

**Town of Elba
Regular Meeting
July 9, 2020**

Supervisor Hynes called the meeting to order at 7:00 p.m.; followed by the Pledge to the Flag.

Supervisor Hynes
Councilman Augello
Councilman Chamberlain
Councilman Coughlin
Councilwoman Marshall

Others Present:

Town Clerk Werth
Highway Superintendent Yungfleisch
Kathy Saville, NYCLASS

Public Participation

Kathy Saville with NYCLASS gave a presentation regarding New York Cooperative Liquid Assets Securities System, a short term liquid investment fund designed for the municipality sector. NYCLASS provides opportunities to invest funds on a cooperative basis in short term investments that are chosen to yield favorable returns while trying to provide maximum safety and liquidity. The company has a \$3.5 billion portfolio, there are no fees, no minimum balance and same day availability of funds.

Minutes of June 11, 2020 Town Board Meeting

MOTION Councilman Chamberlain, second by Councilman Coughlin to approve the minutes as written.

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall

MOTION CARRIED by unanimous vote (5-0)

Abstract 7-2020

MOTION, Councilman Chamberlain second by Councilman Coughlin to approve the following:

General Fund	140-154	\$9,573.78
Highway	82-90	\$113,051.15
Water District 2	34-37	\$372,942.71
	Total	\$495,567.64

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall

MOTION CARRIED by unanimous vote (5-0)

COMMITTEE REPORTS

Building and Grounds

- New Building – Counter tops sold on Auctions International, waiting for group from Syracuse to come out and take them.

Zoning Board

The next meeting will take place August 3rd. They are still in need of new members.

Planning Board

Mr. Coughlin reported that Tom Williams presented a land separation for Eric Shuknecht. He would like to purchase and merge some of the property owned by his parents and Big O Reality, LLC on Graham Road. Mr. Hoover advised the Shuknecht's to take it to Genesee County Real Property and return in July with a mylar for approval.

Leo Starowitz attended to discuss solar on Route 262. He had questions regarding the wetland language in the town solar law as well as the setback requirements.

Discussion ensued regarding several solar and windmill companies reaching out to farm/land owners.

GAM

Supervisor Hynes discussed the following:

- Stimulus funding is being pushed to August based on NYSAC opinion.
- Discussion on control room.
-

Cemetery

No report.

Publicity

None.

DEPARTMENT REPORTS

Highway

Mr. Yungfleisch shared the following:

- Planning to use what is available in CHIPS money to take care of road maintenance. Blacktop is \$59 right now, going to move forward with taking care of the roads that need it. There is money in highway account if needed.
- Will start looking for a new MEO in August. Councilwoman Marshall would like it noted that if there are no qualified applicants for MEO within the Town of Elba than we may search for residents in surrounding Towns. This will be added to the policy.

Assessor

No report.

ZEO/CEO

Mr. Mikolajczyk's report was emailed to members of the Town Board and is also available in the Town Clerk's office.

Town Clerk

Town Clerk Werth reported that she took in \$1,807.40 and remitted \$1,744.40 to the Supervisor for local share, \$63.00 to NYS Ag. & Markets for spay/neuter program.

The fees for DocuWare were also discussed. The initial integration from Toshiba would be \$6,000.00 for professional services and \$1,395.00 for the Scanner. In joining with the Town of Oakfield on their

DocuWare/Toshiba account the Town of Elba will be responsible for two user ID's totaling \$1,200.00 as well as a \$14.00 per month for 10 gigs charge. Town Clerk Werth will discuss prorating these fees for this year with Town of Oakfield.

Councilman Coughlin made a **MOTION**, second by Supervisor Hynes to move forward with the integration with Toshiba and the Town of Oakfield for DocuWare.

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall
MOTION CARRIED by unanimous vote (5-0)

Town Clerk Werth will work with Town of Oakfield for an IMA as well as a Resolution for the August meeting.

Supervisor

Supervisor Hynes reported the following:

- WD2 – Phase 3 – Sergi is working on restoration.
- WD2 – Phase 4 – The fabricators finished on July 2nd with the water tower, the painters have arrived. We were approved for 10 foot letters on the North and South side of the tower.
- WD2 – Phase 6 – Pipe is all in.
- WD2 – Phase 7 – Holding pattern as the Amended Bond Resolution is still with the State Comptroller's office. Dave Schubel is trying to work with his contacts at the State to move it along. Unfortunately, many State employees are still working from home and that has slowed us down.
- Elba Betterment Committee – Dave Schubel provided us with a liability waiver for the Committee members withing to work on the cemetery. Town Clerk Werth met with Joanne Soules, provided her with the waivers and information on the product Wet and Forget that the Board would like her to use. Ms. Soules was in agreement and will return waivers when they begin to work on cemetery.
- Spectrum is in the area. They asked us to sign a non-disclosure agreement so we will not be able to discuss where they will put lines.
- NY Teamsters – They will be performing an audit on 2013-2019 payroll records. This is scheduled for July 27th.
- Jay Grasso, G&G Municipal Consulting – Supervisor Hynes discussed the two grant proposals that Mr. Grasso submitted to the Town. The first is the Community Development Block Grant to cover ADA Upgrades at new town hall. The second is for a Shared Service Grant for record keeping/software.

The question was raised as to what the costs would be for making the new town hall ADA compliant. Supervisor Hynes then shared the design and an engineering and architectural proposal from CPL with Board Members. CPL would like to provide the Town with the services they need, yet still allow some flexibility to do some of the tasks on our own. Mr. Grasso will need a price from CPL for the tasks that are ADA compliant to move forward with the grant. Discussion ensued regarding the need for proposals for the new town hall for the security system, phones, and Millennium for network installation, etc. Mr. Yungfleisch also suggested that something will need to be done with the basement because it is damp. He recommended finding a contractor who can come in to look at the building as a whole to see what is needed. Supervisor Hynes and Mr. Yungfleisch will work together in finding a contractor. The goal is to be in by December, but if we cannot make that date we will need to wait until April to avoid tax season.

Supervisor Hynes requested approval to move forward with Task 1 – Concept Design, Task 2 – Schematic Design and Task 3 – Construction Documents.

Councilman Chamberlain made a **MOTION**, second by Councilman Coughlin to accept proposal tasks 1-3 from CPL.

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall

MOTION CARRIED by unanimous vote (5-0)

Councilman Chamberlain made a **MOTION**, second by Councilwoman Marshall to move forward with Mr. Grasso’s grant proposals.

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall

MOTION CARRIED by unanimous vote (5-0)

- Spoke with Village Mayor, Norm Itjen regarding the ATV’s in the Village. They agreed that the Sheriff’s Department and NYS Troopers have been move visible in the town/village.

Councilpersons

Councilman Chamberlain stated he has worked with the Town of Batavia on a couple of projects recently and they are good to work with and very helpful and responsive.

ADJOURNMENT

MOTION was offered from Councilman Chamberlain second by Councilwoman Marshall to adjourn the meeting at 8:15 p.m.

Ayes: Augello, Chamberlain, Coughlin, Hynes, Marshall

MOTION CARRIED by unanimous vote (5-0)

Respectfully Submitted,

Trisha Werth
Town Clerk