Minutes for the March 14, 2024 meeting, held by the Elbridge Town Board. Supervisor Richardson called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**PRESENT:** Vernon Richardson, Supervisor

 Doug Blumer, Councilor

 Floyd Duger, Councilor

 Mike Caron, Councilor

 Todd Platten, Councilor

**RECORDING SECRETARY:** Danielle Karlik, Town Clerk

**OTHERS PRESENT:** Joe Frateschi, Town Attorney, Deputy Clerk Deborah Blasko, Recreation Director Joe Patrick, Assessor Heather Garner, Assessor Clerk Ann Marie Evans, Mike Maxwell

**ADOPT MINUTES:** On a motion by Councilor Duger, seconded by Councilor Platten, the minutes from February 22, 2024 were unanimously entered into record.

**BUDGET MODIFICATION:** On a motion by Councilor Caron, seconded by Councilor Platten the following budget modification was unanimously approved:

 $20,000.00 from A1990.4 - Contingency

 $20,000.00 to A1420.4 – Attorney

**GUEST:** Mike Maxwell – Maxwell Appraisal, addressed the Town Board in regards to the assessment notification that were mailed out on 3/13/24. The following points were discussed:

* Double Wide, New Construction, Ranch homes assessments,
* Phone messaging for appointments, phone will be available until 3/29/24
* Hours (9 AM – 8 PM) for meetings on 4/9-4/11/24, more days can be added,
* Tentative/Final Roll & Grievance
* Agriculture Exemption corrections
* Gave the Assessor booklets for the public to review for last 3 years of sales

**COMMUNICATIONS:** Supervisor Richardson thanked Supervisor Secretary Minnig, Councilor Duger, and Highway Superintendent White, as well as Councilors Platten and Caron, for assisting with the processing and mailing the assessment notification letters.

The Onondaga Supervisors meeting will be held next week with continuing discussion on OCIDA.

**OLD BUSINESS**: A brief discussion was held in regards to a part-time secretary to cover the Supervisor’s office when the current secretary is unavailable. Secretary Minnig will train. Supervisor Richardson has a few people in mind who are already experienced.

Councilor Duger discussed the use of ARPA funds for AED’s for the recreation programs that are required by state law. He passed out information for the Board to review and copies to be placed on record in the Town Clerk’s office. A brief discussion followed.

The formation and contract for the Recreational Club was also discussed.

**RESOLVED:**

On a motion by Councilor Caron, seconded by Councilor Duger, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 53/24*

The Elbridge Town Board resolves to create the position of part-time Supervisor’s Secretary for backup to the full-time position.

On a motion by Councilor Duger, seconded by Councilor Caron, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 54/24*

The Elbridge Town Board resolves to purchase with ARPA funds, 9 AED machines, two to be placed permanently at Seymour Lofft Park, one to be permanently placed in the Highway department, and the remainder to be portable for recreational events, the training needed to operate the units and signage will also be included in the cost of $20,761.89

On a motion by Councilor Duger, seconded by Councilor Blumer, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 55/24*

The Elbridge Town Board resolves to spend the $7,072.11 remainder of ARPA funds for the Town of Elbridge Recreational tennis program and to update recreational equipment.

On a motion by Councilor Duger, seconded by Councilor Caron, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 56/24*

The Elbridge Town Board resolves to purchase a new 2023 Hitachi 2x60USB-5N mini excavator stock #169398 from Tracey Road Equipment contract #0011723-HTI with 4-year 4000 hr. full machine coverage warranty, for $82,864.00

On a motion by Councilor Duger, seconded by Councilor Blumer, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 57/24*

The Elbridge Town Board resolves to proceed with the creation of the Jordan-Elbridge Recreation Club, with Joseph Patrick, Andrea Chiaramonte, and Melissa Daniels as officers, and setting up a non-profit checking account with Lyons National Bank.

On a motion by Councilor Duger, seconded by Councilor Blumer, the following resolution was

ADOPTED: 5 AYES Richardson Blumer Duger Platten Caron

 0 NAYS

*Resolutions 58/24*

The Elbridge Town Board authorizes Supervisor Richardson to sign the 2024 contract between the Town of Elbridge and the Jordan-Elbridge Recreation Club for $3,000.

**COMMITTEE REPORTS:**

Councilor Duger: A final review of the proposed Comprehensive Plan will take place on March 19, 2024.

Appreciation is given to the Highway Department for the installation of the hand dryers in the restrooms at the Community Center and Town Hall. The Highway has been busy with equipment and road maintenance, as well as tree work at Elbridge Rural Cemetery.

The NCLL baseball/softball program is underway with 200+ registrations. CCYO basketball has completed and had 180 participants.

The senior luncheon participation is building back up and a St. Patrick’s luncheon is planned with entertainment. LeMoyne college will be hosting a Fall Prevention program for 7 weeks.

The JET program is running at full force.

The Wayside is currently closed and a proposal for apartments has been considered.

Councilor Blumer: The Planning Board did not meet as no projects are ready at this point in time.

Historian Parkman may be eligible for a future Sloan grant. He also busy with cataloguing in the office.

Councilor Blumer would like the Board to revisit the Town’s travel policies, and voucher policies in comparison to the NYS guidelines. Proposed language should be available at the next meeting and may be added to the handbook to eliminate and further confusion. At this point Councilor Duger suggested that copies of policies and contracts be available in a binder for easy reference to the Board during meetings.

Councilor Blumer attended the Onondaga Planning conference in Syracuse and found useful information in regards to Solar development, State incentives. He would like to incorporate some new language into zoning to help clarify guidelines for Solar.

Councilor Caron: There will be a PERMA conference in May that Councilor Caron would like to attend.

There hasn’t been much change to the Joint Water Project at this time. At this time the Board discussed the process for Eminent Domain with the Attorney Frateschi.

Verizon has not been seen around the Town by residents and Councilor Caron will check into the status.

Councilor Platten: The Environmental Commission has placed orders for the year’s tree giveaway. They are scaling back. Superintendent White stated that any wire cutting should be done now, before the department is too busy with projects to assist.

The Assessing Clerk will be training on 3/1/24 via Zoom at home. A discussion was held about the location of the class, and if it could be taken on another day. Supervisor Richardson asked if the Assessor could cover the office on Monday. She responded she could not.

Gmail account issues have been rectified, and emails should now be available

**MONTHLY REPORTS ON FILE:** Highway. Supervisor, Codes, Sr/Rec, Assessing

**AUDIENCE PARTICIPATION:**

**EXECUTIVE SESSION:**

On a motion by Supervisor Richardson, seconded by Councilor Caron, the Town Board unanimously entered into Executive Session at 8:32 PM, for possible litigation matters.

(Minutes taken by Attorney Frateschi)

9:41 P.M. – Councilor Caron made a motion to leave Executive Session, seconded by Councilor Duger.  Supervisor Richardson put the motion to a vote.  Passed unanimously.

**ADJOURNMENT:**

9:42 P.M. – Councilor Caron made a motion to adjourn.  Councilor Duger seconded the motion.  Supervisor Richardson put the motion to a vote.  Passed unanimously.

**Danielle Karlik**

**Elbridge Town Clerk**