

**TOWN OF DELHI
BOARD MEETING
November 12, 2019
7:00PM**

Supervisor Tuthill called the meeting to order at 7:05pm.

Those present:

Councilmember's: Janet Tweed, William Cairns, Matt Krzyston, and Al Perkins.

Highway Superintendent Daren Evans

Residents: Kathleen Tofts, Richard Gumo, Tom Leo, Rene Evans, Dave Evans, Marianne Greenfield, Adam Atkinson, Cynthia Cobbe

Privilege of the Floor:

N/A

Approval of October 8, 2019 Board Meeting Minutes, October 8, 2019 Public Hearing Minutes (3), October 16 & October 24, 2019 Budget Workshop Minutes:

Councilmember Cairns made a motion to accept all board minutes listed above as presented, with Councilmember Krzyston seconding. Motion carried.

Old Business:

Supervisor Tuthill stated he had been emailing with Kevin Egan of Charter Communications, there has been another name change with their company. He is going to send a new franchise agreement; we will have to hold another public hearing. The town can negotiate the channel for town meetings without affecting the franchise agreement.

Supervisor Tuthill contacted Board of Elections regarding the old voting machine; he was told they did not want it. We can scrap it if no one wants it. Councilmember Cairns stated he will contact the historical association to see if they have interest.

New Business:

Supervisor Tuthill introduced Marianne Greenfield, Town Historian as she wished to give the town an update on classes she attended. Ms. Greenfield thanked the board for allowing her to attend a conference recently for the Association of Municipal Historians. She stated that from a statement made at the conference the town clerk of every town is responsible for all town records and each gravestone at each cemetery in each town is a public record therefore it should be considered part of the job of the town clerk to maintain records. She further stated that five or six years ago she started to photograph, document and clean if necessary all of the gravestones in the town of Delhi cemeteries. The first year she did the Christian Church Cemetery by Fitches Bridge; she cleaned and photographed each stone keeping records of the name, birth date and death date any information that she could retrieve. She sent the information to Councilmember Krzyston. The second year she did the Laidlaw Cemetery and the Dyer-Dewitt Cemetery she did all the information on these also and gave that information to Krzyston. It was her hope that the information would have been placed on the town's website. There is a website called Find-a-Grave anyone can find information on a grave site they put a request in and a volunteer puts a picture on the site; she was hoping it would be interactive for the town that way. Krzyston stated he has the information still. She further stated there is a site Billion Graves it pin-

points when you take a picture of a grave similar to a drone image. You can then add to it, she would like to consider working on this again but stopped prior because it wasn't going anywhere. Councilmember Tweed stated she would speak to Dave Kopecek (Aisle 8) to see how we could go about integrating both these websites and their information and get a price before we move forward. She can get the information to Councilmember Krzyston where he said we just want to link to it. Ms. Greenfield will continue to do what she did before and email Councilmember Krzyston the information. The Clerk asked if this was something that could be printed so that she could have it on file as there are many requests for genealogy and has been asked about cemeteries in the area.

Supervisor Tuthill announced that retiree Brian Rosenthal has requested rather than paying him out for his vacation and sick time that he had; he would like to take that money and have it applied it to his health insurance for as long as it lasts. Councilmember Cairns made the motion to approve the request with Councilmember Perkins seconding. Motion carried.

Supervisor Tuthill announced that ZBA member Allen Reed appointment had expired he has agreed to stay on for another five year term expiring September 2024. Councilmember Perkins made the motion to approve the reappointment with Councilmember Krzyston seconding. Motion carried. Tuthill also stated that Elizabeth Kelly has agreed to accepting reappointment to the Board of Assessment Review (5 years). Councilmember Perkins made the motion to approve the request with Councilmember Tweed seconding. Motion carried.

Supervisor Tuthill stated the Town Clerk has requested that she and the Deputy be allowed to attend a training seminar to be held December 9th. The training will be held in Saratoga Springs by NYSTCA and New York State Department of Health. The Town Clerks office will be closed on Monday, December 9th for both to attend the training. Councilmember Perkins made the motion to allow both the clerk and deputy to attend the training. Councilmember Krzyston seconded. Motion carried.

Supervisor Tuthill requested authorization from the board to sign the ISD Contract for 2019 (the towns IT contract). Councilmember Perkins made the motion to authorize Tuthill to sign the contract with Councilmember Tweed seconding. Motion carried.

Supervisor Tuthill announced he had received a land acquisition comment sheet from NYC which he found that the tax map number was incorrect. Tuthill spoke to Paul Lenz from NYCDEP telling him of the error as the acreage was wrong as were the owner of the property. We will be receiving a new sheet; the property is located on Elk Creek, the acreage is a little over a 140.

Committee Reports:

Highway/Machinery: (Councilmember's Perkins & Cairns) – Written report from Superintendent Evans was given to council members. Highway Superintendent Evans stated he was looking for approval for a new employee hire. Supervisor Tuthill stated as this was an employee matter the board would be required to go into executive session. Councilmember Perkins made the motion to go into executive session to discuss employment history of a particular individual, with Councilmember Krzyston seconding. Motion carried at 7:25pm to enter into executive session with Supervisor Tuthill requesting Highway Superintendent Evans to stay. At 8:00pm a motion was made by Councilmember Perkins to exit executive session with Councilmember Cairns seconding, motion carried. Supervisor Tuthill announced that Highway Superintendent Evans wanted to make an appointment to hire an employee for the highway garage. Highway Superintendent Evans stated he was hiring Matthew Davis to fill the full time position at the highway department. Councilmember Perkins

made the motion accepting the hiring of Matthew Davis to fulfill a position at the highway department. Councilmember Cairns seconded. Supervisor Tuthill stated the starting rate was \$21.76 per hour effective 11/13/2019. Motion carried. Supervisor Tuthill asked for a motion to hire Brian Rosenthal as a part time employee at the Highway Department pending the okay by the union. Councilmember Cairns stated so moved with Councilmember Tweed seconding the motion. Motion carried. Supervisor Tuthill asked Evans what he was to be paid per hour; Evans stated per the budget it was set up at \$21.00 per hour, Tuthill stated he can work a maximum of 20 hours per week.

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

Economic Development/Shared Services: (Councilmen Perkins & Krzyston) – Councilmember Perkins stated they did have a meeting and met with Kristin Schneider of Delaware County Planning and discussed the Comprehensive Plan. At this point they are looking at updating it, there are some things going on at this time (the housing study and flood mitigation plan) which they felt should be finished before we go forward with updating the plan as some of the projects affect the plan. Councilmember Krzyston stated the housing study “which is a village project”; has selected a consultant so the work will begin soon. This is a housing needs assessment for Delhi.

Recreation: (Councilmember Perkins) – Councilmember Perkins stated the pool is closed. Councilmember Perkins gave the floor to Tom Leo who stated it's all winterized, the heat is going in the building last week, the gas/propane is all locked up so that no one can get in to turn it off which is what happened last week. The cover has been taken care of they will be back next spring. Councilmember Perkins stated we are reimbursing the Delhi Chamber of Commerce for an awning that was loaned to us that was destroyed during a wind storm. He further stated Councilmember Tweed has everyone set up for those responsible for the security system and notifications alerts. Councilmember Cairns stated he noticed that all the painted picnic tables were stored under the roof and the untreated ones have been left out in the weather; he questioned if there were plans for doing something with them. Mr. Leo stated the plan is to have them also moved under cover. Mr. Leo further stated he is planning on going down and doing a little more survey work weather permitting. He is donating his work to incorporate the pool with the playground, for work in the future. Councilmember Perkins announced that he has completed the submission to Parks & Recreation for the final monies owed to us from the grant. The clerk mailed all the paperwork last week. He has also followed up on the Bonacic Grant and they are still waiting for the governor to release those funds.

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

Building: (Councilmember's Cairns & Krzyston) – Councilmember Cairns asked if the contractor had been at the clerk's office. She stated there is a mold issue in her office and it needs to be addressed, to where Town Supervisor Tuthill stated he had spoken with the contractor and he stated we need to get the wall to be opened up and dried out. The clerk stated she has been getting sick and Supervisor Tuthill stated we are just trapping the water and we are not stopping the water from coming into the building. Councilmember Cairns stated getting rid of the air conditioner is the key. The clerk stated something needs to be done as she is getting sick a lot. Supervisor Tuthill stated he told the contractor to give us a price as we need to get it done. He also stated he told the contractor to take a look at the outside where we have issues too.

IT: (Councilmember Tweed & Councilmember Krzyston) – Supervisor Tuthill asked if we were getting closer with the website. Councilmember Tweed stated it was being worked on tonight, and they will update the stuff Marianne Greenfield was requesting and see how well it can integrate. The easiest thing is putting links as Councilmember Krzyston had said.

CODES: (Councilmember Cairns) – Councilmember Cairns stated for the month of October there were two permits issued, sixteen inspections, nine in office conferences, three fire inspections and issued a Certificate of Compliance to the college golf course. Supervisor Tuthill stated that we are coming into fire inspection season, Tuthill did talk to Joel Smith of the college, and they wanted to see what they could do with

traffic safety crossing Scotch Mountain Road, golf carts and people going to the restaurant. Supervisor Tuthill told him basically anything speed related or such the town needs a letter from them asking for the reduction or signs; then we have to forward it to the county then the counties public works commissioner forwards it to the state. Supervisor Evans stated this was done years ago to lower the speed limit to 45, but it's still very fast.

CODES Monthly Report:

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

Justice Court Report:

A motion was made by Councilmember Perkins to accept the October 2019 Justice Court Report. Councilmember Tweed seconded the motion. Motion carried.

Clerk's Monthly Report:

A motion was made by Councilmember Tweed to accept the October 2019 Clerk's Report and seconded by Councilmember Perkins. Motion carried.

Supervisor's Financial Report:

Councilmember Perkins made the motion to approve the October 2019 Supervisor's Report, with Councilmember Krzyston seconding. Motion carried.

Councilmember Cairns asked if a motion had to be made to surplus equipment for the highway department. Highway Superintendent Evans stated yes and probably by the end of the month they can get it listed, if not it will have to wait until the beginning of the following month. Councilmember Cairns made a motion to allow Highway Supervisor Evans to surplus the items on his November 2019 report as listed to be auctioned. Councilmember Tweed seconded the motion, motion carried.

Supervisor's County Report:

Supervisor Tuthill stated the budget is printed and went out to the board last week. We will make the tax cap again this year. Councilmember Tweed asked if there was any word on the new buildings yet, Tuthill stated there is no word although a couple of new ideas have popped up and are being investigated. They have had an engineering firm come in and look at the jail for putting a second floor on there, because they heard it couldn't be done and it would be too expensive. They came down and said yes it can be done and it is not that expensive, so there is potentially a lot of space available up there. Councilmember Krzyston questioned the Department of Social Services and asked if there is someone who is in charge of it. Supervisor Tuthill stated it is in the hands of the hearing officer now, he has asked for paperwork from the lawyers and will be doing his findings. They will be out probably mid December. Krzyston questioned if the hearing officer was a county person, Tuthill stated he was paid for by the county and will make his recommendations based on how he understood things and the evidence presented. The deputy commissioner is acting commission right now and has been for quite some time.

Abstracts:

Councilmember Tweed made the motion to approve Abstract #0011 - 2019 accounts A – SF Voucher No. 00397 – 00496 equaling \$153,632.84, account TA Voucher No. 00127 – 00129 equaling \$14,267.51. Total vouchers presented equaled \$167,900.05. Councilmember Perkins seconded the motion. Motion carried.

Supervisor Tuthill asked if there were changes to be made to the proposed preliminary 2020 budget at which time the court clerk asked if they could hire the part time employee for the court December 5th instead of the new budget year. Supervisor Tuthill stated the request was for the new budget year and as such there was no monies budgeted; he asked the board what the thoughts were on hiring the part time employee for four hours a week now. Councilmember Krzyston stated the expense was minimal, to where Tuthill stated if it brings in revenue quicker its money well spent. Councilmember Perkins stated he did not have a problem with it as it wasn't that big of a cost, Tuthill stated they can transfer money to cover it. Councilmember Perkins made the motion to authorize the hiring of the part time court clerk Laurie Burpoe at \$15.00 per hour for four hours a week starting December 5, 2019. Councilmember Krzyston seconded the motion. Motion carried. Supervisor Tuthill asked for a motion to adopt the 2020 preliminary budget as the final budget. Councilmember Tweed stated so moved with Councilmember Krzyston seconding. Motion carried.

Adjourn:

A motion to adjourn was made by Councilmember Cairns at 8:25pm with Councilmember Perkins seconding. Motion carried.

Respectfully submitted,



Elsa Schmitz
Town Clerk
Town of Delhi