Fund should remain a reserve fund to help with the town's insurance claims.

**Guest(s):**

Assesor Koppenaal attended the meeting to introduce the town's new assessor, Faline Ward. Koppenal introduced the Mrs. Ward and informed the board that he's spent 20 years with Mrs. Ward in the real estate area, as well as the Sidney Assessment Review Board. He stated they've been working here together since the middle of August learning the 'training cycles'.

Mrs. Ward expressed her happiness in having the opportunity to be here, to work with everyone, and to do a good job. She also mentioned she had filled out her application to get assessor certified. Supervisor Nabinger welcomed Mrs. Ward.

Assessor Koppenaal informed the board that he has offered to come back this winter to help out with the state paperwork, as he anticipates this new year will be worse than last year because of the state's involvement with the exemption process.

Supervisor Nabinger spoke about a recent phone call from Ivan Barkman, Amish farmer from Lyons Road, and how his Ag exemption had not been submitted on time. She talked about the difficulty he was now having with his school taxes, and if there was any means to help him. Nabinger suggested to Mr. Barkman he speak to Assessor Koppenaal and commented on Koppenaal's willingness to help.

Koppenaal stated that he had been in contact with Mr. Barkman already and explained to the board the confusion in the matter, and how the Ag exemption works with the school taxes. He let the board know that he would be bringing Mr. Barkman a new Ag exemption form and explain how the STAR credit works.

The town board held a discussion with Assessor Koppenaal on the matter.

DCO Sherrick asked about the grant money from the state, to finish the renovations to the town hall meeting room. Supervisor Nabinger stated the town is still waiting to receive the grant money from the state, and talked about their plans for the entire town hall, with that money.

Phil Wade of the JAC told the board that their season starts this month, with their 1st show, and hopes for a 'roaring start'. He talked about the weather stripping along the doors upstairs that still needed to be addressed, with the cold weather ahead.

Mayor Wade mentioned the village had put in for a couple of grants this year for water and sewer system engineering studies, due to issues with both of these. He said the village is unable to apply for any other grants, until they have these studies in place. Wade is hopeful to be awarded these grants to execute action on these issues next year, due to some concern.

He brought up the Highway Department's help with the Village crew's work on roads and ditches, and that the sidewalks are almost done. Wade commented that the Village crew have been busy getting other things done before winter.

He talked about getting an AED device installed here in the town hall, and was recently informed by Ed Ray that the Community Foundation plans to buy a new one for the town hall. Wade highlighted on the maintenance factors with having this device.

Supervisor Nabinger confirmed this with Mayor Wade as well, and asked Highway Superintendent Richman and Councilman Evans if they had anything to add with being on the Community Foundation.

Councilman Evans noted that the Community Foundation agreed to have the device ordered, but wasn't for sure that it had been ordered.

Highway Superintendent Richman commented that Dale Palmer would be handling this and be going with the same company that the school district had used for the AED devices, because of the testing and training involved.

Mayor Wade expressed his interest in the training when it happens, to help those to use it in a 'pressured situation'.

The town board held discussion with Wade on the importance of having them in place and where else they should be installed. Councilman Evans said the plan is to have one here at the town hall, Clinton Park and the pool.

Supervisor Nabinger said Recreation Director Palmer was in the process of getting his figures together for the new budget.

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

Mayor Wade reminded the board of setting up a holding pen for dogs at the Village Garage. He confirmed that there were no issues with doing this, but they would still need to discuss protocol and the length of time a dog would be kept for, and who would have access.

Supervisor Nabinger asked DCO Sherrick to follow up with Village Supervisor Webb to get things set up.

Assessor Koppenaal informed the town board that he and Mrs. Ward had been invited to next week's Village Board Meeting to offer a presentation on the work of the Assessor.

DCO Sherrick asked about a final dollar amount on the Jennison Station. Assessor Koppenaal said the County Treasurer had provided an amount, and is waiting on those billed monies to the town and school, to offer a refund.

Supervisor Nabinger said they are waiting for that bill, to start that paper trail, and get them paid. Assessor Koppenaal believed the amount to be about $9,000.00.

**POOL**

Pool Superintendent Richman stated the pool is closed, and brought up the leak the pool had all summer. He said they hired someone to come and use a dye to help find where the leak is, but that it remains a mystery. Recreation Director Palmer knows of a New York State Trooper diver that has offered to dive into the 10 ft section of the pool this Wednesday to use some more dye to help find the leak.

Mayor Wade indicated he'd like to get a meter on the pool when filling it, so he can see how much water we're losing. Richman is hoping he'll know more about it, after Wednesday.

**CLINTON PARK**

Park Superintendent Richman spoke about the Family Motor Coach Association during Labor Day Weekend, and their numbers were down to only 55 campers. Richman commented on how next year the FMCA would be celebrating their 40th Anniversary of holding their event at Clinton Park, and asked if the town would be willing to help acknowledge their 40th Anniversary. He said the FMCA will be working to improve their numbers.

Richman talked about the 'off the street' campers at the park and how they've helped to bring in roughly $5,500.00, and we still have some time to go before the park closes. He shared a funny story about 3 elderly ladies he had recently run into, and their stories of adventure.

Richman told the board that the Lions Club would be starting work on the roof of the upper restroom at Clinton Park. The town board held conversation with Richman on the amounts for materials and businesses that were being used.

Richman informed the town board that the Rotary Train had finally arrived at the park, and had been painted by Robin Haddad. He also mentioned the 3 trees he had received from the Rotary, and that they had been planted by the stage and entrance.

**TOWN HALL**

Highway Superintendent Richman went over the details of the report from the county fire inspection that was conducted at the town hall and Clinton Park today. He spoke about putting a 'Boiler Room' sign on the Boiler room door, leaving the emergency and exit lights on inside the theater at all times, carbon monoxide detectors for the town hall and the park, and making sure there is fire marshal in place to direct audience participants during all events.

Town Clerk McKown also mentioned that the fire inspector had asked about fire drills and making sure they got done.

Violet Wade asked about the fire alarm system that was in place and how it worked, so that the public was aware of the sounds made. The town board talked about the idea of testing the alarm system and making sure Sentry Alarm was notified beforehand.

Highway Superintendent Richman gave an update on the price quotes he had for fixing the back door of the town hall. He said he now has prices from Madison Vinyl, Todd Pierson, and Justice Construction. Here are those prices:

Madison Vinyl- $3,275.00

Todd Pierson- $3,285.00

Justice Construction- $1,745.00

The town board talked about the differences in price. Richman said he wanted to confirm things with Dean Edwards of Justice Construction, because of the issue we've had in the past with going with the 'cheaper' guy.

Councilwoman Johnson asked Richman how he wanted to proceed. Supervisor Nabinger asked Richman to let the board know next week at the budget workshop, after he had looked into things.

Highway Superintendent brought up a conversation he had with Mark Davis, and why there was never any recognition of Mike Winn and the time he put in with the Town Planning Board.

Supervisor Nabinger reminded everyone of their acknowledgment of Mike Winn at the town's 'After The Holidays' dinner, and had invited his wife to the dinner as well. She asked everyone if they should do something else, but that she would get with Mark Davis to explain what the town had done already.

**HIGHWAY DEPARTMENT**

Highway Superintendent Richman mentioned the work his department had been done on the roads, paving, cutting brush and putting culverts in. He commented on how he's been getting ready for winter and that he's still getting prices on the work for 206.

Recreation Director Dale Palmer attended the meeting later in the evening and confirmed that the pool had a good year. He said he was hopeful that the Playground Program would return back to the school next year and asked about getting with the board some time this winter to talk about staffing the pool, but didn't foresee any huge changes to the budget for 2020. Palmer brought up putting WIFI down at the park, so they could put in security cameras. He talked about the leak in the pool and how it's being handled.

Supervisor Nabinger mentioned that the payroll was over for this year, but the pool contractual was under the spent amount, and that overall everything balanced out. Palmer said he would need to look into it and did expect the minimum wage to go up again next year.

He spoke about having to increase the hours of operation this year, because the summer was so hot. Palmer said he would get back to the town board with his budget, after he got back from vacation. Conversation was held on the summer programs that took place and Palmer said he was up for any new ideas.

Palmer gave an update on the AED device that could be ordered, after recently receiving a debit card to purchase this at a cost of about $2,000.00. He spoke about how 'user friendly', the AED device is.

Councilman Evans asked Recreation Director Palmer if he had had anymore complaints on noise at the pool. Palmer commented that things had been pretty quiet, but had been informed by his guards, that sometimes kids would come down to the basketball courts with their own music devices and play them fairly loud.

The town board talked about how great it is to hear the music and all the 'sounds of summer'.

Councilwoman Sienko thanked Recreation Director Palmer for all his hard work and being able to recruit in his lifeguards year after year. Palmer stated he's been lucky to have good kids each year, that want to stay in the area and work.

Sienko asked if there would be a Soccer Program this year and Palmer stated that at this time he didn't see a reason to start one.

**TOWN CLERK**

Town Clerk McKown presented a letter from BG Booster Club President Jennifer Cooper, requesting permission from the town for the use of the skate park behind the pool for the bonfire/pep rally in October 2019.

Councilman Hromada stated that the skate park was given back to the village and that the letter should go to Mayor Wade. Wade said that the village had already received this communication and that everything was all set.

Clerk McKown brought up a resolution that was to be passed by the town board to purchase paper and supplies from BOCES.

Supervisor Nabinger shared with the board, that the County was purchasing their paper through BOCES and that money could be saved from doing so.

The town board asked Town Clerk McKown to look into this further and get some prices and find out if there are any commitments involved.

McKown told the board that our new assessor Faline Ward had asked him about getting medical insurance through the town. Supervisor Nabinger confirmed that because her position is part time, that the town could not offer her insurance, and is only available if she wants to pay for it. McKown asked the board about Mrs. Ward's salary, so he could finish the paperwork for her retirement registration. The board stated they would start her at the same salary as Assessor Koppenaal, for a term of 1 year to fulfill the remainder of Assessor Koppenaal's term.

Town Clerk McKown informed the board of the dog enumeration notices that went out September 1st, and that he's been very busy with it. He questioned whether or not tags should be mailed out to dog owners, who had mailed in their paper work or if dog owners should come in an sign for the new license and pick up their tag. McKown wondered if the tags would come back due to problems with mail processing. Councilwoman Hromada advised McKown to mail the tags.

Town Clerk McKown shared with the board that he had recently been contacted by someone looking to view the ' Book of Mormon' in the record's room. He said he was under the assumption that this book wasn't for public viewing, but wasn't sure.

Councilwoman Hromada reaffirmed that the book was not for public viewing, but that the book belonged to the library and that it was up to the library.

Supervisor Nabinger said she would get with the library, but to share this contact information with Michelle Arnold, our new library director.

McKown shared with the board that James O'Connor of the New York State Department of Health had passed away.

Councilwoman Sienko asked about the status of the WIFI. Councilwoman Johnson commented that she was told by Deputy Clerk Cooper that she would be getting in touch with John Harmon to get an update.

Supervisor Nabinger said she had been in touch with Chris Smith of the Bainbridge Chamber to see if John Harmon had asked the Chamber about it. Chris Smith explained the importance of having the WIFI throughout the whole year, but that the money that the Chamber has given to the town for the park, should be used for WIFI.

Smith also spoke about the possibility of lighting at the entrance of the park, and wanted to know if $300.00 would cover these costs.

The town board discussed this possibility, and asked Park Superintendent Richman to look into this.

Councilwoman Hromada stated that John Harmon was supposed to get back to the board on all costs for WIFI, with materials and installation, and still hasn't gotten back to us.

Supervisor Nabinger reiterated that she has approached John Harmon every month up to this point, but will reach out to him again or Michael Kauffman.

The town board 'brainstormed' about all the possibilities for affording the WIFI, so it's not a huge cost to the town, and if the camping would help offset the costs to the WIFI.

Councilwoman Hromada asked about the status of the shed at the entrance of Clinton Park. She questioned whether the shed served any real purpose for any event other than the Canoe Regatta.

Councilman Evans talked about the issue with the shed being in the flood zone, and that we should speak to Steve Fox at the County, to have all our questions answered.

Evans asked about the LED Light replacement through NYSEG, and if the town had heard anything else about it. He brought up the Quick Report that Bookkeeper Sherman provides the town, and that he wants to see the whole month, not just the days when check were written, because the deposits don't reflect that.

The town board held discussion on the matter.

Supervisor Nabinger shared with the board her communication with Clerk To Justice Bickford on the recent status of the JCAP Grant. Nabinger said that she had given the bills to Bickford for the work that had been done in the meeting room to be submitted, and that we should be eligible for another JCAP Grant by the 15th of October. Nabinger asked everybody what other work could be done with this money, and that Bickford commented that some painting could be done in the court area. Nabinger stated with the rest of the grant money from the state we could paint the rest of the town hall, and had asked Highway Superintendent Richman to get some quotes on painting for the court room only.

Councilwoman Hromada said she didn't really see the point of applying for another JCAP Grant for just the painting in the court room.

The town board reviewed what monies had been spent so far with the grant from the state, and agreed to table things for now before applying for another JCAP Grant, and talk about things again at one of our budget workshops.

Supervisor Nabinger stated we should issue checks for Clinton Park Administrator and Park Superintendent and Pool Superintendent for next month. She mentioned our truck payment was due and there are still issues with the boat launch paperwork.

Nabinger brought up the auditing of the court clerk and town clerk checkbooks, as a reminder.

The town board scheduled budget workshops for September 16th and September 23rd at 4:30PM.

Highway Superintendent Richman went over the costs for shelves and wainscoting for the ticket booth with the board.

**RESOLUTION #4**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to go into executive session.

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

**RESOLUTION #5**

Motion was made by Councilwoman Johnson, second by Councilwoman Hromada, to come out of executive session.

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

**RESOLUTION #6**

Motion was made by Councilwoman Hromada, second by Councilman Evans, to create a budget line for tax reconciliation from Insurance Fund 1910.4 and authorize a check to Town Clerk McKown to be deposited in the land tax account and then for Town Clerk McKown to issue a check to Supervisor Nabinger for interest and penalties.

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

Next Regular Meeting will be October 8th, 2019 @ 6:30PM

Motion to Adjourn @ 7:56PM.

Respectively Submitted,

Aric McKown

Town Clerk