

**TOWN OF DELHI
BOARD MEETING
February 13, 2019
6:30PM**

Supervisor Tuthill called the meeting to order at 6:30pm.

Those present: Council members Janet Tweed, Al Perkins, Bill Cairns, Matt Krzyston
Hwy Superintendent Daren Evans, Town Justice Richard Gumo
Reporter: Lillian Browne-“The Reporter”

The Pledge of Allegiance was led by Councilmember Tweed.

Privilege of the Floor:

Supervisor Tuthill offered privilege of the floor, no one came forward.

Approval of January 8, 2019 Regular Board Meeting Minutes:

Councilmember Krzyston stated that a comma was missing on the Clerks minutes of the January 8th board meeting on page 4 under the Supervisor’s County Report. With that being noted the minutes of the January 8th meeting were approved with Councilmember Krzyston making the motion and Councilmember Cairns seconding. Motion carried.

Old Business:

Supervisor Tuthill asked Councilmember Krzyston if he had any new information from Charter Communications as to the franchise agreement. Councilmember Krzyston stated he had not heard anything to date. The signing of the franchise agreement was again tabled.

Supervisor Tuthill stated that the audits for the Justice Court, Town Clerk/Tax Collector and Bookkeeper have been completed by Councilmember’s Tweed and Perkins. All audits were good.

Supervisor Tuthill asked Highway Superintendent Evans if he knew when the new truck was to be delivered, as he will probably have to do a bond anticipation note to pay for the balance on it until we get some grant money. Superintendent Evans stated he assumed in two weeks and that in his Superintendents Report it is noted that there was a small power steering leak that was found; it will be fixed before delivery to Delhi. Supervisor Tuthill stated he spoke to Joan Bleikamp who did the BAN for the pool project, she can draft up a BAN that we can approve at the next meeting. He further stated if all board members were in agreement he will contact her and send her the necessary documents. All board members were in agreement that Tuthill send her the necessary documents.

Judge Gumo stated that the microphones in the courtroom are still not working; they shut off after a few minutes. Councilmember Krzyston will take one up to the college and have it looked at.

Judge Gumo announced that with the help of Councilmember Cairns SUNY students came to the courtroom; they took measurements for reconfiguring. Justice Gumo sent letters to all councilmember’s inviting them to a presentation to be held at SUNY on Friday, March 8th 10am to 1pm by the students regarding different designs for the courtroom. He further explained as part of

this semester's program they have divided the students into six teams, they will present designs to the town although we are unable to get them in advance to look at. They will be making a slide presentation, the purpose from the schools prospective is that it will give the students the opportunity to present a plan as would be done to a homeowner/business in their future. If at the meeting the board chooses to go forward they can choose either one or a combination to incorporate, the board will be able to ask questions also. Justice Gumo would like the board's attendance. Justice Gumo then stated that he has been in contact with the Town of Hamden regarding the ATM machine located outside the town hall. The court has been very successful as has the town with the machine. He had paperwork from Easy Money ATM, LLC which explains what is necessary in order for placement of the ATM. Placement was discussed and that the town is not responsible for it. The town will receive income on each transaction done from the ATM. Councilmember Cairns stated he liked the idea of an ATM, as did Supervisor Tuthill and Councilmember Perkins. Justice Gumo gave the Town Clerk the packet with information and the contract which she will make copies for the town councilmember's. She will also send a copy to the town attorney.

Supervisor Tuthill announced that there have been requests for discussions of the Fire Tower back on the agenda. He has kept it off the agenda to date as he has a meeting with Paul Rush and Dave Warne on the 28th of February. Supervisor Tuthill has some serious questions he is not getting answers on, one of which is NYC when they purchase land it must be vacant, they cannot buy land with buildings on it so anything with structures has to be subdivided off. Once they purchase land they have to put an easement on it so that it will no longer be open for development. They also have to give an easement to NYSDEC. He is not sure they can even give permission to put a structure on the property. Supervisor Tuthill has questions that the town attorney and he have come up with, he is putting it in writing and hand delivering it to Paul who is the Deputy Commissioner for DEP and see if he can take it back to NYC's legal and find out whether there is even a possibility of moving forward before we get into any further discussions on details. There are other issues with road access, whether or not a storm water pollution prevention plan would be required and other things. The only thing the Catskill Mountain Club has approached the town with was paying insurance, that's one thing but other issues need to be addressed. Supervisor Tuthill will be bringing the Fire Tower up when he attends the quarterly partnership meeting with NYC, CWC, CWT, Delaware County and WAC. Every quarter they meet to discuss local issues. If the letter is addressed and in writing, we will know if it can or can't be done and what the requirements are; until then he does not want to discuss fire tower issues. Supervisor Tuthill is not saying the fire tower is a bad idea but the town needs to cover all the bases and cover the taxpayers. He does not want the town to get involved with something and then have someone file a lawsuit because we should not have been able to do it. Supervisor Tuthill will keep the board informed.

New Business:

Supervisor Tuthill stated all councilmember's had received copies of the budget amendments for 2018. He asked if there were any questions, as there were none he asked for a motion to be made, Councilmember Perkins made the motion to accept the 2018 budget amendments as presented with Councilmember Tweed seconding. Motion carried.

Supervisor Tuthill announced we had received the 2018 Annual Fire District Financial Report. A motion was made by Councilmember Perkins accepting the Joint Fire District Financial Report with Councilmember Cairns seconding. Motion carried.

Glen Nealis requested that the Town of Delhi open its building for the St. Patrick's Day Parade as has been done in the past, Councilmember Krzyston will handle this. The Town Clerk's office and Village Clerk's office will do a joint float.

Supervisor Tuthill stated a motion was necessary for the approval of a payment for the pool project to A. Treffeisen & Son, LLC equaling \$6,578.70. Councilmember Perkins made the motion to approve the payment with Councilmember Tweed seconding. Motion carried. Clerk to email Bryan Boyer. Supervisor Tuthill and Councilmember Perkins will meet regarding the Pool BAN and making a partial payment towards it.

Supervisor Tuthill stated the 2019 ISD Yearly Service Agreement was received and put on the abstract for payment. Councilmember Krzyston stated that Councilmember Tweed had submitted a question to them regarding whether their services included cyber security and has been waiting for a response. He stated he was inclined to sign but an answer is needed for this question. The signing of the contract is noted to continue to provide cyber security. The board wished to have it referenced that this service was included. A word added into "appendix A" of their contract, something to reference that this service is included in the agreement. With this Councilmember Perkins made the motion to sign the contract with Councilmember Krzyston seconding. Motion carried. The clerk will contact ISD.

Supervisor Tuthill stated he had requested from Masonville Town Supervisor Mike Spaccaforno a copy of the resolution their town just passed. The resolution asked that the AIM funding be restored to the New York State 2020 budget. Supervisor Tuthill further stated that the County Chamber sent out the numbers should all the towns on the list in Delaware County lose the AIM payments it would be \$338,812.00, Councilmember Tweed asked what that would mean for the Town of Delhi, Tuthill responded \$23,053 the Village would lose \$29,190, this would be a significant increase to the budget. He passed the resolution around for the board to review. As the board was all in favor of the resolution, a motion was made by Councilmember Perkins to approve the resolution with the clerk making necessary changes to reflect "Town of Delhi" and giving the resolution the current number for 2019, Councilmember Cairns seconded, roll call as follows:

	Aye	Nay	Absent
Supervisor Tuthill	<u>X</u>	_____	
Councilmember Krzyston	<u>X</u>	_____	
Councilmember Tweed	<u>X</u>	_____	
Councilmember Perkins	<u>X</u>	_____	
Councilmember Cairns	<u>X</u>	_____	

All councilmember's approved the resolution. Town Clerk to send certified copies to all parties.

Committee Reports:

Highway/Machinery: (Councilmember's Perkins & Cairns) – Written report from Superintendent Evans was given to council members. Town Supervisor and the board discussed the potholes in the county. There was a discussion regarding how the equipment is running and the delivery of the 2005 "new" truck. Material and overtime was discussed as this winter has been a hard one. Councilmember Cairns stated that the town roads have been maintained fantastically. Councilmember Krzyston requested photos and information for the O'Connor grant reimbursement.

Health/Youth: (Councilmember's Tweed & Cairns) – N/A

Economic Development/Shared Services: (Councilmen Perkins & Krzyston) –

Councilmember Perkins stated they are in the process of formulating the housing study committee, the Village of Delhi received a grant for housing study and the Town of Delhi is participating with them on that. They also have a participant from the college who will be serving on that committee, they are looking for someone from O’Conner Hospital, Glen Nealis from IDA will also be on the committee. They are still looking for others to participate; the first meeting will be March 6th at the E-Center at noon. They hope to have something done by the end of the year if possible. Supervisor Tuthill questioned the fees to which Councilmember Perkins stated they would be working on the contract first, getting it out to potential researchers.

Perkins stated as far as the hotel goes he has been in contact with the president of the college, it is still sitting up in Albany waiting for them to make a decision in regards to the swapping of the land. Councilmember Krzyston stated there was a meeting of the Flood Commission and progress is being made towards projects, there will be some action on Steele Brook once the weather clears up. The Reservoir Park entrance is being developed using material that has been brought in from another site. The road development is good for the town because one of the flood mitigation projects is removing trees that are in danger of falling into Steele Brook and going down and blocking the bridge.

Councilmember Perkins stated they also talked about the shared mechanic, everyone understands that wintertime is not the best time for us to be able to help them out. They are devising a plan so that the town mechanic would have access to an account for the village, so that once an approval was reached from the village our mechanic could access that account and get the parts to do the repairs. The village is going to work this out and set it up; and they understand in the winter we require our mechanic. As far as the village vehicle here now they were not aware of the extent of the issues with that particular vehicle.

Recreation: (Councilmember Perkins) – Councilmember Perkins stated at this point Treffeisen is doing work at the pool, basically finishing up the bathrooms. We are on hold with the security system, until the contractors sign off, Councilmember Perkins and Floyd are checking the pool. They are working with the Legion on the assess easement. It is moving along quite well. Councilmember Perkins also announced that the ad has been placed for the position of Pool Director, the last day for applications is February 16th, the PAC meeting was cancelled this month and rescheduled for February 26th at that point they will make a decision where they are going with that person.

Personnel: (Councilmember Perkins & Councilmember Tweed) – N/A

Building: (Councilmember’s Cairns & Krzyston) – Councilmember Cairns stated he had an estimate from Patrick Meres Electric which was broken down into three parts:

1. To removed existing parts, rectify 5 fixtures to LED and install new bulbs in office - \$315.00
2. To remove 3 existing outside lights and install 3 new LED dust to dawn fixtures - \$500.00
3. To remove existing light from side of garage and install a new fixture for the Town of Delhi - \$370.00

The total for all three repairs would be \$1,185.00. Supervisor Tuthill entertained a motion to do all three repairs with Councilmember Perkins seconding. Motion carried.

IT: (Councilmember Tweed & Councilmember Krzyston) – Councilmember Krzyston announced the town’s You Tube channel is up and running, the look up is “Town of Delhi New York,” he stated is has the last four or five meetings on it, they will have about four to five years of meetings uploaded to it.

CODES: (Councilmember Cairns) – Councilmember Cairns announced there were six building permits issued; 10 inspections and four conferences in January. The project for the college golf course has begun. Supervisor Tuthill noted that state has received the annual code report for 2018. The Code Officer drove 97 miles in the course of his duties.

CODES Monthly Report:

A motion was made by Councilmember Perkins to accept the January 2019 Code Report. Councilmember Cairns seconded the motion. Motion carried.

Justice Court Report:

A motion was made by Councilmember Krzyston and seconded by Councilmember Tweed to accept the January 2019 Justice Report. Motion carried.

Clerk’s Monthly Report/Year End Report:

A motion was made by Councilmember Tweed to accept the January 2019 Clerk’s Report and seconded by Councilmember Perkins. Motion carried. Supervisor Tuthill note that the town has been fully funded in January by the taxes.

Supervisor’s Financial Report:

Supervisor Tuthill stated that attached with the budget adjustments for 2018, this report would now become the yearend report. He also stated that under General Fund Town Wide, page one of two on the “detailed revenues” “Real Property Tax Real Property Tax Items” A1081, the budget estimate for PILOT programs was \$36,000, when Tuthill was looking at the report before he finalized it he found it was short. It was determined that back payments were necessary for the Fire Department as the town was receiving a PILOT check and it didn’t say that we had to take out the fire departments share and send it to them , so the bookkeeper hadn’t paid it for two years. The bookkeeper for the fire department Ronald Pernice caught it and brought it to Tuthill’s attention; Tuthill then went to Glen Nealis at IDA and was told it was necessary. This year they are telling us there will be separate checks. We thought they had already done it that way. Because it was not done that way the monies went into the same account as the court monies go into as payments to other governments, then you split it out and whatever is left is the towns share, it shows up in a revenue line. Adjustments were necessary as not all of the monies were from the nursing home as that was the last check received for the PILOT program, some of the Fire Department’s money was for Sportsfield. He stated we would have probably exceeded the \$36,000 if they didn’t have to pay monies back to the Fire Department, as it was they came within \$85.00. The figures are correct now. Councilmember Perkins made the motion to accept the Supervisor’s report with Councilmember Cairns seconding. Motion carried.

Supervisor Tuthill will check with the bookkeeper regarding a NYS Retirement Resolution. Supervisor Tuthill announced that in the past, money collected by the Tax Collector for the fire department was placed in the towns account and then a check was written from the town to the Fire Department. Last year when the Annual Report Update document was filed, we were told that the money from the Tax Collector for the fire department should not show up in the town’s accounts. Tuthill stated the town has to collect the money and questioned how it is not to show in the towns accounts. The person in Albany suggested that the Tax Collector do a check directly to the fire department. Supervisor Tuthill stated the Tax Collector had already given a check to him for the town and for the fire department on the 31st. It was then directed by the Town Supervisor to have the Tax Collector make a check out directly to the Delhi Joint Fire District. Her check which was written to the Town of Delhi will be voided.

Supervisor Tuthill stated that he was unable to watch the required webinar on CDBG Grants from the NYS Community Block Development Grants, which is necessary for any town which receives monies from them. Tuthill has spoken with IDA regarding this as they administer the grants for us, the State still requires a representative watch it, the town may receive a letter on this.

Supervisor’s County Report:

Supervisor Tuthill stated that the county hired a firm to come in and try and hack their system, a bogus email was sent to all departments and overall the county did very well, except for one department where it was opened and then forwarded to everyone else in the department where it was opened by all. The moral here is if it looks fake don’t open it. He did not name the department.

There has been no news on DPW.

Abstracts:

Supervisor Tuthill stated that Voucher No. 24 for the Beautification Committee will not be paid. Councilmember Perkins made the motion to approve Abstract #002 - 2019 accounts A – SF Voucher No. 0025 - 0071 equaling \$60,070.34, and account TA Voucher No. 184 – 186 for equaling \$14,192.02. Total vouchers presented equaled \$74,262.36. Councilmember Cairns seconded the motion. Motion carried.

Adjourn:

The Town Clerk announced that primaries will be held earlier this year and gave the board the dates. A motion to adjourn the regular monthly meeting at 7:30pm was made by Councilmember Cairns and seconded by Councilmember Krzyston. Motion carried.

Respectfully submitted,

Elsa Schmitz
Elsa Schmitz
Town Clerk
Town of Delhi