**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**FEBRUARY 20, 2024**

The Regular meeting of the Town Board of the Town of Elizabethtown, County of Essex in the State of New York was held at the Town Hall, 7563 Court Street, Elizabethtown, NY on February 20, 2024, and the public could attend in person or via GoToMeeting.

PRESENT: Cathleen Reusser-Supervisor

William Wright-Councilperson

Ben Morris-Councilperson

Adam Bailey-Councilperson

ABSENT WITH EXCUSE: Jeffrey Allott- Councilperson

GUESTS: Charlie Moisan, Evelyn Hatch, Mary McGowan, Bruce Pushee, Codes Officer Gordon Costin and DPW Superintendent Jack Pulsifer.

This meeting was called to order at 6:30 PM.

**RESOLUTION NO. 48-24**

Motion to approve the January 22, 2024, minutes offered by Councilperson Morris and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Bailey

Councilperson Wright

**BUSINESS:**

1. DOG PARK-This is on the Spring schedule. No new information but will get started on the Noble Terrace site this spring.

2. FOOTBRIDGE-Structural engineer contacted. The foundation is compromised from the December 18, 2023, flooding.

3. REDUNDANT WATER-In regard to the redundant water system that will be going in at Foot Bridge Park, it’s on schedule and just waiting for APA to allow the land transfer from the County to the Town.

4. DRINKING WATER-Boquet Development LLC-resolution needed to absolve the Boquet Senior Housing of the extra monies charged for their water bill. It was explained what had transpired over the last few years and how it now needs to be corrected.

**RESOLUTION NO. 49-24**

Motion to absolve Boquet Development LLC of the extra $3150.00 that they were charged on their taxes for underpaid District 3 water bills offered by Councilperson Morris and seconded by Councilperson Wright. All in favor. Motion carried.

Councilperson Wright wanted to see documentation and the Supervisor explained why the resolution is necessary and that the documentation was available. More explanation and discussion given.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Wright

Councilperson Bailey

5. WASTEWATER TREATMENT-Update-Request for Proposals were sent out late last year and have received 3 RFP’s. One from Barton & Loguidice, one from AES and the last from KSPE. These have been scored by Community Resources.

**RESOLUTION NO. 50-24**

Motion to enter a discussion on awarding the Engineering offered by Councilperson Bailey and seconded by Councilperson Morris.

Councilperson Bailey gave an overview of the proposals. He explained how there were 4 responses but one did not qualify. In September of last year there were only 2 RFP’s that came in for this project. This round they wanted to get the pricing and more applications. He said that B & L was the weakest proposal, which was disappointing as they should have had the best understanding of this project as they have been involved for many years. AES had a solid proposal but still not the best. KSPE (Kathy Swozzo Professional Engineering) was the best as their focus is on Wastewater. They have worked on local wastewater projects, for example in Lake Placid, Willsboro, Lake George and others. He said they showed thoroughness in their proposal and understood the project itself. The deadline for funding is June. Councilperson Bailey explained about meeting the deadline and that funding for such projects runs out after next year. More discussion on this topic with Councilperson Morris questioning if we have gotten everything from B & L regarding their commitment on what has been paid for already and asked if we will be losing funds that have been paid out already. Councilperson Wright stated the town should get everything that has been agreed upon from B & L and the Supervisor agreed.

**RESOLUTION NO. 51-24**

Motion to offer KSPE the Engineering for the Wastewater Treatment project. Roll call vote held.

Councilperson Bailey-yes

Councilperson Wright-yes

Councilperson Morris- yes

Supervisor Reusser-yes

With four (4) yes votes this motion carried.

6. HIGHWAY LINES/X-WALKS-This is on the Spring schedule. DPW Superintendent Pulsifer said that he will get with the County regarding the Highway lines but is not sure how much can be done because of paving that needs to be done. Discussion on the sidewalk crossing placemats and how they do not last. He said that concrete needs to be put in the holes. More discussion on this and what could be done.

-Discussion on the new truck that has been purchased from Huttigs Adirondack Auto garage. Mr. Pulsifer said it’s a 3500 and explained what it comes with. Councilperson Wright asked if that was coming out of the CHIPS monies or the budget and was told that monies had been set aside last year. He said it should have been approved by the Board. It was thought that it was approved last year. Explained that only one Dealership answered the RFP, and the cost was $103,000.00 with all the add on’s. Discussion on this purchase, what the truck will be used for and its weight capacity.

**RESOLUTION NO. 52-24**

Motion to accept the 3500 truck with the approximate cost of $103,000.00 from Huttigs Adirondack Auto garage offered by Councilperson Morris and seconded by Councilperson Wright.

Councilperson Wright said that it should be made sure to come before the Board before such purchases. Discussion on this.

All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Wright

Councilperson Bailey

7. ZONING-No discussion

8. CODES-Codes Officer Costin said it was slow but will be picking up in the next couple of weeks.

9. CHGC-The Supervisor said there is lots going on there, but it feels decent. She said Todd Stevens had put the roof on the Club House probably 8 years ago. Some shingles have blown off and there is leaking inside and needs repair.

-Supervisor Reusser said that with regards to the management of the Course this summer there are a couple of viewpoints. One being continue what was done last year and that the numbers came out pretty good with a surplus of approximately $7000.00. There are some items that need to be considered such as insurance and payroll. She said after looking at everything the Town could manage it ourselves or lease it. She said that the town does not have the staff that is needed to manage it. Her recommendation is to hire someone to manage it. She said someone is interested in leasing it which she felt was not a bad idea. An RFP would have to be put out to see if there are other interested parties. She asked the board if they would allow her to advertise for both a Golf Course Manager and to lease it. Councilperson Wright said he felt that the Codes Officer should move his office over there and he could do both positions. The Codes Officer asked why not keep it like last year so that the Town can still save money. Discussion on the cost of payroll and what the Supervisor felt was a deficit at the Course last year such how the course looked and the reputation. The lack of staffing during tournaments and league play. She felt we might offer a 7 day a week food sale, advertise specials and that it needs a different approach. Need regular, reliable hours and service. More discussion on this and that the Mountain Lakes tournament did not get manned last year. Gordon Costin spoke and said that it was looked at to see what times people were coming to play and not many showed up in the morning and that more are showing up after 5pm. He explained how he went there to man it and to cook if someone wanted anything and it was not worth it. He felt that people were acclimated to the pay system. He also said that for the tournament that didn’t get manned, he was sick and that another employee said to him everything was good and not to worry. He explained exactly what happened.

-Councilperson Morris said that he had a meeting with Mike from Cobble Hill Golf Association regarding leasing and perhaps that is the way to go. He gave his thoughts on this and said we cannot satisfy everyone. Discussion on what needs to be done before opening.

**RESOLUTION NO. 53-24**

Motion to advertise for a Golf Course Manager offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Bailey

**RESOLUTION NO. 54-24**

Motion to put out a Request for Proposal on leasing the Cobble Hill Golf Course offered by Councilperson Morris and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Bailey

Councilperson Wright

Councilperson Wright felt that a special meeting is needed to decide on this, and the Board agreed. March 12th was agreed upon.

10. The town was given a $22200.00 Parks and Recreation grant for Memorial Park and Deep Hollow Pond. This is a 50/50 match so volunteerism will be utilized. This should take place next year.

11. PLANNING-There was a meeting regarding the Hospital building. The Engineer came and did a presentation. The Planning Board does not have a problem with this project. They do need to go to ZBA for a variance. Planning also met with Northern Forest who was also meeting with ZBA for a variance regarding the multi-unit dwelling at the Hale House on Lawrence Way. Adam Bailey gave an explanation on this project as he also works for Northern Forest. Renovations should start in the next year or so.

**RESOLUTION NO. 55-24**

Motion to approve the Windsor Park, Deep Hollow project offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

Discussion on the work that will need to be done.

12. The Supervisor said that she is working will Rural Water and DOH to develop an inventory of lead valves in the drinking water district. This is due back to the state by October. Water Superintendent Dickinson has most of this information already.

13. MASONIC BUILDING-The previous Supervisor had entered into an agreement to purchase this building with the owner Mark Carpenter. A motion is needed to complete the process. This is a charitable donation to the town.

**RESOLUTION NO. 56-24**

Motion to explore what it means to the town to accept a charitable donation and then explore the uses for the building. The previous Supervisor had expressed its use for the Thrift Store as the building it is in is for sale. This motion was offered by Councilperson Wright and seconded by Councilperson Morris.

Councilperson Wright asked if the former Supervisor expressed what the Tax benefits to the present building owner will be. The valuation that was done came in at $170,300.00.

Supervisor Reusser said she would like to add on to this motion and explained that the parking lot next to the building needs to be added to the sale.

Councilperson Wright asked this to be a second motion. All in favor of this first motion. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Bailey

**RESOLUTION NO. 57-24**

Motion to explore the purchase of the parking lot property offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

Councilperson Morris expressed his thoughts on the parking lot.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris.

**FINANCIALS:**

TRANSFERS

**RESOLUTION NO. 58-24**

Motion to approve the Transfers offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

SUPERVISORS REPORT

**RESOLUTION NO. 59-24**

Motion to approve the Supervisors Report offered by Councilperson Morris and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Wright

Councilperson Bailey

**RESOLUTION NO. 60-24**

Motion to accept the Court System accounting for 2023 offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

PAY ALL BILLS

**RESOLUTION NO. 61-24**

Motion to pay all bills for Abstract #2 ABS Feb 24 2-1-24 to 2-39-24 offered by Councilperson Morris and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Bailey

Councilperson Wright

Resolved that the following bills be paid.

General Fund A $76,928.42

Highway Fund DA $19,525.59

Garbage District $ 35.44

Lighting District $ 2,523.42

Water District SW1 $ 295.00

Water District SW3 $ 14,933.50

Water Capital 2020H $ 89.89

Councilperson Wright asked about the return check that showed on the financials and the Supervisor explained.

**COMMENTS:**

-Bruce Pushee asked about the revenues from the occupancy tax and the Supervisor explained.

-The Supervisor spoke regarding BRASS. They do routine water testing of our Rivers and were looking for support from the Town.

**RESOLUTION NO. 62-24**

Motion to give $600.00 to BRASS to show the Towns support for clean water initiatives and for them to give the town the most recent laboratory data on our waters offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Bailey

-Mary McGowan had questions in regards to the upcoming eclipse and if the town has chosen any site (s) for viewing. Discussion held.

**RESOLUTION NO. 63-24**

Motion to adjourn this meeting was offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Bailey

This meeting was adjourned at 8:05 PM

Respectfully submitted,

Janet E. Cross,

Town Clerk