

MINUTES OF THE TOWN BOARD MEETING OF APRIL 8, 2020

**TOWN OF BIG FLATS AGENDA
WEDNESDAY, APRIL 8, 2020 AT 4:30 P.M.**

TOWN BOARD

CALL TO ORDER via Conference Call (Zoom)

NEW BUSINESS

Abstract of Audited Vouchers

Permit Approval / Timber Harvest

Surplus Declaration

Appointment / Water Operator II

All Town Board Meetings from this date forward and until the COVID-19 STATE OF EMERGENCY in NEW YORK IS OVER shall be held commencing at 4:30PM and be "BROADCAST" VIA ZOOM AND SHALL NOT BE HELD AT THE TOWN HALL.

Purchase and Surplus / 2017 F150 Ford pickup, and the 2017 Ford Explorer leased from Efleet of Enterprise Rental.

MINUTES OF THE TOWN BOARD MEETING OF APRIL 8, 2020

CALL TO ORDER: ROLL CALLED BY TOWN CLERK LINDA CROSS AT 4:30 P.M.

SUPERVISOR: Edward Fairbrother
COUNCIL: Lee Giammichele
Michael Saglibene
Robert Adam
John Hunter
ATTORNEY: Thomas Reilly
TOWN CLERK: Linda Cross

NEW BUSINESS

RESOLUTION NO. 98-20
ABSTRACT OF AUDITED VOUCHERS FOR APRIL 8, 2020 APPROVED

Resolution by: Hunter
Seconded by: Giammichele

RESOLVED that the Town of Big Flats approves the Abstract of Audited Vouchers for April 8, 2020, and orders the bills paid, when in funds, for the following:

| | |
|-------------------|--------------|
| GENERAL FUND | \$ 56,493.94 |
| HIGHWAY FUND | \$ 5,102.23 |
| WATER DISTRICT #4 | \$ 454.87 |
| WATER DISTRICT #5 | \$ 7,052.86 |
| TRUST & AGENCY | \$ 3,446.64 |

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

RESOLUTION NO. 99-20
TIMBER HARVEST PERMIT REGARDING TAX PARCEL # 87.00-1-33.1 DOUBLE
AUGHT TIMBER HARVEST PERMIT, PROPERTIES OWNED BY POLLY BLACKWELL,
LOG CABIN RD. APPROVED

Resolution by: Giammichele
Seconded by: Adams

WHEREAS a Timber Harvesting Application has been received from Double Aught Lumber, to harvest a total of 20 acres to include 30,000 board feet of selective harvest, and

WHEREAS the Town Board finds this action to be an Unlisted Action under SEQRA and to have no significant effect on the environment based on the following facts:

1. The timber harvesting activity will occur between March 17, 2020 to June 31, 2020
2. All roads will be graded, and water bars installed at completion

MINUTES OF THE TOWN BOARD MEETING OF APRIL 8, 2020

RESOLUTION NO. 99-20, TIMBER HARVEST PERMIT REGARDING TAX PARCEL # 87.00-1-33.1 DOUBLE AUGHT TIMBER HARVEST PERMIT, PROPERTIES OWNED BY POLLY BLACKWELL, LOG CABIN RD. APPROVED continued

3. The landing areas and all skid roads will be smoothed and free of debris, also the landing and skid roads will be seeded with a conservation mix after the harvest is complete; now

BE IT THERE FOR RESOLVED, the application for a timber harvesting permit submitted by Double Aught Lumber, is approved as follows:

1. The logging operation, as proposed, will involve trucks using Walnut St, W Hill St, Hillcrest Rd, Coleman Ave. and Log Cabin rd. Trucks hauling logs will be required to display a valid safety inspection sticker on the windshield
2. The transport of logs may only occur between the hours of 9:00am to 7:00pm daily with the exception that on days public schools are in session the transport of logs may not occur between the hours of 1:30 and 4:30PM.
3. All roads shall be kept free of dust and debris created by the logging operation. The roadway will be inspected and cleaned by the logger on a daily basis as needed and must be cleaned when required by the Code Enforcement Officer as a result of any inspections.

Prior to Obtaining Permit

4. A performance guarantee in the form of a certified check for \$2,000 must be posted with the Code Enforcement Office before any timber harvesting may begin. The performance guarantee will be returned upon the satisfactory completion of all logging operations, compliance with conditions of this resolution, and a final inspection of the timber harvesting site by the Code Enforcement Officer, and a representative from Chemung County Soil and Water Conservation Service, if deemed necessary.
5. An approved Driveway/Curb-Cut and/or Road Permit must be obtained from the Town of Big Flats Department of Public Works **prior** to any transferring of heavy equipment or harvest lumber/materials.

Prior to any Logging Operations

6. Proof of Vehicle, General Liability, and Workers Compensation Insurance with minimum liability coverage for personal injury or death of \$1,000,000 and for property damage of \$250,000 for logging operations, unless authorized by the Town Board and the Town Attorney. The Town of Big Flats must be listed as an additional insured and said proof must be filed with the Code Enforcement Office at least 48 hours before commencing any logging operations. Said proof of insurance must be approved by the Town Attorney prior to commencement of work.
7. Notification, in the form of a letter and a copy of the map showing the approved logging area must be provided to all abutters.

During Harvesting Activity

1. The logger shall notify the Code Enforcement Officer within five days of completion to Coordinate onsite inspections.
2. The logging site shall be subject to periodic inspections by the Code Enforcement Officer, and Chemung County Soil & Water Conservation Service Representatives at any time during the operation. These inspections will be done between 10:00am and 4:00pm.

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

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RESOLUTION NO.100-20
THE SURPLUS DECLARATION APPROVED

Resolution by: Adams
Seconded by: Saglibene

WHEREAS, it has been determined that the items listed below should be declared as surplus

Fire Lite Alarm System by Honeywell (42 heat detectors, 87 smoke detectors, 125 detector bases, 12 MMF-301 monitor modules, 2 MMF-300 monitor modules, 28 pull stations, and 1 main panel), and

WHEREAS for environmental purposes, the sale of surplus government equipment is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c)(31) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the above listed items to be sold as surplus.

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

RESOLUTION NO.101-20
PERMANENT APPOINTMENT TO THE POSITION OF WATER OPERATOR II, WATER DEPARTMENT APPROVED

Resolution by: Saglibene
Seconded by: Hunter

WHEREAS the Water Board created a third position of Water Operator 1 for the Water Department, and

WHEREAS Randy Bartlett had been appointed by the Water Board to the Water Operator 1 position on a provisional basis, Resolution 64-19, and he has taken the required Civil Service test, held on February 8, 2020, and is eligible for hire on the current Civil Service list, dated 3/3/2020, as a result of that test, and

WHEREAS Randy Bartlett has also completed all the classroom training and certification courses to qualify as IIB operator and has been duly licensed as an IIB operator by the State of New York as of 2/28/2020,

THEREFORE, it is the request of the Water Systems Supervisor to have Randy Bartlett be appointed to the position of Water Operator II, as per the CSEA contract, having received his IIB licenses, in the Town of Big Flats Water Department. Employee Randy Bartlett will serve a probationary term, consistent with Civil Service Law, of eight weeks starting 4/6/2020 and ending on 6/1/2020.

MINUTES OF THE TOWN BOARD MEETING OF APRIL 8, 2020

WHEREAS for environmental purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (26) and as such, no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Water Board accepts the recommendation of the Town Supervisor and the Water Systems Supervisor and hereby appoints Randy Bartlett to the position of Water Operator II to the Big Flats Water Department, effective April 6, 2020, and that he shall be paid at Step 4 as per the current CSEA contract and Town Employee Handbook, as amended, and that the Town Supervisor is hereby authorized to complete and sign the appropriate report of Personnel Change and Extended Payroll Certificate (“RPC”) for this hiring.

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

RESOLUTION NO. 101-20

ALL TOWN BOARD MEETING FROM THIS DATE FORWARD AND UNTIL THE COVID-19 STATE OF EMERGENCY IN NEW YORK IS OVER SHALL BE HELD COMMENCING AT 4:30PM AND BE “BROADCAST” VIA ZOOM AND SHALL NOT BE HELD AT THE TOWN HALL APPROVED

Resolution by: Hunter
Seconded by: Giammichele

WHEREAS New York State is requiring all individuals to stay at least six feet apart during the COVID-19 State of Emergency, and

WHEREAS to attempt to comply with the NY Open Meeting Law during this Emergency, the Town shall be using Zoom (<https://zoom.us/>) for all public meetings for the Town Board and allow attendance by members of the public via Zoom and all notices of future meetings shall be posted for the public on the Town’s website along with the codes allowing participation in Zoom, and

WHEREAS for environmental review purposes the Town Board finds this to be a Type II Administrative Action pursuant to 6NYCRR 617.5(c) (19) and as such, no environmental review is required for a Type II action, now

THEREFORE, BE IT RESOLVED the Town Board approves that all future Town Board meetings will commence at 4:30PM and participation by all shall be done via Zoom, with the codes allowing access to Zoom published on the Town of Big Flats website for public participation.

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

MINUTES OF THE TOWN BOARD MEETING OF APRIL 8, 2020

RESOLUTION NO.102-20

AUTHORIZING THE TOWN SUPERVISOR TO PURCHASE A 2017 FORD F150 PICKUP
AND 2017 XLT EXPLORER AND TO SURPLUS BOTH APPROVED

Resolution by: Giammichele

Seconded by: Adams

WHEREAS THE Town of Big Flats no longer has use for the 2017 F150 Ford pickup used by the Deputy Commissioner, and

WHEREAS the town can purchase both vehicles from Enterprise Leasing at below wholesale market value, and

WHEREAS the town will be able to reduce its leasing program on the Ford Explorer by using a Ford Lease Program, and

WHEREAS the Town Supervisor and Department of Public Works is re-evaluating all fleet vehicles, 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

THEREFORE BE IT RESOLVED the Town Board authorizes the Town Supervisor to purchase and surplus the 2017 F150 Ford pickup and the 2017 Ford Explorer leased from Efleet of Enterprise Rental.

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

Supervisor's notes

- Sales tax loss – Airport parking lot is empty, 3 hotels are shut down, some restaurants are shut down because the carry out is not paying there overhead, and stores shut down. Spoke to a legislature, and I expressed to him, how I did not like how the county was going to take more of our sales tax. Chemung County's five major Municipalities will speak with their legislatures and demand they do not do anymore cuts to our sales tax.
- Closing of pavilions, playgrounds and courts
- Construction none- the State stated it must be essential. Our code officer received an Email from the State that he was NOT to go out and do any inspections. We are under State orders not to issue any building permits.
- Planning and ZBA to use Zoom - Information will be on the Town's website.
- Soil and water mowing
- Revaluation of equipment
- Certiorari's

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- Closing of Community Center / youth department, possibly mid-May
- Part-time can get unemployment
- Taffy program-It up in the air at this point.
- Full-time at home and office
- Lock down of Town hall
- School using parking for IT-students going online to do homework that do not have a powerful site to do there school homework.
- Brush pickup – will start Monday, April 13th. Andy Avery mentioned the compose facility is scheduled to open April 21st, but because of the social distancing we are not sure we might have to delay the opening date because of this COVID-19.
- Working with local businesses SBA
- Future possible cut

Councilperson Adams made a motion, seconded by Councilperson Hunter to adjourn the Town Board meeting at 5:03 p.m. All in favor, motion carried.

Date approved: _____ Linda Cross
Town Clerk