

PITTSFIELD TOWN BOARD MEETING AGENDA

JUNE 15, 2023

Call to order: 6:30 p.m. Pledge: Led by Shelby Wing

Roll Call:

**Shelby Wing-Supervisor: Present** **Kelly York-Councilman: Present**

**AJ Digsby-Councilman: Present** **Jeff Galley-Councilman: Present**

**Liam Keyes-Councilman: Present**

Others Present: Terron Muller (Town Clerk), Sandy Clapperton (Deputy Town Clerk), James Wing (Highway Superintendent), Charles Koop, Jerry Madsen, Clifford C. Tice, Justin Weidman, Kaylee Weidman, Gary Carson - Town Justice

**Community members concerns and statements.**

Carl Tice introduced himself. He is on the ballot for Town Councilman.

A resident asked if additional work is being done on Camp Road and Jim stated that they still had to seal and curb the road. The resident continued to voice his concerns. AJ Digsby stopped one night after work, when it was raining, to watch the water to see where it was going. It ran down the road going to a different residence. AJ stated that it ran to the right and there shouldn't be an issue with that resident's property. The resident also feels that the road has been moved over towards his property. The property was surveyed previously, and the town has not crossed the survey marker.

**Assessor – Sheri Falcone**

The public meeting regarding the revaluation was held at the Pittsfield Fire house on June 1<sup>st</sup> with 28 people in attendance. The meeting held on May 31<sup>st</sup> at the Edmeston School had 57 people in attendance.

Our current equalization dropped to 45 and is still the 4<sup>th</sup> lowest in the county. We need the revaluation.

We still need Board of Assessment members for 2024. It was explained that if people have an issue with the revaluation numbers, then they take it to the assessment board. Currently we do not have an assessment board. If we don't have an assessment board the county will have to step in.

If anyone is interested in being a part of the assessment board, there is an on-line course to take and show up to grievance day.

Grievance day was held on Tuesday, May 30<sup>th</sup> with no grievances.

**Ambulance**

Review of the updated contract. And it was accepted.

**Resolution # 26** - Accepted proposed ambulance contract in the amount of \$7500 to be effective from July 1<sup>st</sup> – December 31, 2023.

Motion: Jeff Galley

Seconded: AJ Digsby

Carried: 5/0/0

**Fire Department – Chief, Tim Lidell**

No report submitted. We still haven't gotten any information on who would benefit from the 10% tax cut for fire department members residing in Pittsfield.

**Justice – Gary Carson**

No updates from Gary.

Justice Carson's furniture has been ordered and will be arriving by the end of June and then that grant can be closed.

We are in the process of closing the bank account of prior Judge Bill Curto. The Honorable Donna Yerdon is assisting us. The amount of \$1361.02 remains in Judge Curto's account. Gary Carson stated it is at a standstill.

### **Grants – Liam Keyes**

Liam presented an updated Comprehensive plan to the board. It's a simple plan and he is looking for the community's input. This is not about zoning. It helps direct local laws. A questionnaire was put on the web site, and no one complained. It basically tells the world that this is Pittsfield, and this is what our plans are. Eventually we will hold a Town hearing and if no one shows up, we will go forward with this. The board will review and discuss at the next meeting.

Liam is applying for a grant to help with the costs of mailing out the Comprehensive plan and possibly a part-time person to help with this which is budgeted. Possibly send out a mailing in August and then invite the community to a forum.

### **Historical Society**

No report submitted.

### **Planning Board – Jim Austin**

No report submitted.

It was suggested that we should get written communication from the planning board meetings. All members should complete their training which is on-line.

There is a small subdivision on Crawford Lane. Same owners, just want two (2) parcels. And another subdivision.

### **Transfer Station – Jeff Galley**

Working with the State Comptroller on the annual report. According to our files, the transfer station is an official joint activity with the Town of Burlington. There was no Board resolution made. The Town of Burlington will say they are no longer a part of the Joint Activity with the Town of Pittsfield. The town will pass a resolution to dissolve the Pittsfield/Burlington Transfer Station.

**Resolution # 27** - to remove the Town of Burlington from joint activity in regard to the Pittsfield transfer station.

Motion: Jeff Galley

Seconded: AJ Digsby

Carried: 5/0/0

The next white goods day will be held on September 30, 2023.

### **County Rep – Jerry Madsen**

Jerry stated that the County has accepted a fuel bid from Buell and wanted to pass on this information. We have already accepted our fuel bid with Brodel.

Roy Lawfield of the Army Corp of Engineers is a source for DEC permits if needed.

Jerry touched on the Solar Field issues within his district. He will get us more information regarding this from the County.

### **Animal Control – Julie Polulech**

Shelby touched base with her last week. There was a dog hit and was surrendered to the SPCA.

### **Town Clerks/Tax Collector – Terron Muller, Sandra Clapperton, Trainee**

Training is going well. On May 25, 2023 the taxes were delivered to Otsego County Treasurers office to

close them out for the season. The petty cash was closed out for taxes. It was brought up to increase the Clerks petty cash from \$60.00 to \$100.00.

**Resolution # 28** – To increase the Town Clerk petty cash to \$100.00.

Motion: Kelly York                      Seconded: AJ Digsby                      Carried: 5/0/0

**Highway Department** – Pecktown Store Road was paved. They are working on Camp Road. They are also busy digging ditches, cutting shoulders and putting in pipes. The CHIP numbers are good. They came in at \$224,000 and we budgeted \$205,000.

They started on the FEMA project on Cobb Road.

**Financials –**

\$100,000 was transferred from the General fund into the NYCLASS and \$1,000,000 from the Highway fund to the NYCLASS. Our current rate is 4.8%. We have made over \$1,000 in interest for the General fund and \$11,000 in interest for the Highway fund.

The funds for the recreation and unemployment accounts have not been utilized for years. There is no record that they are a legally established reserve. We would like to dissolve these funds and place them into the General fund.

A question was brought up regarding a Rabies Clinic. All bordering towns have them. Shelby will check to see if we can get on next year's schedule.

The (CD) Special Grant fund was last used in 2020. This will be housed withing the General or Highway Town Wide funds.

**Other Business:**

The IRS update with the 2020 filings of the W2's. Terron has worked very diligently with getting the numbers. She has spoken with the IRS about what we are doing, and it appears that the 4<sup>th</sup> quarter 941's, W2's, W3's forms were not filed with the Federal Government. It does look like some money was deposited but she cannot find proof.

Terron suggested that according to her report, \$12,400 needs to be sent into the IRS. Since we aren't sure if any portion was sent, we will go ahead and submit the paperwork and check. If we are short the \$12,400 then we will have to pay more.

**Resolution #29** - Pay the IRS \$12,400 for back payments for 941's, W2's, and W3's for the year 2020.

Motion: Jeff Galley                      Seconded: Liam Keyes                      Carried: 5/0/0

**2023 elections:**

Open positions:

2 council positions

Highway superintendent

County Representative

Town Supervisor

Town Justice

Four are running for two positions for Town Council.

**Approval of vouchers for June, 2023**

**General Fund in the amount of \$11,525.25**

**Highway department in the amount of \$61,710.20**

**Transfer station in the amount of \$23,436.51**

Motion: Liam Keyes                      Seconded: Jeff Galley                      Carried 5/0/0

**Approval of board meeting minutes of April, 2023**

Motion: Liam Keyes                      Seconded: AJ Digsby                      Carried 5/0/0

Other concerns, questions or comments?

Terron's resignation letter. Has to be submitted to the Board of Elections and the Secretary of State.

**Resolution #30** - Accepting the resignation of the current Town Clerk, Terron Muller. as of June 30, 2023.

Motion: Jeff                                      Seconded: Liam                                      Carried: 5/0/0

**Resolution #31** – The appointment of Sandra Clapperton to be Town Clerk/Collector as of July 1<sup>st</sup>, 2023 to replace Terron Muller

Motion: AJ Digsby                      Seconded: Kelly York                      Carried: 5/0/0

**Resolution # 32** - Appointment of Terron Muller as Deputy Town Clerk effective July 1, 2023.

Motion: Jeff Galley                                      Seconded: Liam Keyes                      Carried: 5/0/0

**At 7:31 p.m.** A motion was made by Shelby Wing to go into Executive Session to speak with the board regarding a personnel issue and a legal issue. The Board returned at **7:33 p.m.**

Motion: Shelby Wing                      Seconded: Kelly York                      Carried 5/0/0

**No motions or resolutions were made during the executive session.**

**Adjourn Meeting: 7:35 p.m.**

Motion: Jeff Galley                      Seconded: AJ Digsby                      Carried 5/0/0

**The next board meeting will be held on Tuesday, July 11, 2023 at 6:30**

Minutes of June 15, 2023, Board Meeting were taken and typed by Sandra Clapperton, Deputy Town Clerk