

TOWN OF ELBRIDGE
TOWN BOARD MEETING AGENDA
May 27th, 2021

The Town Board of the Town of Elbridge met to conduct their regular meeting on Thursday, May 27th, 2021 at 7PM at the Town Municipal Building, 5 Route 31, Jordan, N.Y. Supervisor Richardson opened the meeting at 7:00 PM and led the Pledge of Allegiance.

PRESENT: Supervisor Vern Richardson, Councilor Doug Blumer, Councilor Floyd Duger, Councilor Mike Caron, Councilor Todd Platten

OTHERS PRESENT: Historian Jason Parkman, Attorney Timothy Frateschi, Clerk Danielle Karlik

ADOPT MINUTES: On a motion Councilor Duger, Seconded Councilor Blumer the minutes from May 13th, 2021 were approved.

MOTION TO PAY BILLS: On a motion by Councilor Caron, seconded by Councilor Platten General Bills Abstract #05, Vouchers #163-208, in the amount of \$85,032.27 were ordered paid, and Highway Bills, Abstract #05, Vouchers #110-1120, in the amount of \$15,223.34 were ordered paid with a total disbursement of \$100,255.61.

COMMUNICATIONS: Both Villages will hold their usual Memorial day services and parades.

At the County Supervisors meeting the Towns discussed the pending Cannabis law, opting in or opting out. Attorney Frateschi elaborated on this and general discussion ensued.

OLD BUSINESS: Cleaning services need to be addressed again. Oswego Industrials did review the premises and their quote was higher than the current amount. Discussion on company vs individual service took place. It was suggested that a checklist be used, and that the cleaning for the Village of Elbridge be approached.

The Town has not received the Elbridge Fire Departments contracted reports. It was discussed with the Mayor of the Village of Elbridge. The Fire Department will be contacted and have this matter discussed.

NEW BUSINESS: Councilor Caron discussed the Cyber Security Insurance Agreement. He spoke with both the current insurer, Chubb (\$2,313), and Beasley (\$2,231.06). Beasley was the less expensive, but is not guaranteed for New York State.

RESOLUTION:

On a motion by Councilor Caron, seconded by Councilor Platten, the following Resolution was

ADOPTED: 5 AYES Blumer Richardson Duger Caron Platten
0 NAYS

Resolutions 70/21

The Elbridge Town Board resolves to continue with Chubb and renew its agreement for cyber and technology security at a rate of \$2,313.00.

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COMMITTEE REPORTS:

Councilor Blumer: There is a company interested in the space on Route 5, formally the Family Dollar. They are interested in creating a convenience store and gas station. The zoning classification would need to be addressed, and drawing and plan presented to the Board. This is in very preliminary stages.

The Historian's Office, and JE Area Church Board are still looking for ways to move into a new facility, and attain grants. If the building is to be used for the Food Pantry, legally a reasonable fee would need to be charged as the Food Pantry services those outside the Town limits.

Councilor Duger: The Highway is doing an outstanding job with fields and trim at Seymour Lofft Park. Games are being conducted. Consideration is being given to numeric code locks for the restrooms.

Senior coffer hour program is being conducted on the 1st and 3rd Wednesday of the month. 9,500 meals have been served at this point in time. Much thanks goes to Joe Patrick and all his efforts, day and night, to maintain programs, he has gone "above and beyond".

Councilor Caron: B&L sent breakdown for the percentages of both Villages and the Town. Bond has been received and deposited.

There have been some complaints from residents in regards to unmarked and unidentified people taking pictures and making sketches. Assessing was not out taking photos and B&L has reflective tape and vests.

The assessing clerk will be out of the office on June 1st, in the afternoon. Councilor Caron tried to get a hold of the Assessor with no answer or return call.

Councilor Platten: There was not a huge turnout for the Environmental Commission this month. They are still working on the Seymour Lofft Vista, as there are some questions to property ownership.

Nothing to report in the Justice Department.

Councilor Platten has been in touch with Scott from Speedy's Landscaping. Mowing is progressing, and he will look into the tree down in the cemetery on Quince street.

On a motion by Councilor Caron, seconded by Councilor Platten, the Town Board went into Executive Session at 7:52 PM to discuss a legal matter.

On a motion by Councilor Duger, seconded by Councilor Blumer the Elbridge Town Board closed Executive Session and entered into its regular meeting at 8:20 PM.

On a motion by Councilor Platten, seconded by Councilor Caron, the following Resolution was

ADOPTED: 5 AYES Blumer Richardson Duger Caron Platten
0 NAYS

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Resolutions 71/21

The **TOWN BOARD OF THE TOWN OF ELBRIDGE (the “Board”)**, in the County of Onondaga, State of New York, met in regular session at the Town Hall in the Town of Elbridge, located at 5 Rt. 31, Village of Jordan, County of Onondaga, State of New York, on the 27th day of May 27, 2021, at 7:00 p.m. The following resolution was moved, seconded and adopted:

WHEREAS, the Town Board desires to make amendments to its Procurement Policy to clarify certain policies related to the use of Town property and the disposal of Town property,

WHEREAS, the following procedures and policies ensure that Town property will be properly used, disposed of or sold to the benefit of the Town taxpayers,

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF ELBRIDGE ADOPTS THE FOLLOWING SUPPLEMENT AND ADDENDUM TO THE PROCUREMENT POLICY:

§ 1. Use of Town resources.

A. Town resources shall be used only for lawful Town purposes. Town resources include, but are not limited to, Town personnel, compensated time, money, vehicles, equipment, letterhead, materials, supplies or other property.

B. No Town officer or employee shall use or permit the use of Town resources for personal or private purposes, but this provision shall not be construed as prohibiting:

(i) Any use of Town resources authorized by law, Town policy or collective bargaining agreement to which the Town is a party;

(ii) The use of Town resources for personal or private purposes when provided to a Town officer or employee by the Town Board as part of his or her compensation or because the Town Board has determined such property is required to accomplish Town duties; or

(iii) The occasional and incidental use of Town telephones and computers for necessary personal, nonbusiness matters such as family care and changes in work schedule.

§ 2. Abandonment of Town Property

A. The Department head of each Town department shall determine if Town property assigned to their Department is obsolete, not-functioning or no longer useful for Town purposes.

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B. Upon a determination that the Town property is obsolete, non-functioning or no longer useful for Town purposes, the Department head should consult with the Town Supervisor or his/her designee to determine the property's value.

(i) If the value of the property is determined to be less than fifty dollars (\$50.00), it shall be discarded in the safest and the most economical manner possible.

(ii) If the value of the property is determined to be more than fifty dollars (\$50) but less than five hundred dollars (\$500.00), the Town Supervisor shall determine the most economical and proper disposal method.

(iii) If the value of the property is determined to be more than five hundred dollars (\$500.00), the Town Supervisor shall bring the property to the Town Board to determine how to dispose of the property.

F. If the Town Board determines to abandon the property valued over five hundred dollars (\$500.00), it will either discard it in the safest and most economical fashion, trade it in for a new item or sell it through a competitive bidding process.

G. The value of any Town property traded in for a new item shall be agreed to by the Town Board based on industry standards for trade-in value, either provided by the vendor, or by independent verification of the Town Board.

and be it

FURTHER RESOLVED, that a copy of this policy shall be appended to the Town's Procurement Policy, and be it

FURTHER RESOLVED, that this Addendum and Policy shall be posted on all public bulletin boards at Town owned facilities.

ADJOURNMENT: On a motion by Councilor Blumer, seconded by Councilor Platten the Town Board adjourned its meeting at 8:24 PM.

Respectfully Submitted,

Danielle Karlik
Elbridge Town Clerk