

**August 19, 2020
Town of Lyme
Regular Monthly Meeting 6:30 P.M.**

Call to Order:

Supervisor Aubertine called the regular monthly meeting to order at 6:30 p.m. opening the meeting with a prayer and the Pledge of Allegiance.

Those present included Supervisor Aubertine, Deputy Supervisor Bourquin, Councilwoman Gosier, Councilman Terry Countryman, Councilman Villa, Town Clerk Ariana Henderson and Highway Superintendent Pat Weston.

Privilege of the Floor

There was no privilege of the floor.

Supervisor's Report

Supervisor Aubertine went over the Supervisor's Report with the Board. Councilman Villa stated that he believed that the Sales Tax Revenue would decrease in the 3rd quarter due to Covid-19.

Resolution 2020-88: Councilwoman Gosier made the motion to approve the July Supervisor's Monthly Financial report; Councilman Villa seconded the motion; all were in favor; motion carried.

Resolution 2020-89: Councilman Villa made the motion to approve the Budget Amendment for Highway DA to increase 51302.3 Machinery Equipment \$203,642.00 and decrease account 878 Highway Equipment Capital Reserve \$203,642.00; Councilwoman Gosier seconded the motion; all were in favor; motion carried.

Resolution 2020-90: Councilwoman Gosier made the motion to approve the Budget Amendment for General A to increase 11102.1 Justices equipment account \$975.00 and decrease 12202.1 Supervisor Equipment account \$975.00; Councilman Villa seconded the motion; all were in favor; motion carried.

Highway Superintendent's Report

Pat Weston stated that he finished all of his CHIPS work today, August 19, 2020. He is still trying to find out if FEMA is going to reimburse the Town for the money/work he has put into Beach Road before he submits his CHIPS paperwork. That is another project that was finished this week was installing the culvert pipes on Beach Road. Councilman Villa read the Talk of the Town's magazine that recommended the CHIPS paperwork should be submitted as soon as possible due to decrease in state funding. Pat Weston also stated that he has all of the salt and sand stored for the winter. He will need to find 1 or 2 more plow drivers for the winter because he lost 2 of his seasonal drivers. Pat also asked when he needed to appear in court for the Klock Road case.

Supervisor Aubertine responded that it will be September 11, 2020 at 9:00 a.m. Attorney Joseph Russell has asked Highway Superintendent Pat Weston to testify.

Clerk's Report- July 2020

Monthly Receipts were as follow: Total Local Shares Remitted: \$6,533.75; Total State County & Local Revenues: \$6,575.25, Total Non – Local Revenues: \$41.50

Deputy Supervisor Bourquin asked how many Cans and Bottles have been returned from the Transfer site. Clerk Henderson responded that she took in \$500.00 this week and \$1000.00 in weeks prior. The transfer site business has increased drastically this summer.

Audit of the Bills (Abstracts #15 & #16)

Resolution 2020-91: Deputy Supervisor Bourquin made the motion to approve Abstract #15 in the amount of \$2820.24; seconded by Councilwoman Gosier; all were in favor and the motion was carried.

Resolution 2020-92: Deputy Supervisor Bourquin made the motion to approve Abstract #16 in the amount of \$359,685.48 which includes the purchase of a new highway truck; seconded by Councilwoman Gosier; all were in favor and the motion was carried.

Approval of the July 8, 2020 Minutes

Resolution 2020-93: Deputy Supervisor Bourquin made a motion to approve the July 8, 2020 Minutes; seconded by Councilman Countryman; all were in favor and the motion was carried.

Committee Reports

Assessor's Report:

There was no report for the Assessors.

Municipal Water Board Report:

Supervisor Aubertine read Marsha Barton's Water Board Report as follows:

Water Facility Repairs

We are aware of the repair issues needed at the Water Facility. Our intention is to fix the tile issue along with some other repairs needed. This project was put on hold due to COVID-19. We will be getting the tiles fixed as soon as possible. We are also preparing a list of the other needed repairs and will get 3 quotes for the Board. We should have the quotes for the September meeting.

Update on Proposed Water District

We have met several times with Gregor and Rachel from Bernier & Carr. They will be attending our August meeting with some additional studies that we had requested. They are also preparing a fact sheet that the Water Board will be handing out to potential customers. We will also be conducting a survey of each property owner as to their interest. We will be attending

the September Town Board meeting, along with Gregor and Rachel to present our findings to the Board. We will also have a recommendation for the Board to consider.

Clerk Henderson reported that Marsha Barton will get 3 quotes from contractors which they believe will be under \$1000.00 so she won't need to advertise. Pat Weston is going to look into a potential water leak near Rachel Sugrue's house in Three Mile Bay. The highway department will have to dig up the area to find the possible leak. Supervisor Aubertine also suggested having Rachel Sugrue do a dye test in her septic if it is necessary.

Councilman Villa stated that the storm catch basins on 12E are collapsing which is a hazard in the winter for the plows. Pat Weston stated he called the State about the issue a while back and nothing was done, he stated he would call again.

Planning Board:

There was no questions on the Planning Board Report.

ZBA:

There was no questions on the Zoning Board Report.

Youth Commission:

Supervisor Aubertine reported the Youth Commission tried soccer for 2 weeks. There were 30 kids signed up but by the second week only about 6 kids came. The Youth Commission decided not to do another sport and wait to see what the school will do about sports. Councilman Villa stated that the Youth Commission should send out a survey/questionnaire on why kids/parents decided not to continue with soccer. Supervisor Aubertine stated he would reach out to Heather who could email the parents. There was recognition through 7 news thanking the Town from the Misfit softball team for allowing them to use the Lyme Town fields.

ZEO/CEO Report:

Total Permit Receipts: \$1,755.00; Total RV Permit: YTD: \$1,600.00; Total Permit Receipts YTD - \$9,192.00.

Zoning Board of Appeals (ZBA):

There was no report from the ZBA.

TMB Cemetery:

Councilwoman Gosier reported that the cemetery has had a few stones put in the last few weeks and they have proper foundations. There has also been a few cremains burials. Harry Wilson moved the stone that was in the cemetery out of the way for no charge to the Town.

New Business

Local Govt. Retention Schedule:

Supervisor Aubertine stated that New York State Government Records has released a new retention schedule that replaces all previous local government schedules on January 1, 2021. The Town Board needs to adopt the new retention schedule LGS-1.

Resolution 2020-94: Councilman Countryman made a motion that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods; seconded by Councilman Gosier.

T.I. Snowmobile Club Letter:

The T.I. Snowmobile Club sent a letter to the Town stating that they would like the Town to keep them in mind when making any decisions about Solar Projects in the Town. A lot of the land that the Solar projects will be on if they occur would be on the land that the snowmobile trails are located on. Councilwoman Gosier stated that there are setbacks that would have to allow the trails anyways. Councilman Villa stated that when Supervisor Aubertine met with the DOT about the new bridge plans he was glad that the wider sidewalks were mentioned because the snowmobilers would benefit. Councilwoman Gosier stated that she would like to see the original sidewalk incorporated from the 1911 bridge on the new bridge.

Field Use Request:

Supervisor Aubertine stated that the Northern NY Misfit Softball Program requested use of the Town Softball field shortly after the July meeting. Supervisor Aubertine gave the team the verbal okay to use the fields until the next meeting. Supervisor Aubertine stated we now just have to do the formal approval.

Resolution 2020-95: Councilwoman Gosier made a motion to allow The Northern NY Misfit Softball team to use the Town Softball Fields; seconded by Councilman Villa; all were in favor and the motion was carried.

Teamsters Contract:

Councilman Villa stated that the Teamsters accepted the Town's proposal which was to continue the current contract for one more year because of Covid-19 and to renegotiate next year. The Teamsters employees will be getting a \$.40 an hour raise. Councilman Villa would like to accept the contract without striking out the line stating about the employees laundering their own uniforms. Even though the highway department has Unifirst laundering their uniforms

Councilman Villa wants to leave in the line stating they will launder their own uniforms in case something changes in 2022, they won't have to renegotiate the contract.

Resolution 2020-96: Councilman Countryman made a motion to accept the Teamsters Contract from January 1, 2021 to December 31, 2021 without striking out the line that states "Employees shall be responsible to launder their own uniforms"; seconded by Councilwoman Gosier; all were in favor and the motion was carried.

Speed Limit Reduction Requests:

Supervisor Aubertine stated that there has been a request from Jack Miller who lives on Three Mile Point for the speed limit to be reduced. The speed limit is 30 mph and of course people are traveling at 35-40 mph. He would like the speed limit reduced to 20 mph. Councilwoman also requested that the speed be reduced from the Chaumont Fire Hall/end of the Chaumont Bridge until the end of the village limits to 30 mph. She stated that there has been 3 personal injury accidents since the end of January. Supervisor Aubertine stated that we can send the requests to Jim Lawrence at the County who can submit it to the State. Pat Weston stated he will be receiving the speed limit radar machine back this week after it was repaired in Arizona.

Resolution 2020-97: Councilman Villa made a motion to send the reduction request for the Three Mile Point speed limit to be changed from 30 mph to 20 mph; as well as from the Chaumont Bridge to the end of the Village Limits to be reduced to 30 mph from 45 mph to the NYS DOT; seconded by Councilwoman Gosier.

Park Acquisition Lead Agency:

Councilman Villa stated he would like to once again state he doesn't believe the Town should have hired a Grant Writer.

Resolution 2020-98: Deputy Supervisor Bourquin made a motion to declare the Short Form SEQR for the Town of Lyme Veterans Memorial Public Park land acquisition for future development as a negative declaration; seconded by Councilman Countryman; all were in favor and the motion was carried.

Resolution 2020-99: Deputy Supervisor Bourquin made a motion to declare a negative declaration for the Full SEQR regarding the REDI funds for the Veteran's Memorial Public Park; seconded by Councilwoman Gosier; all were in favor and the motion was carried.

Resolution 2020-100: Deputy Supervisor Bourquin made a motion to accept the Negative Declaration Resolution for Veteran's Memorial Public Park Project; seconded by Councilman Villa; all were in favor and the motion was carried.

Meeting Place:

Supervisor Aubertine stated that the Three Mile Bay Fire Hall is available for our next meeting if we would like it to maintain COVID-19 social distancing and guidelines. The Board agreed that we would have enough room in the Court Room to hold our next meeting.

Old Business:

Assistant ZEO Position:

Supervisor Aubertine stated that the person who was originally interested in the Assistant ZEO/CEO position was no longer interested. Jim Millington has asked the Board to consider raising his pay for working an extra day, Thursday and also giving him his 2% raise he never received in 2020. Supervisor Aubertine did state that the Jim not receiving his raise was an oversight in the budget. Clerk Henderson found the resolution from 2019 regarding working an extra day which stated "Councilwoman Gosier made a motion to increase the ZEO salary by \$140.00 a month for the next seven months starting June 1, 2019; seconded by Councilman Villa; all were in favor and the motion was carried." There was further discussion on Jim's schedule and his pay.

Resolution 2020-101: Councilman Countryman made a motion to pay Jim Millington \$980.00 retroactive from the budget oversight and \$140.00 a month for the remainder of the 2020 year for working Thursdays; seconded by Councilman Villa; Councilwoman Gosier, Councilman Countryman, Councilman Villa, Supervisor Aubertine AYE; Deputy Supervisor Bourquin NAY. Motion carried.

STAT Communication Quotes:

Councilman Countryman presented the Board with the information he received from STAT communications from the presentation he was given. The Town would have to have a laptop to use specifically for taping meetings. It would be very easy for anyone to start the system after the laptop is set up. Supervisor Aubertine asked if we would get a disk from STAT like we do from Steve Weed. Councilman Countryman responded no we would have to get an external drive to store the taped meetings and they would also be uploaded to YouTube. Councilman Countryman stated that we would lose out on the video quality such as zooming in on individuals. There would be one camera that would show one scene but there is more opportunities to have several scenes if we got more than one camera. Councilwoman Gosier stated one advantage would be that all of the board could use the camera and laptop. Steve Weed presented the advantages of his service. He reminded the Town that there are a lot more opportunities available through his website that the Town doesn't utilize. He stated that anyone could use their phone to tape exciting events happening in the Town such as a parade or sporting event. Councilwoman Gosier stated she didn't feel the Town should make any decisions until the Board leans to utilize what they have. Steve Weed offered to set up a camera to leave at the Town to tape other Board meetings. He also offered to show the Town how to better use his website and services. He will be doing a presentation at 5:45 p.m. before the September Board meeting.

Resolution 2020-102: Councilman Countryman made a motion to have Steve Weed Productions do a presentation for the board at 5:45 p.m. September 9, 2020 to show them the technology he offers; seconded by Councilman Villa; all were in favor and the motion was carried.

Grant Updates:

Supervisor Aubertine stated that Grant Writer Robin Grovesteen provided the Town Board with an update. Clerk Henderson printed a copy of her written statement and gave it to each Board member. He stated she has been very busy with several projects. Robin calls Scott several times a week and keeps him up to date. Councilman Villa asked if Robin had applied for any new grants because he didn't consider the FEMA paperwork grant writing. He stated he didn't see any new opportunities, only follow up on old opportunities. Supervisor Aubertine stated that he has seen grant opportunities but none of them applied to the Town. Councilwoman Gosier stated that there is a lot of grants in the planning stages but a lot of funds are frozen.

Online Privilege of the Floor

There was no online privilege of the floor.

Privilege of the Floor

There was no privilege of the floor.

Executive Session

Resolution 2020-103: Supervisor Aubertine made the motion to enter Executive Session at 8:47 p.m.; seconded by Councilman Villa; all were in favor and the motion was carried.

Resolution 2020-104: Supervisor Aubertine made the motion to close Executive Session at 8:57 p.m.; seconded by Councilwoman Gosier; all were in favor and the motion was carried.

Return to Open Meeting

Resolution 2020-105: Deputy Supervisor Bourquin made the motion to enter Open Meeting at 8:58 p.m.; seconded by Councilman Countryman; all were in favor and the motion was carried.

Adjournment

Resolution 2020-106: Councilman Villa made the motion to adjourn; seconded by Councilwoman Gosier; all were in favor and the motion was carried; meeting was adjourned at 9:00 p.m.

Respectfully Submitted

Ariana Henderson

Ariana Henderson
Town Clerk