

Town of Enfield

**PUBLIC HEARING- Local Law #2 – Allowing Members of the Town Board to Participate in Town Board Meetings via Videoconference From Locations Outside the Town of Enfield Boundary Lines.
Wednesday, February 9, 2022 at 6:00 PM**

**Regular Town Board Meeting
Wednesday, February 9th, 2022, 6:30 p.m.
Virtual Meeting via Zoom Meeting Portal**

Present: Town Supervisor Stephanie Redmond; Town Councilpersons Jude Lemke, Cassandra Hinkle, Robert Lynch, James Ricks (arrived 6:16 pm), Town Clerk Mary Cornell.

Supervisor Redmond called the public hearing to order at 6:01 pm

Becky Simms - Councilperson Lynch read a letter of support from Town Resident Becky Simms.

Ellen Woods – Read her letter of objection to the law.

Ellen Woods asked how Councilperson Ricks would be able to vote as he was unable to hear what had transpired. He will take her comments under consideration.

Supervisor Redmond closed the Public Hearing 6:30 pm.

Regular Town Board Meeting for the Town of Enfield.

Supervisor Redmond called the Meeting to order at 6:30 pm.

Privilege of the Floor: Ed & Helen Hetherington led the assemblage in the Pledge of Allegiance. Ellen Woods clarified her comments made at the end of the public hearing, spoke on the Open Meetings Laws, and the need for open communications with the public on committee meetings, etc. Councilperson Robert Lynch spoke on appropriate behaviors of Town Board Members.

Additions and Changes to the Agenda:

Correspondence: Enfield Senior Citizens submitted a letter of thanks to the Town Board, Supervisor Redmond read the letter. Briana Binkerd-Dale submitted a letter of interest for the open position on the Town of Enfield Planning Board, Councilperson Lynch read the letter.

Monthly Reports:

County Legislature: Randy Brown reported that County ARPA funds will be awarded in grant amounts between \$25,000 and \$250,000. ~\$4 million will be awarded in grants. The focus will be in Childcare, Youth, and food securities. A new broadband study will be coming. Randy Brown can be contacted by email or phone: - rbrown@tompkinsco.org or Cell 607-229-2269.

Town Supervisor Report: Stephanie Redmond reported she attended zoom meetings with other Town Supervisors, attended bi-weekly calls, tested for asbestos in the Town Courthouse, and worked on the legislative issues with the blue boxes on town properties. She picked up and distributed rapid covid tests and masks from the Tompkins County Health Department. In addition to attending additional meetings, and she performed the normal duties of the Town Supervisors office.

Town Clerk's Report: Mary Cornell reported the Clerks office issued new and renewal dog licenses, accepted funds for building permits, had a very busy tax season so far, and distributed test kits and masks to town residents that Supervisor Redmond procured.

Code Enforcement Report: Alan Teeter reported he issued two building permits and received a couple of complaints that he worked with the landlord and resident to fix. He has taken online trainings for this year. He is working on his annual report for the state.

Town of Enfield Fire Dept.: Alan Teeter reported the Fire Dept. has changed their software program and they are having some difficulties creating reports. Ellen Woods spoke/reported as the EMS Director. Approval was given to offer first aid trainings this year. She is a trained in Stop the Bleed. Supervisor Redmond suggested the ECC provide a training on Stop the Bleed. Councilperson Lynch and Town Supervisor Redmond are the liaison with the Fire Dept. and they have an important meeting coming up on February 28th. Councilperson Lynch is hopeful to provide more information at next month's Town Board meeting.

Planning Board Report: Dan Walker reported the Planning Board held a public hearing in addition to the regular meeting this month. The Subdivision was approved for 305 N Applegate Rd/Sage Rd. Three lots were created, one with the main homestead, a vacant lot, and a lot for agricultural use. A Subdivision request was submitted for a land locked parcel on Bostwick Road.

Tompkins County Council of Govts: Robert Lynch reported they did not meet last month. There will be a meeting on February 24th.

Consent Agenda:

Audit Claims:

General Fund Vouchers #32-40 dated February 9, 2022 in the amount of \$27,023.13

Highway Fund Vouchers #5-25 dated February 9, 2022 in the amount of \$43,150.76

Fire Dept Vouchers #16 and #41 dated February 9, 2022 in the amount of \$361,495.00

January Meeting Minutes

Supervisor Redmond moved and Councilperson Lemke seconded.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

New Business:

**Supervisor Redmond moved and Councilperson Lemke seconded to adopt resolution #2022-33.
Resolution #2022-33 Move to Adopt Local Law #2 of 2022 Allowing Members of the Town Board to Participate in Town Board Meetings via Videoconference From Locations Outside the Town of Enfield Boundary Lines**

WHEREAS, upon proper notice a Public Hearing was held on the 9th day of February, 2022, where all persons wishing to speak regarding proposed Local Law #2 of 2022 were heard by the Enfield Town Board, and

WHEREAS, after consideration of all information presented and available, it is the determination of the Enfield Town Board that the Town will be best served adopt Local Law #2 of 2022- Allowing Members of the Town Board to Participate in Town Board Meetings via Videoconference From Locations Outside the Town of Enfield Boundary Lines.; so now therefore it be

RESOLVED: that the Town Board of the Town of Enfield hereby enacts, adopts and approves Local Law #2 of 2022 in the form as presented to this meeting, being the same as was presented at the Public Hearing; and further be it

RESOLVED, that the Town Clerk file this Local Law with the New York Department of State.

BE IT FURTHER RESOLVED, that said Local Law shall take effect immediately upon filing with the Secretary of State.

Discussion: Councilpersons Hinkle and Lemke spoke in support of the law. Councilperson Lynch is neutral but understands there are concerns.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

**Supervisor Redmond moved and Councilperson Hinkle seconded to adopt resolution #2022-34.
Resolution #2022-34 NYSEDA Intern**

WHEREAS, the New York State Energy Research Development Authority (NYSEDA) is offering local municipalities an opportunity to apply for a grant for a Clean Energy Internship, covering 90 percent of the salary; and

WHEREAS, the Town of Enfield's Comprehensive Plan includes Climate actions require extensive research, documentation, reporting and public education work, now therefore be it

RESOLVED, that the Enfield Town Board approves the creation of a Planning Internship position, at 15 hours per week, at a salary of \$17 per hour for a period no less than three months, subject to further extension by the Town Board at their discretion.

Discussion followed: Councilperson Ricks expressed concern that three months might be too short of a time period. Councilperson Lynch voiced concerns of where the monies would be drawn from, Councilperson Lemke stated ARPA funds may be able to be utilized.

Councilperson Lynch moved an amendment to the above resolution and Councilperson Hinkle seconded to approve resolution #2022-34 as amended.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

**Supervisor Redmond moved and Councilperson seconded to adopt resolution #2022-35.
Resolution #2022-35 Cornell College of Art, Agriculture, and Planning's Cooperative Summer Internship Program**

WHEREAS, the Cornell college of Art, Agriculture, and Planning's Cooperative Summer Internship Program offers an opportunity for a student intern with a matching stipend of \$1,875.00 from the town, and

WHEREAS, there are many projects within the town such as a playground, town hall design that would benefit the town, therefore be it

RESOLVED, the Enfield Town Board approves the Summer Internship.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

**Supervisor Redmond moved and Councilperson Lemke seconded to adopt resolution #2022-36.
RESOLUTION #2022-36 – Approval of Final 2021 Budget Modifications**

WHEREAS, it is necessary to modify the 2021 budget based on the final results of revenues and expenditures in 2021, and

WHEREAS, a detailed listing and description of each budget adjustment by Fund has been provided to the Town Board for review as presented below, be it therefore

RESOLVED, that the Enfield Town Board approves the budget modifications as outlined below.

GENERAL FUND - A		FINAL 2021 BUDGET MODIFICATIONS		
Account #	Description	Current Budget	Increase/ (Decrease)	Modified Budget
Expenditures				
A1010.4	Town Board - Contractual	\$ 2,000.00	\$ 250.00	\$ 2,250.00
A1110.11	Justice - Personal Service	\$ 17,000.00	\$ 1.00	\$ 17,001.00
A1316.1	Bookkeeper - Personal Service	\$ 12,000.00	\$ 80.00	\$ 12,080.00
A1330.1	Tax Collector - Personal Service	\$ 2,000.00	\$ 30.00	\$ 2,030.00
A1410.11	Town Clerk - Personal Service	\$ 22,000.00	\$ 305.00	\$ 22,305.00
A1410.4	Town Clerk - Contractual	\$ 3,000.00	\$ 40.00	\$ 3,040.00
A1440.4	Engineering - Contractual	\$ -	\$ 925.00	\$ 925.00
A1620.43	Buildings - Web/IT Services	\$ 9,000.00	\$ 11,000.00	\$ 20,000.00
A1620.4	Building - Contractual	\$ 62,000.00	\$ (11,000.00)	\$ 51,000.00
A5110.1	Maintenance of Streets - Personal Svc	\$ -	\$ 6,000.00	\$ 6,000.00
A5132.4	Gargage - Contractual	\$ 3,500.00	\$ 240.00	\$ 3,740.00
A7320.4	Joint Youth Project - Contractual	\$ 6,067.00	\$ 1.00	\$ 6,068.00
A7550.4	Celebrations - Contractual	\$ 1,000.00	\$ 120.00	\$ 1,120.00
A9030.8	Social Security	\$ 16,700.00	\$ 459.00	\$ 17,159.00
A9710.8	SEC Filings/Debt Service Costs	\$ 225.00	\$ 40.00	\$ 265.00
Total Expenditure Adjustments			\$ 8,491.00	
Revenues				
A4089	Federal Aid - Other	\$ -	\$ 6,459.00	\$ 6,459.00
A2750	AIM Related Payments	\$ -	\$ 2,032.00	\$ 2,032.00
Total Revenue Adjustments			\$ 8,491.00	

Description of Proposed Adjustments: These General Fund budget adjustments address final adjustments needed to cover spending through the end of the 2021 budget year, incorporating accounts payable at 12/31 (abstract #13). Many of the adjustments are minor, in some cases due to rounding or other minor differences from the budget plan. The net total of these minor adjustments is \$2,032, and unplanned AIM funding is being recognized as budgeted revenue to cover this total. There are two, more significant adjustments. The first is to recognize the APRA funding that the Board approved for the purpose of giving premium pay to essential workers. This is reflected in the revenue adjustments and salaries and fringe benefit expenditures for a total of \$6,459.00. The other adjustment is for IT Consulting services used, and savings in the building contractual budget is being used to cover the \$11,000 cost.

HIGHWAY FUND - DA		FINAL 2021 BUDGET MODIFICATIONS				
Account #	Description	Current Budget	Increase/ (Decrease)	Modified Budget		
<u>Expenditures</u>						
DA5130.4	Machinery - Contractual	\$ 85,000.00	\$ 8,750.00	\$ 93,750.00		
DA5130.45	Diesel and Gas Fuel	\$ 50,000.00	\$ 1,750.00	\$ 51,750.00		
DA5110.4	General Repairs - Contractual	\$ 201,600.00	\$ (10,500.00)	\$ 191,100.00		
DA5142.1	Snow Removal - Personal Services	\$ 61,000.00	\$ 16,500.00	\$ 77,500.00		
DA5142.14	Snow Removal - Overtime	\$ 15,296.00	\$ (5,000.00)	\$ 10,296.00		
DA5142.4	Snow Removal - Contractual	\$ 30,800.00	\$ (11,500.00)	\$ 19,300.00		
DA9030.8	Social Security	\$ 16,700.00	\$ 1,700.00	\$ 18,400.00		
DA9080.8	Paid Family Leave	\$ 1,300.00	\$ 475.00	\$ 1,775.00		
DA9050.8	Unemployment Ins	\$ 5,900.00	\$ (2,175.00)	\$ 3,725.00		
Total Expenditure Adjustments			\$ -			

Description of Proposed Adjustments: These highway fund year-end adjustments cover overages in spending on machinery maintenance and repair, fuel, snow removal salaries, and a few minor adjustments in fringe benefits. Savings in general repairs were used to cover the overages in the machinery and fuel lines. Savings in spending for snow removal overtime and contractual costs covered the additional personnel time dedicated to this function. The fringe benefit line overages in social security and paid family leave were covered with savings in unemployment insurance.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

Supervisor Redmond moved and Councilperson Lemke seconded to adopt resolution #2022-37.

Resolution #2022-37 Custodian– salary of \$5,950.00/year, paid monthly

WHEREAS, The Enfield Town Board appointed Pat Baker as the custodian for Town buildings; and

WHEREAS, the Highway building is in need of custodial services; and

WHEREAS, Pat Baker has agreed to provide those services; therefore be it

RESOLVED, The Town Board agrees to increase the custodian salary to \$5,950.00/year, paid monthly for the additional custodial services at the Highway building

Discussion: Councilperson Lynch inquired where the funds were to be pulled from and Supervisor Redmond shared they will be used from the contingency fund, as the additional salary is less than ~\$2,000. There are funds available in the contingency fund.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

Councilperson Lynch moved with no second a Resolution to Redefine and Update Membership Procedures for Town of Enfield Advisory Committees.

Old Business:

American Rescue Plan Act Discussion: Councilpersons Lemke and Lynch would like to get the survey out soon as it would give us an idea of what/where town residents would like funds expended.

Supervisor Redmond will have the Town Clerk post the survey on the Town Website and it will be emailed to all Town Residents who are currently subscribed to get town notices.

Supervisor Redmond moved and Councilperson Lemke seconded.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

**Supervisor Redmond moved and Councilperson Hinkle moved to adopt the proposed resolution.
Resolution #2022-Tabled Appointment to Town of Enfield Planning Board**

WHEREAS there is a vacancy on the Enfield Planning Board; and

WHEREAS _____ has interest in serving on the Enfield Planning Board, now therefore be it

RESOLVED _____ is appointed to the Enfield Planning Board for a five-year term ending December 31, 2026

Discussion: Two candidates expressed interest in the open seat Henry Hansteen and Brianna Brinkard-Dale. Councilperson Lemke shared she appreciated Briana's interest and suggests that Briana start to attend planning board meetings. Supervisor Redmond does not want to override the Planning Board's recommendation and stated that we should follow their lead. Councilperson Ricks doesn't know Henry Hansteen. He loves the humility of Briana and he can't just dismiss her as it sounds like she has qualifications. Councilperson Lynch understands the planning board recommended Henry Hansteen. Councilperson Lynch would like to go into executive session to discuss this further before going to vote.

Councilperson Lynch moved and Supervisor Redmond seconded, to go into "Executive Session to Discuss a Matter of Personnel".

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

The Board entered into executive session at 8:02 pm and returned from executive session at 8:42 pm.

Supervisor Redmond moved to table the Appointment to the Planning Board and Councilperson Lynch seconded.

Vote: Supervisor Redmond, aye; Councilperson Hinkle, aye; Councilperson Lemke, aye; Councilperson Lynch, aye; Councilperson Ricks, aye; Carried.

The Board discussed removal of the mask mandate for the Town of Enfield. The County has lifted the mask mandate and offered guidance that they still be worn. The Town will follow suit and lift the mask mandate.

The Salt Shed bids are due February 28th and the deadline for notice of award is thirty days after the bid deadline. A Special meeting will be held March 3 at 6:30 pm via Zoom to open the bids.

Privilege of the Floor: Ellen Woods commented on the boards actions regarding COVID discussions, and she respects the boards actions. She spoke in support of Briana Brinkard-Dale for the planning board. She Shared ideas of ARPA fund usage and the Deputy Clerk's salary. Tom Joyce shared trainings the Town could offer with ARPA funds.

Announcements: The Enfield Community Council Cabin Fever event is on February 26th. A Drive Thru Rabies Clinic is being offered at TCAT on March 12th, both events are on the Town website.

Adjournment: James Ricks motioned to adjourn at 9:07 pm and Supervisor Redmond seconded, adjourned.

Respectfully submitted,

Mary Cornell
Enfield Town Clerk