

**Town Board Meeting Minutes
Town of Morristown
January 11, 2022**

Present: Deputy Supervisor, Chris Coffin; Councilman Shawn Macaulay; Councilman Gary Turner; Councilman Dave VanArnam; Supervisor Frank Putman (Zoom); Dean Hoffman, Highway Superintendent; Gregg Mallett, Code Enforcement Officer; Jill Sullivan, Town Clerk; David Murray, Second Deputy Clerk, Tom Bell (Zoom)

Guests Present: Kevin Feuka, Scott Thornhill, DANC

Public Hearing of Local Law #1 of 2022 – Deputy Chris Coffin opened the Public Hearing of the Local Law #1 of 2022 at 7:09 and asked for any public comments. With there being no public comments, the Public Hearing was closed at 7:11 pm.

Called to Order: The meeting was called to order by Deputy Supervisor Coffin at 7:11 pm.

Pledge of Allegiance Led by Shawn Macauley and said by all.

Approval of Minutes of December 28, 2021, End of Year Meeting: A motion was made by Councilman Turner to approve the December 28, 2021 meeting minutes as presented. The motion was seconded by Councilman VanArnam.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chis Coffin – Aye

Correspondence:

Unified Court System Annual Audit Reminder: A letter was distributed to each Town Board Member regarding the Annual Unified Court System Audit. Supervisor Putman and Deputy Supervisor Coffin volunteered to sit on the committee for the Audit.

Public Comment – There were no public comments.

Old Business

1. Supervisors Update:

Surplus Property: Supervisor Putman reported that the appraisals have been completed on the parcels to be sold. All members were given copies of the appraisals for review. There is a procedure the town will have to follow to put them on the market. We do not have to go through a realtor, we can sell privately. We can list them higher than the appraisals. When we are ready to proceed, there is a resolution and a procedure to follow for advertising and selling. There have been some inquiries.

Supervisor Putman reported that he will be participating in a phone conference regarding the REDI Grant Process and will report back at the next meeting.

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- 2. Financial Report:** Councilman Coffin informed the board that the budget modifications presented and acted upon at the December 28, 2021 meeting were not accurate when presented. Some of the sales tax money was already committed to be used for the docks. At the end of the year the proposition we were given in December the sales tax money was used for a second time. It was rapidly discovered as financials were being completed. The receipts from CHIPS funds have made the Highway healthier and the truck and loader are covered. However, some of the sales tax funds were used to help pay for the truck and now they can not be because they were committed for the dock project. We are proposing to take \$39,540 out of fund balance to resolve this issue and clean up the 2021 financials. We are still in the process of a FEMA Grant for \$46,000 which we may be awarded. They are requesting some additional information which needs to be submitted within 30 days. Chris Coffin is also proposing every month to go over a 2 month prior financial report.

MOTION

Councilman Turner made a motion to approve the revised 2021 budget modifications as presented. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

Budget Projection: The water district needs income. Currently there is a \$50.00 fee for disconnect and \$50.00 for re-connect of water meters. It was proposed to implement a flat rate to all seasonal residents of \$100.00 and increase the meter fee to \$55.00 for all residence on the water system. These changes will be included in a letter accompanied with the water/sewer bills.

MOTION

Councilman VanArnam made a motion to implement a flat rate of \$100.00 to seasonal residence for meter services and to increase the meter fee to \$55.00 for all residence on the water system. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

- 3. Local Law #1 of 2022 (Hamlet Land Use Code):** The Local Law # 2-21 has been revised to #1-22 The Local Law is for the Land Use Code to be enforced in the Hamlet as it was in the former Village.

MOTION

Councilman VanArnam made a motion to adopt Local Law #1-22. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

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- 4. Agreement for Consulting Services (AOK Engineering):** We have received a revised agreement for AOK Engineering, Karl Bender for consulting services for the ARPA funds received. We had a presentation, and we know what they offer. We can use them for whatever we pay them hourly not to exceed \$5,000.

MOTION

Councilman Turner made a motion to approve AOK Engineering for consulting services. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

- 5. Teamsters Contract:** Supervisor Putman reported that he had contact and this is the last chance on an item which has been in discussion. They will meet and get back to us. Dean has not heard anything back from the Teamsters Forman.

- 6. Water Improvement Study:** Welcome Kevin Feuka and Scott Thornhill from DANC. Kevin Feuka stated that the town is interested in replacing outdated water meters and a water rate study presentation. There were some issues of isolated freezing and possible issues with the condition of the tank. It was decided to go with a Preplanning Grant through Rural Development to fund the study which is a Preliminary Engineering report to apply to get the funding to make the improvements. The proposal process was started in the fall for this report.

Scott Thornhill stated that five different firms expressed interest and submitted proposals. A comprehensive review of the proposals was done with all the proposals to ensure that they all include the same requested information. All members were given copies of the five different firms proposals. The proposals were reviewed and discussed. Scott Thornhill answered questions and concerns about the proposals. The next step is to decide on a firm to represent the town and to enter into an agreement, in order for the firm to begin to generate a Preliminary Engineering Report. They have committed to provide the town with a Preplanning Grant Application, an Engineering Report, and an Environmental Report. There was discussion about the firms' capability and the pricing to consider a decision. We have experience with B & L and they have been very responsive and met our needs. The grant being applied for is up to \$30,000 with a 20% match. Things can be added to the Preliminary Report as needed at additional costs.

MOTION

Councilman VanArnam made a motion to accept the B & L Engineering proposal as presented, in the amount of \$8,750.00, for the Water System Improvement Project. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

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Scott Thornhill stated he will reach out to B & L Engineering letting them know they have been awarded but a resolution will be needed.

7. Surplus Property: Reviewed by Supervisor Putman in his report.

New Business

- 1. Resolution No. 1-22 for Waiver of the Renewal Requirements Mandatory for 2022 Assessment Roll:** This waiver allows automatic renewal of the real property tax exemptions for low-income Senior/Disabled property owners and not have to file an exemption application with the Town Assessor in order to continue their exemptions on the 2022 Assessment roll and allow the assessor to automatically grant exemptions as received in 2021.

MOTION

Councilman Macaulay made a motion to approve the Resolution No. 1-22 for Waiver of Renewal Requirements Mandatory for 2022 Assessment Roll. Councilman Turner seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

- 2. 2022 Exemptions/Income Ceiling Changes:** We would like to keep \$18,000 for the income amount to the 2022 Exemption/Income Ceiling with no changes.

MOTION

Councilman VanArnam made a motion to keep the \$18,000 income amount the same for the 2022 Exemption/Income Ceiling. Councilman Macaulay seconded the motion.

Vote: Gary Turner – Aye, David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye.

Department Reports

Highway Department: Dean Hoffman reported that things are going good with the winter season. Trucks are running well and busy sanding and salting. The Bay Street plant power is on and the plan for next week is for the stairs to be installed. We are seeing good progress. There were a couple of sewer freeze ups but everything has been taken care of.

Code Enforcement: Gregg Mallette presented a written report. The yearend project costs were up for 2021 due to Dollar General, the Solar Project and the Sewer Project. Gregg will be meeting with And Silver next week regarding the updated violations as well as the dormant violations. He is working on taking the grey areas out of the ordinance. Some changes have been made with possibly more changes.

Adjournment: The meeting was adjourned upon motion at 8:43 pm.

Minutes prepared and respectfully submitted by:
Jill Sullivan, Town Clerk
January 11, 2022