

The Town Board Meeting for the Town of Addison was held on Tuesday, January 16, 2024, 7:00pm at the Town Hall. The following people were present:

Supervisor	Jack Thompson
Council Member	Alice Weale - absent
Council Member	John Lyons
Council Member	David Miller
Council Member	Joseph Trappler
Attorney	Craig Patrick - absent
Town Clerk	Robin Carr
Assessor	Teresa Lyons
Hwy Superintendent	Kenny Peoples, Jr
Bookkeeper	Betty Machuga

Hope Trappler	Shannon Jayne	Michael Trappler	Teresa Fethers
Kristina Mujica	Bridget Burke	Brandon Conklin	

Supervisor Thompson called the meeting to order at 7:00pm asking all to stand for the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC: None

APPROVE MINUTES:

- a. Motion by Council Member Trappler, seconded by Council Member Lyons, to approve the December 18, 2023 minutes as written.
Ayes: Thompson, Lyons, Miller, and Trappler
Noes: None
- b. Motion by Council Member Trappler, seconded by Council Member Miller, to approve the January 2, 2024 minutes as amended.
Ayes: Thompson, Lyons, Miller, and Trappler
Noes: None

ORGANIZATION APPOINTMENTS: Highway Superintendent Peoples appointed Michael J. Trappler as Deputy Highway Superintendent, to be paid on an “as needed” basis.

DEPARTMENT HEAD REPORTS:

a. Assessor – Working on exemption. Issues at the County with tax bills being mailed out due to 2 towns not turning in their Budgets on time. Contractor that mailed the bills had issues resulting in bills being mailed out in 3 batches. Town Clerk mentioned that numerous tax payers calling in to get a copy because they haven’t received them yet.

b. Hwy Superintendent – Highway Superintendent submitted the Town Barn Inventory Report to the Town Clerk. Plowed and sanded multiple times, mowed brush along John Rial Road, worked on the Dodge spreader issues, cut fallen trees out of the roadway on Gosper and Fred Rial roads, mixed sand and salt, measured roads for the Road Agreement. Met with Dave from Cook Brothers for quote on filters for the equipment. Ed Soporowski assisting with plowing on Miller Hill, Crawley and Roush roads because the Dodge is still not working. Supervisor Thompson noted that the only highway worker, Kevin Clark is off work, will be out for an extended period. Highway Superintendent currently working by himself, Supervisor commended him for his dedication.

c. Town Clerk, Town Justice, DCO and Bookkeepers reports were read as submitted. Town Clerk noted that there were currently 21 expired dog licenses. Also noted that the Dog Control Officer has

issued 13 Appearance tickets. Bookkeeper reported the following collections: Justice - \$200.00, Town Clerk – \$149.00, Steuben County 3rd Qtr. TDP payout - \$20.25, Steuben County Mortgage Tax - \$4839.63, CHIPS payment - \$43,317.21 and Tax Collector - \$100,000.

OLD BUSINESS: None.

NEW BUSINESS:

- a. Bookkeeper Consultant Position – Subaccount created under the Bookkeeper, title will be Bookkeeper Consultant working on Budget Matters.
- b. Recommended Budget Transfer:

\$ 8,400.00 from A1340.4 (Budget Officer) to A1220.12b (Bookkeeper Cons.)

Motion by Council Member Trappler, seconded by Council Member Miller to approve the recommended budget transfer as presented.

Ayes: Thompson, Lyons, Miller and Trappler

Noes: None

- c. Highway Superintendent Compensation – Noted that the Superintendent’s Salary is set at \$45,000 annually and he has opted out of the Insurance and will receive \$8,000, for total compensation of \$53,000. Highway Superintendent understands that he will have to make this decision annually prior to Open Season.
- d. Annual Review of Court, Bookkeeper and Town Clerk Records per Town Law, Article XI, §4-45a. Town Clerk Records available for review. Due to unforeseen events, Court Records will be delayed. Bookkeeper working to close out 2023 and finalized W-2s and 1099 forms and will prepare records as soon as possible.
- e. 2024 Town and County Tax Levy – Town clerk has received the warrant to collect taxes and noted that the required Public Notice had been published in the Addison Post for two consecutive weeks as required by law. Restated that there was an issue with mailing of tax bills and anyone not in receipt of their bill should contact his office for a copy.
- f. Official Undertaking – Motion by Council Member Trappler, seconded by Council Member Lyons, to approve **Resolution #2 of 2024** that authorization be given to approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prepared for the Town of Addison.
Ayes: Thompson, Lyons, Miller and Trappler
Noes: None
- g. Eastern Security Services – Board considered the proposal to upgrade the security system but decided to keep the current system.
- h. Laptop computer for the Bookkeeper – Budgeted for a new laptop for the Bookkeeper. Motion by Council Member Trappler, seconded by Council Member Lyons, to purchase a Laptop computer for \$429.99, before discount, for the Bookkeeper.
Ayes: Thompson, Lyons, Miller and Trappler
Noes: None
- i. Senior Citizens Group Check – Bookkeeper informed the board that the \$500 check that was issued to the Senior Citizens Group last year was never cashed and they asked if we could issue another check. Motion by Council Member Trappler, seconded by Council Member Lyons, to reissue the \$500 check to the Senior Citizens Group.
Ayes: Thompson, Lyons, Miller and Trappler
Noes: None

- j. Snow Plow for the Pick/up - Highway Superintendent stated that with the Dodge (1 ton) out of service and in bad shape, he would like to purchase a Plow Blade and sander for the Pick/Up. Would eventually like to replace the Pick up and Dodge with a larger pick up with plow and sander. Supervisor will look into renting a Truck with a plow and sander for the remainder of the snow season and the Highway Superintendent will look into cost of a plow blade and sander for the pickup.
- k. Hire a Highway Worker – Highway Superintendent requested authorization to Hire a worker since Kevin will be out long term. Board members approved and will transfer funds at future meeting.

EXECUTIVE SESSION: None

COMMUNICATIONS:

- a. Even Year Elections – Gov Hochul signed legislation that changes election years from odd to even years to increase voter turnout. This does not affect Town Justices.
- b. Et cetera, annual meeting preview 2024.

OTHER BUSINESS:

Claim Numbers, General Fund Claim, Nos. 289-320, totaling \$45,079.93; General – Outside Village, Claim Nos. 312-313, totaling \$3,000.00; Highway DA Fund Claim Nos. 39-42, totaling \$11,808.98, Highway DB Fund Claim Nos. 21-22, totaling \$17,606.40, Addison Fire District, Claim No. 316, totaling \$24,250.31, Campbell Fire District Claim No. 315, totaling \$1,700.00, and Trust & Agency Claim, Nos. 29-31, totaling \$1,138, for a Grand Total of \$104,583.77. Motion by Council Member Trappler, seconded by Council Member Miller, to pay the bills in their usual manner.

Ayes: Thompson, Lyons, Miller and Trappler
Noes: None

SUPERVISOR REPORT: Motion by Council Member Lyons, seconded by Council Member Trappler, to approve the Supervisor Report for December 2023 as presented.

Ayes: Thompson, Lyons, Miller and Trappler
Noes: None

COMMENTS FROM THE PUBLIC: Council Member Miller asked that the Highway Department be given a fresh start and allow workers to use the Conference Room as a break area, providing that they keep it clean. All concurred if they keep it clean.

ADJOURNMENT: Motion by Council Member Trappler, seconded by Council Member Miller, that the meeting be adjourned at 8:07pm, the next scheduled meeting will be Tuesday, February 20, 2024, 7:00pm at the Town Hall.

Ayes: Thompson, Lyons, Miller and Trappler
Noes: None

Respectfully Submitted,

Robin Carr
Town Clerk

NEXT MEETINGS

MONTHLY MEETING: Tuesday, February 20, 2024, 7pm at the Town Hall