

Nichols Town Regular Board Meeting
April 26, 2023
7:00 pm

Town Supervisor, Esther Woods, brought the meeting to order at 7:00 pm in the Nichols Elementary School located at 139 Ro-Ki Blvd Nichols NY 13812.

Pledge of Allegiance

ROLL CALL;

Supervisor Esther Woods (present), Councilperson Bill Middleton (present), Councilperson Ladd Yost (present), Councilperson Rose Cole (present), and Councilperson Brenda Fay-Pelotte (present).

ALSO PRESENT;

Kem Hart-Baker, Paul Campbell, Carol Petty, and Marcy Hill (Town Clerk).

MINUTES

Motion to approve the revised minutes from April 11, 2023 made by R. Cole 2nd by L. Yost

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent- 0 No- 1- abstain

Public Comments: If you would like to speak there will be a 2-minute time length per person, the board will consider your comments, if warranted we will respond at a later time.

Kem Hart-Baker

Kem stated she continues to work on getting quotes for cemetery signs.

She is continuing to work with Abbey Ortu to complete the information on the grants for signage.

Paul Campbell

Paul asked if anyone has any interest in the FEMA property on River Road (Bennett)

This is just east of the old trailer park. The adjacent property owners should be given first choice, then it can be used for agricultural purposes.

If it is deemed that no other property owners wanted the land then there would be a need for a public hearing. Esther will ask the lawyer – how to go about notifying the adjoining land owners.

New Business:

- Reap Donation – REAP annual donation request. The amount is based on population- this year our amount is \$495

Motion to approve the \$495 REAP donation was made by R. Cole 2nd by L. Yost

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent- 0 No- 0 abstain

- Long Term Budget Plan for Equipment, Property repairs, Infrastructure, etc.

The state comptroller would like the Town to establish reserve funds. We will need to look at what amounts can be put into reserve funds and what each reserve can be used for. Equipment Reserve / Building Reserve / Internet Infrastructure Reserves were suggested. There are many things that need to be done within the town on many of the buildings. IE: front porch of library, carriage house, roof, boiler, windows.

- Budget review/ questions

There was a great deal of discussion on the type of reports that were given from the accounting firm. Marcy Hill be in contact with the auditing office to discuss recoding of budget codes.

Audits – Justice and Town Clerk

EFGR, our accounting firm, has audited the Town Justice(s) and Town Clerk. Both audits were recently completed and deemed satisfactory.

Motion to approve the town justice(s) and town clerks audits made by E. Woods 2nd by L. Yost Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent- 0 No- 0 abstain

Committee Reports: Reap – Nothing new to report
 Hazard Mitigation – First meeting is on May 1st for a three year review.
 LEPC – May 1st
 Council Of Government - Esther and Brenda attend this meeting via zoom.

Old Business:

- Fuel Cards/Fueling of Town equipment – Rose is continuing to work with Jeremy on this.
- Newsletter – Newsletter was well received. The next newsletter is scheduled for fall.
- New Town Hall Project Review final punch list was reviewed again:
Historian’s phones are done.
Maximum security - done.
It was determined that there is a need for a new vacuum cleaner for the cleaner to use at the carriage house.

A motion to order a new vacuum for the carriage house was made by E. Wood 2nd by B. Middleton Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent 0 No- 0 abstain

There are still a few items that have not been completed. The remaining items nearing completion: Repair pavement near the handicapped payment sign.

Town Clerk parking spot sign.

Town Building sign - Bill presented a brochure of samples of signs from Wild Sign Company
Hallway floors -Bill is looking into getting a quote from *The Night Shift* for hallway floor cleaning/polishing.

Window blinds

Changing of locks

Kem asked about the air conditioning at the carriage house – will it be serviced. It will be looked into.

- Emergency Plan Annexes – Rose stated that they held another meeting just prior to this meeting. The committee has gone through the majority of the basic plans and will start to look at the more detailed plans. She noted these are confidential plans, but will be shared with the board. It was noted that the Village will be included in the planning process.
- Depot Rd Project – Hunt engineering estimates, very preliminary, not final costs, came in at approximately \$292,000. This money is approved. The Town will need to contribute approximately \$98,000 at this point. We have been advised to go forward with the project and mitigation, then see if we can recoup some or all of our “out of pocket” money. Also, estimates contain a 15% overage for contingencies. *“We are in good shape and we did budget for this extra money.”*
- DOG Control Officer - Esther shared the Town of Owego draft contract with our attorney. We are covered very well with this contract. Town of Owego will send the final copy for signature after approval.
- FEMA Properties update – Nothing new since last meeting.
- Well-Head Protection Plan – We may be protected enough with what we have in place, the review is ongoing. The Susquehanna River Basin Commission, and other departments have been communicating with us on this. There are two well heads within the town one near Best Buy and near Hunt Creek Road.

Rose also shared she is trying to figure out the internet at the Carriage House. No Spectrum contract or account number can be found. Finger Lakes Library Systems will be switching to Fiberspark at the Cady Library on July 1.

Fiberspark is hosting another meeting on May 18th @ 7pm at the Nichols Fire Station.

Farmers Market insurance – Esther reviewed the need for insurance coverage with our insurer Sprague Insurance, each vendor will need to present a certificate of insurance.

2838 E. River Road – The engineer’s review came back stating the house can be repaired. A lot of work will need to be done, including an inspection with the Department of Health for septic concerns. The bracing was much more adequate than originally thought.

Accept vouchers and pay bills:

Motion to accept vouchers and pay bills made by R. Cole 2nd by B. Fay-Pelotte

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent 0 No- 0 abstain

Executive Session -

Motion to move to Executive Session made by R. Cole 2nd by L. Yost

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent - 0 No- 0 abstain

Motion to reconvene into regular session made by B. Fay-Pelotte 2nd by Bill Middleton

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent- 0 No- 0 abstain

Motion to adjourn at 8:45 PM made by R. Cole 2nd by L. Yost

Roll Vote; B. Middleton(aye), R. Cole (aye), B. Fay-Pelotte (aye), Ladd Yost (aye), and E. Woods (aye).

Carried 5 aye- 0 absent- 0 No- 0 abstain

Respectfully Submitted,

Marcy Hill

4/26/2023