

The Town of Fenton Town Board held its regular Work Session (via Zoom) on Wednesday, June 24<sup>th</sup>, 2020, at 6:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

**PRESENT:** Town Board Members Gary Holcomb, Supervisor (present)  
David Gunster, Councilman (present)  
Michael Husar, Councilman (video conference)  
\*arrived at 6:17 PM  
Thomas Moss, Deputy Supervisor (present)  
Richard Pray, Councilman (video conference)  
Town Attorney Albert Millus, Jr. (video conference)  
Town Clerk Melodie Bowersox (present)  
Admin. Asst./Bookkeeper Theresa Staats (present)

**ABSENT:** Highway Superintendent Randy Ritter

**OTHERS PRESENT:** Building Inspector Matt Banks (present) and Building Inspector Clerk Cheryl Mammano (present)

**Review Abstract #6, 2020** – The Abstract was emailed to the Town Board Members prior to the meeting to be reviewed.

- General Fund: Al Seymour Mow/Trim/Haul Away - Chenango St, Ballyhack Rd - Voucher #315 - \$605.00 – Mr. Moss asked Bookkeeper Theresa Staats what the charges were for Chenango Street and Ballyhack Road. For reference, Theresa keeps the original email received from Zoning Enforcement Officer John Broughton with the Voucher for mowing charges. Also, John is now asking Al Seymour to take before and after pictures of the site. 1032 Chenango Street included mowing, trimming, bagging, and hauling away on June 4<sup>th</sup> for \$130.00. On June 9<sup>th</sup> he returned to trim and shape the tree shrubs and haul away on June 9<sup>th</sup> for \$325.00. 135 Ballyhack Road was a mow and trim job for \$150.00. Once Theresa receives this bill from Al, Assistant Bookkeeper Mike Giovinazzo and she create the bill for the Property Owner(s) that includes the bill amount with the admin fee.

**Resolution #2020-13 – General Fund Budget – Buildings Contractual Expense** – Prior to voting on the Abstract, Mr. Holcomb said that not enough money was budgeted for the single door in the back of the garage; therefore, a Budget Modification needs to be done to move funds to cover the expense. (General Fund: Lexren Home Improvements - 642/Install Exterior Door - Highway Garage - Voucher #321 - \$6,798.00 and 588/Floor Drain Repair - Garage Floor - Voucher #323 - \$1,700.00.) **Mr. Moss made a motion to approve Resolution #2020-13:**

**WHEREAS,** the Highway Building modification project completed in June for a single door entry exceeded the budgeted amount by \$4,585.00 and,

**WHEREAS**, the Town Board wishes to modify the budget to allow this expense,

**NOW, THEREFORE BE IT RESOLVED**, the General Fund budget be modified to increase the Buildings Contractual – Maint./Improvements Garage line item (A1620.402) by decreasing the Buildings – Contractual (A1620.400) line item in the amount of \$4,585.00.

Seconded by Mr. Gunster. **Motion carried.**

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Further Review of Abstract #6, 2020** – Town Board Members commented that they find it beneficial to receive the Abstract from Theresa Staats prior to the meeting for review instead of taking the extra time at the meeting to review it.

- **Hillcrest Water District** – Mr. Pray noted that there are Vouchers for several hydrant replacements. Some have had major leaks, and some have not been functioning properly.
- **After a review of the Abstract, Mr. Gunster made a motion to approve Abstract #6, 2020**, seconded by Mr. Pray. **Motion carried.**

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Website Update** – Mr. Moss asked Theresa Staats if she had any suggestions for the Town of Fenton test website. She said there are not very many Town of Fenton pictures and asked that the coffee/donut event be taken off. Otherwise, she really liked it and found it easy to navigate. Mr. Holcomb noted that the Minutes and Agendas were not on it yet. Mr. Moss said that there will be initial training with Theresa, Mr. Holcomb, and himself, then they will train others at the Town who will be able to edit information relating to their Departments.

**Sales Tax Projection** – Mr. Holcomb received a spreadsheet from the County projecting Sales Tax for the rest of the year. Last year \$1.748 million was received. When the 2020 Budget was done, the Town was planning to receive close to the same amount. The County is estimating that we will receive \$420,000.00 less in Sales Tax than last year. The current estimate is \$1.237 million; the Town only budgeted \$1.35 million. However, this included a

hefty use of Fund Balance hopefully to be taken away with Sales Tax. Budget items may have to be trimmed.

(Mr. Husar joined the Zoom Meeting at 6:17 PM.)

Also, we will be losing approximately 20% of our CHIPS money. Last year the AIM funding was taken away from Municipalities, but we were one of four Towns (along with Cities) to retain it. The New York Division of the Budget Office just announced that the Cities are taking a 20% cut in AIM funding. If this affects us, the Town may lose another \$14,000.00. In total, the Town could lose up to \$450,000.00 – \$460,000.00. The Town should be able to survive this year's budget with a few adjustments, but next year's budget (which the Board will be working on soon) will be challenging.

**Community Development Block Grant (CDBG) Project Status** – Mr. Holcomb stated that most of the projects are progressing well except for one. The Property Owner's Grandson-in-law is a Consultant in Miami (similar to THOMA) and he has been getting involved in the project. The family has filed a complaint with the CDBG group in New York to which the Town will have 30 days to respond to. Building Inspector Matt Banks and Mr. Holcomb have a conference call tomorrow with THOMA to discuss the issue. There was a walk-through the home on Monday with the family and a list was compiled of small items to be fixed, but Mr. Holcomb received an email today indicating the list had now changed to new roof, siding, doors, etc. that needed to be replaced. On a positive note, a thank you letter was received from one of the Property Owners for the work that was done on his home.

**Playground Woodchips** – The woodchips arrived for the playground and the Highway Department distributed them on the playground area.

**Library Project Update** – Mr. Holcomb met with Librarian Korin Spencer and John Mastronardi of Griffiths Engineering to find out the status of the Library Project. The Contractors were pouring the slab for the floor. The walls are being pre-built and expected delivery is next week. Once installed, the trusses and roof will follow. They also discussed modifications to the sewer hookup. The line is now going to come in between the building and the existing septic tank, join the old tank with the new tank, then go out to Utica Avenue. This will save 50 linear feet of digging. The Project may be completed by the end of October.

**Water Truck Replacement** – Mr. Pray said that the water truck has been having electrical issues. The repair shop was not able to fix the issues and wanted the Town to invest a substantial amount of money into the truck. The dealer that sold it under the State Contract did not put the extra battery system in it when it was sold to the Town. Also, new tires are needed. The summer tires have no tread, so the winter tires are being used. A new truck with the plow and kits on the back for equipment storage on State Contract is approximately \$44,000.00. Mr. Pray explained the financial aspects of purchasing a new truck. There was a

discussion as to whether the original payment plan was set up for three years or five years and whether the Town should purchase a new truck or fix the problems with the current truck. Mr. Pray will email the Town Board Members information regarding the new vehicle as well as the residual value of the current truck and what the Town owes before a decision is made.

**LED Street Lights** – Mr. Gunster received another quote from Lime Energy on the LED Street Lights Conversion Program, and it was \$3,000.00 less. The Lime Energy and NYSEG Programs combined will cost approximately \$35,000.00. NYSEG has been approved but we have not heard when they will be starting the conversion. The 44 Town lights will need to be done by the lowest bidder which at this time is Lime Energy. This is a project the Town would like to complete soon because the cost of electricity is estimated to increase by 25% over the next three years beginning in October of this year.

**'No Trucks' Sign** – Highway Superintendent Randy Ritter installed a flashing 'No Trucks' Sign in Hillcrest. Tractor trailers have been using the Chenango Street extension to enter the Residential neighborhood area. Since the sign has been installed, only one tractor trailer has used that street.

**Chenango Forks Bridge Replacement Meeting** – There will be a virtual Public Hearing to discuss the Chenango Forks Bridge replacement on June 30<sup>th</sup>, 2020, at 5 PM. Mr. Gunster plans to join the meeting.

**Recreational Vehicles (RVs)** – Matt Banks has been receiving several phone calls relating to RVs and people using them to live in. Mr. Holcomb and Mr. Gunster discussed definitions of the use of RVs which included residential purposes (using RVs as a second home) and domicile use (using RVs as a primary place of living). Mr. Gunster will contact Atty. Millus with the information he has and Atty. Millus will review it to come up with a strategy for Matt in dealing with these types of situations.

**Painting in the Crime Lab** – Mr. Moss met with Sergeant Kevin Nichols who would like to repaint the interior of the Crime Lab. Mr. Moss said the Crime Lab needs repainting. Kevin is waiting for his Superior to grant permission for the project. Kevin and the Custodian of the Crime Lab, Stu, would do the painting. The Town would just pay for the paint and the paint supplies.

**Crime Lab Lease** – Mr. Moss noted that the Crime Lab Lease ends in 2024. He said they do not foresee leaving anytime in the near future, although that decision is not made by them.

**Court Matters** – Mr. Holcomb bought sneeze guards for the office door and additional protection for the Courtroom that includes sneeze guards in front of where the Judge sits, the Court Clerk sits, and between the Judge and Court Clerk. The Court Clerk's Office is now open. The Judge said it will be a while before DA Day will start up again, but he may schedule cases

before 9 AM when less traffic is in the Town Hall. Mr. Holcomb will find out if the Court Clerk has had fingerprinting done yet. Mr. Husar asked about the Court Clerk's hours; Theresa Staats sent him a spreadsheet with that information.

**Accessory Storage Building Law** – Mr. Holcomb sent out an email to Mr. Husar with information relating to containers and Atty. Millus drafted an Accessory Storage Building Law from Planning Board Chairman Tim Brown's suggested Law. Mr. Holcomb asked Mr. Husar to meet with Tim to work on this further; he agreed to.

**Phelps Creek Project** – Mr. Husar is hoping that the County and John Mastronardi will be able to do begin work on the Water Study for the Phelps Creek Project. He has had difficulty contacting the Railroad Company. Mr. Holcomb suggested setting up a Zoom meeting.

**Paving in Hillcrest** – The Highway Department is moving ahead with paving in Hillcrest that will include the area off West Service Road (Ivan Lane, Niles Road, Dale Court, etc.). CHIPS money will be used for this project.

**At 7:09 PM, Mr. Gunster made a motion to adjourn the meeting,** seconded by Mr. Moss.  
**Motion carried.**

**VOTE:** Ayes 5 Gunster, Holcomb, Husar, Moss, Pray  
Nays 0

Melodie A. Bowersox, Town Clerk