

The Town Board Meeting for the Town of Addison was held on Monday, November 20, 2023, 7:00pm at the Town Hall. The following people were present:

Supervisor	Jack Thompson
Council Member	Alice Weale
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	Jeff BeGell - absent
Bookkeeper	Betty Machuga

Jim Okonsky	Steve Hibbard	Jason Becker	Kristina Mujica
Bruce Vitulli	Gary Aumick	Hope Trappler	Kenny Peoples Jr.
Kayla Wagner	Jeff Allington	Stacie Miller	Charles Cagel

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

COMMENTS FROM THE PUBLIC: Town Clerk notified the Board that the Town Attorney stated that there was no exception to the law requiring all appointed officials to reside in New York State. Motion by Council Member Trappler, seconded by Council Member Weale, to cancel the Public Hearing to amend Local Law 1 of 2014.

Ayes: Thompson, Weale, Lyons, Miller, and Trappler

Noes: None

Kayla Wagner from Sprague Insurance reviewed the Town Insurance Policy with the Town Board. Charles Cagel, the new Code Enforcement Office for the Town of Addison, introduced himself. Stated all buildings 144 square feet and larger need a building permit. All applications can be done on-line or can be obtained from the Town Clerk and filed manually. All fees and instructions are available on-line. Town Clerk asked about the assessor receiving a copy of all permits which she can obtain quarterly. Steve Hibbard inquired about Gosper Road being in terrible condition, trees on Metarko property obstructing vision, the Yield sign should probably be a STOP sign, Upper side of turn needs to be fixed and think the dead Ash trees should be removed before they fall across the road. Repair of Gosper Road is being considered for 2025.

APPROVE MINUTES:

- a. Motion by Council Member Trappler, seconded by Council Member Lyons, to approve the October 16, 2023 minutes as written.

Ayes: Thompson, Weale, Lyons, Miller, and Trappler

Noes: None

- b. Motion by Council Member Lyons, seconded by Council Member Weale, to approve the October 23, 2023 minutes as written.

Ayes: Thompson, Weale, Lyons, and Miller

Noes: None

Abstain: Trappler was absent

ORGANIZATION APPOINTMENTS: None

DEPARTMENT HEAD REPORTS:

- a. Assessor – Stated December 10, 2023 was the last day to change mailing address for taxes.
- b. Hwy Superintendent – No Monthly Report, Fuel Log, Inventory Report or Shared Services Reports were submitted.
- c. Town Clerk, Town Justice, DCO and Bookkeepers reports were read as submitted. Town Clerk noted that there were currently 10 expired dog licenses. Bookkeeper reported the following collections: Justice - \$1478.00, Town Clerk – \$291.51

OLD BUSINESS: 2024 Fire Contract – Village of Addison. New contract is for \$24,259.31 and covers the period of January 1, 2024 through December 31, 2024. Motion by Council Member Trappler, seconded by Council Member Weale, to approve **Resolution #16 of 2023**, that the Town of Addison, Steuben County, New York, extend the fire protection contract with the Village of Addison and the Addison Volunteer Fire Department for the period January 1, 2024 through December 31, 2024, and that the Town Supervisor be authorized to execute such contract on behalf of the Town of Addison. Roll call taken: Thompson – YES, Weale – YES, Lyons – YES, Miller – YES, and Trappler – YES. Motion Adopted 5-0.

NEW BUSINESS:

- a. Recommended Budget Transfers:

\$ 200.00	from A1610.410 (Bldg Supply)	to	A1610.404 (Bldg Ofc Supplies)
\$ 15.00	from A5132.412 (Garage Tools)	to	A5132.407 (Garage Rental Equip)
\$ 100.00	from A5132.412 (Garage Tools)	to	A5132.408 (Garage Supplies)
\$ 300.00	from DA5132.405 (Mach Maint)	to	DA5132.403F (2013 Dump Truck)
\$ 551.55	from DA5132.403 (Mach Repair)	to	DA5132.403F (2013 Dump Truck)
\$ 1,389.65	from DA5132.401 (Mach Oil)	to	DA5132.403G (2016 Dump Truck)

Motion by Council Member Lyons, seconded by Council Member Miller to approve the recommended budget transfers as presented.

Ayes: Thompson, Weale, Lyons, and Miller

Noes: Trappler

- b. One-Time Reporting Requirement for Town Highway Departments. The NYS Advanced Clean Truck Rule (6 NYCRR Part 218) seeks to increase the number of medium and heavy duty zero emission vehicle sales. To establish a baseline dataset, Towns are required to submit vehicle report by December 1, 2023. Information is being collected to complete the report.
- c. Cyber Security Action Plan – Town Board elected to forego cyber security coverage at this time.
- d. Security System Update – Eastern Security submitted proposal to replace the current monitoring system at a cost of \$295 and a monthly monitoring fee of \$39.95. Board elected to keep the current system.
- e. CHIPS – Supervisor and Bookkeeper filed CHIPS paperwork and will receive \$43,317.21 and approximately \$80,000 will roll over to the following year. Proposed projects for next year are to Stone & Oil Tobin Road, John Rial Road, and Beeman Hollow.
- f. Battery Disconnect Switch installed/used. Supervisor Thompson and the Highway Superintendent, Jeff Begell, signed and returned the Insurance Form attesting that the 2 Dump Trucks have working battery disconnect switched installed and are being used daily.
- g. Town Ambulance – Town concerned that there is very little oversight to the money they pay the Village to operate the Ambulance. No periodic financial reports, what monies are being carried over annually, amount in the Cash Reserve Fund, if any, for future equipment/vehicle, etc. Also issue of Village no longer providing fuel after the Town paid the contract through

December 31, 2023. Considering maintaining control of the money and paying the bills/vouchers in house. Ambulance Chief will provide expenses, ambulance information, ie. Year purchased, maintenance costs, replacement costs, and Cash Reserve Balance for the Ambulance Accounts maintained by the Village of Addison.

EXECUTIVE SESSION: None

COMMUNICATIONS: Et cetera, Oct 2023 – Item of interest, training for newly elected Town Officials.

OTHER BUSINESS:

Claim Numbers, General Fund Claims, Nos. 249-272, totaling \$4,488.82; Highway DA Fund Claim No. 334, totaling \$7,022.21, Highway DB Fund Claims, No. 20, totaling \$1,573.49; Campbell Fire District Claim No. 258, totaling \$1,500.00, and Trust & Agency Claims, Nos. 25-27, totaling \$1,303.05, for a Grand Total of \$15,887.57. Motion by Council Member Miller, seconded by Supervisor Thompson, to pay the bills in their usual manner.

Ayes: Thompson, Weale, and Miller

Noes: Lyons and Trappler

Voucher received from Steuben County Soil & Water in the amount of \$8,934.29 for Lodge Road Repairs was not approved by the Board for Payment. The Agreement to spend Town Highway Funds did not include Lodge Road nor did the Highway Superintendent notify or get prior approval from the Board. Voucher to be forwarded to the Town Attorney for resolution. Motion by Supervisor Thompson, seconded by Council Member Trappler, that the Highway DA & DB accounts be frozen without Town Boards approval. Roll call taken: Thompson – YES, Weale – YES, Lyons – YES, Miller – YES, and Trappler – YES. Motion Adopted 5-0

SUPERVISOR REPORT:

- a. Motion by Council Member Trappler, seconded by Council Member Weale, to approve the Supervisor Report for September 2023 as presented.

Ayes: Thompson, Weale, Lyons, Miller and Trappler

Noes: None

- b. Motion by Council Member Trappler, seconded by Council Member Lyons, to approve the Supervisor Report for October 2023 as presented.

Ayes: Thompson, Weale, Lyons, Miller and Trappler

Noes: None

COMMENTS FROM THE PUBLIC: Steve Hibbard asked if the board could put a limit on repair costs and provide it to local vendors so they would seek board approval before completing vehicle repairs above certain limits.

ADJOURNMENT: Motion by Council Member Trappler, seconded by Council Member Weale, that the meeting be adjourned at 8:24pm, the next scheduled Town Board Meeting is Monday, December 18, 2023 7pm at the Town **Hall**.

Ayes: Thompson, Weale, Lyons, Miller and Trappler

Noes: None

Respectfully Submitted,

Robin Carr
Town Clerk

NEXT MEETINGS:
MONTHLY BOARD MEETING: Monday, December 18, 2023, 7pm at the Town Hall