

**REGULAR BOARD MEETING
MINUTES
3/10/2022**

Regular Meeting Minutes of the Parish Town Board held March 10th, 2022 at 2938 E. Main Street, Parish, NY in the Village Gym and via Zoom. The meeting was called to order by Supervisor Bernys at 5:30 pm.

PRESENT:

Gary Wood, Councilor
Doug Houghton, Councilor
Robin Eaton-Novak, Councilor
Jim Bernys, Supervisor
Kelly Reader, Town Clerk

ABSENT/EXCUSED: G.R. Horning, Councilor

PRESENT: Trudy Engst, Bookkeeper; Bob Genant, Attorney; Steve Cronk, DCO; George Horning, Hwy Sup't; Kevin Dwyer, Tax Collector; John Dunham, Planning Brd Member; Paul Baxter, Tug Hill Rep.; L.J. Harvey, Fire Chief; and Shelly Clark.

MEETING OPEN TO THE PUBLIC:

Shelly Clark spoke in regards to a Home Town Heroes Banner Program. This type of program is of no cost to the Town. Shelly had a packet that she distributed to the Board explaining how the program is designed and implemented. The purpose is to honor and recognize our heroes There are 3 different sizes and the banners would be displayed on the poles. The family of the military veteran would be featured on the banner and the family would pay for the banner and the hardware. There are also banners that honor EFT, Fire Fighters, Dr., and nurses, etc. The cost to the town would be none except for the responsibility of putting them up and taking them down. A lot of towns put them up around Memorial Day and take them down around Veteran's Day. They don't have to be left up the whole time, they can be put up and taken down any time. Shelly recommends that one style be selected for all banners. The people that sign up to be involved with the program would be responsible for running the program. Councilor Eaton-Novak stated that Jack Rucynski offered to help. Shelly also commented that a separate checking account could be set up and she has been in contact with Key Bank.

MEETING CLOSED TO THE PUBLIC.

SUPERVISOR'S COMMENTS:

Supervisor Bernys stated that for those that may not be aware, a devastating fire occurred on February 28th in the Town of Parish. A large garage with all its contents were lost to Mike and Terry Sobotka. A Go Fund Me Page has been sent up to assist with their recovery.

Since the February Meeting, Supervisor Bernys has attended a webinar on Capital Planning. Also, Supervisor Bernys has had discussion with Jay Grasso, our grant writer in regards to our USDA Snowplow Grant. The town needs financing for this vehicle and Supervisor Bernys is in the process of working on that.

Bookkeeper Engst and Supervisor Bernys continue to learn and grow in their office. Next week, Bookkeeper Engst will begin her first of 2 courses that will help her with her duties as bookkeeper.

COUNCILOR'S COMMENTS:

Councilor Eaton-Novak suggested for the town to look into Cyber securities as she feels that it would be in the best interest of the town.

Supervisor Bernys that it could be taken into consideration.

APPROVAL OF MINUTES:

February 17, 2022-Regular Meeting Minutes: A motion was taken by Councilor Wood, seconded by Councilor Houghton to approve the February 17, 2022 Meeting Minutes as presented. Roll taken...All in Favor...motion carried.

COMMITTEE REPORTS:

ARPA Funds: Councilor Eaton-Novak reported that the committee did meet and discussed ARPA Funds and potential ways of spending them. No monies should be spent prior to March 31, 2022. There may be additional changes as of April 1st, 2022 on how the money can be disbursed. It is not anticipated, but that is their deadline. The committee discussed that the funds could be divided into 3 pots. The 3 funds would be Highway, IE repairs, Town and Community Improvement-Improvements to the parks, Town picnic and Municipal Improvements, possibly a speaker system. The 3 funds do not have to be equal. Supervisor Bernys stated that he had spoken to Jay Grasso and he would be glad to

Speak to the committee and discuss available grants and also on ways to disburse ARPA Funds. Infrastructure Funds were also discussed. Supervisor Bernys will provide contact information for Jay Grasso.

Face Book Page Committee:

Supervisor Bernys asked if there was still a need for a Face Book Committee as the Face Book page is up and running.

Councilor Eaton-Novak reported that the Face Book Page is up and running and it is still a little rusty. Councilor Eaton-Novak stated that they do have a Face Book Page Policy and it has been approved by the Town's Attorney. It was tweaked a little bit to make it more realistic for our town's setting. Councilor Eaton-Novak will provide a copy of the policy to Supervisor Bernys and the names of all four administrators.

A motion was made by Councilor Novak-Eaton, seconded by Councilor Wood to dissolve the Official Face Book Committee. Roll taken...All in favor...motion carried.

DEPARTMENTS REPORTS:

Highway Report: Hwy Sup't George Horning reported that they were still running on 1 shift due to a staffing shortage, but in a couple of weeks they would be returning to 1 shift anyway.

The crew has been out patching holes.

Assessor's Report: Tabled.

Town Justice Report: Justice Dayger submitted a financial report for February 2022.

Town Clerk's Report: Town Clerk Reader submitted a financial report for February, 2022.

DCO Report: DCO Cronk gave a DCO Report. DCO Cronk has been contacting people that are late with their dog renewals. Steve would like to work with the people before ticketing them.

Fire Chief's Report: Fire Chief Harvey gave the Fire Chief's Report for February, 2022.

Tug Hill Circuit Rider's Report:

Paul Baxter, Tug Hill Rep. gave the following report:

Paul attended Parish's ARPA Committee Meeting on Wednesday, February 23, 2022 at the Grist Mill and at the request of the chair posted a notice to the Town's Website announcing it.

Plans continue for an in-person 2022 Tug Hill Conference scheduled for Tuesday April 19th, 2022 at the Turning Stone Casino. The best registration rate deadline of March 18, 2022 is growing nearer.

Planning for the next North Shore Council of Governments Meeting is still in progress. The Tug Hill Commission has established its meeting schedule for 2022.

NYS Archives has announced that they are now accepting applications for the 2022-2023 Local Records Management Improvement Fund Cycle. More information is on their website.

Paul is continuing to look for people interested in acting to assist him in Municipal Meeting Coverage. If anyone is interested, let Paul know.

Reimbursement of municipalities with Wildlife Management Areas continues to be something that the Tug Hill Commission has been working on in association with our State Legislators.

There are no new developments regarding the Little Salmon River and salmon access via the Little Salmon River to Parish.

The Parish Town and Village e-mail addresses are coming up on its annual renewal. Our e-mail host, Go Daddy, has announced that before that, they will be changing e-mail accounts to Microsoft 364 at an increased annual charge. Paul will be discussing this further at the Joint Town/Village Meeting following the Town's Meeting.

Tax Collector's Report: Tax Collector Dwyer gave the Tax Collector Report to date as of 3/10/2022.

UNFINISHED BUSINESS:

Sign 2022 McFee Ambulance Contract: Supervisor Bernys reported that the Ambulance Contract had been approved, however it was never formally signed.

A motion was made by Councilor Wood, seconded by Councilor Eaton-Novak to approve and sign the 2022 McFee Ambulance Contract. Roll taken...All in Favor...motion carried.

UNFINISHED OF THE FLOOR:

None.

NEW BUSINESS:

New Constable Appointment: Supervisor Bernys explained that the Constable that they had appointed previously began training but had second thoughts and chose not to continue training.

A new candidate, Brennen Bower would like to be appointed for the position of Constable.

A motion was made by Councilor Eaton-Novak, seconded by Councilor Wood to appoint Brennan Bower as the Town's new Constable...Roll taken...All in Favor...motion carried.

Form Committee for Hwy Garage Repairs: Supervisor Bernys explained that Councilor Houghton has already completed some research on the needed repairs and he thinks that he would be a good fit for the chair of the committee.

A motion was made by Councilor Wood, seconded by Councilor Eaton-Novak to officially form a committee for Hwy Garage Repairs and to appoint Councilor Houghton as its chair. Roll taken...All in Favor...motion carried.

Supervisor Bernys will also serve on the committee.

Form Committee for Merrill Park: The season is fast approaching. Councilor Houghton expressed that there are some issues that need to be addressed. Councilor Houghton would like to see more use of the park and possibly revamp the ball diamonds.

A motion was made by Councilor Wood, seconded by Councilor Eaton-Novak to officially form a Merrill Park Committee and appoint Councilor Houghton as its Chair. Roll taken...All in Favor...motion carried.

Discussion was held regarding intermingling the committees and Councilor Eaton-Novak would be happy to help with both committees.

NEW BUSINESS OFF THE FLOOR:

Supervisor Bernys explained that Bond Counsel is needed to continue with the Truck Grant and the truck has been ordered. Now the Board needs to determine how the remainder of the truck will be paid for. The grant for the truck was \$34,000.00

USDA Rural Grant: A motion was made by Councilor Houghton, seconded by Councilor Eaton-Novak to grant permission authorizing Supervisor Bernys to obtain Bond Counsel for the USDA Grant for the Snowplow Truck...Roll taken...All in Favor...motion carried.

CORRESPONDENCE: None.

INFORMATIONAL ITEMS: None.

SUPERVISOR'S FINANCIAL REPORT: Tabled.

Councilor Houghton expressed that the last audit should be deciphered to find out what the real fund balance amount was.

Supervisor Bernys suggested that the town needed a Fund Balance Policy and he would be speaking to Laird Petrie regarding the matter.

APPROVAL OF BILLS:

General Fund A Account: A motion was made by Councilor Wood, seconded by Councilor Houghton to approve the claims to the General A Fund, those being claims #42-#59 for a total warrant of \$37,163.36. Roll taken...All in Favor...motion carried.

Highway Fund DA Account: A motion was made by Councilor Houghton, seconded by Councilor Wood to approve the claims to the Highway DA Fund, those being claims #30-#38 for a total warrant of \$25,277.54/ Roll taken...All in Favor...motion carried.

EXECUTIVE SESSION: A motion was made by Councilor Eaton-Novak, seconded by Councilor Houghton to enter into Executive Session to discuss proposed litigation at 6:26 pm. Roll taken...All in Favor...motion carried.

A motion was made by Councilor Houghton, seconded by Councilor Wood to adjourn from Executive Session to the Regular Meeting at 6:48 pm. Roll taken...All in Favor...motion carried.

A motion was made by Councilor Wood, seconded by Councilor Houghton to adjourn from the Regular Meeting at 6:49 pm. Roll taken...All in Favor...motion carried.

Respectfully submitted,

Kelly Reader, Parish Town Clerk