

**Town Board Meeting Minutes
Town of Morristown
April 12, 2022**

Present: Supervisor, Frank Putman; Deputy Supervisor, Chris Coffin; Councilman Shawn Macaulay; Councilman Dave VanArnam; Dean Hoffman, Highway Superintendent; Gregg Mallette, Code Enforcement Officer; Jill Sullivan, Town Clerk

Absent: Councilman Gary Turner

Guests Present: Joe Lightfoot, County Legislator

Called to Order: The meeting was called to order by Supervisor Putman at 7:10 pm.

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

Approval of Minutes of March 8, 2022 Town Board Meeting: A motion was made by Councilman Macaulay to approve the March 8, 2022 Town Board meeting minutes as written and presented. The motion was seconded by Councilman VanArman.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

Correspondence:

- 1) The minutes of the March 9, 2022 Morristown Recreation Committee meeting were distributed.
- 2) An email, from NY State DEC regarding the posting of signs on Town Property, was read.

Public Comment: There was no public comment.

Supervisor's Update: Supervisor Putman stated he will schedule a meeting with surrounding Town Supervisors and Highway Superintendents to explore some potential projects we could work together on. Supervisor Putman stated that Patty Reagen has put together a folder for each parcel of town owned property and a master list of them as well. It was suggested that the deed should also be added to the folder. These files are located in the filing cabinet in the conference room. It was also suggested to reach out to the property owners adjacent to the small parcels to see if they may be interested in purchasing the property.

Old Business:

1. **Financial Report:** Copies of the financial report were distributed to all Board Members.
2. **DANC Reports:** Copies of the DANC reports for the months of February and March 2022 were distributed to all Board Members. There is nothing out of the ordinary in the monthly reports.

**Town Board Meeting Minutes
Town of Morristown
April 12, 2022**

- 3. Surplus Property:** a) A draft referendum was received from Andy Silver to review.
b) Councilman Coffin read a message from Councilman Turner suggesting, with as much reserve funds we have it might be best to keep a parcel of land to build a new Town Office on. There was discussion about how much money is in the reserve and how much would be needed to continue operations and staffing as well as community services in case of an emergency. It was discussed how much it could cost to build a new office building since the building costs are so high. Councilman Macaulay stated there are USDA grants available right now and it may be worth looking into them for help with a new office building. Supervisor Putman stated there may be funds available from the courts as well.

Lot #4 is the lot to keep since it has water and sewer and the acreage size for a new office building.

MOTION

Councilman VanArnam made a motion to approve property lots #1, #2, #3 and #5 for sale and to keep lot #4. Councilman Coffin seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

The draft referendum will be sent back to Andy Silver, asking him to remove lot #4 from the list of properties for sale.

- 4. Water/Sewer Local Laws:** Supervisor Putman informed the board that the Town Sewer Local Law has been drafted with revisions to add District #3. It will become Town Sewer District #1, District #2 and District #3 Local Law #2 of 2022. This will be sent to Andy Silver for review so it can be adopted. We will begin working on the Town Water Local Law.
- 5. Cemetery Maintenance Bids:** Supervisor Putman stated we received one bid for the Cemetery Maintenance Contract for three years. Jason Curran submitted a bid in the amount of \$15,000 per year. He does have insurance as required.

MOTION

Councilman Macaulay made a motion to accept Jason Curran's bid of \$15,000 per year and to award him the 3-year Cemetery Maintenance contract. Councilman VanArnam seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

**Town Board Meeting Minutes
Town of Morristown
April 12, 2022**

- 6. ARPA funds update:** A resolution is needed for appointing Karl Bender and Peggy Mousaw (AOK) for consulting services for ARPA Funds. Also a resolution is needed for submission of the documentation for the ARPA report which is due.

MOTION

Councilman Macaulay made a motion for Resolution #5 appointing Karl Bender and Peggy Mousaw (AOK) for consulting services for ARPA Funds. Councilman VanArnam seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

MOTION

Councilman VanArnam made a motion for Resolution #6 for the submission of documentation for the ARPA report. Councilman Macaulay seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

- 7. FEMA grant update:** Supervisor Putman stated that we have exhausted all our resources for the FEMA grant. The documentation that we have access to has been submitted on several occasions and we have no more to send. Hopefully they can work with what we have submitted.

New Business

- 1. Local Waterfront Revitalization Plan:** Supervisor Putman and Councilman Coffin met with Barbara Kendall, Coastal Resources Specialist 2 Office of Planning, Development & Community Infrastructure, NYSDOS. The reason for the meeting is because the plan we have is dated 1990 and states that the other side of the bay would be commercial. It needs to be updated and we are encouraged to do so with grant that are available. The studies can cost \$50,000 and the local share would be between \$10,000 - \$16,000 with grants. We may be able to include the projects we have previously discussed. The grant opportunities become available May 1, 2022. The comprehensive plan should accompany the LWRP so everyone is encouraged to read that. It was suggested that we look at some needs on Black Lake as well. We will reach out to Carol Tuttle at the County Planning Office for a proposal to write a grant for us.

Other Business

- 1. Personnel Replacement:** Supervisor Putman and Councilman Coffin have met with Judy Wright and Carol Woodcock regarding their retirement plans. Judy will be retiring at the end of 2022 and Carol is planning on retiring in 2023. There is money in the budget to hire someone 6 months prior to Judy leaving so they can be trained. We will begin the process by

Town Board Meeting Minutes
Town of Morristown
April 12, 2022

producing a job specification and a posting to be advertised. We will ask Andy about sharing the courts.

- 2. Boat Slips:** Last year we had some boats at the docks for weeks at a time. This needs to be monitored and owners will be notified if they have been there for an excessive amount of time. We have transit docks only and no paid docking. We would like to add more docks if it is feasible.

Department Reports:

Highway Department: Dean Hoffman reported that they have begun sweeping and cleaning the streets and some ditching. The plows are still on the trucks. The excavator is working great. To purchase a new truck they are 14-16 months out. We need a signed letter of intent to buy, in order to be locked into a chassis. Dean will continue to get a quote and the paperwork together. The paver has a gear box going so we are going to hire out some roads to pave. We will haul it and they will pave it. The County charges \$5,500 per day.

Water and Sewer overview - There was a broken valve repaired on Hooker Street last Friday. Everything else is on and working. The sewer is flowing better after the thaw and rainy days. The costs of monitors are \$250.00 per unit. The monitor will do away with the candy cane and it works on District #1 and #3. District #2 has its own system. A sewer camera and locator has been purchased. The numbers have balanced out.

There was discussion about whether the Fire Department should be paying water & sewer. They provide services to the community as well as the county.

Code Enforcement: Gregg Mallette presented a written report including a list of permits and violations. Gregg got notification of a flood plan meeting/audit to be done.

Assessor: A written report was distributed.

County Report – Legislator, Joe Lightfoot asked to be added to the beginning of the meeting agenda. Joe Lightfoot reported that he brought COVID supplies over for Morristown. The Government Budget has eliminated stipend for hospital and nursing facilities. Our County Legislators want to eliminate sales tax on home heating materials. It will decrease the revenue by 4-5 million dollars. Our Town Board is not in favor of eliminating the sales tax on heating materials. The county is working on the cutting ash trees down and would like a representative from Black Lake. Gary Turner was appointed to represent our town and Shawn Macaulay will fill in as an alternate.

Adjournment: The meeting was adjourned upon motion at 8:57 pm.

Minutes prepared and respectfully submitted by:
Jill Sullivan, Town Clerk
April 12, 2022