

**TOWN OF HECTOR
REGULAR AUDIT MEETING
May 12, 2020**

Members Present:

Alvin J. White, Supervisor
Jessica Rodgers, Councilwoman
Elizabeth Martin, Councilwoman
Robert Barton, Councilman
Justin Boyette, Councilman
Michael Bergen, Councilman

Others:

Jane M. V. Ike, Clerk
Randy Rappleye, Highway Superintendent
Robert Stapleton, Water Superintendent
Janine Bond, Bookkeeper/HR/Park

Due to Coronavirus Restrictions, no members of the public were allowed to attend.

Board members meet via Zoom in order to comply with social distancing; meeting was recorded for posting on Town Web Site.

Called to order at 7:10pm by Supervisor White,

RESOLUTION #69 – offered by Barton, seconded by Boyette

Resolved to approve the minutes of April 14, 2020 and April 28, 2020 as presented. Ayes 6, Nays 0

RESOLUTION #70 – offered by Bergen, seconded by Rodgers

Resolved to approve and authorize the Supervisor to make the following Budget Amendments/Journal Entries: transfer \$10,000 from A599 Fund Balance to A8389.4 Water District Extension; transfer \$540.00 from A1990.4 Contingency to A1910.4 Unallocated Insurance. Ayes 6, Nays 0

RESOLUTION #71 – offered by Bergen, seconded by Martin

Resolved to have audited and further authorize the Supervisor to pay the bills from the following funds: General Vouchers #121 thru #155 - \$53,967.27; Highway Vouchers #108 thru #120 - \$7,425.48; Water District Vouchers #68 thru #78 - \$8,286.35; Ambulance Voucher #5 - \$130.00; and Trust & Agency Vouchers #13 thru #15 - \$21,230.76 Ayes 6, Nays 0

Department Reports:

Highway:

CHIPs Funding: Still waiting on documentation from the State as to the amount we will be receiving.

RESOLUTION #72 – offered by White, seconded by Bergen

Resolved to approve and authorize the Supervisor to make the following budget amendment: transfer \$99,225.00 from DB599 Fund Balance to DB5112.21 for the Mathews Road project. Ayes 6, Nays 0

Agreement to Spend Highway Monies (284 Form): Local funded projects listed at this time; will be updated at a later date when CHIPs monies are determined. Currently listing only projects covered in 2020 budget with local monies. Superintendent Rappleye read the list of road projects from local funds. Councilwoman Martin asked about Dugue Road oil and stone. Superintendent Rappleye reported the damaged section would be repaired and entire road would get a seal coat of oil & stone.

RESOLUTION #73 – offered by Martin, seconded by Rodgers

Resolved to approve the 2020 Agreement to Spend Highway Funds 284 form for Local Road Projects as presented. Discussion: Projects to be done with CHIPs funds will be added and agreement amended once we receive notice of dollar amount to be received. Ayes 6, Nays 0

Superintendent Rappleye reported: On going ditching, grading, pulling shoulders; sweeping roads completed; plowed hilltops once in April; flash flooding repairs on several roads; Updyke Road was closed 1 day; Schuyler County Soil & Water will be asked to look at what would be needed to stop erosion on Updyke Road; Fitzgerald Road was closed 4 days for repair; 2 pipes washed out and were replaced. Old abandoned cross over pipe on Peach Orchard started running water after 2.5 inches of rain; will seal off to stop flooding issues. Staffing still half on and half off alternating weeks; waiting for clearance to return to full staff; anticipate around the 1st of June; will stagger start times for 2 crews and rotate weeks for early time in.

Code Enforcement: Code Officer Santobianco excused. Written report reviewed number of permits issued and completed; revenues received; and construction value of projects. Permit applications beginning to pick up in anticipation of Phase 1 re-opening; construction can start up with full crews May 15.

Water District:

Water Extension – Burdett South: Fagan Engineers will have a crew out soon to start with the mapping.

Cross Connection/Backflow Prevention Regulations: Met via zoom meeting with Attorney Halpin; will be forwarding information on meters and new reading system to Attorney Halpin to assist with bid and installation information.

Superintendent Stapleton reported 79,500 (lowest in years) daily average of gallons pumped and treated; all sample tests up to date; still waiting on written DOH inspection report from 12/10/2019; all DOH & DEC DMR reports up to date; 12 services turned on; 0 turn offs; PRV bi-monthly inspections completed; generators and air compressors preventive maintenance done; working on new water meters and meter reading system for bids; both trucks are in service. New water well reports have been sent to Fagan Engineers. Three ne cross connection applications have been sent to DOH. Supervisor White will contact Municipal Solutions regarding looking at financing and grants.

Smith Park: Janine Bond reported boat launch opening has been rescheduled until at least May 15; construction taking longer than anticipated; heavy rain put a damper on progress. Consulted with NYS DOH regarding opening of the park; no public restrooms will be open; seasonal campers must be self-contained and can start moving in May 15; social distancing requirements will be put in place.; working on posting signs and guidelines; office will not be open to the public for now; drop offs can be done for firewood and boat launch; working with DOH on plan for the beach; may or may not be able to open by July 1st. Transient camping – 15 sites have electric and water; no tent camping at this time.

RESOLUTION #74 – offered by Martin, seconded by Boyette

Resolve to establish a \$100.00 Smith Park Petty Cash fund for the 2020 camping season. Ayes 6, Nays 0

Supervisor White asked for a resolution to proceed with Engineering RFP's for a new Park Office in 2021.

RESOLUTION #75 – offered by Bergen, seconded by Martin

Resolved to authorize the Supervisor to send out RFP's for engineer and architect for Smith Park Office improvements. Ayes 6, Nays 0

Assessment: Grievance Day will be May 26, 2020 from 2-4pm and 6-8pm by appointment. People can be heard via zoom meetings or possibly individually in person. All applications should be submitted to Schuyler County Real Property Office by May 19, 2020 to obtain an appointment.

Zoning Commission: STC Regional Planning contract update discussed.

RESOLUTION #76 – offered by Martin, seconded by Barton

Resolved to authorize the Supervisor to sign to contract extension through 9/30/2020 with SCT Regional Planning & Development at a cost of \$6,000. Ayes 6, Nays 0

Paul Bursic reported that the Zoning Commission met May 11th via zoom; all members were present; amended draft will soon be ready for publication; will be posted on Town website and link on Town Facebook page; paper copies will be distributed to Commission Members and the Town Board; copies will be available at the Town Hall for those not able to access electronically; open for public comment. Hope to have public meetings later this summer, early fall; via zoom or in person when allowed. Draft has a thin lake area, 414 corridor and 98% open residential and agricultural area.

Town Clerk/Tax Collector/Court Clerk: Clerk Ike submitted April's report of revenues and expenditures. Office is still staffed mornings by Laurie and afternoons by Jane; waiting for direction for re-opening.

RMC – Clerk Ike has been awarded the status of Registered Municipal Clerk based on experience, training and length of service. Board congratulated Jane on her accomplishments and dedication to the Town.

Tax Collector: Updated information received from Byron's in support of their request for refund of penalties which was denied by the board last month. They recently received their original bill post marked in December from the US postal Service in a mangled condition. Still requesting the penalties be refunded.

No further information was obtained regarding Welliver's request.

RESOLUTION # 76 – offered by Martin, seconded by White

Resolved to approve a refund of penalties to the Byron's in the amount of \$67.51 Ayes 6, Nays 0

Dumpster Day: August 29, 2020 date has been confirmed with the Village of Burdett, Swarthout's and Meck Fire Company. Councilman Boyette will check with Hector Fire Company.

Recycling Hours: Discussion of Thursday hours – do we open additional hours or not?

RESOLUTION #77 – offered by White, seconded by Boyette

Resolved to open Recycling Thursdays 5pm to 7pm beginning May 21, 2020 and ending by October 15, 2020 for winter. Ayes 6, Nays 0

Supervisor: Supervisor White covered the current Financial Report with a summary of expenditures and revenues. Projected COVID19 losses should be mild; may lose some sales tax; mortgage tax; and State Aid is unknown. Schuyler County will likely see a loss of 1.5 to 4 million in State Aid; County also anticipates other revenue losses.

Supervisor White discussed time frame for back to full staffing – hopefully by June 1; Phase I reopening is scheduled to begin May 15; then 2 weeks to start Phase II and another 2 weeks to start Phase III if cases do not increase considerably. Discussion of DOH Staffing in the County; Schuyler County may be lacking; 26 days with no new cases; now 1 new asymptomatic case; testing has increased in the County.

Committee Reports: Committee Meetings will be held via zoom May 19 and May 21

NYSEG LED Street Light Conversion Program: Cost to convert existing street lights to LED would be \$252.21

RESOLUTION #78 – offered by Martin, seconded by Boyette

Resolved to participate in the NYSEG LED street light conversion program at a cost of \$252.21
Ayes 6, Nays 0

Adjourned at 9:07pm on a motion by Councilwoman Martin, seconded by Councilwoman Rodgers.

Respectfully submitted,

Jane M. V. Ike, Clerk