

**TOWN OF GRANBY  
TOWN BOARD MEETING  
JANUARY 12, 2022  
7:00 P.M.**

**CALL TO ORDER**

Supervisor Snow, Jr. called the meeting to order at 7:02 P.M. leading those present in the Salute to the Flag. Present for the **roll call** were Supervisor John Snow, Jr., Councilors Rodney DeLong, Sandra Farrands, Marianne Ingerson and Irene Wiestner. Highway Superintendent Dan Duncan and Planning Board Chairperson Jane Crego were also present. There were no residents in attendance.

Councilor Farrands made a motion, seconded by Councilor DeLong to dispense with the reading of the minutes of the previous meetings and accept them as written, all were in favor, none opposed.

**PUBLIC COMMENT - NONE**

**COMMUNICATIONS AND ANNOUNCEMENTS**

New York State Tug Hill Commission will be holding its 31<sup>st</sup> Annual Local Government Conference.

The New York State Department of Ag and Markets December 23<sup>rd</sup>, 2021 inspection of the Dog Control Officer came back as satisfactory.

The Association of Towns 2022 Training School in New York City has been changed to virtual this year.

The Town Board has received a letter from the Planning Board regarding proposed regulations for wireless communications facilities.

Code Enforcement Recommendations for a new fee schedule has been given to the Town Board for their review.

We have received notice from the Department of State that we will receive \$50,000.00 from our grant application for the Smart Growth Comprehensive Planning Program.

Supervisor Snow, Jr. has given the Town Board a publication from the Comptroller's Office "Information for Town Officials" as a reference tool.

## REPORTS FROM DEPARTMENTS

**Supervisor** – The constabulary with the NYS Division of Criminal Justice Services has been recertified. Employment records were reviewed and all training requirements were met. DCJS approved the recertification.

The Code Enforcement Officers' certification status was reviewed. As of December 27<sup>th</sup>, CEO Hanford and CEO Dusharm are active with the New York State Department of State.

A high impact action item for the Clean Energy Communities Program through NYSERDA was completed on December 20<sup>th</sup>, 2021. We completed the Advanced Reporting for our benchmarking requirements and our website has been updated accordingly.

At the Oswego County Shared Services Panel meeting held on December 29<sup>th</sup>, 2021, the members present unanimously approved the addition of the Chase Road water project to the list of shared services projects. The Mayor of Fulton was not present, but has since followed up by email.

The LWRP grant application was not approved. Supervisor Snow, Jr. attended a debriefing with DOS which went well. They were very excited about our project. The applicants that were awarded the grant were implantation projects, as the focus was trying to improve the economy. Our application was for planning. We were advised to resubmit this year. Supervisor Snow, Jr. contacted KL Consulting Services and Miller Engineering, and are modifying our original application to get it ready for the CFA round to open in the summer.

All roads in Water Service Area 7 have been approved by OCWA. Residents need to apply for a Town of Granby water permit application before contacting OCWA for a meter installation.

First quarter report for MWBE compliance was completed and submitted.

NY-45 and IRS-941 reporting was completed for the fourth quarter of 2021.

Supervisor Snow, Jr., reported that we are nearing substantial completion of WSA7.

We are finishing up the required documentation for our application to the USDA RD for the new town hall project. The closing on the Pioneer property is January 21, 2022.

The books have been closed for 2021. Work will begin on the Annual Update Document. W2 and 1099 processing will begin soon.

Supervisor Snow, Jr. will be meeting with our insurance agent to review policy changes.

We have been assigned a claims adjuster to assess the wind damage to the salt dome.

KN95 masks are available for residents to pick up during office hours. We do not know if/when we will be getting at home testing kits.

**Town Clerk/Tax Collector** – Total revenue for December was \$5,784.15. A check in the amount of \$57.00 was sent to the NYS Department of Ag & Markets for the spay/neuter program. A check in the amount of \$22.50 was sent to the NYS Department of Health for marriage licenses and a check in the amount of \$5,704.65 was given to the Supervisor for local shares. The first week of tax collection has been busy. We have collected a total of \$629,712.93 and given a check to the Supervisor in the amount of \$184,317.00 for Water Service Area 7.

**Dog Control Officer** – No dogs were picked up in December. Fourteen notices of unlicensed dogs were issued. The Annual USDA inspection was done on December 23<sup>rd</sup>. It was recommended that we replace the existing dog crate that has been damaged and is rusting.

**Highway Superintendent** – They have been busy plowing and fixing signs. They will be checking reflective signs during the night shift which will start next week. They have been working on the trucks. The Gradeall is still not working.

**Planning Board** – Owners of Bilou are retiring and the son is taking over. He will be coming before the Planning Board to ask what they need to do.

## **MOTIONS AND RESOLUTIONS**

Supervisor Snow, Jr. is proposing to eliminate the part time Court Clerk position. One of the Justice's dismissed their clerk and Supervisor Snow, Jr. would like to amend the Budget to defund the position and give the current clerk up to 40 hours. He would also like to use funds for equipment upgrades and put the remainder in contingency. This would allow the position to be reinstated if needed.

Supervisor Snow, Jr. made a motion, seconded by Councilor DeLong to approve the budget amendments as proposed by Supervisor Snow, Jr., all were in favor, none opposed.

A.1110.100 decrease by \$18,992.00	A.1110.800 decrease by \$13,358.00
A.1220.400 increase by \$10,000.00	A.8020.200 increase by \$ 500.00
A.8010.200 increase by \$ 500.00	A.1340.200 increase by \$ 1,500.00
A.1991.400 increase by \$19,850.00	

Supervisor Snow, Jr. made a motion, seconded by Councilor DeLong to set a Public Hearing on January 26<sup>th</sup>, 2022 at 6:00 P.M. to start the process to remove Zoning Board of Appeals Member Thomas Thompson for not meeting training and attendance requirements, all were in favor, none opposed.

Supervisor Snow, Jr. made a motion, seconded by Councilor Ingerson to approve the RFP specs and authorize the Town Clerk to advertise for fuel bids, all were in favor, none opposed.

Councilor DeLong made a motion, seconded by Councilor Ingerson to approve the Insurance Review Correction Plan, all were in favor, none opposed.

Councilor Wiestner made a motion, seconded by Councilor Ingerson to set the wage for seasonal employees at \$17.00 per hour to begin the first day of the next pay period, January 16, 2022, all were in favor, none opposed.

### **PAYMENT OF TOWN BILLS**

Councilor Farrands made a motion, seconded by Councilor DeLong to pay the Town bills as audited on Abstract #1, all were in favor, none opposed.

General Fund	\$11,893.85	Highway Fund	\$12,446.68
Capital Projects	\$ 528.50	SW Fund	\$ 6,722.81

### **ITEMS FOR WORK SESSION**

Audit of Supervisor's and Town Clerk's books	Public Hearing – Thompson
Wireless	Attorney for the Town
Codes Fees	

### **EXECUTIVE SESSION**

Supervisor Snow, Jr. made a motion, seconded by Councilor Farrands to enter into Executive Session to discuss litigation and potential lawsuits to include the Town Clerk, Highway Superintendent and the Planning Board Chairperson.

The Board entered into Executive Session at 8:35 P.M.

Supervisor Snow, Jr. made a motion, seconded by Councilor Farrands to reconvene the meeting, all were in favor, none opposed.

The meeting was reconvened at 9:08 P.M.

There was no action taken in Executive Session.

Councilor DeLong made a motion, seconded by Councilor Wiestner to enter into Executive Session to discuss personnel performance to include the Town Clerk and the Highway Superintendent, all were in favor, none oppose.

The Board entered into Executive session at 9:09 P.M.

Councilor DeLong made a motion, seconded by Councilor Farrands to reconvene the meeting, all were in favor, none opposed.

The meeting was reconvened at 9:16 P.M.

There was no action taken in Executive Session.

### **ADJOURNMENT**

Councilor DeLong made a motion, seconded by Councilor Farrands to adjourn the meeting.

Meeting adjourned at 9:16 P.M.