

Town of Enfield
Regular Town Board Meeting
Enfield Community Building
Wednesday, June 12, 2019
6:30 p.m.

Present: Town Supervisor Beth McGee, Town Councilperson Virginia Bryant, Town Councilperson Mike Carpenter, Town Councilperson Becky Sims, Town Highway Superintendent Buddy Rollins, Town Clerk Alice Linton. Town Councilperson Mimi Mehaffey excused.

Supervisor McGee called the meeting to order at 6:40 p.m. Town Clerk Linton lead the assemblage in the Pledge of Allegiance to the Flag.

Additions and Removals from the Agenda: Supervisor McGee asked if anyone had changes to the agenda. She asked to add a budget amendment for the highway and remove the budget amendment for dumpster fees in order to wait for the recycling check from dumpster days to see if it will offset any overages in that budget line. She asked to remove the resolution to have Attorney Gary Abraham do a desk review of the Wind Law until after the Town Board reviews the law at a special meeting. She also asked to move the Consent Agenda to the top of the agenda followed by Quarterly Reports and then Monthly Reports.

Privilege of the Floor: Ann Rider of Enfield thanked the candidates for Enfield public office for coming to “Meet the Candidates Night” at the Grange on June 11, and she thanked David Bock for moderating the event.

Amanda Kirchgessner of Enfield stated she was interested in the Enfield cemeteries and felt they should be mowed.

Correspondence: None

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

Audit Claims: The Town Board authorizes the Supervisor to pay:
General Fund Vouchers #145 to 167 dated June 12, 2019 in the amount of \$15,455.87 and
Highway Fund Vouchers #93 to 114 dated June 12, 2019 in the amount of \$145,977.79.

Approval of Minutes of May 8, 2019 Regular Meeting and May 29, 2019 Special Meeting

Approval of County Youth Services By-Laws

Budget Amendment #2019-7 Move Sale of Equipment Funds to Highway Equipment Line

WHEREAS the Town Board authorized the sale of a 1992 Mack 10-wheel dump truck with plow and wing, and the sale of a 2007 Ford F350 XL Super Duty Pickup Truck with Plow, and;

WHEREAS the Highway Superintendent auctioned both items and received payment of \$7,300.00 for the 1992 Mack and \$4,600.00 for the 2007 Ford, now therefore be it

RESLOVED the Town Board authorizes the Supervisor to decrease line DA201, Highway Savings by \$7,300.00 and increase line DA5130.2 Machinery – Equipment by \$7,300.00, and further

RESOLVED the Town Board authorizes the Supervisor to decrease line DA201, Highway Savings by \$4,600.00 and increase line DA5130.2 Machinery – Equipment by \$4,600.00.

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

Quarterly Reports:

Environmental Management Council: Maureen Bolton was unable to attend but will be willing to give her report next month.

Enfield Food Pantry: Paul Norman, a volunteer who maintains Pantry records, presented a written report from Jean Owens, Food Pantry Director, stating the Pantry distributes over 10,000 pounds of food a week to all who come for help. They serve nearly 200 families weekly. For the future, she would like to have clothing, furniture and appliances available for those in need.

Supervisor McGee mentioned she and Councilperson Mehaffey have talked about having a free garage sale every 6 months. This would be an opportunity for residents to get things they need. She asked if residents are waiting outside before the Pantry opens. Mr. Norman responded that yes, folks wait outside unless it is absolutely necessary that they be inside. Supervisor McGee stated the indoor space is available for use by the public, including Pantry patrons.

Councilperson Sims stated she had heard that patrons had to wait outside and wanted to reiterate the issue was only with shopping carts; people are welcome inside.

Supervisor McGee asked if volunteers are allowed in the building when there is no responsible representative of the Food Pantry present. At the current time only Jean Owens, Paul Norman, Mary Cornell and Ken Benjamin have keys to the area.

Supervisor McGee asked if the responsible representatives were aware that there was a Level 3 sex offender who volunteered. She stated the Food Pantry was not listed as a work place for that person, and the Town Board was not notified. She asked for the insurance policy to be updated regarding this situation. She asked if the Food Pantry patrons knew about this person. Mr. Norman responded that as of 2-3 weeks ago the person is no longer able to volunteer.

Councilperson Sims thanked Mr. Norman for giving the quarterly report. She asked if, in the future, reports could include how many families are served during the period of the quarterly report, and if there are any issues or needs that the Town Board could help with.

Supervisor McGee stated the Town did adopt a new sexual harassment policy and any group using Town space needs to have their own policy, or adopt the Town's policy. Councilperson Carpenter asked what would be done in the future – if a sex offender is allowed to volunteer, will the Town Board be notified?

Councilperson Bryant stated sometimes volunteers have to go through a background check. Mr. Norman now understands that if a volunteer is listed on a sex offender registry, the Town Board needs to be notified. He also stated, before anyone is allowed to volunteer, the representatives of the Food Pantry get to know the person to see if they would be a good match. He will check to see if the Food Bank of the Southern Tier has a mechanism in place to do background checks.

Enfield Community Council: Ann Rider reported Enfield teens entered a pitch contest in March and were awarded \$1,200 by the Tompkins County Youth Bureau for social activities. The first event was held several weeks ago and was a game night where 27 teens participated, along with several parents. Recently the after-school director was able to have exotic animals at an event for teens. Summer camp starts July 8. A Country Fair was held May 11 at Enfield School. The next Council meeting is scheduled for June 27 at 7 p.m. at the Enfield Community Building.

Tompkins County Health Consortium: Ann Rider reported the Consortium is encouraging all employees to sign up for telemedicine. The Consortium is also encouraging members to participate in their wellness

program. A program called Blue for You is a preventive program which includes screening of vitals. Copies of the annual report are available at town hall.

Recreation Partnership: No report.

Cayuga Lake Watershed IO: Councilperson Sims reported in May a joint meeting with the Tompkins County Resources Council was held. They are looking at Owasco Lake and rules and regulations to help regulate the watershed. Tompkins County is watching to see how this works out.

Monthly Reports:

County Legislator Report: Dave McKenna reported the county legislature passed a resolution that urged New York State to pass climate protection measures. Sales tax in the county was up for April. There will be a joint meeting between the city and county to discuss a joint location for public safety.

Highway Superintendent Report: Highway Superintendent Rollins presented an amended 284 form for Board approval. He removed Aiken Road for paving since the cost of paving South Buck Hill to Route 79 was \$5,000 more than expected. He will use the extra money to replace the pipe on Rothermich Road, with help from Tompkins County of equipment and operators. He hopes to begin prepping for the replacement next week and estimates the job will take 2-3 weeks.

Supervisor McGee moved, with a second by Councilperson Carpenter to sign the amended 284 form.

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

Highway Superintendent Rollins further reported the 10-wheeler sold for \$7,300 and the F350 truck with the blown-up engine sold for \$4,600. Clean-up days were successful – there was one more dumpster filled than last year. By using the Visa card to make on-line purchases, he has been able to save the Town money. He purchased a water tank for the truck that would sell for \$600 new locally, for \$50 on-line.

It appears that CHIPS funds for PAVE NY will be about \$50,000 less for next year. Dirt roads lose 1” to 2” of gravel when plowed each year. Replacing the gravel is a large expense for the Town.

Councilperson Sims asked what the cost of oil and stone is. Superintendent Rollins responded about \$16,000 per mile or \$32,000 with 2 layers. At the top of Bostwick Road hill, shoulders have been widened and the ditch moved. The area will be hydroseeded when done.

Planning Board: No report.

Code Enforcement Officer's Report: Code Officer Alan Teeter was unable to attend the meeting, but he did speak with Town Attorney Guy Krogh about 198 Enfield Main Road. He met with Supervisor McGee to go over properties that have been vacant at least one year. More properties will be added to the list. Supervisor McGee wants to get a good sense of what is happening with buildings in the Town.

Enfield Volunteer Fire Company (EVFC): Town Clerk Linton read the submitted report that showed there were 15 total calls for May which included 9 MVA, 3 service calls, and 3 fires. The next officer's meeting is scheduled for July 2.

Town Clerk's Report: Alice Linton, Town Clerk, reported there were 3 fishing licenses sold in May, 1 marriage license, 2 certified copies, 47 dog licenses, 5 building permits and 5 handicap permits issued.

Supervisor's Report: Supervisor McGee reported she:

- Attended Country Faire and coordinated with Suit Kote to stop paving during the hours of the event.

- Attended the Food Pantry with Councilperson Mimi Mehaffey to hear from volunteers and Jean Owens regarding the adjoining space and bringing additional services to the space during Food Pantry hours.
- Researched reported concerns regarding organizations using town space.
- Followed up on insurance compliance for Food Pantry.
- Procured estimates and details on salt barn construction.
- Communicated with fellow Supervisor regarding Fund Balance policies and Capital Plans
- Attended TCCOG
- Repaired the town website- subscription issues and updates
- Communicated with Derek Osborne regarding the Highway building break-in in October
- Prepped and facilitated May 29 Special Meeting
- Phone meeting with Planning Chair, Dan Walker, regarding salt storage building order of work
- Met with Town Clerk and Deputy Clerk regarding Building Use, Cemetery, and Swift911 policies
- Worked with Code Officer regarding unsafe structures recommendations and public health and safety issues
- Held a Finance Committee meeting
- Aside from the items above, the Town Supervisor completes the following tasks throughout each month: review all bills and prepare vouchers for board review and payment, correspondence, payroll and abstract review, budget monitoring and modifications, deposits and transfers, documentation for all meetings, resolves legal issues, trainings, attendance at County level meetings, communication with employees and department heads regarding daily town operation and budget concerns, building maintenance and upgrades, purchases, resident complaints and concerns, employment and benefits administration, all actions dictated by the Town Board for the Supervisor, all other tasks that arise daily.

Facilities Report: Supervisor McGee reported there is a potential donation of cupboards for the back of the downstairs bathroom at the Community Building. She would like to install them and put a counter with a back splash for a diaper changing area. There are some grant funds left. She will be planning a work day to paint metal doors and begin chair covering.

Councilperson Bryant moved, with a second by Councilperson Carpenter to accept the donation of cupboards and have them installed.

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

Committee Reports:

Recreation Partnership: No report.

Comprehensive Plan Committee: Supervisor McGee stated there will be a meeting of the committee at 6:00 on June 13 at the Community Building. Samples were received from one individual for formatting the Plan. There are two others interested who will be attending the June 13 meeting.

Tompkins County Council of Governments (TCCOG): The Town of Caroline Code Enforcement Officer presented a proposal to have Code Enforcement Officers meet quarterly to share ideas. TCCOG will provide funds for breakfast for the meetings.

Finance Committee: The committee is working on a fund balance policy and capital plan. The Town of DeRuyter has a good plan that the committee is looking at. They meet again on July 16.

Old Business:

Salt Storage Update: Supervisor McGee stated she received an estimate for a canvas building. She is looking at 3 work plans and 3 budgets that will include funding options. These will be presented to the Town Board.

Cemetery Estimates and Bid Request: Supervisor McGee stated Brandon McGee, who mowed the cemeteries in May, was concerned about a dead tree in Presbyterian Cemetery that had dropped a lot of dead branches. Supervisor McGee will make arrangements to have that tree removed, although the stump will need to remain in place as it grew into several grave stones. If estimates are over \$1,000, she will bring the matter to the Town Board for approval. Supervisor McGee would like to use the same contract for cemetery maintenance that the Town of Ulysses uses. References for both Matt Lincoln and B&B Lawn Service were very positive. The bid for Matt Lincoln was \$900 per mow and for B&B Lawn Service was \$600 per mow.

Councilperson Sims moved, with a second by Councilperson Bryant to contract with B&B Lawn Service for this year's cemetery mowing.

Discussion: Supervisor McGee mentioned it would be convenient to have the burial coordinator also mow the cemeteries. Councilperson Carpenter feels the quality of work is important. If there was an advantage to going with the more expensive bid, he would consider that. Supervisor McGee asked who would oversee the mowing of cemeteries. No one volunteered to do this. Councilperson Carpenter suggested, in the future, maybe volunteers could do the mowing.

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

Supervisor McGee moved, with a second by Councilperson Carpenter to authorize the supervisor to sign a contract with B&B Lawn Service for cemetery maintenance for 2019.

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

Public Hearing Date for Solar Law: A date for the public hearing will be set after discussion at a special meeting of what the process will be that needs to be followed. Monday, July 1 at 6:30 was set for a special meeting to work on the solar and wind laws.

New Business:

Community Building Use Policy: Supervisor McGee stated she worked with Town Clerk Linton and Deputy Town Clerk Thompson to come up with a draft policy that was presented to the Town Board. There should be further discussion about insurance requirements.

Swift911 Resolution: Supervisor McGee stated she received training on Swift911 along with Town Clerk Linton and Deputy Town Clerk Thompson, who put instructions together. The information is available on the Town website and at Town Hall.

Town Sign: Supervisor McGee reported she is looking into replacing the two Welcome to Enfield signs. She is working with Darien McGee and Joe Dawson to come up with a draft design and plan. Beautification funds were encumbered for this project.

Supervisor McGee moved, with a second by Councilperson Carpenter to authorize the Beautification Committee to start building two signs and come up with a design for the fabricated portion.

Discussion: Supervisor McGee suggested storing the old signs in the old highway building.

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

Privilege of the Floor: No one wished to speak.

Announcements: None.

Adjournment: Supervisor McGee moved to adjourn the meeting at 9:12 p.m.

Respectfully submitted,

Alice M. Linton, RMC
Enfield Town Clerk