

## REGULAR MEETING

3/21/2024

Minutes of the Parish Town Board Meeting held March 21<sup>st</sup>, 2024 at 2938 E. Main Street, Parish, NY in the Village Gym. Supervisor Bernys called the meeting to order at 6:30 pm.

### PRESENT:

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

**ALSO PRESENT:** L.J. Harvey, Fire Chief; Bob Genant, Town Attorney; Nate Metcalf, Hwy Supt; and Heidi Tompkins, Tug Hill Assoc. Circuit Rider.

### MEETING OPEN TO THE PUBLIC:

No Comments

### MEETING CLOSED TO THE PUBLIC.

### Supervisor's Comments:

Supervisor Bernys commented that he has been busy attending webinars and meetings. Supervisor Bernys attended an Oswego County Eclipse Webinar. During the webinar many issues were addressed that will effect the county before, during, and after the Solar Eclipse. The main points were about the large influx of people that will be visiting to view the eclipse. Traffic congestion was brought up and that the main time for the congestion will be during the actual eclipse and immediately following. Supervisor Bernys attended the following webinars: A NYMIR course detailing all of their available resources , an annual sexual harassment webinar, an Oswego County Planning webinar concerning town's 239-review process. Finally, he attended a meeting of the Tug Hill Commission in Pulaski. Supervisor Bernys worked with Councilor Wood on obtaining a Cyber Security firm to address our security needs. For those that are unaware, the Boards approved the purchase of equipment and training that will help the town be much safer against computer attacks. Our bookkeeper, Angie has been working on our Annual Financial Report for the State Comptrollers. They are hoping to have the report completed by the end of the month. Supervisor's Bernys wished everyone in the Town, A Happy Easter.

### Councilor's Comments:

No comment.

### APPROVAL OF MINUTES:

**Motion:** A motion was made by Councilor Wood, seconded by Councilor Houghton to approve the Minutes of the Public Hearing and the Regular February Meeting Minutes held 2/15/2024 as received. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

### DEPARTMENT REPORTS:

**Assessor's Report:** No report.

**CEO/ZEO Report:** Supervisor Bernys read CEO/ZEO Hamacher's Report.

**DCO Report:** DCO Cronk gave the DCO Report and discussed some issues that he has been addressing regarding dog complaints. DCO Cronk as been working with the Sheriff's Department regarding the complaint.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Chief's Report for February, 2024.

**Tax Collector's Report:** Tax Collector Dwyer gave the following Tax Collection Report:

Original Warrant: \$2,687,203.10

Adjustments:       \$398.47  
\$2,688,101.57

Total collections as of 3/21/2024-\$2,316,990.62

Taxes Outstanding                   \$372,132.71

**Highway Report:** Hwy Supt Metcalf gave the Highway Report.

Discussion was held regarding the inspection on the town's white pickup truck was past due. The truck will not pass inspection without significant repairs.

Hwy Supt Metcalf has located a 2019 Dodge F350 pickup truck with an extended cab and utility box. The pickup truck is located in Bridgeport and comes with a 90 day warranty. The truck has 105,000 miles on it and the cost for the truck is \$34,175.00. Discussion was held regarding placing the 2009 white pickup truck out on bid with Auctions International specifying that it is not operational. Discussion was also held regarding selling the small dump truck.

**Motion:** A motion was made by Councilor Eaton-Novak, seconded by Councilor Wood to purchase a used 2019 F350 extended cab pickup with utility box from Techforce Automotive in Bridgeport, NY with a 90 day warranty for the amount of \$34,175.00. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

**Tug Hill Report:** Heidi Tompkins, Associate Circuit Rider read the following report submitted by Paul Baxter: Paul has posted the town's new Foil Policy rules on the town's website. Paul has copies of the Town of Parish base maps for the Highway Supt. Paul commented that as a reminder, the best registration rate for the upcoming 2024 Tug Hill Local Govt conference is April 1<sup>st</sup>, 2024. Update on plans for scheduling the first Salmon Rivers Council of Governments Meeting is March 26<sup>th</sup>, 20024 at 2:00 pm, location to be announced. The Tug Hill Commission met in Pulaski on Monday. Paul was able to assist the town assessor in re-establishing her computer's access for use of her printer. Paul was requested to post an additional document on the town's website for individuals charged with traffic infractions and it has been posted. It is under Town Court on the Board's Departments, and Officials page. There is nothing new to report about the status of Wildlife Management Area payment legislation.

There is nothing new to report on salmon restoration for the Little Salmon River.

**OLD BUSINESS:**

**Getman Cemetery Accident Update:** Supervisor Bernys has been in contact with State Farm Insurance Company. Quotes will be obtained from fence companies for the repair of the damage.

**Date to view Highway Garage:** A date will be discussed at a workshop. Discussion was held that this would be a good opportunity to show the taxpayers where their tax dollars are being spent. Discussion was held regarding scheduling a date the same day as Clean-up Day tentatively set for June 1<sup>st</sup>.

**Internal Audits Schedule:**

Supervisor's Books : Laird Petrie and Councilor Eaton-Novak

Tax Collector's Books: Laird Petrie and Councilor Horning

Town Clerk's Books: Supervisor Bernys and Councilor Wood

**ARPA Funds:**

The ARPA Funds remainder-\$21,375.24. The funds need to be obligated by 12/312024. Discussion was held that possibly some ARPA Funds could be used to purchase Cyber Security equipment.

**OLD BUSINESS OFF THE FLOOR:** None.

**NEW BUSINESS:**

**Oswego County Road Mowing:**

Councilor Horning was not in favor of mowing county roads due to the cost and several towns in the county are not participating.

Hwy Supt Metcalf responded that there are only 2 towns in the county that do not participate.

Hwy Supt Metcalf reviewed the cost, man hours, and profit amount for the town mowing the county roads. The town does come out a little ahead by a profit of \$1,859.00.

**Mowing Contract:**

**Motion:** A motion was made by Supervisor Bernys, seconded by Councilor Eaton-Novak to sign the Mowing Contract with Oswego County to mow county roads within the Town of Parish. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

**Merrill Park:**

**Waiving park fee for APW Little League:**

**Motion:** A motion was made by Councilor Eaton-Novak, seconded by Councilor Houghton to waive the park fee for APW Little League. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

**Duties and Responsibilities of Park Supervisor:**

Hwy Supt Metcalf discussed the guidelines for the park responsibilities and different titles.

Hwy Supt Metcalf reviewed titles and responsibilities for the titles.

Park Maintenance Supervisor-In charge of bldg and grounds.

Park Supervisor-Responsible of every aspect of the park. The position oversees the over all direction of the parks.

**Motion:** A motion was made by Councilor Eaton-Novak, seconded by Councilor Wood to appoint Nate Metcalf as Park Supervisor. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

**Progress of current projects:**

Craig Petit is working with county highway department as they are making brackets and will assist with installation of basketball hoops as soon as the weather breaks. Hwy Supt Metcalf will assist in mounting the cameras when it becomes dry enough. LED lighting has been installed at Merrill Park. The lighting was paid all through ARPA Funds and a \$5,000.00 grant.

**Cyber Security:**

Money appropriate from what budget line?

**Motion:** A motion was made by Councilor Eaton-Novak, seconded by Supervisor Bernys to purchase Cyber Security Equipment and possibly phone lines for the amount of \$4,500.00 using ARPA Funds. Roll taken...Motion carried. Aye-(5) Nay-(0).

**Cyber Security Inter-municipal Agreement:**

Supervisor Bernys commented that an Intermunicipal Agreement is being drawn up by the Town Attorney. The town will be responsible for paying 75% and the village will be responsible for paying 25%.

**NEW BUSINESS OFF THE FLOOR:**

Discussion was held regarding Old Home Days-The Fort Drum Band will be performing honoring the veterans. Currently, 40 vendors have expressed interest in participating. Discussion was held regarding taking funds out of the celebrations line to help with expenses for the event.

**SUPERVISOR'S FINANCIAL REPORT:**

Supervisor Bernys presented the Supervisor's Report for February, 2024 for the Board's review.

**Motion:** A motion was made by Councilor Eaton Novak, seconded by Councilor Horning to accept the Supervisor's Financial Report as presented. Roll taken...All in favor...motion carried. Aye-(5) Nay-(0).

**APPROVAL OF BILLS:**

**General A Fund:**

**Motion:** A motion was made by Councilor Houghton, seconded by Councilor Horning to approve the claims to the General A Fund, those being claims #42-#73 for a total warrant of \$19,768.51. Roll taken...All in favor..Motion carried. Aye-(5) Nay-(0).

**Highway DA Fund:**

**Motion:** A motion was made by Councilor Horning, seconded by Councilor Houghton to approve the claims to the DA Highway Fund, those being claims #42-#39 for a total warrant of \$52,896.95. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

**Highway DB Fund:**

**Motion:** A motion was made by Councilor Horning, seconded by Councilor Eaton-Novak to approve the claims to the Highway DB Fund, those being claims for a total warrant of \$1,848.35. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

A motion was made by Councilor Wood, seconded by Supervisor Bernys to adjourn at 8:50 pm. Roll taken...All in favor...Motion carried. Aye-(5) Nay-(0).

Respectfully submitted,

Kelly Reader-Petit  
Parish Town Clerk