

Town of Enfield  
Regular Town Board Meeting and Public Hearings  
Enfield Community Building  
Wednesday, December 12, 2018  
6:30 p.m.

Present: Town Supervisor Beth McGee, Town Councilperson Virginia Bryant, Town Councilperson Mimi Mehaffey, Town Councilperson Becky Sims, Town Clerk Alice Linton. Excused: Town Councilperson Mike Carpenter.

**Public Hearing on Moratorium Extension:**

Supervisor McGee opened the public hearing at 6:38 p.m. Town Clerk Linton read the legal notice that was published in the Ithaca Journal.

Marcus Gingerich of Enfield spoke in favor of the moratorium extension. He feels the process is more involved and taking longer than expected.

No one else wished to speak. Supervisor McGee closed the public hearing at 6:40 p.m.

**Public Hearing on 2018-2020 Fire Contract:**

Supervisor McGee opened the public hearing at 6:40 p.m. Town Clerk Linton read the legal notice that was published in the Ithaca Journal. Supervisor McGee stated there was a lot of work and time put into this contract and she appreciated working with the Enfield Volunteer Fire Company (EVFC) on this. There was good communication and a positive working relationship was developed.

Ann Rider of Enfield asked what amount was paid to the EVFC in 2018. Supervisor McGee stated there was no change from the 2017 amount as no new contract was successfully negotiated.

No one else wished to speak. Supervisor McGee closed the public hearing at 6:43 p.m.

Town Clerk Linton lead the assemblage in the Pledge of Allegiance to the Flag at 6:44 p.m.

**Additions and Removals from the Agenda:** Supervisor McGee asked if anyone would like an item added to or removed from the agenda. She added one budget amendment under the Consent Agenda, discussion of a heat pump for town hall, property maintenance and discussion of the beautification grant.

**Privilege of the Floor:** Julie Schroeder of Enfield commended Councilperson Sims on her work with the Cayuga Lake Watershed and HABs monitoring.

**Correspondence:** Notice from Haefele TV of an increase in cable fees for Enfield residents. Supervisor McGee is looking into beginning negotiations for a new franchise agreement, which can begin 36 months before the current agreement expires.

**Monthly Reports:**

**County Legislator Report:** No report.

**Highway Superintendent's Report:** No report.

**Planning Board Report:** No report

**Code Enforcement Officer's Report:** Alan Teeter, Code Officer, reported he issued 2 building permits in November and December, which brings this year's total to 47, which is down from the past few years. He

will work with Williamson Law to update his Code Enforcement program to include fees for each project, so that information can be readily available to the Town Board. He received a call regarding a small-scale wind turbine on East Enfield Center Road which will be under 100', so will not require site plan review. A formal complaint was received about a property on Halseyville Road. Councilperson Mehaffey asked that the complaint procedure be followed through as the first steps to resolve the problem have not been successful. Alan stated he would issue a letter to remedy the violations as soon as he returns from vacation the first week of January.

**Enfield Volunteer Fire Company:** Alan Teeter, 2<sup>nd</sup> Assistant Chief, reported there were 34 calls in November. There were 18 EMS calls, 6 service calls, 5 fire alarms, 3 MVAs and 2 mutual aid calls to Trumansburg. The next officer's meeting will be held January 7 and a blood drive will be held January 15, 2019.

**Town Clerk's Report:** Alice Linton, Town Clerk, reported on the town clerk conference she recently attended. A representative from the Office of the State Comptroller spoke about "The Audit and Town Board Minutes" and "Board Audit of the Town Clerk". Minutes should give a clear picture of decisions being made, results of motions, and public comments. During audits, the Town Board should be aware of their responsibilities and objectives, know what books and records should be maintained, communicate with department heads, talk to employees, and walk the spaces.

Supervisor McGee suggested during the annual audit that the Town Board should see where the Town Justice and Town Bookkeeper work, in addition to the Town Clerk.

**Supervisor's Report:** Supervisor McGee reported she prepared and held a Town Board meeting; communicated with Attorney Krogh on all issues directed by the Town Board; prepared for 2 public hearings; cleaned Community Building once; prepared Health Insurance communications; facilitated a Health Insurance enrollment meeting for Retirees, Comprehensive Plan meeting, and Comprehensive Plan data and graphics preparation; researched encumbrances and end of year bookkeeping procedures; researched town signage possibilities; attended Workplace Violence trainings in Dryden; presented Workplace Violence, Blood Born Pathogens, Right to Know trainings to boards and appointees; met with bookkeeper to prepare end of year bookkeeping; met with ECC reps regarding a winter event in Enfield; worked with Norm Smith to coordinate the Community Building bathroom installation; researched furniture possibilities for the Community Building; communicated with law enforcement regarding Highway Dept. break in; negotiated a no-deductible payout for the insurance reimbursement on Highway break in; developed tax bill insert.

### **Committee Reports:**

**Enfield Community Council (ECC):** Ann Rider presented information on teen programming – all programs are full at this time with a waiting list. The ECC and Town are working to develop a program in February for residents. The ECC is working to modernize their By-Laws and plan to meet every other month in 2019. The basketball program will be starting soon at Enfield Elementary School.

Supervisor McGee added the February program is being planned as a winter fun event that will include winter games, a bonfire and food. A square dance may also be held in conjunction with the program.

Supervisor McGee moved, with a second by Councilperson Bryant, to support this event and use Town facilities in reasonable ways, along with asking the EVFC to light and extinguish the bonfire, giving them an opportunity to talk about fire safety and bonfires.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

Councilperson Mehaffey asked about summer camp fees and if they automatically went up each year. It appears from financial records the camp was in the red about \$16,000 in 2018. She suggested the fee could be higher for non-residents. Ms. Rider stated they do not always go up every year, but they do differentiate between residents and non-residents. Councilperson Sims stated it would be helpful to have statistics on how many residents and non-residents have attended over the past few years.

**Health Insurance Consortium:** Ann Rider reported the Consortium has added more members over the last few months. A new website is up and running and she encouraged members to check it out. In January, a new service will be added – telemedicine – where members can call and talk to a doctor.

**Cayuga Lake Watershed:** Councilperson Sims reported they continue to focus on a Department of State grant which is becoming available. Municipalities are being asked to complete a survey on water quality issues. Results will be in a January report. The plan is to see what's happening and identify ways to cooperate and coordinate.

**Recreation Partnership:** Councilperson Mehaffey stated the group is working to revise their By-Laws. They are looking at ways to measure performance. Councilperson Mehaffey has questioned if the youth who participate are on the poor or high end and is looking into understanding how to get more participation.

**Comprehensive Plan Writing Committee:** Supervisor McGee reported the Committee has committed to having a draft ready by December 15. They are getting final charts and photos in order.

**Finance Committee:** Supervisor McGee reported the Committee is looking at January dates to meet.

**Cemetery Committee:** Supervisor McGee reported the Committee met in October. The Committee did an on-site mapping of Christian Cemetery.

**Beautification Committee:** Supervisor McGee moved, with a second by Councilperson Bryant to authorize the supervisor to apply for the annual beautification grant with matching funds from the County. Included will be the new town sign by Town Hall, new planters in front of Town Hall and possibly other signage.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Consent Agenda:** Supervisor McGee moved, with a second by Councilperson Sims to approve the Consent Agenda as follows:

**Audit Claims:** The Town Board authorizes the Supervisor to pay:  
General Fund Vouchers #269 to 298 dated December 12, 2018 in the amount of \$19,726.45 and  
Highway Fund Vouchers #249 to 268 dated December 12, 2018 in the amount of \$43,048.67.

### **Approval of Minutes of November 14, 2018 Regular Meeting**

#### **Budget Amendment #2018-18 Encumber Funds for Comprehensive Planner Contract Extension**

**WHEREAS**, the Town of Enfield contracted services with Planner, Matthew Johnston, for Comprehensive Plan Review, and;

**WHEREAS**, funds budgeted for this contract remain and the contract will continue into 2019, therefore be it

**RESOLVED**, that the Town of Enfield encumber remaining funds from the 2018 budget in the amount of \$3,000.00 from line A8020.1, "Planner- Personnel Services", for the continued contract payment of Planner, Matthew Johnston, for Comprehensive Plan review through June 2019.

**Budget Amendment #2018-19                      Encumber Funds for Outstanding Bills for 2018**

Be it **RESOLVED**, that the Town of Enfield encumber funds necessary for the payment of outstanding financial obligations of 2018, heretofore approved, and appropriations be adjusted to cover those expenditures until paid in full.

**Budget Amendment #2018-20                      Move Funds for Historian Expenditures**

WHEREAS contractual expenses have exceeded the amount budgeted, therefore be it

**RESOLVED**, that the Town Board authorizes the Supervisor to decrease line A7510.2, "Historian-Equipment" by \$50.01 and increase line A7510.4, "Historian-Contractual" by \$50.01.

**Budget Amendment #2018-21                      Move Funds for General Fund Health Insurance Expenditures**

WHEREAS, expenditures for General Fund- Employee Benefits- Health Insurance have exceeded the budgeted amount, therefore be it

**RESOLVED**, the Town Board authorizes the Supervisor to decrease General Fund Employee Benefit lines A9050.8, "Unemployment" by \$1,200.00, and A9040.8, "Worker's Comp" by \$561.44, and increase Employee Benefits line A9060.81, "Medical Insurance" by \$1,761.44.

**Budget Amendment #2018-22                      Encumber Funds for Outstanding Improvement Projects for Enfield Facilities**

Be it **RESOLVED**, that the Town of Enfield encumber remaining funds in the amount of \$12,000.00 from line A1620.4, "Building-Contractual", for the following expenditures related to Enfield facilities improvements:

- Community Building bathroom installation
- Community Building furniture purchase
- Town Hall heating appliances

**Budget Amendment #2018-23                      Encumber Funds for Outstanding Sign Purchases for Enfield Signage Improvements**

Be it **RESOLVED**, that the Town of Enfield encumber remaining funds in the amount of \$1,500.00 from line A3310.4, "Traffic Control-Contractual", for expenditures related to Enfield signage improvements.

**Budget Amendment #2018-24                      Move Funds for Highway Insurance Expenditures**

WHEREAS, expenditures for Highway Employee and Retiree health insurance benefits have exceeded the amount budgeted for 2018, therefore be it

**RESOLVED**, the Town Board authorizes the Town Supervisor to decrease Highway- Employee Benefit lines DA9010.8, "State Retirement" by \$917.10, DA9040.8, "Worker's Comp" by \$2,311.63, DA9050.8, "Unemployment INS" by \$1,212.20, DA9055.8, "Disability", by \$231.80, and DA5110.4, "General Repairs-Contractual", by \$3,535.10, and increase line DA9060.81, "Employee Benefits- Medical Insurance" by \$8,307.83.

**Budget Amendment #2018-25                      Move Funds for Highway Equipment Repairs**

**WHEREAS**, expenditures for Highway Equipment Repairs have exceeded the amount budgeted for 2018, therefore be it

**RESOLVED**, the Town Board authorizes the Town Supervisor to decrease General Repair Contractual, DA5110.4 by \$11,900.00 and Highway Brush Weed Contractual, DA5140.4 by \$500, and increase DA5130.4 by \$12,400.00.

**Budget Amendment #2018-26                      Move Funds for Snow Removal – Contractual**

**WHEREAS**, expenditures for Highway Snow Removal – Contractual have exceeded the amount budgeted for 2018, therefore be it

**RESOLVED**, the Town Board authorizes the Town Supervisor to decrease Bridge Contractual, DA5120.4 by \$2,500.00 and increase Snow Removal – Contractual DA5142.4 by \$2,500.00.

**Budget Amendment #2018-27                      Move Funds for Employee Property Insurance Reimbursement**

**WHEREAS**, expenditures for insurance reimbursement has exceeded the amount budgeted, therefore be it

**RESOLVED**, the Town Board authorizes the Town Supervisor to decrease line A1990.4, “General Fund-Special Items-Contingent” by \$12.63, and increase line A1910.4, “Special Items-Unallocated Insurance” by \$12.63.

**RESOLUTION #2018-52                      Planning Secretary Duties**

**WHEREAS**, the Town of Enfield Planning Board requires a secretary for minute taking, and;

**WHEREAS**, the Deputy Town Clerk position salary has been increased to include these duties, therefore be it

**RESOLVED**, the duties of Planning Board Secretary will hereby fall under the purview of, and be delegated by, the Enfield Town Clerk, and further

**RESOLOVED**, all minutes will be provided for the Public upon adoption by the Planning Board.

**RESOLUTION – #2018 -53      Authorizing the Supervisor to Renew Insurance Policy with Sprague**

**WHEREAS**, the Town of Enfield has participated in insurance coverage with Sprague Insurance, and;

**WHEREAS**, the Town Board would like to continue receiving services from Sprague through 2019, therefore be it

**RESOLVED**, the Town Board authorizes the Town Supervisor to renew the insurance policy with Sprague for 2019.

**Resolution #2018-54      Appointment of Delegates to NYS Association of Towns Annual Meeting**

**WHEREAS**, the Town of Enfield is a member of the Association of Towns of the State of New York, and;

**WHEREAS**, the Annual Business Session is being held on February 20, 2019, and;

**WHEREAS**, Supervisor Beth McGee and Councilperson Mehaffey will attend the Association of Towns Annual Meeting, now be it;

**RESOLVED** that Supervisor Beth McGee be duly designated as the Town of Enfield delegate and Councilperson Mehaffey as alternate in the absence of Supervisor Beth McGee, to the NYS Association of Towns Annual Meeting on February 20, 2019 and to cast the vote for the Town of Enfield, pursuant to Section 6 of Article III of the Constitution and Bylaws of said Association.

**RESOLUTION #2018-55      Authorizing Supervisor to sign Contract Extension for Planner  
Matthew Johnston**

**WHEREAS** the Town of Enfield contracted with Matthew Johnston for review services for the Comprehensive Plan, and;

**WHEREAS**, the Town of Enfield wishes to continue utilizing his services until the Plan is complete, therefore be it

**RESOLVED**, the Town Board authorizes the Supervisor to sign a contract extending these services through June of 2019.

Vote on Consent Agenda: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Old Business:**

**Community Building Renovation:** Supervisor McGee met with Norm Smith who is well underway on the downstairs Community Building bathroom installation. Supervisor McGee hopes to have conversations once this project is completed on how the bathroom will be utilized. The utility sink should be used for cleaning the downstairs, and she will revisit the responsibilities of the food pantry. She has researched tables for the downstairs area.

Supervisor McGee moved, with a second by Councilperson Bryant to purchase 8 white tables at \$149 each from the Home Depot.

Discussion: These tables will fold flat so will be easy to store when not in use.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Clean Energy Communities Grant:** Supervisor McGee stated there has been some concern about the time line for payment that may prohibit some smaller businesses from taking advantage of this grant. She would like NYSERDA to abide by the process that was in place when the grant was applied for. She will prepare a letter to let NYSERDA know this and leave it at the Town Hall for board members to stop in and sign.

Councilperson Mehaffey moved, with a second by Councilperson Sims, to authorize the supervisor to sign a contract to begin the process of moving ahead with the grant.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Moratorium Extension:** Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution #2018-56.

**Resolution #2018-56      ADOPTING LOCAL LAW #3-2018 - EXTENDING TOWN OF ENFIELD  
MORATORIUM ON COMMERCIAL WIND AND SOLAR ENERGY  
FACILITIES**

**WHEREAS**, the Town of Enfield (the “Town”), under the laws of New York State, desires to maintain its long tradition of protecting the health, safety, general welfare, property, and environment within its borders; and

**WHEREAS**, the Governing Board recognizes that regulations that oversee commercial renewable energy development are either non-existent or insufficient to provide for the promotion and protection of public health, safety, general welfare, property and environment in the Town; and

**WHEREAS**, the Town has participated in a rigorous exploration of public concerns through open public forums and comment periods addressing renewable energy development and the creation of a Wind Advisory Committee, all of which have resulted in a determined need and now declared desire to review, analyze, and update current regulatory oversight protocols for these activities; and

**WHEREAS**, New York statutes are not sufficient to protect the health, safety and well-being of Town residents, and over decades, starting with the New York Constitution, and continuing with the Statute of Local Governments and the Municipal Home Rule Law, New York has recognized that New York is a geographically and geologically diverse state, such that local regulation of local environments and land use and development is a hallmark of New York State law; and

**WHEREAS**, New York State Home Rule law grants the Town broad powers to adopt procedures and local laws to promote and protect the public health, safety, general welfare, property, and environment in the Town in order to protect against adverse risks and impacts of development; and

**WHEREAS**, moratoria are “Type II Actions” under the State Environmental Quality Review Act (SEQRA) regulations (see, 6NYCRR section 617.5(c)(30)), and it is hereby determined that this proposed action—the adoption of a local law to extend a land use moratorium concerning certain alternative energy facilities—does not require further environmental impact review, a determination of significance, or the preparation of any other SEQRA documents; and

**WHEREAS**, a proposed final draft of such law was duly presented to the Town Board by Councilperson Carpenter, on November 14, 2018, and a public hearing for the proposed local law duly was held on December 12, 2018, at 6:30 PM, whereat all comments and evidence were duly received and considered, and the proposed local law has not substantially changed such that no additional public hearings are required; and

**WHEREAS**, the Tompkins County Department of Planning has reviewed the proposed local law pursuant to General Municipal Law (“GML”) § 239-1, et seq., which has determined that it has no negative inter-community, or county-wide impacts and suggests the Town refer to the County’s manual *Tools to Promote and Regulate the Development of Renewable Energy Systems* as we proceed, and this Resolution shall suffice as a reply to said § 239 recommendations; and

**WHEREAS**, upon consideration of all of the foregoing, all of which shall be and be deemed a material part of this resolution, and upon due deliberation hereupon, the Town Board of Enfield adopts the following resolutions; so now therefore it be

**RESOLVED:** that the Town Board of the Town of Enfield hereby enacts, adopts and approves this local law #3 of 2018 in the form as presented to this meeting and further extends the moratorium through August 31, 2019; and further be it

**RESOLVED**, that the Town Clerk file this Local Law with the Attorney for the Town of Enfield and the New York Department of State.

Discussion: Supervisor McGee stated this law was being passed to allow more time to finish local laws on large scale solar and wind farms.

Councilperson Sims noted this was the second extension and asked what if the town laws aren't passed by this deadline – will there be another extension? She feels this is not the purpose of the moratorium and wants to be sure there is intent to meet this deadline.

Supervisor McGee stated when the moratorium was first proposed, it was defensible, and even 18 months was reasonable. She is not willing, however, to extend beyond the August 31, 2019 date. She asked for a commitment to have the draft solar law ready for Town Board review by December 20. It will then be sent to Town Attorney Guy Krogh for further review.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

### **Fire Contract:**

Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution #2018-57.

### **RESOLUTION #2018-57 Approval of 2018-2020 Town of Enfield Fire Protection Contract**

**WHEREAS**, pursuant to public hearings duly scheduled and held and approvals of extension agreements duly issued by the Town Board; and

**WHEREAS**, the Enfield Volunteer Fire Company and the Town have come to final agreement as to the terms of the fire contract, the form of which was presented to this meeting; and

**WHEREAS**, a public hearing was duly called upon the approval of such contract per the requirements of Town Law, and all persons speaking thereat or desiring to present evidence were duly heard, therefore, be it

**RESOLVED**, that the 2018-2020 Town of Enfield Fire Protection Contract be and hereby is approved, and the Town Supervisor be and hereby is authorized to sign the same for, by, on behalf of, and in the name of the Town of Enfield.

Discussion: Supervisor McGee stated she feels this contract will provide better reporting to the Town and provide more transparency. It will strengthen the EVFC and Town Board's relationship. The town attorney and fire department attorney had conversations to help understand that the needs were not about old conflicts. Reporting will help the Town and Fire Department meet their legal obligations as stewards of public funds. Councilperson Mehaffey stated the EVFC's attorney, Mark Butler, was positive and encouraged the fire department.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

### **New Business:**

#### **Tax Bill Notice:**

Supervisor McGee moved, with a second by Councilperson Sims to adopt Resolution #2018-58.

### **RESOLUTION #2018-58 Authorizing an Information Notice to be Sent with Tax Bills**

**WHEREAS**, New York State allows for certain notices to be sent to property owners with their tax bills by resolution by the Town Board, and;

**WHEREAS**, the Town would like to utilize this method of informing residents of permits, fees, budget and contact information, and;

**WHEREAS**, the Town Board has reviewed the notice and approves of its content with a few minor changes, therefore be it

**RESOLVED**, the Town Board authorizes the Supervisor to prepare a notice with this information to include with the tax bills sent to residents in December of 2018 and use Town funds to have the notice copied and folded.

Discussion: Supervisor McGee feels this would be a good opportunity to spread the word about the Town website and the town budget. There is money available to have the letters printed and folded.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Sexual Harassment Policy/Procedure:**

Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution #2018-59.

**RESOLUTION #2018-59 Adoption of 2018 Sexual Harassment Policy and Complaint Form**

**WHEREAS** New York State has updated requirements for Sexual Harassment policies and procedures for employers within the State, and;

**WHEREAS**, the Town of Enfield has explored various policies and determined that a policy based on the New York State model policy is appropriate for our needs, therefore be it

**RESOLVED**, the Town of Enfield hereby adopts a new Sexual Harassment policy and Complaint Form prepared by Attorney Guy Krogh, with changes made, to replace policy #904- Sexual Harassment, in the Town of Enfield Employee Handbook, effective immediately.

Discussion: It was agreed to change the language in the Policy under “Complaints and Investigations of Sexual Harassment, third paragraph, to read “Upon receipt of complaint, the Town Supervisor will present the complaint to the Threat Assessment Team, who will conduct an immediate review of the allegations and take any interim actions, as appropriate. If the complaint is oral, the complainant will be encouraged to complete the “Complaint Form” in writing. If he or she refuses, the Town Supervisor will prepare (or cause to be prepared) a Complaint Form based on the oral reporting.”

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution #2018-60.

**Resolution #2018-60 Threat Assessment Committee**

**WHEREAS** a Threat Assessment Committee is needed to investigate complaint of Sexual Harassment and other threat assessments, now therefore be it

**RESOLVED**, a Threat Assessment Committee will be formed consisting of the Town Supervisor, one Town Board member and the Town Justice to address Town of Enfield sexual harassment complaints and other threat assessments as determined by the Town Board.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Planning Board Vacancies:** Supervisor McGee announced there are openings on the Enfield Planning Board for one member and two alternates. Anyone interested in these positions should send a letter of interest to the Enfield Town Clerk.

**Encumbrance of Funds for 2018 Budget:** Supervisor McGee reported funds could be put in reserves for a specific purpose, but otherwise they don't need to be encumbered. Justice Poole has expressed her willingness to do energy improvements with her JCAP grant funds. The 5 decorative street lights will be converted to LED by Norm Smith at a cost of approximately \$200. Several options are available for a heat pump at Town Hall, but there was concern about service once installed. Service arrangements would need to be made soon after installation.

Supervisor McGee moved, with a second by Councilperson Mehaffey to accept the Fujitsu heat pump installation proposal at Town Hall from Upstate Energy Solutions, LLC and to have Councilperson Carpenter arrange for the installation.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution #2018-61.

**RESOLUTION #2018-61      Authorizing the Supervisor Authority to Proceed as Facility Manager**

**WHEREAS**, the New York Town Law Section 64 directs that the Town Board shall have the management, custody, and control of all town lands, buildings and property of the town and keep them in good repair, therefore be it

**RESOLVED**, the Town Board appoints Town Supervisor, Beth McGee, the Facility Manager to oversee such management and repair, and further

**RESOLVED**, the Town Board authorizes the Town Supervisor to make purchases for products and services for such maintenance and repair under \$1,000.00 without prior Town Board input, as afforded by the Town of Enfield Procurement Policy, and further

**RESOLVED**, the Town Board authorizes the Town Supervisor to make decisions regarding building maintenance and repair in the best interest of the town without prior Town Board approval.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Carpenter excused. Carried.

**Set Audit Meeting and Special Meeting Dates for Final Bills/Amendments:** January 15, 2019 at 6:00 p.m. was set as the audit meeting.

**Privilege of the Floor:** Marcus Gingerich expressed his view that the moratorium is in place for two different laws, not just one, so it is taking longer to prepare them.

**Announcements:** Supervisor McGee announced the Route 327 bridge is now open.

**Adjournment:** Supervisor McGee adjourned the meeting at 10:05 p.m.

Respectfully submitted,

Alice M. Linton, RMC  
Enfield Town Clerk