

**MINUTES OF TOWN BOARD MEETING OF AUGUST 12, 2019  
HELD AT THE TOWN HALL, 8529 MAIN ST., CAMPBELL, NEW YORK**

**PRESENT: Town Board Members:** Jeffrey Horton John R. Tschantre; Glenn Vogel, Terry E. Wheat and James F. Drumm; **Town Clerk:** Michelle L. Seeley; **Highway Supt:** Thomas A. Austin **Codes Officer:** Thomas Hargrave **Dog Control Officer:** Randy Akins

**ABSENT:**

**GUESTS:** Joseph Seeley, Linda Baird, Joe McUmbert, Gordon Hakes,

**Call To Order/Pledge /Roll Call/ Prior Minutes.**

Mr. Horton called the regular monthly meeting to order at 7 p.m. at the meeting room of the Campbell Town Hall and led the pledge of allegiance. The Town Clerk then took roll call. The minutes of July 8, 2019, August 2, 2019 and August 7, 2019 were noted.

A motion was offered by Terry Wheat and seconded by James Drumm to accept the minutes referenced above as written. Adopted by vote: AYE: 5 NAY: 0

**REPORTS**

**Highway Report (Thomas Austin)**

Completed the partial pavement project on County Route 4 & 333 and middle of Vieley Road.

Tom has submitted a voucher for payment to get the CHIPS money back and it should be returned by September 16, 2019. The CHIPS funds could potentially come in by 3 separate payments that will total \$86,176.15.

Bothar Construction will be doing the paving on Manning Ridge. They were unable to give a specific date for the project.

As discussed in an earlier meeting Tom Austin has purchased a 2012 4300 Utility Bucket Truck with a new engine, which is a shared services piece of equipment paid for by the sale of the shared excavator. The total cost of the Bucket Truck was \$24,640.

A motion to jointly purchase the shared services bucket truck was made by Glenn Vogel and seconded by John Tschantre.

Adopted by vote: AYE: 5 NAY: 0

Flood Remediation Phase 2 will start ASAP and trees will be knocked down by the excavator.

**Water Report (Thomas Austin)**

The AT&T bill is not correct but Tom has been working with them to get it straightened out. The monthly bill should come to \$25.00 per month to monitor the cameras. Mr. Austin would like to use the Town Credit Card to pay the initial bill with hook-up fees, then pay the monthly bills using the voucher system.

There was a failure with the foot valves at the water plant, Tom purchased new ones and they have been installed and are working.

There was a question from a home owner about flooding between her house and her neighbor's property. Tom had the water tested and it appears to not have come from the Town water supply so he thinks it may be from the neighbors sump pump.

**Bookkeeper Report (Wendy Oman)**

**August 12, 2019 Board Meeting – Bookkeeper Report**

**Revenue Notes**

Regular monthly revenues received from Town Clerk and Court Clerk. All accounts settled and Supervisor report given to Jeff for review, signature and given to Town Clerk.

**General Fund**

\$27,387.18 Casella Host fee 2<sup>nd</sup> Qtr  
\$41,860.82 2<sup>nd</sup> Qtr Sales Tax  
\$ 2,269.88 B&H Railroad Pilot

**Highway Fund**

\$74,419.25 2<sup>nd</sup> Qtr Sales Tax

**Budget Adjustments for Approval**

**General**

Campbell Town Board Minutes for Meeting of 08/12/2019

Debit A1620.4 Building Contractual                      Credit A1620.2 Building Equipment  
\$17.34

Debit A1010.4 Town Board Contractual                      Credit A8810.4 Cemeteries  
\$450.00

A motion made by James Drumm and seconded by Glenn Vogel to authorize the above transfers was ADOPTED by vote: AYE 5 NAY 0

**Highway**

Debit DA2665 Sale of Equipment                              Credit DA5130.2 Machinery Equipment  
\$64,640

(Bucket truck = \$24,640    Down payment on Grader (\$50,000) = \$40,000 + \$10,000 from reserve) These 2 items were not budgeted in expenses. But we received in revenue from sale of equipment that was also not budgeted so no effect on initial budget.

**2020 Budget** – Timeline of the 2020 Budget has been distributed.

**Before next Board meeting:**

1. Budget worksheets passed out by August 16<sup>th</sup> to Departments for their review
2. Departments return worksheets to Bookkeeper by August 30<sup>th</sup>
3. Tentative Budget will be ready for initial review at next Board meeting September 9<sup>th</sup>

**OTHER NOTES**

1. **East Campbell Park:** Accepted Grant Gateway’s money 8-7-19. Now we wait for further instruction...

**Dog Control (Randy Akins)**

See attached report

**Codes (Thomas Hargrave)**

See attached report

**Assessor Report (Holly Smalt)**

Dear Board Members,

The following report will bring you up-to-date on the activities of the Assessor’s Office.

This month I have been processing monthly transfers, escrows, & other misc. administrative duties.

I received a report from The Department of Taxation and Finance for all of the new applicants for the STAR Exemption that had applied as of July 1<sup>st</sup> for the STAR Credit Payment. I have also been receiving reports from The Department of Taxation and Finance to review parcels that have Enhanced STaR and are not eligible based on their determination.

The deadline for processing ALL transfers, escrows, & address changes for the school tax bill was August 9<sup>th</sup>, 2019.

I attended an Assessors Association meeting on July 25<sup>th</sup>.

Once again if there are any questions or comments, please feel free to contact me.

**Supervisor Report (Jeffrey Horton)**

Mr. Horton mentioned that he had received a couple of complements about the cleanliness of the Town Hall and wanted to thank Justin for a job well done.

**Town Clerk Report (Michelle Seeley)**

Mrs. Lorena Bulkley did not accept the position as Deputy Town Clerk. My intention was to hire Ms. Mary Savercool however due to Town Law I am unable to hire Ms. Savercool because she is my sister-in-law therefore I offered the position to Mrs. Teresa Winnie, who as of Friday August 9, 2019 signed the offer letter and accepted the job offer. I would like to appoint her as the Deputy Town Clerk at the same rate of pay and hours as previously discussed. Mrs. Winnie will begin her training on August 13, 2019, and is aware that the position is considered temporary pending the results of the November 5, 2019 election results.

A motion was offered by Glenn Vogel and seconded by James Drumm to appoint Teresa Winnie as Deputy Town Clerk. Adopted by vote: AYE: 5 NAY: 0

As of today we have a total of 172 of approximately 650 registered dogs that have not renewed their 2019 license that were due as of June 30. I will be sending out late notices next Tuesday, August 20, 2019, with a “Must Renew by Date of 09/01/2019. After that date I will send a report to DCO Akins with the names of the people who did not respond.

I would like to request that the Board give Mr. Akins permission to license dogs while he is fulfilling his duties as Dog Control Officer, this will help to capture revenue that may otherwise be lost due to the numerous dogs still unlicensed in town.

Jeffrey Horton stated that we would need to have a local law to implement this policy and suggested working with Richard Buck the Town Attorney, to write one up.

**Fire Department Report (Joe McUmbur)**

**Old Business**

**Reevaluation/ Appointment of Assessor**

Holly Smalt reported on the Reevaluation process for the Town. The State has removed us from the 98.22% assessment. We are on a 5 year plan to reevaluate the property values for the Town. The cost to the Town would be only the mileage and the office supplies instead of the cost to hire an outside company to evaluate the property values. Holly will do field reviews to verify inventory and visually compare the data that is on the tax rolls.

The BAR should only be one day as Holly will be sending Impact Notices to all of the tax payers to be transparent. Her hours will change in the office so that she can help with the public relations portion of the reevaluation, and do field review. She would have additional office hours in January and February.

The state does offer incentives to do the revaluation up to \$5 per parcel.

John Tschantre agrees that it needs to be done:

Terry Wheat agrees that it needs to be done:

Jeffrey Horton agrees that it needs to be done:

Glenn Vogel would rather it not be done

James Drumm had no comment

A roll call vote was taken Wheat; AYE, Tschantre; AYE, Vogel; AYE, Drumm; AYE, Horton; AYE

**Reappointment of Assessor**

Jeffrey Horton looked into whether the County would pay the assessor or if the Town would be responsible if a County wide assessment were mandated. The County would take over the contract and we would not be held responsible.

A motion to reappoint Holly Smalt as the Town Assessor for the term of October 1, 2019 to September 30, 2025 was made by Glenn Vogel and seconded by Terry Wheat.

Adopted by vote: AYE: 5 NAY: 0

**Snow Removal**

We will need to run an ad in the local paper for snow removal for the 2019-2020 season.

**Shed**

Because the water equipment must be housed in a temperature controlled area, it cannot be stored in a shed. Tom will move the water department supplies to the HWY Garage.

The discussion of the shed was tabled until an evaluation could be done on how much space would be needed.

**Shirts for DCO**

Randy Akins discussed that he would like to purchase shirts and a jacket that have the Town name on them that identifies him as DCO for Campbell.

The Board thought that this would be helpful and a motion to allow the expenditure was made by Terry Wheat and seconded by John Tschantre.

Adopted by vote: AYE: 5 NAY: 0

**Amendment to Public Hearing time for Fire Protection District Dissolution**

Changed time from 7 pm to 7:30 Pm or as soon thereafter as can be heard.

**Public Hearing for Consideration of Extension of Fire District**

**Resolution to Hold Public Hearing  
To Consider Fire District Extension**

**WHEREAS**, Town Law §170(2) authorizes a town board of any town upon its own motion and without a petition to extend a fire district within such town outside of any incorporated village or city or existing fire, fire alarm or fire protection district therein, after a public hearing thereon provided all of the territory in such fire district shall be contiguous, and

**WHEREAS**, there has been duly established in the Town of Campbell, a fire protection district known as the Campbell Fire Protection District, embracing certain territory within said Town outside of any incorporated village or city or the existing Campbell Fire District #1; and

**WHEREAS**, it appears to the Town Board of the Town of Campbell that the consideration of the extension of the Campbell Fire District #1 in the area now comprising the Campbell Fire Protection District within the Town of Campbell may be in the public interest, and a public hearing on the extension of the Campbell Fire District #1 should be held for such purposes, pursuant to Town Law §171; and

**NOW THEREFORE**, it is hereby

**RESOLVED**, that the Town Board of the Town of Campbell shall convene and conduct a public hearing on September 17, 2019 at 7:00 p.m. at the Town Hall in the Town of Campbell for the purpose of considering the extension of the Campbell Fire District #1 and that notice thereof be given by the Town Clerk as required by law.

Board Member James Drumm moved, and Board Member Terry Wheat seconded, and the Town Board voted as follows:

Name:	Voting: Aye or Nay:
Supervisor Horton	AYE
Deputy Supervisor Tschantre	AYE
Board Member Drumm	AYE
Board Member Vogel	AYE
Board Member Wheat	AYE

The foregoing resolution was thereupon declared duly adopted.

August 12, 2019

**Voucher Audit - 8:25 p.m.**

Vouchers were submitted and approved as follows:

General Fund Vouchers #249-293 totaling	\$ 31,902.14
And Highway Vouchers #128-142 totaling	\$ 134,350.54
Water District 1 SW- Vouchers #41-49	\$ 4,622.57
Water District 2 SW2-Vouchers #16	\$ 15.00
Water District 3 SW3-Vouchers #19-20	\$ 1,630.00
Street Lighting # 248&292	\$ 4,254.46
Trust & Agency TA Voucher # 8	\$ 173.00
For a grand total of	<b>\$ 176,947.71</b>

**Adjournment.**

There being no further business before the Board, the meeting was, upon motion by Jeffrey Horton and seconded by Terry Wheat, adjourned at 8:30 p.m.

Respectfully submitted,



MICHELLE L. SEELEY  
Campbell Town Clerk

**DATED:** August 20, 2019.

**ATTACHMENTS:**

DCO Report  
CEO Report