The Town of Fenton Town Board held its regular meeting in person and via Zoom on Wednesday, February 2, 2022, at 7:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

PRESENT:	Town Board Members	Gary Holcomb, Supervisor
		David Gunster, Councilman (video conference)
		Michael Husar, Councilman
		Thomas Moss, Deputy Supervisor
		Richard Pray, Councilman (video conference)
	Highway Superintendent	Randy Ritter (phone conference)
	Town Attorney	Albert Millus, Jr. (video conference) (arrived at 7:06 PM)
	Town Clerk	Melodie Bowersox
	Deputy Town Clerk	Sheryl Seymour

OTHERS PRESENT: Broome County Legislator Cindy O'Brien, Building Inspector Matt Banks, Building Inspector Clerk Cheryl Mammano, Code Enforcement Officer John Broughton, Water Supervisor Greg Starley (phone conference), and five Members of the General Public (four present and one via phone conference)

PLEDGE OF ALLEGIANCE

Mr. Holcomb led in the Pledge of Allegiance.

RESIDENTS' TIME

Fire Company Audits – Resident Mike Farrell asked for a status on the Audits for the three Fire Companies. Mr. Holcomb said they are not Audits, but rather a request for the Fire Departments' Financial Reports (990 Statements and Directors' Reports). The Town is still waiting for these from all three Departments.

Recent Fire on Franklin Street Extension – Resident Mike Farrell said there was a water tank installed at the nearby campground for the purpose of providing water in the event of a fire. The tank was originally set up to tap into the hydrants on Nowlan Road, and then a line would be laid across the Cemetery. Mr. Holcomb said he was not aware of the status of the tank.

Path of Life Mailboxes – Resident Zach Kark thanked the Board for installing the mailboxes at the end of Ballyhack Road.

Residents' Time closed at 7:06 PM

(Atty. Millus joined the meeting at 7:06 PM.)

TOTAL BILLS – ABSTRACT 13, 2021 approved during the January 12, 2022 meeting:

FUND	VOUCHER #s	AMOUNT

General	717 – 730	$6,323.09
Highway	380 – 390	$13,685.70
Hillcrest Water	256 – 265	$8,536.98
Hillcrest Sewer	37 – 38	$201.95
Porter Hollow Sewer	0	$0.00
Port Crane Light District	24 – 25	$785.26
Hillcrest Light District	24 – 25	$1,211.79
Trust & Agency	0	$0.00
Capital Projects	3 – 4	$16,250.00
CDBG	0	$0.00

TOTAL BILLS – ABSTRACT 1, 2022 approved during the January 26, 2022 meeting:

FUND	VOUCHER #s	AMOUNT
General	1 – 56	$63,948.21
Highway	1 – 32	$66,644.80
Hillcrest Water	1 – 18	$13,298.97
Hillcrest Sewer	1	$24,646.00
Porter Hollow Sewer	0	$0.00
Port Crane Light District	0	$0.00
Hillcrest Light District	0	$0.00
Trust & Agency	1	$2,804.81
Capital Projects	0	$0.00
CDBG	0	$0.00

SUPERVISOR'S REPORT

- A letter was received from the NYSDOT informing the Town that the Bridge Project over the Chenango River on NYS Route 79 has begun. Noticeable activity will begin in the March/April timeframe.
- A second letter was received from the NYSDOT informing the Town of a recent bridge inspection on NYS Route 12A near Chenango Valley High School. An issue has been identified with the conduit that feeds the wiring to the streetlights. The repair will be sometime this Spring.
- The Town's first income was received from the Community Development Block Grant (CDBG). This was the result of the selling of a home that was awarded the Grant, with a $14,000 outstanding repayment. The original Agreement stated that if a house is sold, the remaining funds need to be paid back. The payment was put into the Income Fund while waiting for the State to determine that the funds belong to the Town.
- There have been several water issues in Nowlan Ridge Mobile Home Park. Building Inspector Matt Banks and the Broome County Health Department have been working with the Park Owner. The Owner is in the process of digging the third well to take care of the issue.
- The Fenton Free Library has submitted a Community Use Policy Draft for their new addition that includes a Hold Harmless Policy.
- The Fourth Quarter Sales Tax was received by the Town. This is the first Sales Tax collection distributed under the new Census. Three percent (3%) of the Town's population was lost in the past ten years, which resulted in a 2% loss in Sales Tax over the prior distribution.
- An e-mail was received from an individual who works on GPS Programs, asking if the Town has a list of roads that trucks should be restricted from traveling on. Mr. Holcomb will be asking Assistant Town Engineer Rick Armstrong for help in compiling a list. The hope is this will help to alleviate the truck traffic on Chenango Street and Nowlan Road.
- Mr. Husar suggested Town Meeting Agendas and Minutes be posted inside the Fenton Free Library on the bulletin board. Mr. Husar will be discussing it with Library Director Korin Spencer.

TOWN ATTORNEY'S REPORT

- The Real Property tax exemption issue has been resolved.
- There has been ongoing dialog regarding the Fire Companies' financials.
- There was another complaint about the cannon going off during the upcoming blueberry season at the Slabicki Farm. This issue has been resolved from the Town's point of view.
- The Dog Shelter Service Agreement has been signed. There was an issue with the insurance that has been resolved, with the County dropping that requirement.
- A Local Law for approving or denying a Use Permit has been drafted for review. A Public Hearing will need to be scheduled.
- Open Parking Tickets are still being dealt with that are up to four years old. The Court will not dismiss them without a motion from the Town. The backlog will eventually resolve itself.
- Resolution of issues at 120 East Service Road are still in progress.
- The Building Inspector/Code Enforcement Officer Agreement with Chenango is in the process of being renewed. Atty. Millus is waiting for an updated version from the Town of Chenango Attorney.

TOWN CLERK'S REPORT

- Monthly Report was read by Melodie Bowersox.
- Total Local Shares for January 2022 were $2,280.50.
- The Town Clerk's Annual Report for 2021 was submitted to the Town Board. Total Local Shares for 2021 were $28,943.11.

COMMITTEE REPORTS

Building and Grounds – Mr. Moss reported a meeting with LeChase Construction Service and John Mastronardi from Griffiths Engineering to discuss Project Management for upcoming Building projects was recently postponed due to a COVID issue. The meeting is rescheduled for tomorrow. Mr. Holcomb noted the air handler is blowing the circuit breakers and is causing an issue with the heat in the Gym. Parts are being ordered to resolve the problem. The thermostat also needs to be replaced.

Zoning Enforcement – Report was read by Mr. Moss.

Water and Sewer – Report was read by Mr. Pray.

Dog Control – Report was read by Mr. Pray.

Highway and Solid Waste –

Mr. Gunster reported January activity:

- salting and sanding when required
- Solid Waste pickup completed with the last of the Christmas Trees
- Highway Employees took vacation time and comp time when things were a little light
- Path of Life Culvert was ordered

Mr. Gunster noted the front-end loader that was expected in December is still in transit. It is in PA waiting for a delivery driver.

Building Inspector – Report was read by Mr. Gunster.

Town Engineer – Report was read by Mr. Husar. Mr. Holcomb noted he received an Assistant Engineer Job Description from Rick Armstrong that is in the process of being compiled in preparation for submitting a job opening to Indeed.

Justice Court – Report was read by Mr. Husar. Mr. Husar noted the reporting of total pending cases is still being worked on.

Assessor – There was no Assessor report.

Planning Board/Zoning Board of Appeals (ZBA) Activity Reports – There were no formal Planning Board/Zoning Board of Appeals (ZBA) Activity Reports. Mr. Holcomb noted the Planning Board is working on the Fee Schedule for the Aquifer Permit. Additionally, Maureen Singer has resigned from the Planning Board.

Conservation Advisory Committee (CAC) – Mr. Gunster reported last night's meeting was postponed until next Tuesday, February 8th, due to attendance issues. Matt Banks and Building Inspector Clerk Cheryl Mammano have reworked the Solar Unification Permit. We are still waiting on NYSEG to install the remaining Post Top Lights. The Committee will be sponsoring an Earth Day event on Saturday, April 23rd at Chenango Valley State Park. A Nature Walk will take place, with additional details still being worked on.

Safety Committee – Mr. Husar asked about the status of the Safety Committee.

Mr. Moss made a motion to approve all Committee Reports as submitted, seconded by Mr. Husar. **Motion carried.**
ROLL CALL VOTE:
Councilman Mr. Gunster aye
Councilman Mr. Husar aye
Councilman Mr. Moss aye
Councilman Mr. Pray aye
Supervisor Mr. Holcomb aye

MINUTES

Mr. Husar made a motion to approve the Minutes from the December 22nd, 2021 Work Session and the January 5th, 2022 Town Board Meeting, seconded by Mr. Gunster. **Motion carried**.
ROLL CALL VOTE:
Councilman Mr. Gunster aye
Councilman Mr. Husar aye
Councilman Mr. Moss aye
Councilman Mr. Pray aye
Supervisor Mr. Holcomb aye

OLD BUSINESS

- **Demolition of 330 Pigeon Hill Road** – Matt Banks gave an overview of the structures on the property and their current state. Mr. Gunster said the October 2021 demolition quote was for $14,750, and the quote was good for 30 days. Mr. Holcomb suggested the quote be updated. There may be outstanding taxes owed on the property as well. Atty. Millus said he will draft the necessary paperwork. Mr. Holcomb asked Matt to inform the Owner that the Town is preparing the final paperwork and demolition will be moving ahead. Atty. Millus added to let the Owner know the Town will be looking for reimbursement for the cost of the demolition.
- **Unsafe Structures** – Mr. Holcomb said we need to fully understand the procedure and costs that will potentially be relevied, etc., when discussing Unsafe Structures that need demolition. Atty. Millus will research it and give a report to the Board, adding that this is a major research project that is long overdue. Both 112 Pigeon Hill Road and 6400 NYS Route 79 were mentioned as Unsafe Structures in various stages of the process.
- **Vehicle and Traffic Law Status** – Mr. Gunster said he and Mr. Moss will be scheduling a meeting to begin the revisions but suspects it will be a lengthy process.

The question was raised as to whether it should be submitted in steps or as a package. Atty. Millus felt it would be better to submit it as a complete package.

- **Public Hearing for Use Permit** – The Use Permit Public Hearing will be scheduled for Wednesday, February 23rd, 2022, at the Work Session.
- **RV Fine Schedule** – Mr. Gunster said the RV Fine Schedule Draft will need to be reviewed and scheduled for a Public Hearing.

NEW BUSINESS

- **Resolution #2022-02: 2021 Budget Modifications** – Mr. Holcomb gave an explanation of the final 2021 Budget Modifications that have been broken out by Fund for Board review. **Mr. Husar made a motion to approve Resolution #2022-02:**

  WHEREAS, lists have been prepared detailing overdrawn appropriation accounts within Town Funds for 2021, and

  WHEREAS, the Town Board wishes to modify the Budget to cover the overdrawn appropriation accounts, using accounts with excessive funds in 2021,

  NOW, THEREFORE BE IT RESOLVED, the Budget be modified to cover overdrawn appropriation accounts for the year ending 2021 as outlined in the 2021 Budget Modification Report per fund.

  Seconded by Mr. Pray. **Motion carried.**

  ROLL CALL VOTE:
  Councilman Mr. Gunster aye
  Councilman Mr. Husar aye
  Councilman Mr. Moss aye
  Councilman Mr. Pray aye
  Supervisor Mr. Holcomb aye
- **Assistant Water Operator Position** – Mr. Husar asked if anything needed to be done with the Assistant Water Operator position. Mr. Pray forwarded a letter to Mr. Holcomb for review.

At 8:05 PM, Mr. Moss made a motion to adjourn the meeting, seconded by Mr. Holcomb. **Motion carried.**
VOTE: Ayes 5 Gunster, Holcomb, Husar, Moss, Pray
Nays 0
Absent 0

Melodie A. Bowersox, Town Clerk/ss