

MINUTES OF THE TOWN BOARD MEETING OF MARCH 26, 2014

PRESENT: Supervisor Edward Fairbrother
 Council Bob Adams
 Lee Giammichele
 Andy Gillette
 Mike Saglibene
 Attorney Thomas Reilly
 Clerk Linda Cross

Supervisor Fairbrother called the Town Board meeting to order at 7:00 p.m.

PUBLIC HEARING: 7:00 p.m. Camping World Special Use Permit

Supervisor Fairbrother called the public hearing to order and read the legal notice duly advertised in the Elmira Star Gazette on March 19, 2014, which allowed and considered public comments regarding the proposed site plan approval Special Use permit application from Camping World to permit RV Sales event

IN FAVOR: None

OPPOSITION: None

COMMENTS: None

Since there were no further comments, Supervisor Fairbrother closed the public hearing at 7:02 p.m.

CONCERNS OF THE PEOPLE – None

Supervisor Fairbrother stated the following first quarter reports for the Town Board:

- Shared Services
 - DPW Commissioner \$100,000 + savings
 - Three truck plows saving of \$1,700 each
 - Major truck purchase \$14,000 + savings
 - The largest road construction over \$1.2 million
 - Jackson Basin project going forward
 - Sharing equipment
 - The use of the County PE Engineers for the road issues
 - Working with the County and Mow Big Flats Library
 - Mowing of the Town Swales to be done by Soil and Water
- Water Department
 - Five year improvement plan
 - Working with STEG for a Grant for the Water connection with Elmira
 - Shared service agreement with Elmira Water Board
 - Addition of a third mechanic
 - The improvement of our scada system and chlorine system
 - Updating two of the service vehicles

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- Savings
 - Phone system saving \$128 a month
 - Rebonding Town Complex, save a year and half payment over \$300,000 in interest
 - Rebonding of three Water District Bonds, saving of 3% on one, and 4% on another, band savings of 1.5%
 - Going to a online credit card system for employees
- Projects on going
 - Website-we are at the first stages with each department working on their part of the site. We want to go live in four weeks
 - Looking at programs to a single Master Town Program
 - Out sourcing payroll, County and City of Elmira
 - Streamline Vouchers / go to a PO system by end of year
 - Updating the Town Vehicles
 - Going to a Town Credit Card System and E-paying online
 - Up grading all computers to Windows 7 / by 2nd week in April
 - Going to Microsoft 365 cloud system/ last week in April
 - To install projector in the Town Meeting Room
 - Training, Supervisor Fairbrother will be attending the PERMA training at Lake George May 22nd and 23rd.
 - We will be doing several in house Microsoft 365 training in our conference room.
- Upcoming Projects
 - April / Completion of the Personnel Handbook
 - May / Budget Transfers
 - May / Working on the five year forecast
 - June / Setting up the reserve accounts

Supervisor Fairbrother asked the Town Board to get back with a confirmation date and time to set a Special Meeting date to meet with Golden Glow, and have a power point with them on June 4th at 7:00 p.m.

MINUTES

Councilperson Gillette made a motion, seconded by Councilperson Giammichele to approve the minutes of February 26, 2014 as presented. All in favor, motion carried.

Councilperson Saglibene made a motion, seconded by Councilperson Adams to approve the minutes of March 12, 2014 as presented. All in favor, motion carried.

NEW BUSINESS

RESOLUTION NO. 102-14 TWO VOID CHECKS APPROVED

Resolution by: Saglibene
Seconded by: Fairbrother

MINUTES OF THE TOWN BOARD MEETING OF MARCH 26, 2014

RESOLUTION NO.102-14, TWO VOID CHECKS APPROVED, continued

WHEREAS a memorandum was received from the Bookkeeper, dated March 19, 2014 requesting authorization to void two specific checks, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Bookkeeper to void Check #12744 to Assoc. of State Floodplain Managers for exam, dated 02/28/14, in the amount of \$100 and delete voucher #4002933, and void Check #12754 payable to Chemung County Sewer District #1, dated 02/28/14 amount of \$18,416.43, and delete voucher #4002946.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 103-14
ABSTRACT OF AUDITED VOUCHERS APPROVED

Resolution by: Gillette
Seconded by: Adams

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for ~~February~~ March 2014, vouchers 4003041 – 4003139 and order the bills paid, when in funds, for the following:

GENERAL FUND	\$ 65,705.43
HIGHWAY FUND	\$ 64,032.90
SEWER DISTRICT	\$ 3,384.05
WATER DISTRICT #1	\$ 42,214.81
WATER DISTRICT #2	\$ 49,361.33
WATER DISTRICT #3	\$ 5,283.49
WATER DISTRICT #4	\$ 264.24
LIGHTING DISTRICT	\$ 1,203.04
TRUST & AGENCY	\$ 1,599.57

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

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RESOLUTION NO. 104-14
BIG FLATS COMMUNITY DAY, INC. AGREEMENT APPROVED

Resolution by: Adams
Seconded by: Saglibene

WHEREAS Big Flats Community Day, Inc. is a not-for-profit corporation that organizes, operates and runs an annual Community Days festival which is held at the Big Flats Community Park, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Town Supervisor to sign the agreement with Big Flats Community Day, Inc. for the purpose of holding the Big Flats Community Days festival at Community Park on June 19-21, 2014 subject to the review and approval by the Attorney for the Town.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 105-14
PERMIT FEE WAIVER FOR BIG FLATS COMMUNITY DAY, INC. APPROVED

Resolution by: Giammichele
Seconded by: Gillette

WHEREAS Big Flats Community Day, Inc. is a not-for profit corporation that organizes, operates and runs an annual Community Days festival which is held at the Big Flats Community Park, and

WHEREAS the festival requires the use of the Community Park and pavilions for a period running from June 19-21, 2014, and

WHEREAS the proceeds from Big Flats Community Days Inc. as indicated in the Big Flats Community Days Inc. Bi-Laws goes towards the beautification of the Town and its parks, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board waives the fees pertaining to the use of Big Flats Community Park, due to the fact that said proceeds are used for the beautification of the Town and its parks, for the purposes of holding the Big Flats Community Days Festival.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

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RESOLUTION NO. 106-14
BIG FLATS COMMUNITY DAY, INC. GAMES OF CHANCE LICENSE APPROVED

Resolution by: Saglibene
Seconded by: Adams

WHEREAS an application for Games of Chance was received from Big Flats Community Day, Inc. dated January 31, 2014, and

WHEREAS the Town Clerk duly submitted the application to the Chemung County Sheriff's Department, Records Division, for their investigation of Findings and Determination for Games of Chance License, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

WHEREAS said findings has been received from the Chemung County Sheriff's Department determining the designated members conducting bingo games are of good moral character, and

BE IT THEREFORE RESOLVED the Town Board approves the Application for Games of Chance License, dated January 31, 2014 from Big Flats Community Day, Inc. to perform Games of Chance events as outlined in the application.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 107-14
CHEMUNG COUNTY HUMANE SOCIETY & SPCA AGREEMENT APPROVED

Resolution by: Giammichele
Seconded by: Gillette

WHEREAS the Town of Big Flats is accepting the Southern Tier Dog Control Shelter as their dog control agency, and

WHEREAS the Town of Big Flats will still utilize the Chemung County Humane Society & SPCA for euthanasia of cats with a flat fee of \$30.00, a \$15.00 fee for disposal of cats, care and housing for cats for a 5 day stay not-to-exceed \$50.00 per cat, and adoption services, and

WHEREAS for environmental review purposes the Town Board finds this to be Type 2 administrative action pursuant to 6NYCRR 617.5(c)(20) and as such, no environmental review is required for a Type 2 action, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Supervisor to enter into an agreement with the Chemung County Humane Society & SPCA for the purpose of conducting

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RESOLUTION NO. 107-14, CHEMUNG COUNTY HUMANE SOCIETY & SPCA AGREEMENT APPROVED continued

Euthanasia, disposal services, adoptions, and cat services being billed monthly for services rendered, not to exceed Three thousand dollars (\$3,000).

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 108-14
SOUTHERN TIER DOG CONTROL SHELTER AGREEMENT APPROVED

Resolution by: Gillette
Seconded by: Adams

WHEREAS The Town of Big Flats requested a proposal from The Southern Tier Dog Control Shelter and The Elmira Police Department Animal Control Division for the purpose of conducting animal control, and

WHEREAS The Town of Big Flats only received a proposal from The Southern Tier Dog Control Shelter, and

WHEREAS for environmental review purposes the Town Board finds this to be Type 2 administrative action pursuant to 6NYCRR 617.5(c) (20) and as such, no environmental review is required for a Type 2 action, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Town Supervisor to enter into an agreement with The Southern Tier Dog Control Shelter for the purpose of conducting dog control at a cost not-to-exceed \$16,499.99 for April 1, 2014 to December 31, 2014.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 109-14
BOARD MEMBERS COMMITTEE LIAISON'S ASSIGNMENTS APPROVED

Resolution by: Giammichele
Seconded by: Saglibene

RESOLVED the Town Board Councilpersons be assigned as Liaison to the Planning Board to added:

October through December - Bob Adams

RESOLVED the Town Board Councilperson as Liaisons to the Zoning Board of Appeals to be added:

July through September - Bob Adams

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RESOLUTION NO. 109-14, BOARD MEMEBERS COMMITTEE LIAISON'S
ASSIGNMENTS APPROVED continued

Resolved the Town Councilpersons as Liaison to the Community Center Ad Hock Committee
as:

Adams and Giammichele

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 110-14
BANKS DESIGNATED APPROVED

Resolution by: Saglibene
Seconded by: Gillette

RESOLVED the Town Board also designates Elmira Saving Banks/ Community Bank as an
official depository:

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 111-14
TOWN COURT / SHERIFF AGREEMENT APPROVED

Resolution by: Gillette
Seconded by: Giammichele

WHEREAS the Town of Big Flats is desirous of entering into an agreement to provide security
services for its justice court, and

WHEREAS the County, through the Office of the Chemung County Sheriff, is desirous of
furnishing security services to the Town of Big Flats, and

WHEREAS the Town and the County and their residents will be benefited by such services, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance
with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding
the same, now

WHEREAS the Town Board duly authorized this contract with the County and authorizes the
Town Supervisor to enter into said contract, now

BE IT THEREFORE resolved the Big Flats Town Board wishes to engage the County to furnish
security services to the Big Flats Town Court and the County agrees to furnish such services.
The Town Supervisor shall sign the contract after reviewed by the Attorney of the Town.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

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RESOLUTION NO. 112-14
CORNER STONE TELEPHONE COMPANY CONTRACT APPROVED

Resolution by: Giammichele
Seconded by: Gillette

WHEREAS CornerStone Telephone Company offered a proposal to the Town for the purpose of providing all telephone services for the Town Hall, Community Center, Department of Public Works and associated buildings, and

WHEREAS they are the current provider and the proposed contract, CornerStone Telephone Company, it was determined to be an adequate savings to the Town, and

WHEREAS for environmental purposes the contracting of such services is a Type II administration action in accordance with SEQRA 6NYCRR, Part 617.5(c) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVES the Town Board authorizes the Town Supervisor to sign the necessary documentation to continue with CornerStone Telephone Company for the purpose of providing all telephone service for the Town Hall, Community Center, Department of Public Works and associated buildings, contingent upon the review and approval by the Attorney for the Town.

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 113-14
AUTHORIZE SUPERVISOR FAIRBROTHER
TO BID FOR THREE TOWN VEHICLES APPROVED

Resolution by: Adams
Seconded by: Giammichele

WHEREAS it has been determined that newer vehicles are necessary for the use in the Code Enforcement Department, Youth/Seniors and for Town use, and

WHEREAS Supervisor Fairbrother will solicit and receive bids from various dealerships and to determined for the Town, the Best Value, and

WHEREAS the bids are not to exceed Seventy Thousand Dollars (\$70,000), total for all three vehicles,

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6 NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, and

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RESOLUTION NO. 113-14, AUTHORIZE SUPERVISOR FAIRBROTHER TO BID FOR THREE TOWN VEHICLES APPROVED continued

BE IT THEREFORE RESOLVED the Town Board authorizes the Supervisor to solicit bids for three Town vehicles for use within each department, not to exceed Seventy Thousand Dollars (\$70,000).

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

RESOLUTION NO. 114-14
COMMUNICATION LOG FOR MARCH 26, 2014 APPROVED

Resolution by: Giammichele
Seconded by: Gillette

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

March 11, 2014

Biel's Photocopy Service– RE: Celebrating 75 Years in Business. *Referred to: Town Board, and Town Clerk for filing.*

March 17, 2014

Town of Southport – RE: Adoption of Town of Southport Comprehensive Plan. *Referred to: Town Board, and Town Clerk for filing.*

March 19, 2014

Time Warner Cable– RE: March 2014 Programming Notice, 03/19 (CYN/JT). *Referred to: filed with Town Clerk.*

CARRIED: AYES: Gillette, Giammichele, Adams, Saglibene, Fairbrother
NAYS: None

Councilperson Adams made a motion, seconded by Councilperson Giammichele to adjourn the Town Board meeting at 8:12 p.m. All in favor, motion carried.

Date approved: _____

Linda J. Cross
Town Clerk