

Town of Nichols
Regular Board Meeting
June 25, 2024 -6:00PM

Board Members Present: Supervisor Esther Woods, Councilperson Brenda Fay-Pelotte, Councilperson Rose Cole, and Councilperson J. Ladd Yost

Board Members Absent: None:

Others Present: Will Heveland, Bob Nugent, Ray Thetga, Pam Roberts, Kem Hart-Baker, Basil Bacon, Deb Blair, Erica Deretz, Carol Visscher, Emma Sedore, and Marcy Hill, Town Clerk.

The meeting was called to order by Supervisor, seconded by Esther Woods at 6:00pm

Pledge of Allegiance

Approval of Minutes: A motion to approve the May 28, 2024 minutes by Councilperson Rose Cole, seconded by L. Yost

Vote: 4-Ayes, 0-No, 0-abstain

Acceptance of Financial Reports: A motion to accept the May financial reports by Councilperson Brenda Fay-Pelotte, seconded by Councilperson Rose Cole

Vote: 4-Ayes, 0-No, 0-abstain

Public Comments – None

Departments-*Note full reports have been given to the board and are on file in the clerk's office.

Highway - Superintendent Heveland spoke in regards to the 284 process.

It is noted that these forms are generally done at the reorganizational meeting and signed at the beginning of the year. It can be amended after the reorganizational meeting. After discussion Will was instructed that he would have to submit it at the reorganizational meetings going forward.

Building & Grounds – The quote for re-keying the building came in at approximately \$1750.

Motion to approve the quote from Yel-Help of \$1753.55 for lock replacement at the Town Hall by E. Woods, seconded by Councilperson Rose Cole

Vote: 4-Ayes, 0-No, 0-abstain

Ray stated that there has only been one quote received for the roof. Four vendors were contracted regarding the boiler and only AirTemp has submitted a quote.

Library front/side porch quotes - contractors stated that they wouldn't put a price on them since they do not know "what they may find". We will have Hunt Engineering come look at the porches. We want to get them done this year.

Signage for Cemeteries – Anything Artistic quotes were the same as last year. Ray would like to have all four the same style and a brass looking (heavier duty) sign.

Roof – Hale Roofing is on state bid and have submitted a quote.

Sewer/Water –. Garbage dump still being dealt with. The person states that he can't find a way to get it cleaned up. DEC has fined the offender. We will probably have to pick it up ourselves. Fiber has been run to the well house.

Code Enforcement – Tower upgrades – permits paid for. Following up on upgrades. Tent at Tioga Downs for weddings – this will become a permanent structure. Follow-up on a few residential permits.

Historian - Kem Hart-Baker had many questions and concerns regarding this museum resolution. It was reiterated that this information was previously conveyed to Historian Baker in a recent meeting with herself, legal counsel, and the town board.

Library - Kick off planning is going well. July 13th reading program starts. Twenty five (25) kids are signed up for the programs.

New Business:

A. Resolution 6-2024 –Resolution Adopting the Town of Nichols Social Media and Website Policy
WHEREAS, the Town of Nichols desires to provide guidelines for the establishment and use of social media and websites by the Town of Nichols; and
WHEREAS, the Town of Nichols seeks to adopt a Social Media and Website Policy, which is attached hereto as Exhibit A.
NOW, THEREFORE BE IT RESOLVED that upon motion of Supervisor Esther Woods and seconded by Councilperson Rose Cole that the Town Board of the Town of Nichols hereby formally adopts the attached Social Media and Website Policy as set forth hereinabove; and be it further
RESOLVED that this resolution will take effect immediately.

Roll Call Vote:

Supervisor Esther Woods	Aye
Brenda Fay-Pelotte	Aye
Roseann Cole	Aye
Jonathan Ladd Yost	Aye

B. Resolution 7-2024 - A RESOLUTION AUTHORIZING THE TEMPORARY DISPLAY OF HISTORIC MATERIALS

WHEREAS, pursuant to Town Law §64(17-a), the Town Board “may provide for the preservation and protection of places, buildings, works of art and other objects having a special character or aesthetic interest” and, pursuant to Cultural Affairs Law, § 57.07(1), the Town Board may expend money for historical purposes; and

WHEREAS, in accordance with those statutes, the Town Board seeks to establish a Temporary Display of Historic Materials at Town-owned property known as the Carriage House at 54 E. River Road for a defined period time, as set forth herein, to honor the community during the Town’s Bicentennial Celebration; and

WHEREAS, the Town Board affirmatively states that it does not intend to establish a chartered museum under NY Arts and Cultural Affairs Law §61.05 and Education Law §255, nor does it seek to

establish a permanent display of historic materials; and

WHEREAS, the Town Board seeks the assistance and expertise of the Town Historian to help manage the Temporary Display of Historic Materials in the context of her duties pursuant to New York State Arts and Cultural Affairs Law §§ 57.07 and 57.09 to enhance the public understanding and appreciation of history through the collection, management and preservation of historical Town records; and

WHEREAS, the Town Board recognizes and appreciates the efforts of the Town Historian to display and promote materials of historical significance to our community; and

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Nichols hereby determines as follows:

1. Establishment of a Temporary Display of Historic Materials: Pursuant to Town Law §64 (17-a) and Cultural Affairs Law § 57.07(1), the Town Board hereby establishes a Temporary Display of Historic Materials at Town-owned property known as the Carriage House at 54 E. River Road in order to promote the history and heritage of the Nichols community during the Town's Bicentennial Celebration; and
2. Timeframe: The Temporary Display of Historic Materials established pursuant to this Resolution shall commence upon the effective date of this Resolution and shall terminate on November 30, 2024; and
3. Materials on Display: The following standards shall apply to the Temporary Display of Historic Materials:
 - a. The Temporary Display of Historic Materials authorized herein shall include only those materials already acquired by the Town Historian, which are under her current care and custody housed at the Carriage House at 54 E. River Road, as of the effective date of this Resolution. No new historic materials shall be added to the Temporary Display of Historic Materials following the adoption of this Resolution.
 - b. Only those materials having historical significance to the Town of Nichols shall be on display. The Historian shall determine whether items have historical significance, utilizing standards established by the Town Board.
 - c. The display shall be open to the public on Tuesdays and Wednesdays from 9:00 a.m. to 1:00 p.m., or by appointment, provided that appropriate staffing and security is available.
4. Inventory: The Historian shall, as soon as practicable and no less than 30 days following the adoption of this Resolution, furnish the Town Board with an inventory of each item under her custody, containing:
 - a. A description of the item and its historical significance,
 - b. Identification of ownership, and
 - c. Whether the item was donated or is on loan, and the duration of the loan.
5. Insurance and Liability: The Town shall ensure the maintenance of adequate insurance coverage related to the possession and display of historic materials on Town property.
6. Website and Public Communication: The following standards shall apply to the Town website and public communications:
 - a. The Town Historian may take steps to promote the Temporary Display of Historic Materials, as authorized by the Town Board, in honor of the Town's Bicentennial Celebration.
 - b. The Town, Town Officials, and the Town website shall not present or imply that the Town operates a "museum" established under the Education Law and overseen by

the Board of Regents, but rather an authorized Temporary Display of Historic Materials on Town property subject to Town Board oversight.

7. Arrangements Prior to and Following the Town’s Bicentennial Celebration: Prior to and following the Town’s Bicentennial Celebration on September 2, 2024, the Historian shall make arrangements for the closure of the Temporary Display of Historic Materials in accordance with the following procedures:
- a. Prior to September 2, 2024, the Historian shall arrange for the return of all historic items on loan to the Town. These items shall be returned to the owner(s) between September 3, 2024 and November 30, 2024, with all returns documented on a form approved by the Town Board.
 - b. With respect to historic items that were donated to the Town, prior to September 2, 2024 the Historian shall assess whether there are any appropriate non-profit historical societies, similar organizations, or government entities capable of taking ownership or possession, and upholding historic preservation principals. After September 2, 2024, the Historian will provide the Town Board with a list of donated items and appropriate entities. Thereafter, the Town Board shall determine, by Resolution, whether and how to donate, transfer possession, or dispose of said items.
 - c. No historic items shall be donated, transferred or disposed of until a Town Board Resolution is adopted authorizing such action. Until then, the items shall be retained by the Town for safekeeping. Before any action, the Town must make a reasonable attempt to contact the owner to inquire if they want the items returned.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption.

Roll Call Vote:

Supervisor Esther Woods	Aye
Brenda Fay-Pelotte	Aye
Roseann Cole	Aye
J. Ladd Yost	Aye

C. Resolution 8-2024 A RESOLUTION AUTHORIZING SIGNING THE AMENDMENT TO LICENSE ISSUING AGENT AGREEMENT

WHEREAS, Town of Nichols and NYS Department of Environmental Conservation (hereinafter referred to as the “Department”) entered into a prior License Issuing Agent Agreement which is now desired to be amended; and

WHEREAS, a change in Department Laws, rules, or regulations is anticipated that will change the format and delivery of sporting licenses that will prevent the need for the Department provided license issuing equipment and the associated support and supplies; and

WHEREAS, the License Issuing Agent Agreement provides for amending the License Issuing Agent Agreement in Article 14. Contract Amendment; and

WHEREAS, The Town of Nichols Board has read the agreement and has given the License Issuing Agent the authority to sign said amendment with the NYS Department of Environmental Conservation, and

NOW THEREFORE upon a motion of Council Member Ladd Yost, seconded by Rose Cole carried; it is hereby

RESOLVED that the Town of Nichols Board does hereby authorize the Town Clerk to sign the

amendment with NYS Department of Environmental Conservation adopted by the following roll call vote:

Supervisor Esther Woods	<u>Aye</u>
Deputy Supervisor Brenda Fay-Pelotte	<u>Aye</u>
Council Member Roseann Cole	<u>Aye</u>
Council Member Jonathan Ladd Yost	<u>Aye</u>

Dated: June 25, 2024

D. 2025 Health Insurance Rates – Supervisor Woods stated that the rates for health insurance will increase for 2025.

E. Class A Cleaning - A motion to approve the increased/additional cleaning services as quoted by Class a Cleaning.

Vote: 4-Ayes, 0-No, 0-abstain

F. Kirby Park Flagpole- A motion to approve the painting of the flag pole at Kirby Park

Vote: 4-Ayes, 0-No, 0-abstain

G. Emergency Preparedness Event – This event is scheduled for October 19th. The town will need to cover the cost of the room at the Nichols fire department and provide a certificate of insurance.

Old Business:

1. Additional Cameras for Town Hall – A motion to approve the quote for 5 additional cameras for the town hall totaling \$9,378.48 by Supervisor Esther Woods and seconded by Councilperson Rose Cole.

Vote: 4-Ayes, 0-No, 0-abstain

2. Depot Road – Wrapping things up on this project.

3. FEMA Properties – All approved and demolition will start.

4. 5-Year Plan – A work session scheduled for July 31st @ 6pm.

A motion to approve vouchers and pay bills by Councilperson Rose Cole, seconded by L. Yost

General \$ 52,546.10

Highway \$18,064.37

S/W \$1,645.02

Library \$9,273.85

Vote: 4-Ayes, 0-No, 0-abstain

A motion to adjourn at 7:45 pm by Supervisor Esther Woods, seconded by Councilperson Rose Cole.

All in favor

Respectfully_Submitted,
Marcy Hill