

**MINUTES OF TOWN BOARD MEETING OF April 8, 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; and **Highway Supt:** Thomas A. Austin. **Code/Dog Officer:** Marvin Rethmel

ABSENT:

GUESTS: Ronald Morse, Joseph Seeley, Linda Baird, Gordon Hakes, Stanley Manning, Wayne Crosier, Steve Reed

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

Before the prior minutes were accepted, there was discussion on changing from a roll call vote to an "all in favor/apposed" format. The Board Members agreed to change the format.

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 March 11, 2019 were noted and accepted with a minor word change under last month's section called Town Property Maintenance the word "bids" was changed to "Quotes".

A motion was offered by Terry Wheat and seconded by John Tschantre to accept the minutes referenced above with a minor change.

Adopted by vote AYE: 5 NAY: 0

Highway Report (Thomas Austin)

The Highway Department has been busy working on winter clean-up. With Governor Cuomo's budget Tom is not sure about funding for the CHIPS Program but will keep the Board updated as soon as he finds out more information.

Sometime between Friday evening (04-06-19) and Sunday Morning (04-08-19), someone left garbage and trees by the salt barn. There have been people riding their 4-wheelers on the property and causing disturbances. Tom would like to pursue the people that are littering and riding around on the property, and asked if he could install 4 cameras to monitor the property. Two of the cameras would communicate with his phone and would be remote monitored by Tom, the other two would be Game cameras that would be checked on a regular basis.

The Town would need to enter into a contract with a phone carrier to have the live remote monitoring feature available. Tom suggested Verizon or AT&T the cost would be approximately \$17.00 per month. The 2 remote monitor cameras would cost between \$300 and \$400, and the other 2 cameras would be infrared flash less game cameras that would cost between \$100 and \$150 each and would be placed where they could not be seen easily. Signs would be put up telling the public that the area is being monitored by video and photo surveillance.

A motion to allow Tom to purchase the cameras, signs, and enter into a contract with AT&T or Verizon to monitor the cameras by phone was introduced by James Drumm and seconded by John Tschantre.

Adopted by vote: AYE: 5 NAY: 0

Water Report (Thomas Austin)

All of the upgrades and inspections have been completed and went well. John Kemp will be attending class to get his final 13 credits to renew his license.

Bookkeeper Report (Read by Jeff Horton)

Revenue Notes

Regular month revenues received from Town Clerk and Court Clerk.

Misc. Notes

I submitted the Annual Water Quality Report on 3-28-19. Working with Tom on the annual water district letter regarding the water report statistics. The letter will also contain the fact that the water rates did not go up.

Panic buttons moved in Town clerk office, Court clerk office and Court room.

New copier is up and running and now located in the Historian office. Postage machine is my next project to move but the Historian's office needs more clean-up. I am working on getting rid of items that can be shredded on May 11th.

Compliance completed in anticipation of new requirements of 2020.

• Baby Changing Station purchased along with door sign.

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Needs professionally installed (insurance).

Still needs completed:

- Locks installed in each restroom – women’s – keyed deadbolt (separate from men’s), men’s – keyed deadbolt that is the same as backdoor key. Then I can order the signs.

O Kathy had a great suggestion to make the women’s restroom an “Employees only” bathroom that we would lock on Friday (separately keyed). Only problem would be no urinal so it would be up to the men employees as to which bathroom they would use.

O The men’s restroom will become a “Family Restroom”. The urinal, a locked stall, the baby changing station and the lock on the door would put us in compliance.

East Campbell Park

- Letter written 3-14-19 and sent to the NYS Parks and Rec (copied to Senator O’Mara, Steuben County. Legislators Hauryski and Fitzpatrick) regarding the Grant requesting that they review our Grant application and allow us to redo the scope of the Grant or that we receive the full amount of our Grant. No response received yet.

Assessors Report (Read by Jeff Horton)

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

I have been busy working on preparing the Tentative Roll (special franchise, certifying state land, exemptions, and telecommunications) as well as continuing to process monthly transfers, escrows, & other misc. administrative duties. I am continuing to do field review and updating property record cards as well as working with the code officer on open building permits and doing field review to verify recent sales.

The cut-off date for processing of the Tentative Roll is April 10th.

Grievance is scheduled on May 28th from 4pm – 8pm at the town hall.

Mr. Horton brought to the attention of the Board that the County will be starting to drop the Town’s equalization rate due to the revaluation being 5 years old. This process needs to be done every 5 years to stay compliant. The process will be handled locally this time and will have no extra cost associated with it, other than mileage. This is a part of the normal duties of the Assessor’s office and should be completed as a routine duty.

Codes/ Dogs Report (Marvin Rethmel)

Following the Comp Plan, the rezoning project has been updated and changed. There is no need to have a put a Local Law on the books as there are no changes to the current Local Law and the proposed changes were laid out in the 2015 Comp Plan section 5.3 Long term expansion by 2018 to include Highway Business District. The revised map was submitted in January 2019 and will need a Public Hearing set in order to adopt the proposed changes. This change will effect only the map and not any of the current zoning laws or change any use permissions.

A motion to set a Public Hearing for to hear arguments for and against the proposed map changes on May 13th, 2019 at 7:05pm was introduced by Terry Wheat and Seconded by Glenn Vogel.

Adopted by vote: AYE: 5 NAY: 0

Report attached

Town Clerk Report (Michelle Seeley)

Attended training at CCC on April 4, 2019, I brought back some information that can assist us with streamlining the offices and making retention and destruction of old documents easier. I have been looking into shared service grants that could help with storage of vital paperwork that has long retention periods, and that would be vital to the town’s history. As I complete the changes and prepare to move forward on the retention grant and projects I will report back.

There are certain things that are time sensitive and can only be completed in our office here that I will need to appoint a second registrar for. Burial permits have a 3 day mandatory period that they must be filed within, the burial Permit can be signed by a registrar in another town, but the Death Certificate cannot. As I will be out of Town for 10 days in June and my office will be closed on Fridays while I am gone, I will appoint the Savona Village Clerk, Heather Swarhout as a sub registrar. Kathy will be available on Monday through Thursday to take care of these items if they come in but if she and I are both gone, there will need to be someone available to handle this task.

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Dog License renewals will go out the first or second week of May for the June Licensing period.

Town Yard Sales Day

The Lions Club and the Boy Scouts have requested a space on the Town Hall property to conduct their sales. This is an annual request. Also the Lions Club has requested a donation of \$150 to help pay for the porta johns that will be available to the public for that day. The voucher for this yearly donation is included in the vouchers for this month.

A motion to allow the Lions Club and the Boy Scouts to conduct their yard sales on the Town Hall Property was introduced by Glenn Vogel and seconded by Terry Wheat.

Adopted by vote: AYE: 5 NAY: 0

Board Appointments

The Zoning Board has 2 openings that need to be filled. The Town Clerks office has received 2 letters of interest to fill the seats.

The First candidate is Ronald Morse who has been in the construction business and a town resident for over 60 years.

The second candidate is David Morse who has been a long time resident and is also the owner of a construction business with over 20 years' experience in the building trade.

A motion to appoint Ronald Morse and David Morse to the Zoning Board of Appeals was made by Terry Wheat and seconded by John Tschantre.

Adopted by vote: AYE: 5 NAY: 0

Due to health reasons Richard Drumm has stepped down as a member of the Board of Assessment Review, creating an open seat. The Town Clerk's office received 2 letters of interest to fill this seat.

A letter from Barry Lewis who is a former BAR council member was received stating that he would temporarily fill the position for the 2019 meeting.

A letter from Francis Schosger a lifelong resident of the town was received showing interest in filling the position for the remainder of the term.

A motion was made by Glenn Vogel and seconded by John Tschantre to appoint Mr. Schosger as a member of the BAR to fulfill the unexpired term.

Adopted by vote: AYE: 5 NAY: 0

Historian Report (Read by Jeff Horton)

Just a note to let you know I have been working on organizing my office and acquainting myself with what historical files and memorabilia we currently have. I have been anxious to begin where I left off on the "History of the Town from Day 1" which I had started back when we did the Town's master plan work.

In the meantime, I was contacted by Frank Boeke who had previously given us a number of notebooks which he had compiled on the Aulls Hydroelectric plant and the Campbell Roller Mills and various news clippings on the Aulls family and the grist mill which was formerly at the current American Legion site. Frank Boeke lived in Campbell as a child and moved away in about 1960. His grandfather was Frank Aulls and Frank has been very interested in Campbell history and over the years he collected many volumes of history-related items.

Mr. Frank Boeke, is now getting along in years, now lives in Caledonia, NY, and he has Parkinson's, A couple of other people brought him down here on March 25th and helped him to bring to me a very large collection of Campbell history items; notes and notebooks that he has done considerable work on; even some items he had bought on E-bay. I am very delighted to add this to our local history collections.

The Frank Boeke collection includes some great historical items such as a couple of flour sacks from the roller mills/ grist mill; a thermometer on a wooden mounting that says " Campbell Roller Mills" advertising "Aulls Blue Ribbon Pancake Flour"; also there are volumes of information and photos on when this same Frank R.

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Aulls from Campbell was elected as the Steuben County Treasurer in 1924. We have his original Certificate of Election.

We are starting to collect some very nice pieces of Town artifacts which I am saving for future display. I would like for you all to think about this for the future that at some point, maybe someday, we would have a place to set up a sort of historical display area or 'museum area'.

Campbell Fire Department (Linda Baird)

Linda Baird of Campbell Fire Dept., reported on fire calls; 5 Fire, 34 Medical, 1 MVA, 4 Mics. March Total 44, YTD total 111.

Tree Removal Quotes

Three Quotes to remove the tree in the back parking lot were received and presented to the Board. Jerry's Tree Service \$1,200, Newman Enterprises \$1,500, and Clearview Tree Service \$1,100.

A Motion to use Clearview Tree Services contingent on the Tree Service Company providing proof of insurance was made by James Drumm and seconded by Glenn Vogel.

Adopted by vote: AYE: 5 NAY: 0

Executive Session.

On motion of Glenn Vogel seconded by John Tschantre, the following resolution was adopted: RESOLUTION #12-2019: RESOLVED that this Board move into executive session to discuss items concerning Public Officers Law § 105 (1.6) Medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal of a particular person. Public Officers Law § 105 (1.8) Acquisition, lease or sale of real property or securities when publicity would substantially affect the value. Time 8:03 PM.

Adopted Vote: Ayes- 5; Nays-0.

Close Executive Session.

On motion of Glenn Vogel, seconded by Terry Wheat, the following resolution was adopted: RESOLUTION #13-2019: Resolved that the executive session be closed and that this Board return to regular meeting. Time 8:35 PM. Adopted by vote: Ayes- 5; Nays-0.

Budget Transfers.

A motion to approve transfers was offered by Glenn Vogel and seconded by Terry Wheat to authorize the following budget transfers:

FROM:	TO:	AMOUNT:
DA5142.1	DA5142.4	\$3,100.00

Adopted by vote: AYE: 5 NAY:0

Resignation of Marvin Rethmel

Marvin Rethmel the Code Officer/ Dog Control Officer turned in his letter of resignation, he plans to retire on July 18, 2019.

A motion to accept the letter of resignation was offered by Terry Wheat and seconded by John Tschantre.

Adopted by vote: AYE: 5 NAY: 0

The Board discussed making both positions part time and hiring separately for each. A motion to place the positions in the Help Wanted section of the Town Newspaper was offered by Glenn Vogel and seconded by James Drumm.

Adopted by vote: AYE: 5 NAY: 0

Monthly Reports Filed.

It was noted that a monthly report was received from Marvin Rethmel as per Codes and Dogs; Tax Assessors Report, and Town Supervisor's Report dated April 4, 2019. Copies were filed with the Town Clerk.

Town Park Ball Field Proposal

A proposal to add a baseball diamond to the Town Park was received by Ronald Blencowe. Discussion was had regarding the proposal and a decision was made to not move forward based on the grant funding that the Town has applied for. A baseball

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diamond was not in the plan submitted to the State for the grant. There is a baseball diamond at the park and if there is no grant award money could be set aside to restore it.

Town Sign Relocation

The Town sign will need to have the frame rebuilt before it can be moved, John Tschantre will contact BOCES to see if they will have time to build a frame before the end of the school year.

Public Comment

Gordon Hakes asked why the Campbell Fire Department taxes were raised 29% from the previous year. The Board explained that the Fire Department is it's own taxing authority and that we have no control over them.

Voucher Audit – 8:51 p.m.

Vouchers were submitted and approved as follows:

Vouchers were submitted and approved as follows:

General Fund Vouchers # 112-139 & 41-42	\$ 43,500.51
Highway Vouchers # 56-79	\$ 264,590.73
Water District 1 SW- Vouchers # 18-23	\$ 1,948.06
Water District 2 SW2-Vouchers # 7-10	\$ 731.61
Water District 3 SW3-Vouchers # 7-10	\$ 3,106.85
Street Lighting SL Voucher #	\$ 995.22
Trust & Agency TA Voucher # 4	\$ 173.00
For a grand total of	\$ 315,045.98

Adjournment.

There being no further business before the Board, the meeting was, upon motion by Jeffrey Horton and seconded by James Drumm, adjourned at 8:56 p.m.

Respectfully submitted,



MICHELLE L. SEELEY
Campbell Town Clerk

DATED: April 22, 2019.