

Minutes of the Smithville Town Board
January 17, 2022

OPENING of Town Board meeting by Deputy Supervisor Pam Holcomb 6:30PM
ROLL CALL/PLEDGE/LATE ADDITIONS: NB3, NB4, OB1, OB2

ATTENDANCE:

Councilman Bob Whitmore
Councilman Shane Butler
Councilwoman Pam Holcomb, Deputy Supervisor
Councilman Russell Wark

ALSO:

Alison Owens, Town Clerk
Vince Witkowski, Hwy Sup't

Supervisor John Cammarata, absent

CORRESPONDENCE 6:35PM
C1) none

NEW BUSINESS 6:35PM

NB1) Consideration Resolution to transfer funds in 2022 Budget from Personal Services (salaried) to Contractual (hourly or by job). These include:
Buildings/Maintenance A1620.1 (\$4700.) to A1620.4
Police/Constable from A3120.1 (\$2000.) to A3120.4
Narcotic Control/Drug Testing A4220.1 (\$250.) to A4220.4

RESOLUTION # 3 (2022): TRANSFER FUNDS FROM .1 TO .4 IN THE FOLLOWING ACCOUNTS:
A1620.1 \$4700.; A3120.1 \$2000.; A4220.1 \$250.

On a motion by Councilman Butler, 2nd by Councilman Whitmore, the following Resolution was passed.

Holcomb: aye
Butler: aye
Wark: aye
Whitmore: aye
Cammarata: absent

Resolved to transfer the following .1 accounts to .4 as the positions are not salaried positions and the employees are contractual employees, or the account is used for a contractual purpose.

NB2) wording for adding an alternate Planning Board member via Local Law, samples to view, discuss
This item was tabled until the February 21st meeting.

NB3) It was suggested to contact Claudia Tenney about grant \$ for culvert replacement on Pollard, Hammerle, Stone Quarry roads.

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NB4) It was asked of Town Board members if they wished to pursue a water study for the hamlet of Smithville Flats through now available monies from the ARPA. These will be made available, hopefully as grant funds. Board members were in approval to start the process, pending research into these funds, in the following Resolution:

RESOLUTION # 4 (2022): START PROCESS FOR A WATER STUDY IN THE HAMLET OF SMITHVILLE FLATS PENDING RESEARCH FOR GRANT FUNDS TO HELP WITH COST.

On a motion by Councilman Whitmore, 2nd by Councilman Butler, the following Resolution was passed.

- Holcomb: aye
- Butler: aye
- Wark: aye
- Whitmore: aye
- Cammarata: absent

Resolved to start the process for a water study in the hamlet of Smithville Flats at a cost of \$20-25K, pending research in the availability of grant and other monies available to help with the cost.

Councilman Butler will review the specs on the procedure.

OLD BUSINESS (UPDATES IF ANY)

6:55PM

OB1) Table any further discussion on Marvin Rd until the February 21st meeting.

OB2) Board member Russell Wark had contacted DEC rep John Kempe but he was not able to view the situation due to build-up of ice, then snow. Further discussion on the situation will be tabled until spring when the weather is more cooperative.

REPORTS

6:55PM

R1.) Highway: report submitted

- Salt used up in the ice storm last week, more ordered
- Mirabito serviced heaters
- Look into going onto the school repeater for the Communications Tower. It was recommended the Town have its own channel, perhaps upgrade repeater as the Town has a low budget item. Tri-County Communications is doing the work. The license renewal is in but the Hwy Sup't will wait until more info is available
- Stone Quarry and Whitling are temporarily closed to rebuild the roads
- Considering purchase of more chains for the trucks
- Logging has been taking place on Krupp and Robbins roads

R2) Assessor: no report submitted

R3.) Enforcement Officer: no report submitted

R4.) Planning Board: minutes submitted

R5.) DCO: no report submitted

R6.) vacant

R7.) vacant

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R8.) Custodian: no report submitted

R9.) Playground Committee: no report

R10) Town Clerk: report submitted

R11) vacant

R12) Supervisor's Report: submitted and reviewed. A motion to accept the Supervisor's report was made by Councilman Wark, 2nd by Councilman Whitmore. All four Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

MINUTES APPROVAL for December 20, 2021, January 3, 2022

7:10PM

The minutes of both meetings were reviewed. Councilman Whitmore moved approval of both sets of minutes, with Councilwoman Holcomb 2nd. All four Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

WARRANTS

7:10PM

General Warrant # 1, Vouchers # 1-11, in the amount of \$5,789.72 were submitted for payment. Voucher # 3 to Keith Sabin was incorreccted calculated. The correct amount should have been \$49.95 instead of \$27.25, thereby increasing the amount of the warrant to \$5812.42.

Mirabito sent an invoice for propane deliveries to the Town Barn and CC which were incorrect. They have the contract for propane until May 31, 2022 which was accepted at \$118.50 p/g for the contract period. The Town Barn invoice was not billed at that price but at the regular propane rate. Town Clerk Owens was given a verbal price for that particular invoice but the promise of a revised invoice was never received. Additionally, Mirabito sent an invoice for a \$129.00 service call to re-light the propane heaters at the Town Office building. Since the Town was under contract, this service call should not have been charged to the Town. Board member Russell Wark indicated he would speak to the correct individual at Mirabito about having that invoice deleted.

The Board moved acceptance of the corrected General Warrant in the amount of \$5812.42, with the correction of Keith Sabin's voucher # 3, and approval of paying these claims. This was done in a motion by Councilman Whitmore, 2nd by Councilman Butler, all 4 Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

Highway Warrant # 1, Vouchers # 1-11 in the amount of \$19,441.74 were reviewed for payment. A motion to accept and pay these claims was made by Councilman Whitmore, 2nd by Councilman Butler, all 4 Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

EXECUTIVE SESSION

Into Executive Session at 7:15PM to discuss employment issues.

Motion by Councilman Butler, 2nd by Councilwoman Holcomb, all 4 Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

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Out of Executive Session at 7:25pm

Motion by Councilman Wark, 2nd by Councilman Whitmore, all 4 Board members: Holcomb, Butler, Wark and Whitmore were in favor, Cammarata absent, motion carried.

Action: A letter will be written to the current Custodian notifying her of her termination of employment with the Town of Smithville for failure to show up for work, jobs not completed and continual lack of timely reporting of monthly hours worked.

An application for the position of custodian has been received but it will not be acted on tonight.

A letter will also be sent to Judge Lilley asking him to monitor his current "Clerk to Justice" person to fill out timely vouchers each month with the # of hours worked the previous month and to submit these to the Town Clerk by the 10th of each month. These vouchers serve as a "timesheet" for the NYSLRS and are needed for required reports compiled by the Bookkeeper. Judge Lilley is to sign these vouchers.

The above on a motion by Councilman Butler, 2nd by Councilman Wark, all four Board members: Holcomb, Butler, Wark, Whitmore were in favor, motion carried.

There was no other business to come before the Town Board. **Next Board meeting is February 21, 2022.** Meeting declared adjourned at 7:30pm by Deputy Supervisor Pam Holcomb.

Alison B. Owens

Smithville Town Clerk