

# TOWN OF WAYNE BOARD MEETING MINUTES June 9, 2020

The June monthly meeting commenced at 6:35 PM with the Pledge of Allegiance. The meeting was conducted remotely via Zoom Video Conferencing with Town Board members and Town Clerk participating from the Town Hall.

Present: Supervisor Dunbar  
Councilperson Kenyon  
Councilperson Haff  
Councilperson Freeman  
Councilperson Walton  
Town Clerk Mahr

Other identified participants were: Doug & Megan Howard, Chris Curry, Karen Doucette, Dave Harman, Marilyn Robbins, Erin McCann and Peter Schnorr.

## **Approval of Minutes**

The May 12th Board Minutes were reviewed. Motion to approve the minutes was made by Councilperson Haff, seconded by Councilperson Freeman with all in favor.

## **Supervisors Report**

Supervisor Dunbar discussed the following business issues:

1. Covid -19 Update – Supervisor Dunbar reviewed that year to date the town has received \$20,000 of the budgeted \$30,000 in sales tax revenue. In addition, the Town has received \$23,000 in mortgage tax revenues. State aid will most likely be lost. The Town Hall remains mostly closed to the public. It will be open for appointments and walk-ins. Public meetings will continue to be a hybrid combination of Zoom conferencing and minimal participants at Town Hall.
2. Mowing RFQ – Precision Painting has been selected for the new lawn mowing service. The arrangement will not be set up as a contract.
3. Compost Site – Ashley Baker has agreed to open and close compost site. A second camera is being installed to assist with monitoring. The site will be open on Fridays and Saturdays from 9AM to 4PM. Plan is to open the site Wednesday and Thursday.
4. Union Negotiation- Supervisor Dunbar briefly discussed the tentative agreement reached between the Town and the union for the highway workers. More details would be discussed in an executive session to be held at the end of the meeting. Councilperson Haff objected to having a meeting to discuss the details of the Union contract because the Board just received the agreement documentation less than (2) days ago. Supervisor Dunbar responded the Board had an obligation to discuss the tentative agreement, according to the Taylor Law, and to respond within a short period

of time to avoid any legal issues. Supervisor Dunbar made a motion to go into Executive Session at the end of the board meeting, seconded by Councilperson Freeman. The voting was as follows:

1. Councilperson Kenyon Yes
2. Councilperson Freeman Yes
3. Councilperson Haff No
4. Councilperson Walton Yes
5. Supervisor Dunbar Yes

5. Hydro Plant- Supervisor Dunbar requested a special board meeting be held on June 25<sup>th</sup> at 6:00PM to discuss the Hydro Plant donation letter he received.
6. Payroll - Supervisor Dunbar reviewed the published payroll schedule.
7. Supervisor's Financial Report- The Supervisor's Report was reviewed in detail. Councilperson Haff questioned why there were numerous negative balances in the detail expenditure report. Supervisor Dunbar said he had not yet had a chance to process the Budget modifications approved in the March and April meetings. It was an involved process which he is still learning and planned to have it done by the July meeting. Councilperson Freeman asked about the status of the possible audit. Supervisor Dunbar responded State Comptroller's Office saw no need for an audit at this time because "The Town was not interesting enough". Councilperson Haff asked about status of preparing list of prepays which was discussed in May's meeting. Supervisor Dunbar said he has not had the chance to develop a preliminary list yet. Councilperson Haff inquired about further development of a Town procurement policy and a Property Maintenance law. Both items will be added to the July meeting agenda. Councilperson Freeman asked about having boat stewards at the boat launch for the 4<sup>th</sup> of July holiday. Supervisor Dunbar responded he would review and the next Kwik meeting.

Motion was made by Councilperson Haff to approve the Supervisor's Report, seconded by Councilperson Walton with all in favor.

### **Clerks Report**

The Clerk's monthly report for June 2020 was presented with no discussion. Motion to approve the Clerk's Report was made by Councilperson Haff and seconded by Councilperson Walton with all in favor.

Abstract 6 Vouchers submitted were broken down by:

- |                   |                    |              |
|-------------------|--------------------|--------------|
| • General Account | Vouchers 122 - 143 | \$ 23,043.33 |
| • Highway Account | Vouchers 59 - 68   | \$ 15,543.76 |

Abstract 6 vouchers were discussed. Councilperson Haff questioned the number of Spectrum bills. Supervisor Dunbar stated he was in the process of consolidating them. Councilperson Haff further inquired about the back-up required for prepaying bills.

Councilperson Freeman noted there was no voucher for Chris Curry for doing Town cleaning. Supervisor Dunbar informed the Board that he added Chris Curry to the payroll because of IRS requirements. Following a lengthy discussion on Supervisor initiated legal expenses the Board agreed to approve the vouchers subject to the development of procurement policy particularly with the incurring of attorney fees. The vote was as follows:

1. Councilperson Kenyon Yes
2. Councilperson Freeman Yes
3. Councilperson Haff Yes
4. Councilperson Walton Yes
5. Supervisor Dunbar Yes

### **Tax Update**

Clerk Mahr stated that due to the receipt of payment late in May, but post marked April 30, 2020 the final tax report will be reviewed at the July Board Meeting.

### **Budget Modification**

Clerk Mahr reviewed the Town of Wayne 2020 Resolution No. 5 for a Budget Modification request to increase Clerk Travel and fees for the Board of Assessment Review from monies budgeted in Special Items Contingent . Motion was made by Councilperson Haff and seconded by Councilperson Kenyon. The voting was as follows:

1. Councilperson Kenyon Yes
2. Councilperson Freeman Yes
3. Councilperson Haff Yes
4. Councilperson Walton Yes
5. Supervisor Dunbar Yes

### **Justice Report**

Reports were submitted for March, April and May. Supervisor Dunbar needs to set up a cash flow meeting with Judge Freeman.

### **Assessor**

Over 40 residents participated in the Board of Assessment Review on May 27<sup>th</sup>. Over 200 stipulations were made. Final letters are currently being sent out.

### **Highway Superintendent Report**

Highway Superintendent Doug Howard discussed journal activities for the month of April primarily with regards to road sweeps. 695.7 gallons of fuel was used. The first phase of the Coryell road project has started. Other expenses incurred in the month were for driveway pipe replacement, tractor repairs, road patching and mowing road sides. Superintendent Howard added the Coryell Road project will be a very large in scope and will not be completed this year. Councilperson Haff asked about the windshield repair voucher. Supervisor Dunbar is to review to see if there is insurance coverage for the expense. Superintendent Howard also has called to cancel the rental on the porta john at the compost site but it has not been removed.

### **Code & Zoning Officer**

Review of monthly report was presented with no discussion. Follow up on a draft of a property maintenance local law still needs to be addressed.

The Zoning Board Meeting minutes from November and the Planning Board meeting minutes from January have been approved.

### **Watershed**

No report.

### **Dog Control Officer**

The monthly report was reviewed with no discussion. The Rabies Clinic for June will be rescheduled once action plan is approved by Board of Health. Tentative date is July 9<sup>th</sup> from 5:00 to 7:00 PM. Dog Control Officer Howard is still waiting for feedback on the updated proposed Dog Laws for the Town.

### **History**

No monthly report.

### **Web Statistics**

Review of monthly report was presented with no discussion.

### **New Business**

Clerk Mahr reviewed a thank you letter the Town received from the Fred & Harriett Taylor Memorial Library thanking the Town for their library donation.

Clerk Mahr also reviewed a proposal from Marble Glass for plexiglass for the Town Hall.

A reschedule date for the Town cleanup day needs to be determined.

Supervisor Dunbar gave a brief update on the cell tower project. Horvath has exercised its option on the contract and construction should begin soon.

### **Public Comments**

Mr. Peter Schnorr asked if the Board Members what documents would be made available in the special Board meeting on June 25<sup>th</sup> and would the discussion be centered around what could and couldn't be done with the property. The Board members said there was nothing new to report since the last monthly meeting aside from they have received a formal donation letter from a potential benefactor. There has been no update from NYSEG.

Mr. Dave Harman asked if the letter he and his wife submitted would be part of the public record and is there any documentation regarding the Town purchasing the hydroplant is available at this time. The Board responded the project is its very initial stages. Supervisor Dunbar stated the Board had just received a draft of a donation letter which will be discussed in the June 25<sup>th</sup> meeting.

### **Executive Session**

At 8:59 Supervisor Dunbar made a motion that the Board move into Executive Session to discuss the proposed union contract. Councilperson Freeman seconded the motion.

At 9:35 Councilperson Walton made a motion, seconded by Councilperson Haff, to come out of Executive Session with the following action item:

The board would reconvene at a Special Board Meeting on June 18<sup>th</sup> with an Executive Session to further analyze the tentative union agreement.

## **Announcements**

The next Town Board Meeting will be on Tuesday July 14, 2020

## **Adjourn**

A motion to adjourn the Town Board meeting was made by Councilperson Kenyon and seconded by Councilperson Haff with all in favor.

Meeting adjourned at 9:37 PM.

Respectfully Submitted,

William Mahr Town Clerk  
June 9, 2020