

The town board meeting for the Town of Addison was held on Monday, April 18, 2022, 6:00pm at the Town Barn. The following people were present:

|                    |                        |
|--------------------|------------------------|
| Supervisor         | Jack Thompson          |
| Councilperson      | Alice Weale            |
| Councilperson      | Brandon Conklin        |
| Councilperson      | John Lyons             |
| Councilperson      | Joseph Trappler        |
| Attorney           | Craig Patrick - absent |
| Town Clerk         | Robin Carr             |
| Assessor           | Teresa Lyons - absent  |
| Hwy Superintendent | Jeff BeGell            |
| Bookkeeper         | Betty Machuga          |
|                    | Hope Trappler          |

Supervisor Thompson called the meeting to order at 6:01pm asking all to stand for the Pledge of Allegiance.

#### **COMMENTS FROM THE PUBLIC:**

Hope Trappler mentioned that her and Betty Machuga had helped Anne, the Court Clerk rearrange her office and stated that a smaller desk was needed to replace the green desk. Councilperson Weale recommended calling the school because occasionally they sell excess equipment.

#### **APPROVE MINUTES:**

Motion by Councilperson Trappler, seconded by Councilperson Lyons to approve the March 21, 2022 minutes as written.

Ayes: Thompson, Weale, Conklin, Lyons, and Trappler  
Nays: None

#### **DEPARTMENT HEAD REPORTS:**

- a. Assessor – Office closed until May, County reviewing assessors records.
- b. Hwy Superintendent BeGell reported that they performed maintenance on the Tractor, JD Grader and Roller. Graded numerous roads and hauled sand.
- c. Town Clerk, Town Justice, DCO and Bookkeepers reports were read as submitted. Town Clerk noted that there were 4 expired dog licenses as of the end of February 2022. Bookkeeper reported the following collections: Justice - \$1,230.00, Town Clerk - \$351.00, and County 4<sup>th</sup> Qtr Diversion check \$32.40.

#### **OLD BUSINESS:**

- a. Town Barn Repairs – Recommending work up bids for the following: Both 16' X 64' and 20' X 64' extension on the cold bays, 6" concrete pad, 2' X 20' by 64' shed roof, 4 windows, 1 man door on south-side, 10' X 12' high door on south-side, Tin roof on entire building, ceiling insulation, 1" sprayed, 16" blown in Insulation, 4' X 4' roof over conference room door. Councilperson Conklin will be clerk of the works for this project.
- b. Rabies Clinic approved by the County, scheduled for April 30, 2022, 10am – 12pm, at the Addison Community Center.
- c. Cemetery Maintenance Sealed Bids – Received 1 sealed bid. Bid was from Victor Stewart, for a total of \$5050. Motion by Supervisor Thompson, seconded by Councilperson Trappler to accept Victor Stewart's bid of \$5050. for the mowing, trimming, leaf mulching, fall clean-up and maintenance of the

Maple Cemetery and the County Route 119 Cemetery for a one year period. Acceptance is contingent on receiving a Certificate of Liability Insurance in the amount of \$500,000.00, with the Town of Addison listed as additional insured, within 10 days.

Roll call: Thompson – Aye, Weale – Aye, Conklin – Aye, Lyons – Aye, and Trappler – Aye.

d. Equipment Purchase 1 Ton – Will continue with the current vehicle

e. Road Signs – Noted that numerous signs are missing, board recommended replacing STOP sign on Cowley Hill Road and the DEAD END sign on Rouse Road for approximately \$500.

f. Shared Services – Town Attorney recommended a few changes to the Inter municipal Agreement and to ensure that all Towns we are entering into the agreement with also pass resolutions authorizing the agreement. Highway Superintendent would like agreements with the following: Erwin, Cameron, Jasper, Rathbone, Thurston, Troupsburg, Tuscarora, Woodhull and Soil & Water. Supervisor Thompson will call Town Supervisors.

g. Security System – Town Justice doesn't need nor are the cameras required. Board approved placing 2 lights on back corner of the building.

#### **NEW BUSINESS:**

a. Tax Collectors Final Settlement Report – Tax Warrant \$1,539,084.13, total collected \$1,364,056.70, amount unpaid \$179,634.69. Total Fee amount collected and paid to Town \$4,607.26.

b. **Resolution #7 of 2022**, to establish Standard Work Days for elected/appointed Officials.

Motion by Councilperson Weale, seconded by Councilperson Lyons, BE IT RESOLVED, that the Town of Addison, Location Code 30879 hereby established the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body: Town Justice 6 hours; Bookkeeper 6 hours and Dog Control Officer 6 hours. Roll Call Taken: Thompson – Aye, Weale – Aye, Conklin – Aye, Lyons – Aye, Trappler – Aye. Motion adopted 5-0.

c. Record of Activity – Board reviewed the Record of Activities for the Bookkeeper and Town Justice. Motion by Supervisor Thompson, seconded by Councilperson Lyons to approve the Record of Activities for the Bookkeeper (Betty Machuga) and the Town Justice (Yvonne Burton) as submitted.

Ayes: Thompson, Weale, Lyons, and Trappler

Nays: Conklin

d. Recommended budget transfers:

\$ 370.00 from DA5132.403 (Mach Rep) to DA5132.403A (1994 Tractor)

\$ 481.00 from DA5132.403 (Mach Rep) to DA5132.403H (Grader)

\$4290.00 from DA5112.22 (PAVE NY) to DA5112.21 (CHIPS)

Motion by Councilperson Trappler, seconded by Councilperson Lyons to approve the recommended budget transfers as presented.

Ayes: Thompson, Weale, Conklin, Lyons and Trappler

Noes: None

#### **EXECUTIVE SESSION:** None

**COMMUNICATIONS:** Memo from Steuben County Department of Public Works. Steuben County Legislature approved Roadside Cleanup Weeks for all Cities, Villages and Towns. No charge at the Bath Landfill for up to 20 tons of garbage and 10 tons of tires. This is for roadside cleanup ONLY!

**OTHER BUSINESS:**

General Fund Claims, Nos. 82-107, totaling \$5,675.40; Highway Town-wide DA Fund Claims, Nos. 14-16, totaling \$2,487.66; Highway DB Fund Claims, Nos. 4-6, totaling \$5,494.88; and Trust & Agency Claims, Nos. 7-8, totaling \$804.29, for a Grand Total of \$14,462.23. Motion by Councilperson Trappler, seconded by Councilperson Conklin, to approve and pay the bills in their usual manner.

Ayes: Thompson, Weale, Conklin, Lyons and Trappler  
Noes: None

**SUPERVISOR REPORT:**

Motion by Councilperson Trappler, seconded by Councilperson Lyons, to approve the Supervisor Report for March 2022 as presented.

Ayes: Thompson, Weale, Conklin, Lyons and Trappler  
Noes: None

**COMMENTS FROM THE PUBLIC:**

Town Clerk attended Notary Public Training, recurring expenses are as follows: Application every 4 years - \$60, Stamp - \$40 every 4 years. Notary Log book and seal approximately \$100. - one time expense. Board ok with costs. Councilperson Trappler mentioned that he like the board meetings at the Town Barn and audience agreed stating they could hear better. Councilperson Trappler stated he would like to hold it there every month. Motion by Councilperson Trappler, seconded by Supervisor Thompson, to schedule the next board meeting on Monday, May 16, 2022, 6pm at the Town Barn.

Ayes: Thompson, Weale, Lyons and Trappler  
Nays: Conklin

**ADJOURNMENT:**

Motion by Councilperson Trappler, seconded by Councilperson Weale, that the meeting be adjourned at 7:55pm, and the next scheduled meeting is Monday, May 16, 2022, 6pm at the Town Barn.

Ayes: Thompson, Weale, Conklin, Lyons and Trappler  
Noes: None

Respectfully Submitted,

Robin Carr  
Town Clerk

**NEXT MEETING:**

**MONTHLY BOARD MEETING: Monday, May 16, 2022 6pm at the Town Barn**