

**The regular meeting of the Groveland Town Board was held on Thursday September 10, 2020 at the Town Hall.**

**Present:** Bill Carman, Supervisor; Bill Devine, Town Councilmember & Deputy Supervisor; Steve Atterbury, Councilmember; Amy Phelps, Councilmember; Ron Niedermaier, Councilmember

**Other Town Officials:** D. Mark Caldwell, Highway Superintendent

**Other Attendees:**

**Supervisor called the meeting to order @ 6:30 p.m.** Supervisor Carman asked Councilmember Atterbury to lead the pledge to the flag.

A motion by Councilmember Atterbury and seconded by Councilmember Atterbury the audited bills be paid. General Fund vouchers numbered 204-223 for \$10,481.17; Water Fund numbered 2 for \$2,110.00; Highway Fund vouchers numbered 152- 166 for \$6,023.21. Motion carried.

A motion by Councilmember Atterbury and seconded by Councilmember Devine to accept the regular meeting minutes of 08/13/2020 approved as presented. Motion carried.

Supervisor forwarded copies electronically of the Town Clerk & Supervisors monthly financial reports. The supervisor financial report with monthly statement of all money received and disbursed. Councilmember Atterbury and seconded by Councilmember Devine to accept both financial reports. Motion carried.

**Information handed out/or acknowledged:**

1. Food Pantry Box- located in the town hall

**Old/New Business:**

HIGHWAY REPORT- The highway crew has been busy ditching on Bennett Hill Road and hauling gravel. Highway Superintendent Caldwell had monies left to utilize in CHIPS funding and was in the early stages of roadwork to utilize the remainder when he received notice that the town would only receive 80% of the funding that was granted. The town board was provided the letter and the amounts that the town will not be reimbursed through the CHIPS funding, therefore Highway Superintendent will submit for reimbursement now as there will be no further roadwork this year through CHIPS funding.

Councilmember Phelps inquired as to who is responsible for road signage on State Route 63? Highway Superintendent stated that is the town's responsibility and that he is having them replaced a few at a time due to the significant cost of each sign.

Highway Superintendent Caldwell reported-He received 3 applicants for the part time Highway MEO position. Councilmember Devine and Highway Superintendent have interviewed the applicants and chose Cody Mettler for the part-time MEO position. Highway Superintendent

stated he notified the 2 other applicants that they were not hired and thanked them for their interest.

Motion by Councilmember Devine and seconded by Councilmember Atterbury to accept the Highway Superintendent's recommendation of Cody Mettler for the part-time position at a rate of pay of \$17.00 with a September 14, 2020 start date. Motion carried.

UPPER BEAN HILL ROAD CONCERN- Following last month's concern on Upper Bean Hill road Supervisor Carman asked Code Officer Ron Maxwell to update the board. Mr. Maxwell could not attend tonight meeting and provided an overview of what has progressed following August's meeting that will be included as a part of the minutes.

Supervisor Carman stated it appeared that there are still ongoing issues however it seems all that is being done is all that can be done and is moving towards progress. Board agreed.

Supervisor asked Town Clerk that Mr. Partridge be sent the overview that Mr. Maxwell provided to the town.

TENTATIVE 2021 BUDGET RESOLUTION 52-2020- Town Clerk presents the Tentative 2021 Budget with statement from Supervisor Carman who asked to be added in the minutes, he would provide the electronic version.

Supervisor Carman tentative budget statement- I have met with the accountant and reviewed all the department estimates which are included in the tentative budget. We are under the tax cap and our tax levy has increase minimally which is due to the contracted amount for the Groveland Fire Department. With the uncertainty of forecasting how COVID will affect the town fiscally I have held payroll at the same rate other than contracted payroll increases and has caused me to be more conservative for this budget.

I have recognized due to COVID that we will not be expending what our anticipated amount was for the Ambuscade Park pavilion in 2020 therefore I will put before the board a resolution to decrease the amount in this fund for 2020 to realize the use in 2021 budget. The only anticipated purchase for 2021 budget will be a new lawn tractor for Lakeview Cemetery. The potential water district funding will be utilized through grants and potential water district users similar to the sewer district that was created years ago. The anticipated amount for the PILOT program is subject to change as we do not get the amount of the county's workers comp until after the budget is approved which can affect the tax rate.

The highway fund projected amount for machinery equipment of \$100,000 was budgeted in 2020, to put towards the purchase a new loader and a new 2021 pickup truck. The current loader will be traded in and the truck will be kept in the fleet, retiring our oldest pickup truck from the fleet. The fleet and rotation of equipment has been discussed by the board in the past. I feel it is best for the town to BAN the remainder of the loader and moving forward and to create a multiyear plan for highway equipment with the assistance of the Highway Superintendent. I have increase the amounts in the highway contractual line items by \$25,000 this is to assist in

roadwork repair and machinery repair as cost have increased with COVID. The unknown with CHIPS funding and its availability in the future it may be hard to forecast a continuation of \$100,000 without an increase to the tax levy. The 2021 highway budget still accounts for 5 full time highway employees with 1 part-time road side mowing position and 1 part time position up to 34 hours a week at \$17.00 an hours. I do not want to have to cut the services the town provides to its residence.

Overall the combined levy between General and Highway is the same dollar amounts distributed in 2020 of \$584,000. The total levy for 2021 is \$1,368 greater than last year due to a contracted increase in the fire district and a decrease in the water and light district#2.

Board discussion:

Councilmember Devine stated we can't go backwards, would like to keep updating the equipment and agrees with the Supervisor to move forward with the BAN for next year's equipment purchase.

Supervisor stated moving forward the town may need to place \$75,000 into a reserve fund instead of the \$100,000 the board agreed to a few years ago in light of the uncertainty with COVID. Supervisor stated the next purchase for the highway after the 2021 budget is a new truck in a few years.

Councilmember Phelps inquired with the highway Superintendent how he thinks CHIPs will progress moving forward. Highway Superintendent stated not good.

Board members agreed with the Supervisors outline as presented with no changes.

WHEREAS, the Town Board has met at the time and place and the Town Clerk presented the 2021 Tentative Budget that was prepared by Supervisor Carman in conformance with NYS Town Law Section 106, and

RESOLVED, that upon the completion of such review, the tentative budget and any modifications thereof is approved by this town board and shall become the Preliminary Budget pursuant to NYS Town Law 106(4).

The question of the adoption of the foregoing RESOLUTION was put into vote. Motion by Councilmember Atterbury and seconded by Councilmember Devine and the results were carried with 0 nay 5 aye votes. Roll Call Votes: Supervisor Carman, aye; Councilmember Devine, aye; Councilmember Atterbury, aye; Councilmember Phelps, aye; Councilmember Niedermaier, aye.

Public Hearing scheduled for Thursday October 08, 2020 at 6:30 p.m.

CORONAVIRUS UPDATE- The town is in receipt of more masks if anyone is in need of them, please have them contact the Town Clerk's office to pick up.

AMBUSCADE PARK- Supervisor Carman stated the electric is now at the pavilion. Highway Superintendent Caldwell stated that most of the dirt is at the park for the septic and needs approximately 15 more loads.

Supervisor Carman stated that he unsure where BOCES stands with the minor finalization that is done but will follow up with John Werner from BOCES and will update the board. The project will be on hold until the spring of 2021.

Councilmember Niedermaier has had a couple of residents inquire about donating to the park. He inquired if the town could create a list of what was needed to finalize the park so that if an item is donated we don't have multiple items and have a similar look. Thought that including it in the town newsletter would be a great way to update anyone that may be interested.

Supervisor Carman stated he was unsure about donations and that we have spoken on this in the past for the cemetery and thought it would be ok but wanted to research and follow up with the board at the next meeting.

All agreed it was good to do the research and discuss further.

EMPLOYEE HANBOOK VACATION REQUEST CARRY OVER- Supervisor Carman had an employee request to carry over their vacation time due to the inability to use due to COVID. Vacation goes by the anniversary of their hire date, page 43 of our employee handbook states that it is not allowable but wanted to ask the board due to the unprecedented times if they wanted to allow or not.

Board discussion: All agreed the handbook was created for a reason and do not wish to waiver from the handbook, carry over will not be allowed.

### **Supervisor communication:**

- Traffic Study Request- Barber Hill Road- Following the study for speed on Barber Hill Road between Aten and Wilson road the average speed was approximately 38 MPH. Highway Superintendent Caldwell stated that the traffic safety board will not request a speed reduction as it is unwarranted at this time.
- Water fill station- Supervisor is in receipt of new pump plans from Clarke Patterson Lee. Supervisor was notified that the pump, coin operated machine and arm have all been ordered with the pump taking 4-6 weeks to come in. The approximate start date would be the beginning of October if all went according to schedule for the parts that have been ordered.
- Eviction Moratorium update- Assembly Woman Byrnes provided procedures to the Supervisor relating to evictions. It stated, if an eviction was filed after March 17, 2020 they are still suspended. If an eviction was filed prior to March 17, 2020 they may proceed with a stipulation that prior to the case proceeding the court must have a conference with both the tenant and the landlord together prior to further action being taken.

- Conversations with the County- Ian Coyle would like to have Groveland's at the EOC to allow for social distancing the week of October 19, 2020. Does the board have any preferences as the Supervisor felt evenings would be the best.  
Board discussion: Board members requested that it be held on Wednesday October 21, 2020 at 6pm.  
Supervisor will notify the county with the decision.

Other Communications:

Town Clerk stated that for the General Election in November the Town Clerk's office will be closed that day, as it will be difficult to sanitize between every customer during the Election Day as the Town Hall is the only polling location in Groveland, court staff will be in their office but will not be available to the public that day.

A motion by Councilmember Atterbury and seconded by Councilmember Niedermaier to adjourn the meeting. Motion carried. Meeting adjourned at 7:38 p.m. The next meeting will be the regular meeting October 8, 2020 @ 6:30 p.m. at the town hall and is open to the public. Motion carried.

Kimberly D. Burgess, Town Clerk  
Town of Groveland  
Dated: September 10, 2020