**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**MARCH 19, 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 March 19, 2024, and the public could attend in person or via GoToMeeting.

PRESENT: Cathleen Reusser-Supervisor

Ben Morris-Councilperson

Jeffrey Allott-Councilperson

Adam Bailey-Councilperson

ABSENT WITH EXCUSE: William Wright-Councilperson

GUESTS: Charley Moisan, Evelyn Hatch, DPW Superintendent Jack Pulsifer, Code Officer Gordon Costin and Paige Saltamach. Bridgette Allen, Harry Gough, Eric Weyand and George Saltamach via GoToMeeting.

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

**RESOLUTION NO. 64-24**

Motion to accept the minutes for the Special Meeting held March 6, 2024, offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

**RESOLUTION NO. 65-24**

Motion to accept the minutes for February 20, 2024, 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 Allott

**BUSINESS:**

1. NOBLE TERRACE BRIDGE-The bridge on Noble Terrace has failed and is now closed. Thinking it’s approximately 80 plus years old. Essex County will help the Town when replacing it. Need to hear from the DEC and waiting on the Engineers report.

**RESOLUTION NO. 66-24**

Motion recognizing the structural failure of the Noble Terrace Bridge on March 7, 2024, and to close this bridge to all traffic offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Bailey

-DPW Superintendent Pulsifer spoke and said that they have put signs out closing the bridge and directing traffic to the detour. He explained that they did fix a couple of potholes on the detour road.

2. DOG PARK-The Supervisor asked the DPW Superintendent about any information on the Dog Park and was told that they would start on this after the road maintenance was done.

3. FOOTBRIDGE-The structural engineer that looked at the bridge has said it was ok to use. There are some issues but can be dealt with next year. DPW is doing clean up and tree removal there.

4. DRINKING WATER-Regarding the redundant drinking water supply that must go in, Atty Bill Tansey is working on the requirements for the property transfer and expects this to be done soon.

5. WASTEWATER TREATMENT-The Town has signed with KSPE. A Special Meeting was held with them on March 6, 2024, to meet them and discuss their proposal. Councilpersons Allott and Bailey will be the Town Board liaisons on this project.

**RESOLUTION NO. 67-24**

Motion to approve Proposal #23-119 dated March 14, 2024, for Kathy Swozzo Professional Engineering and for the Supervisor to sign this proposal offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

6. HIGHWAY LINES/X-WALKS-DPW Superintendent Pulsifer said he is coordinating with Jason Fraser and that when the new sign shop employee is hired by the County, they will set a time to do the lines. He explained that some roads are not wide enough to paint the white lines, but all will have middle yellow lines. He explained that Water Street is going to get a shim this year and what that was. This will also be done on certain areas of Brainards Forge Rd. He is waiting for the County to get their pricing on blacktop and will present this to the Board.

7. COBBLE HILL GOLF COURSE-Ads were placed for 2 positions. One for Manager of the Course and the other for Deputy Water Superintendent. There were 4 responses for the Golf Course with one response for mainly groundskeeping. Councilperson Wright and the Supervisor will be conducting the interviews soon.

-There was a wind event February 28th that damaged the roofs of the Club House and the Pavilion. Our insurance adjuster has been there to look over the damage. A resolution is needed to advertise for the repairs.

**RESOLUTION NO. 68-24**

Motion to advertise for RFPs for the evaluation and repair/replacement for the Club House and Pavilion roofs at the 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 Allott

-Councilperson Bailey asked if it would be one or two RFP’s and was told one.

8. MEMORIAL PARK/DEEP HOLLOW PARK GRANTS-The Supervisor explained about the Parks Grant of $222,567.00 for improvements for the 2 parks. This is a 50% match. See the attached wording for the Resolutions.

**RESOLUTION NO. 69-24**

Motion to accept the Windsor Memorial Park Grant offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Councilperson Morris asked if it must be a 50% split between the 2 projects and Councilperson Bailey said it did not.

**RESOLUTION NO. 70-24**

Motion to accept the Deep Hollow Pond Boardwalk Grant offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

YES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Bailey

**COMMITTEES:**

9. HIGHWAY DEPARTMENT-DPW Superintendent Pulsifer said that there will be street sweeping soon. They have started cleaning up the Golf Course. May need work on 2 trees. Discussed the cart paths maintenance and changing one of them. Codes Officer Costin who helps at the Course said that all the equipment is missing. The Supervisor explained that she had sent everything to Turf Management. Discussion on what should not have been sent and why.

-DPW Superintendent Pulsifer explained about the sidewalk plow and what is being done with it.

10. WATER DISTRICT-David Dickinson has been out reading

meters. They will be read and billed quarterly. Wastewater will

be added to the billing when that starts.

11. BUILDINGS AND CODES-Codes Officer Costin said going good and no major violations.

12. PLANNING BOARD/ZONING BOARD-Evelyn Hatch said all is good. Doc Moisan explained about the request from the Hospital and what now must be done.

13.COBBLE HILL GOLF COURSE-The Supervisor said that one of the cost savings measures she wanted to discuss would be the longstanding practice of purchasing carts instead of renting. She felt it would be less expensive to lease and explained the WMB Golf Carts would be responsible for repairs if the town leased.

**RESOLUTION NO. 71-24**

Motion to discuss the potential of selling the current golf cart stock to WMB and go to leasing them offered by Councilperson Allott and seconded by Councilperson Bailey.

Councilperson Allott asked what they will give for the carts and Gordon Costin asked what the cost was for the carts last year and was told $800.00. It was also said that the town has not purchased carts in 3 years. He explained what he has done for cost savings to repair them. He felt that in 2 or 3 years when they start needing more repairs then think of leasing. Supervisor Reusser said they were thinking of keeping 6 of the best of the current 15 carts and selling the balance to W&B. Gordon and Councilperson Allott felt it might be better to sell the carts ourselves. More discussion on this topic with no decision made. Councilperson Morris questioned how many carts the Course owns and was told 20 and that they are ready to be used for the Summer. 2 are nearing the end of their service. Mr. Costin discussed the issues with a former employee giving out the wrong cart for a tournament after he told them not to have it used.

**RESOLUTION NO. 72-24**

Motion to table Resolution no. 71-24 offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Bailey

14. The Supervisor said that regarding the Towns law firm that is working on the Sewer District Boundaries right now, it has been determined that there hasn't been a contract renewal since 2012. The contract has not changed and the hourly rate doesn’t exceed $260.00 per hour.

**RESOLUTION NO. 73-24**

Motion to discuss the agreement with Miller, Mannix, Shachner & Hafner and the Town of Elizabethtown offered by Councilperson Allott and seconded by Councilperson Bailey. Councilperson Allott looked at the contract and Councilperson Bailey said that a lot of Towns up this way have moved away

from this firm. Councilperson Allott felt should look over the contract to make sure there is no exclusivity and having a back-up firm would be a great idea. The Supervisor will investigate other firms.

Was agreed to sign the one-year agreement.

All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

15- YOUTH COMMISSION-Youth Commission Board member Paige Saltamach explained that it was an unsuccessful skating year as they only had a good couple of weeks, and she thanked all the volunteers. They will be trying to do a Pickleball session this summer. They decided to allow Willsboro to join if the correct written policies happen beforehand. She explained that. They are also pursuing funding that the County recently received.

16 . TRAILS-Councilperson Allott asked DPW Superintendent Pulsifer if they could get something to close off Bronson Way. DPW will try to get up there and fill the deep holes. Lord Road Parking Lot needs some work. The entrance will be widened. Was expressed that the Assessor has a business, and we could see what he would charge for gravel. The DPW Superintendent also felt that we should have a meeting to discuss using our material and having a crusher come. Need to make sure the mining permit is renewed. He also said that Schriver Lane is failing. More discussion on this.

**FINANCIALS:**

TRANSFERS

**RESOLUTION NO. 74-24**

Motion to table the approval of the Transfers offered by Councilperson Morris and seconded by Councilperson Allott.

**RESOLUTION NO.75-24**

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

AYES-4 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Allott

Councilperson Bailey

**RESOLUTION NO. 76-24**

Motion to withdraw the Transfers motion as there were none offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

PAY ALL BILLS

**RESOLUTION NO. 77-24**

Motion to pay all bills for Abstract #3 ABS March 3-1 to 3-40 offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Resolved that the following bills are paid:

General Fund A $155,786.10

Highway Fund DA $ 99,990.00

Resolved that the following bills be paid:

General Fund A $171,907.70

Highway Fund DA $ 4,643.89

Lighting District $ 3,819.17

Water District SW1 $ 4,055.78

Water Capital 2020-H $ 89.89

COMMENTS

The Supervisor said the Municipality was asked to handle the administrative side of grant funding for a project. Northern Forest has asked if the Town will be willing to do that. Councilperson Bailey recused himself from this discussion as he works for Northern Forest.

**RESOLUTION NO. 78-24**

Motion to support Northern Forest Center on their Hale House project offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-3 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

ABSTAIN-1 Councilperson Bailey

-The Supervisor said she was approached this afternoon regarding a piece of real estate in town.

**RESOLUTION NO. 79-24**

Motion to enter into Executive Session at 7:53 PM to discuss with the Board the potential real estate opportunity offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

**RESOLUTION NO. 80-24**

Motion to exit Executive Session at 8:06 PM offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-4 Supervisor Reusser

Councilperson Allott

Councilperson Bailey

Councilperson Morris

**RESOLUTION NO. 81-24**

Motion to enter into discussion on fact finding on a piece of real estate that’s for sale in Town offered by councilperson Bailey and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Bailey

Councilperson Allott

Councilperson Morris

This meeting was adjourned at 8:08 PM.

Respectfully submitted,

Janet E. Cross

Town Clerk