

**TOWN of CATLIN
ORGANIZATIONAL MEETING
Thursday, January 9, 2020 at 7:00 PM**

Call Meeting to Order at 7:00 pm

Roll Call:

CARRIED:

**RESOLUTION 20-01
ROBERT'S RULES OF ORDER ADOPTED AS GUIDELINES**

Resolution by:

Seconded by:

RESOLVE the Town Board adopt Robert Rules of Order, Association of Towns – State of New York Town Law Manual 2000, and Conducting Public Meetings and Public Hearings, as a guideline, and vote orally on resolutions.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-02
TIME AND PLACE SET FOR TOWN BOARD MEETINGS**

Resolution by:

Seconded by:

RESOLVE the Town Board set the time and place for the Town Board Meetings: 7:00 PM on the 2nd Thursday of each month at the Catlin Town Hall

CARRIED: AYES:
 NAYS:

RESOLUTION 20-03
TOWN BOARD MEETING PROCEDURES

Resolution by:

Seconded by:

RESOLVE the Town Board adopt the following policy for Town Board meetings:

1. All agenda items are to be submitted to the Town Clerk by 4:00 p.m. the Monday prior to the Town Board meeting.
2. The first item of the meeting will be Call to Order.
3. The Town Board agenda categories be as follows:
 - Pledge of Allegiance
 - Moment of Silence
 - Minutes
 - Correspondence
 - Motion to receive correspondence and place on file
 - Departmental Reports
 - Resolution authorizing payment of abstracts
 - Beaver Valley Water District
 - Old Business
 - New Business
 - Hearing of the Public
 - Resolutions
 - Adjournment
4. All monthly reports are to be submitted to the Town Clerk by 4:00 p.m. the Monday prior to the Town Board Meeting. All reports are to be typewritten.
5. Vouchers for payment must be submitted by 12:00 noon the Monday before the Town Board meeting. Submittal is the responsibility of the Department Heads and they are responsible for vendor inquiries due to non-submittals.
6. The Abstract of unaudited vouchers is to be submitted to the Supervisor and Accountant by 11:00 a.m. the Thursday of the Town Board meeting.
7. All vouchers are to be audited by the Audit Committee by **6:15 p.m.** before the Town Board meeting.

CARRIED: AYES:

NAYS:

RESOLUTION 20-04
EFFECTIVE DATE OF APPOINTMENTS

Resolution by:

Seconded by:

RESOLVE the Town Board set the effective date for appointments, unless otherwise stated, as January 1, 2020.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-05
DEPUTY TOWN SUPERVISOR APPOINTED**

Resolution by:

Seconded by:

RESOLVE the Town Board appoint **William Collier**, Deputy Town Supervisor, term to expire 12/31/20, as recommended by the Town Supervisor.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-06
APPOINTMENTS TO VARIOUS POSITIONS
ALL TERMS EXPIRE 12-31-20**

Resolution by:

Seconded by:

RESOLVE the Town Board hereby makes the following appointments:
 Zoning Board of Appeals Secretary – Dail Phelps
 Planning Board Secretary – Linda Wead
 BVWD Billing Clerk – Billie Jean Bennett

CARRIED: AYES: NAYS:

**RESOLUTION 20-07
BOARD CHAIRMAN APPOINTED**

Resolution by:

Seconded by:

RESOLVE that pursuant to Town Law Sections 267 and 272 the following persons be appointed to a position to the Town of Catlin Board Chairman a one (1) year term ending 12/31/2020.

James Plate – Chairman – Planning Board
Thomas Rhodes – Chairman – Zoning Board of Appeals
Mark Claypool – Chairman – Board of Ethics

CARRIED: AYES:
 NAYS:

RESOLUTION 20-08
RESOLUTION CONTINUING POSITIONS OF DEPUTY HIGHWAY SUPERINTENDENT, DEPUTY TOWN CLERK MAKING APPOINTMENTS TO THESE POSITIONS

Resolution by:

Seconded by:

RESOLVE that the positions of Deputy Highway Superintendent, Deputy Town Clerk hereby are continued for the Town of Catlin with the powers and duties set forth in Town Law and Highway Law, and

BE IT FURTHER RESOLVED, that the following persons be appointed to the positions for a one (1) year term ending 12/31/2020.

DEPUTY HIGHWAY SUPERINTENDENT – Alexander Pastrick

DEPUTY TOWN CLERK – Linda Wead and Billie Jean Bennett

DEPUTY COURT CLERK – Dail Phelps

CARRIED: AYES:
 NAYS:

RESOLUTION 20-09
RESOLUTION MAKING APPOINTMENTS TO THE AUDIT COMMITTEE

Resolution by:

Seconded by:

RESOLVE that Council members **Eugene Unwin** and **William Collier** be and are hereby appointed as Audit Committee for the Town of Catlin for the first six months of the year commencing **January 1st, 2020**, and Council members **David Silvernail** and **Cathy Edwards** be hereby appointed as Audit Committee for the Town of Catlin for the second six months commencing **July 1st, 2020**. On or before January 20, 2020 an audit of the town books and Town Justice records.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-10
RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

Resolution by:

Seconded by:

RESOLVE, that pursuant to Section 64, Subdivision 11 of Town Law, the **Elmira Star-Gazette**, Elmira, New York and the **Corning Leader**, Corning, New York are hereby designated as official newspapers of the Town of Catlin, and

BE IT FURTHER RESOLVED, that for purposes of legal notices for variances before the Zoning Board of Appeals, the newspaper to be used shall be the one that serves the area where the applicant for the variance resides.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-11
SUPERVISOR DIRECTED TO PUBLISH ANNUAL REPORT**

Resolution by:

Seconded by:

RESOLVE the Town Board directs the Supervisor to publish the Annual Report in the approved form.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-12
RESOLUTION DESIGNATING DEPOSITORIES FOR TOWN OFFICIALS**

Resolution by:

Seconded by:

RESOLVE that Chemung Canal Trust Company be designated as the depositories for the Town, and

BE IT FURTHER RESOLVED, that LaVerne J. Phelps, Supervisor of the Town of Catlin and in his absence, **William Collier**, Deputy Supervisor, or **David Silvernail**, Councilmember be and hereby are authorized to sign checks under \$1000 without cosigner, checks over \$999.99 must be cosigned (**excluding payroll**), drawn on Chemung Canal Trust Company for the following accounts:

General	Beaver Valley Water District
Highway Accounts	Fire Companies 1, 2, 3
Trust and Agency Fund (Social Security Acct.),	Beaver Valley & Town light Districts

BE IT FURTHER RESOLVED, that **Dail Phelps**, Town Clerk/Tax Collector of the Town of Catlin be and hereby is authorized to sign checks drawn on Chemung Canal Trust Co. for the Town Clerk, Tax Collector accounts.

BE IT FURTHER RESOLVED, that **Richard Brink** , Justice of the Town of Catlin be and hereby is authorized to sign checks drawn on Chemung Canal Trust Co. for respective Town of Catlin Justice Account,

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-13
SUPERVISOR AUTHORIZED TO INVEST TOWN FUNDS**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Supervisor to invest monies, not needed for immediate expenditures, according to the regulations of the State Department of Audit and Control.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-14
RESOLUTION AUTHORIZING SUPERVISOR TO OBTAIN INSURANCE FOR THE TOWN

Resolution by:

Seconded by:

RESOLVE that the Town Supervisor is hereby authorized to secure adequate insurance for the Town to include General Liability, Town Liability, Public Officials Liability, Building Coverage, Automobile Coverage, Flood, Theft and a Blanket Bond covering Town Officials as required by law.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-15
**RESOLUTION AUTHORIZING PREPAYMENT OF CLAIMS FOR PUBLIC UTILITIES, POSTAGE,
FREIGHT AND EXPRESS CHARGES AND INSURANCE**

Resolution by:

Seconded by:

RESOLVE that pursuant to Section 118 of the Town Law, the Town Supervisor is hereby authorized to prepay, prior to audit, claims for public utilities, postage, water testing, employee clothing allowance, freight and express charges and insurance, with said claims to be presented for audit at the next regular Town Board meeting.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-16
TOWN BOARD AUTHORIZED TO ADVANCE MONEY

Resolution by:

Seconded by:

RESOLVE the Town Board be authorized to advance money for educational meetings or workshops as provided by General Municipal Law 77b. By voucher prior to check being issued.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-17
JUSTICES AUTHORIZED TO HIRE STENOGRAPHER

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Town Justices to hire a court stenographer, when needed, at the prevailing rate.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-18
ATTENDANCE AT EDUCATIONAL PROGRAMS AUTHORIZED**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes Town Officials and employees to attend educational programs concerning Town business, as authorized in their 2020 budget, with all legal expenses charged to the Town as set forth in the Town of Catlin Employee Handbook. Employees working in the same capacities for Municipalities other than the Town of Catlin are urged to share educational expenses with these municipalities.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-19
AUTHORIZED ATTENDANCE AT COUNTY MUNICIPAL CLERKS MEETINGS**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the attendance at County Municipal Clerks meetings, as set forth in their 2020 budget for the Town Clerk and Deputy Town Clerk.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-20
AUTHORIZATION FOR PURCHASES**

Resolution by:

Seconded by:

RESOLVE the Town Board requires approval prior to obtaining services, parts, and other equipment for all purchases over the amount of \$1,000.00, including engineering or as otherwise provided by the Town Board.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-21
AUTHORIZATION FOR PURCHASES - HIGHWAY SUPERINTENDENT**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Highway Superintendent to make purchases up to \$5000.00 for parts, supplies, tires, and other equipment for use in the Highway Department, as necessary, provided they are covered in the Highway budget.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-22
HIGHWAY SUPERINTENDENT AUTHORIZED TO ADVERTISE FOR BIDS**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Highway Superintendent to advertise for bids on tires, salt, cinders, sand, parts and tools, as needed.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-23
HIGHWAY SUPERINTENDENT AUTHORIZED TO ACCEPT STATE & COUNTY BIDS**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Highway Superintendent to accept State and County bids for any and all items under State and County bid system, provided they are covered in the Highway budget; with the exception that any bid for vehicles and equipment shall be subject to prior Town Board approval.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-24
BUDGET TRANSFERS**

Resolution by:

Seconded by:

RESOLVE the Town Board requires all budget transfer requests either intradepartmental or from contingency or fund balance must come before the Town Board prior to obtaining services, parts, and other equipment not covered in their budget.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-25
MILEAGE ALLOWANCE SET**

Resolution by:

Seconded by:

RESOLVED the Town Board set mileage reimbursement rate at Federal Guideline for Town Officials and employees when using their personal vehicles for official Town business, when authorized by the Town Board.

CARRIED: AYES:
 NAYS:

RESOLUTION 20-26
2020 ELECTED OFFICIAL'S SALARIES SET

Resolution by:

Seconded by:

RESOLVE the Town Board set the following salaries for elected officials:

Supervisor	\$10,812.00
Council Member (4)	\$ 2,000.00 each
Town Clerk	\$14,586.00
Highway Superintendent	\$65,000.00
Town Justice	\$ 6,580.00

CARRIED: AYES:
 NAYS:

RESOLUTION 20-27
RESOLUTION CONTRACTING ACCOUNTANT, ATTORNEY FOR THE TOWN, CEO AND LANDSCAPING

Resolution by:

Seconded by:

RESOLVED that **Brian McIlroy** is hereby appointed as the accountant for the Town of Catlin To service at the pleasure of the Town Board.

BE IT FURTHER RESOLVED, that **John P. Mustico** is hereby contracted as the attorney for the Town for the year 2020 payable by voucher per independent contract terms not to exceed \$5,500.00

BE IT FURTHER RESOLVED that **Bryan Hallgren** CEO is hereby appointed for the Town of Catlin To service at the pleasure of the Town Board

BE FURTHER RESOLVED that **Donald Boom** is here by contracted to mow, trim and clean 2 town cemeteries, in town. Post Creek cemetery and South school cemetery for \$3,485.00. Serve at pleasure of the Town Board.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-28
WAGES SET FOR NON-ELECTED PERSONNEL**

Resolution by:

Seconded by:

RESOLVE that the Town Board set wages for non-elected Town employees to be accepted and paid when due, including normal Town benefits listed in the Employee Handbook for the following:

Court Clerk	\$15.00 per hour
Deputy Court Clerk	\$15.00 per hour
Deputy Town Clerk	\$11.00 per hour
Custodian	\$11.00 per hour
Secretary – Board of Assessment Review	\$25.00 per session
Chairperson - Board of Assessment Review	\$75.00 per session
Members – Board of Assessment Review	\$50.00 per session
Code Enforcement Officer	\$13,350.00 annually
CEO Clerk	\$11.00 per hour
ZBA Chairperson	\$25.00 per session plus \$200.00 per year
Zoning Board of Appeals Members (4)	\$20.00 per session
ZBA Secretary	\$11.00 per hour
Planning Board Chairperson	\$25.00 per session plus \$200.00 per year
Planning Board Members (6)	\$20.00 per session
Planning Board Secretary	\$25.00 per session
BVWD Plant Operator	\$11,000.00 annually
BVWD Billing Clerk	\$11.00 per hour
BVWD Asst. Plant operator	\$15.00 per hour
BVWD Meter Reader	\$30.00 per quarter
BVWD Maintenance	\$15.00 per hour
Building Maintenance	\$11.00 per hour
Deputy Supervisor	\$600.00 per year
Accountant	\$11,863.00 per year
CARRIED: Ayes:	
Nays:	

**RESOLUTION 20-29
RESOLUTION FIXING SALARIES FOR BOARD OF ASSESSMENT REVIEW**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Chairperson of the Catlin Board of Assessment Review to be paid \$75.00 for each session actually attended by the Chairperson and payment shall be made by submitted voucher, and
BE IT FURTHER RESOLVED that each regular member of the Board of Assessment Review members shall be paid \$50.00 for each session or training class actually attended by said member and payment shall be made by submitted voucher.

CARRIED: AYES:

NAYS:

**RESOLUTION 20-30
RESOLUTION SETTING PAY PERIODS**

Resolution by:

Seconded by:

RESOLVE that all employees shall be paid with the following schedule.

<u>OFFICE OR POSITION</u>	<u>PAYABLE</u>	<u>OFFICE OR POSITION</u>	<u>PAYABLE</u>
Supervisor	Bi-Weekly	Board of Assessment	Session
Council members	Monthly	Meter Reader	Quarterly
Justices	Monthly	Water Billing Clerk	Monthly
Town Clerk/Tax Collector	Bi-Weekly	Water Plant Operator	Bi-weekly
		Assistant Water Plant	Monthly
CEO	Bi-Weekly	Accountant	Bi-Weekly
Highway Superintendent	Bi-Weekly	Planning Board Members	Session
Highway Workers	Bi-Weekly	Zoning Board Members	Session
Water Maintenance	Monthly	PB & ZB Secretaries	Session

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-31
PETTY CASH FUNDS ESTABLISHED**

Resolution by:

Seconded by:

RESOLVE the Town Board establishes the following Petty Cash Funds:

Town Clerk	\$ 50.00
Deputy Town Clerk:	\$ 50.00
Code Enforcement Officer	\$ 50.00
Town Justices	\$ 75.00
Beaver Valley Water District	\$ 50.00

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-32
RESOLUTION SETTING PAY SCALE FOR HIGHWAY EMPLOYEES**

Resolution by:

Seconded by:

RESOLVE that effective with the pay period commencing January 1, 2020, the Highway employees of the Town of Catlin are to receive the following wages:

Mark Ribble	\$ 20.60 per hour
Alexander Pastrick	\$ 20.05 per hour
Adam Girardi	\$ 17.00 per hour

AND, BE IT FURTHER RESOLVED, that the Deputy Highway Superintendent Alexander Pastrick shall receive Twenty-five cents (\$.25) per hour above his regular rate.

CARRIED: AYES:
 NAYS

**RESOLUTION 20-33
RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO PROCEED WITH
SPECIAL IMPROVEMENTS FOR 2020**

Resolution by:

Seconded by:

RESOLVE that pursuant to Highway Law 284, the Town Board of the Town of Catlin does hereby authorize the Highway Superintendent to proceed with Special Improvements in the amount not to exceed One Hundred Sixty Five thousand dollars (\$165,000.00) for projects to be completed in 2020.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-34
RESOLUTION AUTHORIZING CONSOLIDATED HIGHWAY IMPROVEMENT PROGRAM
(CHIPS) PROJECT FOR 2020**

Resolution by:

Seconded by:

RESOLVE that the Highway Superintendent is authorized to expend the sum of One-hundred Seventy thousand one hundred forty one dollars and eighty eight cents (\$138,575.00) in 2020 under the Consolidated Highway Improvement Program (CHIPS) for Capital Improvements

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-35
SUPERVISOR AUTHORIZED TO PLACE ADS FOR BIDS & PERSONNEL**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Town Supervisor to place advertisements for **‘Bids’** and any **‘Open Positions’** as needed.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20-36
BUDGET MODIFICATION**

Resolution by:

Seconded by:

RESOLVE the Town Board grants permission to the Town Accountant to perform necessary Budget Modifications at the end of the year to complete AUD. Budget Modification must be approved by Supervisor and submitted to Town Board at next meeting.

CARRIED: AYES:
 NAYS:

**RESOLUTION 20 -37
ASSESSOR SHARED SERVICE**

Resolution by:

Seconded by:

RESOLVE the Town Board authorizes the Town Supervisor to enter into contract with Town of Corning for shared service of the ‘Assessor’ in the amount of \$1,190.00 per month beginning January 1, 2020 and ending December 31, 2020.

CARRIED: AYES:
 NAYS:

Town Clerk

Town Supervisor

Councilmember

Councilmember

Councilmember

Councilmember

January 9, 2020

Minutes of the Town Board of the Town of Catlin held January 9, 2020 which conveyed directly after the Organizational Meeting which began at 7:00pm at the Town Hall.

Motion by Collier; 2nd by Silvernail accepting Town Clerk's minutes for December 12, 2019 into record as submitted.

CARRIED: AYES: Collier, Silvernail & Edwards

NAYS: None

ABSTAINED: Unwin

Correspondence:

- Unified Court System requesting 2019 Audit
- BDFD Banquet invitation – February 15, 2020
- TCFD annual report
- Tompkins County Health Insurance Consortium

Motion made by Silvernail; 2nd by Unwin to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Report:

Supervisor gave Sales Tax Report: Budgeted for 462,000; Received 483,000 plus 4,000 Millennium Pipeline and 1,338.48 Time Warner Cable; Mortgage Tax above what was budget by 39,985.62

BM Edwards: on Murphy Hill Rd – who is taking the trees down along the road – did the Town do that; do they need a logging permit

Highway Superintendent responded – no, the County is doing that

Atty. Mustico responded – no they are not required to have a permit; they are taking down trees that may fall into their right of way or impede traffic

BM Edwards: people are upset over this

Atty. Mustico responded – would be nice if they would tell people what they are doing but they don't have to

Motion made by Collier; 2nd by Edwards to receive and place on file all Departmental Reports as received.

CARRIED: ALL

January 9, 2020

Abstracts:

Motion for Resolution 20-38 made by Phelps; 2nd by Collier approving abstract #13 (end of 2019 bills) for payment as submitted.

CARRIED: ALL

Motion for Resolution 20-39 made by Phelps; 2nd by Collier approving abstract #1 (2020) for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- Charles Densmore has retired from Pump House Operator Assistant
- Replaced outside lights at the Pump House
- Town's website will now post dates for meter readings; billing & due dates & penalty dates; will also add flushing dates

New Business:

- Annual Audit of Town, Water, Tax Collector, Town Clerk & Court records
BM Collier and Unwin will do audit January 16th at 10 am

- Tompkins Corners Fire Department annual report – given by Alex Pastrick, Chief
Financial report should be in February; looking to replace a 22 year old fire truck; there are grants that may be available but it costs 3,000 to 4,000 to have it done up. Trouble getting new volunteers; training is long and intensive.

BM Silvernail suggested reaching out to VETS

- Tompkins County Health Insurance Consortium
There are 43 municipalities participating; called 2, Town of Groton's been in since 2011 and Town of Newfield's been in since 2018.

Based on the numbers we currently have the coverage is very comparable; deductible a little higher; with a potential savings of 4,684 per year; open enrollment is September to April with not guarantee of acceptance, so have time to investigate pros and cons. Last 3-4 years cost increase has been less than industry probably due to large number of people & buying power.

Hearing of the Public:

No One Spoke

Closed 7:30pm

Motion made by Phelps; 2nd by Unwin to adjourn the Town Board Meeting at 7:31pm.

CARRIED: ALL

February 13, 2020

Minutes of the Town Board of the Town of Catlin held February 13, 2020 at 7pm at the Town Hall.

ROLLCALL: BM: Eugene Unwin, William Collier, Dave Silvernail & Catherine Edwards
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Collier; 2nd by Unwin accepting Town Clerk's minutes of January 9, 2020 as submitted.

CARRIED: ALL

Correspondence:

- Tompkins Corners Fire Protection annual banquet – March 14th; RSVP by March 4th

Motion made by Collier; 2nd by Unwin to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Supervisor attended meeting with County Executive and other Towns; no change proposed for sales tax distribution; did a Sales Tax Webinar – still no data for internet sales tax; AIM (state aid) Funding comes out of what the County receives and is distributed in December

BM Collier requests Assessor include 'Assessed' price on her reports of homes sold

Motion made by Silvernail; 2nd by Edwards to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Abstracts:

Motion for Resolution 20-40 made by Phelps; 2nd Collier approving abstracts for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

Supervisor reports gate and fence at pump house has been installed

Old Business:

- 2019 Audit of Town Records and Court Records

Motion for Resolution 20-41 made by Edwards; 2nd by Silvernail approving 2019 audits of Town and Court Records.

CARRIED: ALL

New Business:

- Re-appoint Richard Bevan to Zoning Board of Appeals

Motion for Resolution 20-42 made by Phelps; 2nd by Unwin re-appointing Richard Bevan to Zoning Board of Appeals for a five year term; January 2020 thru December 2025.

CARRIED: ALL

- Cold Storage Building – bid documents to be completed February 21st for advertisement; contract to be approved April 9th
- Intermunicipal Agreement with Chemung County – painting of Town Hall interior will be done by Building & Grounds; set up a backup system for computers at \$1790 per system – will incur annual fee of \$500 for IT services; will not be doing scanning of records

Motion for Resolution 20-43 made by Collier; 2nd by Silvernail granting permission to Supervisor Phelps to enter into agreement with Chemung County for shared services.

CARRIED: AYES: BM: Unwin, Collier & Silvernail

NAYS: BM: Edwards

- Plow Truck replacement for 2008 Mack – general discussion Catlin's down payment - \$20000, USDA 15% grant of \$33411.75 and balance USDA loan at 3% of \$169333.40; total of \$222745.15; truck to be delivered November/December
- Pick-up Truck replacement – general discussion – Equipment Reserve Fund had \$114000 of which \$50000 is earmarked for new pick-up; old pick-up expected to go for \$18000 - \$20000 at auction

Hearing of the Public:

Open 7:24pm

V. Petris of Catlin Hill Rd: how old is pick-up
Supervisor responded – 5 years

Closed 7:25pm

Resolutions:

Motion for Resolution 20-44 made by Collier; 2nd by Unwin granting permission to Superintendent, Joe Doan, to enter into agreement with Tracey Road Equipment for the purchase of 2021 Western Star 10 wheeler; amount not to exceed \$222,745.15

CARRIED: ALL

Motion for Resolution 20-45 made by Collier; 2nd by Unwin granting permission to Supervisor, LaVerne Phelps, to secure funding for 10 wheeler via USDA Bond; amount not to exceed \$222,745.15.

CARRIED: ALL

February 13, 2020

Resolutions Con't.

Motion for Resolution 20-46 made by Edwards; 2nd by Unwin granting permission to Superintendent, Joe Doan, to purchase 2020 pick-up truck from Hoselton Chevy; not to exceed \$44,280.80.

CARRIED: ALL

Motion made by Unwin; 2nd by Collier to adjourn the meeting at 7:45pm.

CARRIED: ALL

March 12, 2020

Minutes of the Town Board of the Town of Catlin held March 12, 2020 at 7pm at the Town Hall

ROLLCALL: BM: Eugene Unwin, William Collier, David Silvernail and Catherine Edwards
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Collier; 2nd by Edwards accepting Town Clerk's minutes of February 13, 2020 as submitted.
CARRIED: ALL

Correspondence:

- Resolution request for Accelerated Renewable Energy
- Tompkins Corners Fire Protection 2019 annual report

Motion made by Collier; 2nd by Unwin to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

Supervisor Phelps doing weekly webinars concerning Covid-19 with the county; all gatherings must go through Health Department, NYS cancelled all gatherings over 500; LED lights are installed throughout the Town and Beaver Valley

CEO off – knee replaced – working with Jeremy from Corning

Motion made by Collier; 2nd by Unwin to receive and place on file all Departmental Reports as submitted.
CARRIED: ALL

Abstracts:

Motion for Resolution 20-47 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.
CARRIED: ALL

Beaver Valley Water District:

Supervisor Phelps: flushing set up for April 6th

Old Business:

- **Cold Storage:** advertisement for bids submitted to the papers; pre-bid conference for bidders will be held March 17th at 10am; bids will be received until March 31st no later than 2pm; bids will be awarded April 9th at 7pm
- **Shared service update:** town hall painting has been completed – materials bought by the town / labor by the county buildings & grounds; electric work for highway garage completed which included installing ceiling fans and running 100amp hookup for when Cold Storage completed; IT people – no date set yet; insurance wants to know how we will handle cyber security

March 12, 2020

New Business:

- **Community free concert:** information provided by Paul Chapious of 185 Pine Valley Road
 - a) To be a yearly event – will be known as Pine Valley Music Festival – approximately 300 people
 - b) Have 3 bands lined up
 - c) Time will be 5pm till 10pm
 - d) Pine Valley Methodist Church providing chicken barbeque - \$9.00 – proceeds will go to church
 - e) Scheduled for June 20th

Attorney John Mustico took the lead on discussion:

- Have to amend Article 10 Use & Regulation Table to include General – Mass Gatherings
- Special Use Permit
- Site Plan

General discussion took place; concerns raised were health department, bathrooms, fire protection, alcohol, code enforcement area check, staging, insurance, security to name a few.

Mr. Chapious had not considered many of the issues raised; was thankful for the board's input and will heed board's advice.

- **Unsafe Buildings:**

Attorney John Mustico took the lead on discussion:

- Town Board would 'repeal' Article 10 Section 10.15 1 & 2
- Town Board would adopt new Buildings Unsafe codes
- This does not need to go to Planning Board for input or approval
- CEO would issue non-compliance to owner; if necessary both would come in front of Town Board members stating pros & cons and Town Board would make final decision
- **Accelerated Renewable Energy Growth:**

Supervisor Phelps explained the county is requesting the town do up a resolution against Governor Cuomo's proposal to eliminate local governments having any input concerning 'renewable energy' development.

- **Re-Zoning of East side of NYS Route 414:**

Supervisor Phelps would like to zone east side of NYS Rte 414 in 'Community Business';

- storage sheds on that side were put in by 'special use' permit
- there have been some interest in more development for that side of Rte 414
- would also like to include Chambers Road to include the old school
- would send to Planning Board for their input

March 12, 2020

New Business Con't:

Supervisor Phelps – need to amend agenda – resolution needed to add pay increase for highway employee

General discussion: Highway Superintendent, Joe Doan, stated this is in his contract – probation period is complete.

Attorney Mustico – do not need to do a resolution as it is in contract; Joe just needs to let accountant know of the change

Hearing of the Public:

opened 7:54pm

No one spoke

closed 7:55pm

Resolutions:

Motion for Resolution 20-48 made by Edwards; 2nd by Unwin to set up Public Hearing on April 9, 2020 at 7pm for amendment to Local Law 3 of 1999 concerning Mass Gatherings.

CARRIED: ALL

Motion for Resolution 20-49 made by Collier; 2nd by Unwin opposing Governor Cuomo's proposal for a Accelerated Renewable Energy Growth and Community Benefit Act.

CARRIED: ALL

Motion for Resolution 20-50 made by Phelps; 2nd by Collier to set up Public Hearing on April 9, 2020 at 7pm to repeal current Article 10 Section 10.15 1 & 2 concerning unsafe/burnt buildings and adopt a more stringent buildings unsafe code.

CARRIED: ALL

Motion made by Phelps; 2nd by Unwin to adjourn the meeting at 8:05pm.

CARRIED: ALL

April 9, 2020

Minutes of the Town Board of the Town of Catlin held April 9, 2020 at 7pm at the Town Hall which was held via conference call for the public to participate due to COVID-19 pandemic.

ROLLCALL: BM: William Collier, Eugene Unwin, Catherine Edwards and Dave Silvernail
Supervisor LaVerne Phelps and Attorney John Mustico

Public Hearing – Unsafe Buildings:

Attorney Mustico lead the Public Hearing by giving the rules for said hearing.

Opened for public comment at 7:03pm – no one commented – motion by Attorney Mustico to close the public hearing at 7:04pm.

Motion was made by Collier; 2nd by Edwards to accept and place on file Town Clerk's minutes of March 12, 2020 as submitted,

CARRIED: ALL

Correspondence:

- Cold Storage Bids
- MLC Leasing financing plan for cold storage building

Motion made by Collier; 2nd by Unwin to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Supervisor Phelps – monitoring state budget and funding cuts

Motion made by Collier; 2nd by Edwards to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Abstracts:

Motion for Resolution 20-50 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

April 9, 2020

Beaver Valley Water District:

Supervisor Phelps: flushing went smoothly; used 2 volunteers – Mike Nichols and Cameron Ross I mention the volunteers due to the fact I called our insurance company to see what was needed to be sure they would be covered – needed a report mentioning the use of volunteers

Edwards: where was the pump house operator?

Phelps: he was there also as well as myself

Supervisor Phelps: replaced phosphate pump which is same type of pump used for chlorine so now all replacement parts will be the same; pump house road needs repair

Old Business:

- Cold Storage Bid – AJH Design handled bids; received 4; Aaron Griffin dba This New House is the lowest bidder at \$125,000.00

General discussion – Attorney mentioned need a Sexual Harassment Certificated which should be added to condition of awarding bid as well as starting date and completion date

- USDA Bond for 2021 Western Star – Attorney looked over proposed resolution – same as we have had before

New Business:

- Unsafe Buildings –

General discussion – Attorney clarified: CEO would do a report to Town Board for review; letter would go to property owner stating his options of cleaning up or repair; owner would have option to come in front of Town Board for a hearing; if owner does not take action the Town Board would demolish building at the expense of the owner which would be levied to property taxes; this also goes for any below ground such as in ground pools or uncovered foundations

- Funding for Cold Storage – 10 year lease with MLC Leasing; \$125,000 - \$12,500 down payment and 9 years of \$15,123 payments – can pay down in advance without penalty – one time processing fee of \$500.00
- Mass Public Gatherings – Amendment to Use Permit in Local Law 3 of 1999

General discussion – concert scheduled for this summer is cancelled due to COVID-19

Attorney – just need to change Use Permit to include Mass Public Gatherings with a Special Permit; this should not be included in Residential (R) Zone

April 9, 2020

New Business Con't:

Gatherings no larger than 100 people; Town Board sets check list – send to Planning Board for recommendations – send to county and neighboring towns as information only

Hearing of the Public:

Opened 7:35pm

No one spoke

Closed 7:36pm

Resolutions:

Motion for Resolution 20-52 made by Edwards; 2nd by Unwin rescinding Article 10 sections 1 & 2 of LL3 of 1999 and replace with Local Law 1 of 2020, Buildings Unsafe from Building Code Administration.

CARRIED: ALL

Motion for Resolution 20-53 made by Collier; 2nd by Unwin granting permission to Supervisor Phelps to accept proposed bid for Cold Storage Building from Aaron Griffin, dba This New House, of Corning, NY and enter into contract not to exceed \$125,000 once Sexual Harassment Certificate is supplied and a Start and Completion date for project has been agreed to.

CARRIED: ALL

Motion for Resolution 20-54 made by Collier; 2nd by Unwin granting permission to Supervisor Phelps to enter into contract to secure funding for Cold Storage Building with MLC Leasing not to exceed \$125,000 and submitting a \$12,500 down payment.

CARRIED: ALL

Motion for Resolution 20-55 made by Phelps; 2nd by Edwards setting Public Hearing on May 14, 2020 at 7pm concerning Mass Public Gatherings.

CARRIED: ALL

Motion for Resolution 20-56 made by Collier; 2nd by Unwin granting permission to Supervisor Phelps to enter into contract with USDA securing a Bond not to exceed \$222,745.15 for a 2021 Western Star.

CARRIED: ALL

Motion made by Unwin; 2nd by Edwards to adjourn the meeting at 7:45pm.

CARRIED: ALL

May 14, 2020

Minutes of the Town Board of the Town of Catlin held May 14, 2020 at 7pm at the Town Hall which was held via conference call for the public to participate due to COVID-19 pandemic.

ROLLCALL: BM: William Collier, Eugene Unwin, Catherine Edwards and Dave Silvernail
Supervisor LaVerne Phelps and Attorney John Mustico

Public Hearing – Mass Public Gatherings:

Attorney Mustico lead the Public Hearing by giving the rules for said hearing.

Opened for public comment at 7:03pm – no one commented – motion by Attorney Mustico to close the public hearing at 7:04pm.

Minutes: Dave Silvernail questioned amending Resolution 20-54 concerning cold storage building whereas the board passed funding at \$125,000; but the \$500 filing fee was not mentioned.

Supervisor responded no as the filing fee is not included in the construction fee; filing fee part of funding process.

Motion made by Collier; 2nd by Unwin to accept and place on file Town Clerk's minutes of April 9, 2020 as submitted.

CARRIED: ALL

Correspondence:

- Constellation energy rates: town is currently paying .047 per kilowatt; new charge to be .042
- Animal Control Intermunicipal Agreement renewal

Motion made by Collier; 2nd by Edwards to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

- Cold Storage Building – construction will begin 2 weeks once released from COVID-19 restrictions
- NYS Route 414 natural gas lines will be replaced; also doing Beaver Valley Housing Project area
- CEO Report – BM Silvernail requested page 2 to be put into his mailbox as he received page 1 only
- Assessor Report – at 98% valuation for 2020; BM Edwards stated need to have discussion about getting back to 100%; data inventory or trending will need to be used to acquire the 100%

Motion made by Collier; 2nd by Unwin to received and place on file all Departmental Reports as submitted.
CARRIED: ALL

May 14, 2020

Budget Modification:

Due to COVID-19 NY PAUSE, New York State; Chemung County and all Town Governments are experiencing a decrease in Sales Tax Revenue; need to move money around to meet current needs.

- SALES TAX: Reduced by \$70,227; County talking about 30% cut
- CHIPS: Do not have any specifics on this yet; possible 15% cut
- AIM: \$3,715 reduction; expect a 15% cut
- MORTGAGE TAX: 15% cut
- INTEREST & PENALTIES: \$455 increase received
- MILLENNIUM PIPELINE: \$10,000 increase; the 1st of 2 yearly checks came in larger than

The budget has taken some hits, but with the modifications, the Town is in decent shape, money-wise.

Motion for Resolution 20-58 made by Collier; 2nd by Unwin granting modifications to the 2020 budget as requested.

CARRIED: ALL

Abstracts

Motion for Resolution 20-59 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

Supervisor Phelps – not much going on

Old Business:

- Cold Storage – paper work from contractor is in order; Town Attorney and Insurance has looked over; MLC Leasing is all set
- IT Update – waiting for Chemung County to get us up and running; everyone to have their own mailbox and there will also be a shared box

New Business:

- Town Hall opening to appointments only May 18th
- Courts being guided by NYS Uniform Courts; possibly open May 30th
- Mass Gatherings – add to Use Table – LL2 2020
- Budget update – taken care of with Budget Modification
- Animal Control – 1 year at \$800 per month

Public Hearing:

No one Spoke

May 14, 2020

Resolutions:

Motion for Resolution 20-60 made by Collier; 2nd by Unwin amending LL3 of 1999 Use Table to include "Mass Public Gatherings" with Local Law 2 of 2020.

CARRIED: ALL

Motion for Resolution 20-61 made by Collier; 2nd by Unwin authorizing Supervisor Phelps to enter into contract with the City of Elmira for animal control for \$9600.00 for time period commencing May 1, 2020 and expiring April 30, 2021.

CARRIED: ALL

Motion to adjourn made by Unwin; 2nd by Collier.

CARRIED: ALL

June 11, 2020

Minutes of the Town Board of the Town of Catlin held June 11, 2020 at 7pm at the Town Hall which was held via conference call for the public to participate due to COVID-19 pandemic.

ROLLCALL: BM: William Collier, Catherine Edwards and Dave Silvernail
Supervisor LaVerne Phelps and Attorney John Mustico
ABSENT: Eugene Unwin

Motion made by Collier, 2nd by Silvernail to excuse Unwin from the board meeting.
CARRIED: ALL

Motion made by Collier, 2nd by Edwards to accept and place on file Town Clerk's minutes of May 14, 2020 as submitted.
CARRIED: ALL

Correspondence:

- Harris Beach Bond Counseling Service Contract for truck
- Harris Beach Bond Contract Resolution for truck
- DEC permit – Pine Valley Creek repair
- DEC terminating hunting license agent
- Comp Alliance Ins. workforce reduction credit
- NYSEG – gas line replacement Rte 414 & Beaver Valley housing
- Pete Forcier – resignation from Planning Board
- Bonnie Wead – letter in reference to cattle

Motion made by Collier; 2nd by Silvernail to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

Highway report:

- past flood road repair – received \$30,016 from FEMA which is one of three checks to be received
- Road repair for 2020 list presented
- CHIPS - \$197,101 – subject to 20% reduction due to COV ID-19 (lack of sales tax)

Supervisor report:

- Conference calls going on constantly
- NYSEG – gas line replacement – conversation concerning road repair
- Cold storage construction begins June 12th

CEO received letter from Eric Austin allowing Bonnie Wead to use 15 acres for livestock

Assessor – Board of Assessment Review held June 1st ; one person came for adjustment

Motion made by Collier; 2nd by Silvernail to receive and place on file all Departmental Reports as submitted.
CARRIED: ALL

June 11, 2020

Abstracts:

Motion for Resolution 20-61 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

Beaver Valley Water Department:

Supervisor to report:

- flushing was completed on June 1st; Tom Manning helped
- Town of Corning marking water lines and valves before NYSEG begins gas line replacement

Silvernail – what if NYSEG hits water line; should there be someone standing by?

Supervisor – there is one valve we have not found; NYSEG to help find it; Town of Corning will be on call for emergencies

Old Business:

- Mass gathering application form

General discussion: copy was sent to Health Department and Insurance Company for review; no communication with Health Department and Insurance Company stated 'not public property – therefore, no problem'

New Business:

- Harris Beach counsel service contract – Attorney Mustico has reviewed – just a standard contract
- Harris Beach bond resolution – Attorney Mustico stated this is their expertise – no issue
- CHIPS 2020 funds – need to authorize spending of funds to the Highway Superintendent
- Peter Forcier – resignation from Planning Board; current alternate Becky Lucas will take over
- Bonnie Wead – letter concerning livestock issues; lacking the needed 10 acres; Eric Austin has supplied a letter to the board giving Bonnie permission to use 15 acres of his adjoining land for the livestock
- Property Maintenance – had case in court concerning garbage & junk vehicles; lost due to PMC not being descriptive enough. Need to upgrade. GENERAL DISCUSSION

Proposed changes to the property maintenance:

Our current property maintenance is basically like, 3 or 4 lines. Code enforcement took a person to court and for all intents and purposes lost. It had to do with garbage and junk vehicles. The current law is not descriptive enough to take care of that for the court hearing. There's two paragraphs that really comes out of the New York State Property Maintenance program, two paragraphs which is in much more detail.

Atty: Is it under the ordinance, or under property maintenance?

We think it's under the ordinance

It was taken under the New York State Property Maintenance

We never adopted the New York State property maintenance

Atty: Yes, you did. When you created The Code Enforcement office years ago, you adopted the model ordinance that adopted the building code, that's part of the building code, so you've got it.

My interpretation was last year I submitted the new Property Maintenance from New York State and we talked about it and we submitted to the planning board for them to review and it was so restrictive like right down to cracked paint on boards on houses that it just kind of faded away

They don't have to do, it's part of what your code enforcement officers is required to enforce

It's up to his discretion whether to enforce it, or not.

Exactly, like anything

Then we don't have to adopt them?

You've already have

The proposal last year was they wanted you to take pieces of the

The proposal last year was they wanted you to take pieces of the property maintenance code and put it in here, which is redundant makes no sense because he can take it under the property maintenance code plus the property maintenance code has a \$1,000 a day penalty. Why mess around with your code when you can really get their attention

Board member: One reason why you don't do that is because if you do it to the New York state code, the town doesn't get that money, the state does.

I don't care about that

You're looking for enforcement you're looking for change, you're not looking for anybody to pay anything.

We want it cleaned up

You said it was vehicles

Yes, they had garbage around the house, garbage bags backed up, and there were two unlicensed vehicles.

Didn't we adopt an ordinance for that, that shouldn't have been a problem.

For all intents and purposes, we lost. I have a misinterpretation.

It was Rich, Rich he voted for these things when you adopted them but when he found against the town, did he write a decision?

I think he did.

If he wants changes, we will have to change.

They are supposed to meet because Rich was asking for specific things that Brian(CEO) didn't have. We had the public defender and the district attorney which was a bad combination, you know. We talked about calling you to have you come up.

The DA was handling it for the town?

Yes

OK

Then, within the next week or two this covid-19 came in, everything is stopped. My goal, for bringing it up for discussion, as soon as the court has opened back up, we can go back to that situation and revisit. A couple other situations, same thing.

If the district attorney is here, why is he defending

It just didn't work

Hearing of the Public:

Open 7:42pm

Closed 7:45pm

Bonnie Wead: 42 Kimble Rd.

I am the one who they complained about the cows. I want to know who complained and I suppose you can't do that. I know who it is and I don't blame the person who did because they've got so much time on their hands with this virus that's going on they have nothing else to do. I don't appreciate it. All the years that we've lived up here, we were born up here and I feel so sorry for that guy, maybe there was two of them I'm not sure but don't take it out on Rob. I don't appreciate it, so if you know who that person is I wish you would relay the message to him or whoever.

Rob: Enough's enough, because I will get a lawyer.

how many cows are there?

10, well 4 babies, I grow my meat, I can't eat it at the store because I had my gallbladder out 3 years ago. I show my kids responsibility and I will not take it away from them

Code enforcement has that agreement In reference to your situation, as long as you have access to Eric Austin's property, you are free and clear.

Anybody else complains, it's not a problem. I'll give them the information.

Thank you.

Anybody else?

Hearing of the Public

June 11, 2020

Paul Chappius, 185 Pine Valley Road.

Mr. Chappius speaks: This is in regards to the mass Gathering permit application. It's my feeling that the board is really overstepping their authority. If you look up mass gathering in any other local town, those that even have an ordinance for mass gathering, it's defined as 5,000 people or more, for a period of 18 hours or more. Mass Gathering as defined by the New York State Department of Health, is 5,000 people or more for a period of 24 hours or more. Mass Gathering by Wikipedia, more than a thousand people that taxes the resources of the town. I had a gathering last year, called it the Pine Valley Music Festival, did not break any ordinances, did not tax a single utility or resource of the town.

Town Attorney: Before you go farther, you didn't break any ordinance, but you also didn't have permission in the ordinance to undertake the thing. They're trying to accommodate you, by putting it into the law, because what you did last year was illegal. They're trying to accommodate you to make sure that you can do it.

Tell me what I did last year that wasn't approved in the town of catlin.

It wasn't an approved use of property in the Town of Catlin zoning ordinance.

What was it?

The zone ordinance, it's not a permitted use where you are.

You haven't shown me a zoning ordinance that says that.

The zoning ordinance doesn't say you're not permitted to do this, this, and this. They don't list that. The zoning ordinance is permission. You look at the Use Regulation Table, you look down for what your area is in. You don't see any kind of gathering; mass gathering, Festival, anything. You broke the law. What these people tried to do for you is to accommodate you in the future, so that you can hold this Festival.

You're telling me that the ordinances cover everything possible that somebody could have, or not have?

No it covers what is allowed. Anything that is not allowed, is not allowed. If you're not specifically listed in our use table, it's not allowed.

Okay, is there going to be an ordinance that supports this application?

Yes, that is what they are trying to do for you. We're trying to accommodate you.

Board member: That's what we did last month.

You don't see the disparity between anybody else's definition of mass Gathering and your definition of mass gathering? You don't see the difference? You specifically targeted what I did!

For one thing, again, they're trying to accommodate you. They can go back and remove this mass gathering law. Then you can go back to hold a mass gathering, and we'll just ticket you at that point. They don't want to do that, they want you to be able to operate. They also want to be able to make sure that it's operated the way the town believes it should be, with public health excetera excetera, down the line.

It's on private property, it does not tax any of your resources or utilities. I don't understand. Like I said, anybody, John Q public, looks at those two definitions and they've got to ask themselves, what are these people doing, what are they trying to do

They make their definition of what this is, maybe we should have named it something different. That might have made everybody happy and we don't have the obvious comparisons. They can go back into that, they can change the name if it'll make you happy, so that doesn't say mass gathering. Again, what they have tried to do is -accommodate -you- in -what- you're- doing!

I don't see where that was necessary. It was fine last year, went off without a hitch.

It was illegal.

I don't believe that for a minute

Good, sue them. It came to their attention that it happened. Now, they have to take action. Again, they are taking action to help you.

I don't believe that.

Well, why would they be doing it?

I have no idea.

They are doing it for you. They are offering you a permit for what you did, to be done, because there is no permit for it to be done.

Board member: we're also protecting our neighbors. We're protecting the roads, there's a lot of things that come into it. It's not like you're not using any resources, we still are a town and we still have to protect our town.

Thank you.

Do I turn in the application tonight?

Spvr: if you turn it in, we will look at it during the July meeting. Hopefully, everything will be freed up by then. We may have to look at the restrictions, current restrictions that are still in. Even at that, there is the July meeting and we have until August 8th. The whole thing will be contingent upon what is allowed and what is not allowed. You know what I mean? If you want to turn it in tonight, she won't have time to take your money, unless you write a check

June 11, 2020

Resolutions:

Motion for Resolution 20-62 made by Edwards; 2nd by Silvernail approving Public Mass Gathering Application Form.

CARRIED: ALL

Motion for Resolution 20-63 made by Collier; 2nd by Edwards granting permission to Supervisor Phelps to enter into contract with Harris Beach Bond Counsel Service; not to exceed \$3,500.00.

CARRIED: ALL

Motion for Resolution 20-64 made by Collier; 2nd by Edwards authorizes the acquisition of one tandem snow plow truck to Supervisor Phelps and Highway Superintendent, Joe Doan; not to exceed \$228,000.00 and authorizes the issuance of up to \$172,000.00 in serial bonds of the Town to finance a portion of said appropriation.

CARRIED: ALL

Motion to adjourn made by Phelps; 2nd by Collier at 7:50pm.

CARRIED: ALL

July 9, 2020

Minutes of the Town Board of the Town of Catlin held July 9, 2020 at 7pm at the Town Hall which was held via conference call for the public to participate due to COVID-19 pandemic.

ROLLCALL: BM: William Collier, Catherine Edwards, Dave Silvernail and Eugene Unwin
Supervisor Phelps and Attorney John Mustico

Motion was made by Silvernail; 2nd by Collier to accept and place on file Town Clerk's minutes of June 11, 2020 as submitted.

AYES: BM: Collier, Edwards and Silvernail

NAYS: None

ABSTAINED: BM Unwin

Correspondence:

- NYSEG to increase rates: electric – 4.6% and natural gas - .8%
- Excellus Health Insurance to reduce rates by 1.1%
- Emergency Management mitigation plan
- Chemung County Sales Tax distribution for 2020/2021; county is requesting report of Town's expenses, budget numbers
- Chemung County travel restrictions

Motion was made by Collier; 2nd by Silvernail to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Supervisor – pole barn is going up, NYSEG replacing gas lines in Beaver Valley, Campground road, ST RT 414 and part of Chambers road will start up again in August; meeting with Jim Plate & Tom Rhodes about Flag Lots; health insurance meeting; soil & water meeting – Pine Valley creek work; pressure washed town hall with the help of Talia Christiansen who is volunteering her time – she also washed the windows

CEO – issued 9 building permits with project costs of \$205,597

Assessor – posted final roll in The Leader; homes that are selling are averaging 10-15 thousand over assessed value

Motion was made by Collier; 2nd by Silvernail to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Abstracts:

Motion for Resolution 20-67 was made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

July 9, 2020

Beaver Valley Water District:

Hydrant at Rt 414 / Beaver Ave was hit; Town of Corning did repair; will turn into insurance
Did not charge penalties or turn off water due to COVID – 19; will see how things stand next quarter
to make decision to forego penalties and turn offs

Old Business:

- Public Mass Gathering – Chemung County Department of Health has denied Mr. Chappius’ concert plans due to COVID-19 restrictions

Discussion concerning whether Mr. Chappius would have to re-apply for permit. Board decided to leave date open until December 2020.

Motion for Resolution 20-68 was made by Phelps; 2nd by Silvernail NOT to issue requested permit for Mass Public Gathering Concert at this time due to denial of approval from Chemung County Health Department. If Mr. Chappius receives approval from Chemung County Health Department in the future he is to submit a copy to the Town Board for review and final decision. Mr. Chappius’ application will stay open until December 31, 2020.

CARRIED: ALL

- Property Maintenance – Current zoning has two small paragraphs; not enough direction as to what CEO and/or the Court can do to enforce. Attorney Mustico suggests not amending LL3 of 1999 but to write up a new local law specific to property maintenance. The Planning Board has discussed this and will accept what the Town Board writes up and passes. Public Hearing for Local Law 3 of 2020 “Property Maintenance” set for August 13, 2020 at 7pm.

BM Edwards questioned if town does the cleanup will the cost be added to property tax; Supervisor Phelps responded, yes, this was passed 2019

BM Unwin questioned what will be done if property a repeat offender; Supervisor Phelps responded, yes, I believe the fines go up

Attorney Mustico says will use Town of Erwin’s property maintenance laws to do this

New Business:

- Emergency Management Mitigation Plan – Joe worked on this; 690 pages long; do we want to sign off on this plan?

BM Silvernail – this was written by H2o; from the **summery** it only addresses flooding and snow fall; does not address fire which should be the concern of our town; the board should not sign off on this plan until it includes addressing fires; 1934 there was a fire in Catlin & Millport which burned over 600 acres

July 9, 2020

BM Edwards – even though fires are not mentioned believes it is who you contact in an emergency

BM Silvernail – no, mitigation is what you do before an emergency; hopefully to avoid having an emergency

Supervisor Phelps – will table this for now; will send the complete report to everyone for next month's discussion; will set up meeting with Christian Card if Dave would like

- CHIPS – 2020 Budget amount; \$138,582.38 + rollover of \$980.57; PAVE NY \$31,632.81 and EWR \$25,909.88 – new budget amount \$197,105.64

General discussion took place concerning budgeted amount vs. what CHIPS reported highway may receive. There may be a 20% decrease due to COVID-19; therefore, Highway Superintendent, Joe Doan, reduced his road repair by 20%. BM Collier & Unwin do not agree to increasing the budget to \$197,105.64 as this would give Highway Superintendent authority to spend what he may not receive; BM Edwards points out it is Highway Superintendent's responsibility not to overspend knowing there may be a 20% reduction; BM Silvernail points out this adjustment has been done every year

Motion for Resolution 20-69 made by Phelps; 2nd by Silvernail approving an increase to the 2020 budget for CHIPS, DA5112.21, to \$197,105.64 reflecting the additional funds which may be received.

AYES: BM Silvernail, Edwards

NAYS: BM Collier, Unwin

AYES: Supervisor Phelps

MOTION CARRIED

- County travel restriction – Anyone who chooses to travel to 'hotspot' employer must be inform; cannot use sick leave or other paid benefits to quarantine; there will be penalties for anyone not informing employer

Motion for Resolution 20-70 made by Collier; 2nd by Silvernail adopting Chemung County Travel Policy.

CARRIED: All

- Sales Tax Distribution 2021-2022 – Received forms requesting how the Town is planning on cutting budget due to COVID-19; Joe & LaVerne have been working on this; Bill has also looked over figures; will be making appointment with Deputy County Executive to deliver forms

July 9, 2023

Hearing of the Public:

Open 8:04

John Pastrick, County Legislature, Backer Rd – had meeting Monday by phone with Steve Hoover; County is 2.7 million in the hole; lost \$400,000 from casinos, Federal Government has proposed funding directly to counties – not to states; County does have 27 million in Fund Balance which is earmarked for certain things therefore, limited on where it can be spent; may be back to where county should be by 2023

Closed 8:08pm

Resolutions:

Resolution for Mass Gatherings was already passed under Old Business

Motion made by Phelps; 2nd by Collier to adjourn the meeting at 8:15pm.

CARRIED: ALL

August 13, 2020

Minutes of the Town Board of the Town of Catlin held August 13, 2020 at 7pm at the Town Hall which was held via conference call for the public to participate due to COVID-19 pandemic,

ROLLCALL: BM: William Collier, Catherine Edwards and Dave Silvernail
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Collier, 2nd by Phelps to excuse BM Eugene Unwin from the board meeting.
CARRIED: ALL

Public Hearing – Property Maintenance:

Attorney John Mustico led the Public Hearing by giving the rules of conduct.

Opened for public comment at 7:03pm – no one commented – motion by Attorney Mustico to close the hearing at 7:04pm.

Motion made by Mustico; 2nd by Collier to close the public hearing concerning property maintenance.
CARRIED: ALL

Motion made by Edwards; 2nd by Collier to accept and place on file Town Clerk's minutes of July 9, 2020 as submitted.
CARRIED: ALL

Correspondence:

- Election: cost going up for 2021 - \$3490.00
- William Law – no increase in software cost

Motion made by Collier; 2nd by Edwards to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

Supervisor Phelps – Talia Christiansen completed 15 hours of volunteer work for the Town; the County repaired the eaves over the main entrance

Motion made by Collier; 2nd by Edwards to receive and place on file all Departmental Reports as submitted.
CARRIED: ALL

Abstracts:

Motion for Resolution 20-71 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.
CARRIED: ALL

August 13, 2020

Beaver Valley Water District:

Supervisor Phelps – due to COVID-19 the first quarter water bills were exempt from any late fees or water shut-offs – if bills go unpaid will add to property taxes; flushed the system on the 10th – volunteers were Abby, Ayers and Partridge

Old Business:

- Mass gathering update – the Pine Valley Festival took place on the 8th without clearance from the County Health Department and without final permit from the Town Board; general discussion took place as to how to move forward – Attorney Mustico advised re-open Resolution 20-68 for the Town Board to act on it DENYING Mr. Chappius' Mass Public Gathering Permit Application

Motion made by Phelps; 2nd by Edwards to bring Resolution 20-68 back in front of the Town Board for action.

CARRIED: ALL

Motion for Resolution 20-72 made by Collier; 2nd by Edwards to DENY Paul Chappius' Mass Public Gathering Permit Application of Resolution 20-68 and to order Code Enforcer to issue Certificate of Violation to Mr. Chappius.

CARRIED: ALL

BM Silvernail suggests sending complaint to County Executive Christopher Moss and Chemung County Health Department

- Property Maintenance – no discussion
- Emergency Management Mitigation Plan – BM Silvernail concerned does not include forest fires; Supervisor Phelps stated we can adopt the 5 year plan as is and modify our Town's portion for forest fires once we get it written up the way we want it; BM Silvernail is in charge of getting a committee together to work on this

Motion for Resolution 20-73 made by Silvernail; 2nd by Collier granting permission to Supervisor Phelps to sign agreement of adoption of the Emergency Management Mitigation Plan with Chemung County.

CARRIED: ALL

New Business:

- Flag Lots – Planning Board Chairman, Jim Plate, spoke about what the current definition is - not clear enough for Code Enforcer; Planning Board and Zoning Board of Appeals; currently need 250 feet of road frontage – Supervisor Phelps questions is there interest in decreasing this to help increase town tax base; BM Edwards stated 'yes'; PBC Plate asked the audience – no one spoke; BM Edwards stated changing of zoning was done 1999 – time to look at the whole zoning instead of changing piece by piece; Supervisor Phelps state will look at the whole picture; PBC Plate suggest Town set aside \$\$\$ to do this and that it will take a few years to

August 13, 2020

New Business Con't:

complete; Supervisor Phelps stated he has talked with the County and Southern tier experts about this – laws will be tailored to our Town

- Line Painting – there had been a budget cut back due to COVID-19 pandemic which included the \$18,500 previously budgeted for line painting on the roads for 2020 – the public and the Town Board strongly encourage line painting for safety reasons

Motion for Resolution 20-74 made by Collier; 2nd by Edwards to reinstate the \$18,500.00 for road line painting.

CARRIED: ALL

Hearing of the Public:

Opened 8:22pm

No one spoke

Closed 8:23pm

Resolutions:

Motion for Resolution 20-75 made by Collier; 2nd by Edwards to adopt Property Maintenance Local Law 3 of 2020.

CARRIED: ALL

Motion made by Collier; 2nd by Edwards to adjourn the meeting at 8:26pm.

CARRIED: ALL

September 10, 2020

Minutes of the Town Board of the Town Catlin held September 10, 2020 at 7pm at the Town Hall.

ROLLCALL: BM: David Silvernail, Eugene Unwin, William Collier
Catherine Edwards (via phone)
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Collier; 2nd by Silvernail accepting Town Clerk's minutes of August 13, 2020 as submitted.

CARRIED: AYES: Collier, Silvernail, Edwards
ABSTAINED: Unwin

Correspondence:

- Charter Communications renewal
- Health Insurance changes
- Tompkins Corners Fire Department request helicopter landing pad

Motion made by Collier; 2nd by Silvernail to receive and place on file all correspondence for further action if required.

Departmental Reports:

Supervisor Phelps – Cold storage building should be completed before next board meeting; harassment training is being offered; health insurance meeting was held with Cathy also attending

CEO – Collingwood trailer park putting in another 4 new units

Motion made by Silvernail; 2nd by Unwin to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Abstracts:

Motion for Resolution 20-76 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

Supervisor Phelps: Beaver Dams Fire Company will be painting the hydrants; Town of Corning marking out water lines and curb stops for replacement of natural gas lines; will need to do a mandatory testing of the water which have not had to do before and the cost of the new tests is expensive; NYS has issued an order that during the duration of State of Emergency for COVID-19 (September 2020 thru March 8, 2021 plus 180 days) no late fees or water shut offs can occur therefore, large bills left unpaid will be added to Property Tax

September 10, 2020

New Business:

- Health Insurance Carrier – currently using Perry & Carroll; consider changing to Sprague Insurance which does the property coverage; this will put all insurance under one carrier
- Health Insurance Policy - we currently offer coverage for single and family; do we want to offer for domestic partner

BM Edwards – need to do more research

BM Collier – yes, more research; state law has requirements that must be met

BM Silvernail – will this require new employee contract

Atty. Mustico – not required to provide – if you do, not required to pay for it

- Spectrum Charter renewal – currently at 3%

Supervisor suggests increasing by 2%; they want 15 years – too long; Supervisor suggests 7 years
BM Edwards – stay at 3% due to fact town has more people on cable and if do increase the property tax will go up

BM Collier – leave as is

- Tentative Budget workshop – set for September 24th at
- TCFD request –

Supervisor – Fire Chief, Alex Pastrick, of Tompkins Corners Fire Department has requested permission to paint “H” on the blacktop at the Highway Garage to use for Emergency Helicopter Landing Pad; Pastrick stated he did not need permission but is requesting permission out of courtesy

BM Collier – what would be the Town’s responsibility

FC Pastrick – the fire department and the helicopter business is totally responsible

Hearing of the Public:

Open 7:35pm

Mike Pastrick of Backer Rd - Sales Tax Distribution to stay the same for 2021 and decrease by 3% for 2022; County has cut 75 full time positions and will possibly cut another 24

Alex Pastrick of Sawdey Rd – the house on Post Creek Road with all the clutter – any progress on this
Supervisor – they will be in court September 16th at 7pm

Atty. Mustico – according to ordinance, there can be a fine & prison time; cannot handle this but requesting a letter from the DA giving him permission to do so

Closed 7:47pm

September 10, 2020

Resolutions:

Health Insurance Provider:

Motion for Resolution 20-77 made by Collier; 2nd by Unwin granting permission to Supervisor Phelps to change health insurance carrier to Sprague Insurance keeping the same health insurance coverage we currently have.

CARRIED: ALL

Health Insurance Change – adjourn this subject until October meeting

Charter:

Motion for Resolution 20-78 made by Phelps; 2nd by Collier setting Public Hearing for October 8, 2020 at 7pm.

CARRIED: ALL

Tentative Budget Workshop:

No resolution needed, set for September 24th at 10am

Preliminary Budget:

Motion for Resolution 20-79 made by Collier; 2nd by Phelps setting the November Town Board meeting to November 5, 2020 at 7pm and setting Public Hearing concerning 2021 Preliminary Budget on November 5, 2020 at 7pm.

CARRIED: ALL

TCF/BDF emergency landing pad:

Motion for Resolution 20-80 made by Phelps; 2nd by Silvernail granting permission to Fire Chief, Alex Pastrick, to paint an “H” on the blacktop at the Highway Garage for emergency landing pad.

CARRIED: ALL

Motion made by Phelps; 2nd by Collier to adjourn the meeting until September 24th at 10am.

CARRIED: ALL

September 24, 2020

September 10, 2020 Town Board meeting was adjourned to September 24, 2020.

Minutes of the meeting being reconvened September 24, 2020 at 10am at the Town Hall for discussion of the 2021 Tentative Budget.

Present were LaVerne Phelps, William Collier, Eugene Unwin, David Silvernail and Joe Doan; Catherine Edwards was absent.

General discussion concerning 'Budget Summary' which proposed a 3cent increase for 2021:

- Unwin would like to see no increase for 2021
- Phelps stated County will be reducing sales tax to the Town by 3% in 2022; have received this year \$9,000 less than a year ago to date; received \$34,000 this month which is \$4,000 less than last year for this time frame
- Collier stated we need at least \$37,000 per month
- Phelps spoke with Hoover who says sales tax down 10% this year (\$45,000 - \$48,000) for the County
- Silvernail stated what is budgeted does not mean need to spend it
- Phelps stated we never spend all that is in budget
- Unwin stated need to reverse budget modification done in July (resolution 20-69) for CHIPS now that we know State is reducing by 20%; will show as a surplus if left in which is money we did not receive
- Collier stated will have to address this 20% reduction; will discuss later
- Collier questioned Sales Tax Revenue of \$500,000
- Phelps stating it is all a gamble; hoping the economy will come back

General Fund discussion:

- Discussion concerning Court Clerk and Deputy Town Clerk budget amount; again, hourly wage and does not spend it all but is there if needed
- Collier has no problem with Accountant requesting \$100 towards equipment
- Unwin stated he is on contract so this is a business therefore, we do not pay for his equipment
- Phelps stated he can write equipment expense off his tax return

General discussion paying down debt

General discussion concerning 'Mortgage Tax' increase; lot of refinancing going on due to 0% interest; house sales are up; Revenue should increase with Spectrum, refinancing, house sales, pipeline (\$345,000); NYS Maintenance Aid is grant for salt shed

- Unwin questioned why can't we reduce budget by \$5,000 to get to zero increase
- Phelps stated we have been under the Tax Cap for a few years now; still have \$6,000 left in Building Maintenance Grant; can move \$5,000 from General to Highway; will inform Accountant; therefore, we will have zero increase for 2021 Property Tax

General discussion concerning insurance on old town hall:

- Phelps stated insured for \$400,000 at \$836 per year
- Collier stated leave power on; drop insurance to \$50,000

- Unwin stated take insurance off completely
- Doan stated will be emptying the building out during the winter
September 24, 2020

- Phelps stated will check to see what is needed

Shared Service with Chemung County discussion:

Motion for Resolution 20-81 made by Collier; 2nd by Silvernail to grant permission to Supervisor Phelps to enter into agreement with Chemung County for Shared Services, which include: Building & Grounds, DPW and IT Services at a minimal cost.

CARRIED: ALL

Health Insurance discussion:

- Phelps stated after speaking with other insurance agents it is recommended we stay with the current coverage plan
- Concerning offering insurance to domestic partners; it is the consensus of all present not to offer insurance to domestic partners at this time

Motion to adjourn made by Collier; 2nd by Unwin at 11:15am.

October 8, 2020

Minutes of the Town Board of the Town of Catlin held October 8, 2020 at 7pm at the Town Hall.

ROLLCALL: BM: David Silvernail, Catherine Edwards, William Collier
Supervisor LaVerne Phelps

Public Hearing concerning Charter Communications Renewal:

Open – 7:01pm No one spoke Closed – 7:02pm

Motion made by Phelps; 2nd by Silvernail to close Public Hearing at 7:02pm.

CARRIED: ALL

Motion made by Edwards; 2nd by Collier accepting Town Clerk's minutes of September 10, 2020 as submitted.

CARRIED: ALL

Correspondence:

- Letter of resignation from Eugene Unwin
- Letter to Peter Smith – too much debris near turn around for plow truck – not enough room
- Andy Avery

Motion made by Collier; 2nd by Silvernail to receive and place on file all correspondence for further action if required.

Departmental Reports:

Motion made by Silvernail; 2nd by Collier to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Budget Modification:

July 9th did a budget modification, resolution 20-69, to reflect CHIPS additional funds the Highway Department should receive from PAVE NY and EWR; however, due to COVID-19 New York State reduced funding by 20%, therefore, must do another budget modification to reflect actual dollar amount received; \$156,900.05.

Motion for Resolution 20-82 made by Phelps; 2nd by Collier to adjust DA5112.21 to \$156,900.05 reflecting the 20% reduction.

CARRIED: ALL

Abstracts:

Motion for Resolution 20-83 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

October 8, 2020

Beaver Valley Water District:

Supervisor Phelps: Drained and cleaned the water tank on the inside; gas line replacement will stop at RT 414 and Beaver Ave; to be back in January to continue if weather permitting

Old Business:

Update on Cold Storage Building:

- Engineer did inspection; made list of minor things to be corrected
- Overhead doors should be installed October 15th
- Floor is done
- Electric – county gave cost to run electric; would not be done till spring

New Business:

- Charter renewal – from 10 years to 7 years – no comments from the board
- Tentative Budget 2021 – no comments from the board
 - Staying under tax cap
 - Town evaluation going up
 - Fire Departments 7.95 down to 7.62
 - Board talked about no increase in taxes for 2021 but the County is taking 3% from the Town's; if we do not do a small increase for 2021 then would have to do a larger increase down the road

Concerning 25mph speed limit signs for Beaver Valley Project; would need 175 signs in order to comply with New York State law; August 11, 2016 – Resolution 16-89 did submit to Chemung County Public Works the required paperwork for speed reduction and Andy Avery signed October 12, 2016

Motion made by Supervisor Phelps; 2nd by Collier to amend October 8th agenda to include JCAP Grant and Halloween hours.

CARRIED: ALL

- JCAP GRANT

Motion for Resolution 20-84 made by Collier; 2nd by Edwards granting permission to Justice Richard Brink to apply for JCAP Grant.

CARRIED: ALL

- Halloween Hours

Motion for Resolution 20-85 made by Collier; 2nd by Edwards setting Halloween Hours for October 31, 2020 in the Town of Catlin between 6 and 9pm following COVID-19 guidelines and at the discretion of the parents.

CARRIED: ALL

October 8, 2020

Hearing of the Public: Open 7:30pm

Billie Jean Bennett of Beaver Valley – was all for lowering the speed limit in the valley but not for a sign to be placed in her front yard and why so many signs?

Supervisor Phelps – the state will not recognize Area Speed sign for less than 30mph which is what is up now (3 signs); therefore, in order to do 25mph signs you need 175 signs

Closed 7:33pm

Resolutions:

Motion for Resolution 20-86 made by Collier; 2nd by Edwards granting permission to Supervisor Phelps to enter into agreement with Charter Communications (Spectrum) for renewal of internet and cable service for seven (7) years.

CARRIED: ALL

Motion for Resolution 20-87 made by Collier; 2nd by Silvernail adopting the 2021 Tentative Budget as the 2021 Preliminary Budget.

CARRIED: ALL

Motion for Resolution 20-88 made by Phelps; 2nd by Edwards recognizing and accepting Eugene Unwin's resignation letter from the Town Board.

CARRIED: ALL

The open position to the Town Board will be listed on the Town's website; anyone wishing to be considered for the position must send in a letter of interest to the Town Clerk no later than December 1, 2020.

Motion to adjourn the Town Board meeting was made by Edwards; 2nd by Collier at 7:45pm.

CARRIED: ALL

November 5, 2020

Minutes of the Town Board of the Town of Catlin held November 5, 2020 at 7pm at the Town Hall.

ROLLCALL: BM: David Silvernail, William Collier and Catherine Edwards
Supervisor LaVerne Phelps

Note: No one present in the audience.

Public Hearing concerning 2021 Preliminary Budget:

Opened 7:01pm No one spoke Closed 7:02pm

Motion to close public hearing made by Phelps; 2nd by Collier.

CARRIED: ALL

No changes were made to the 2021 Preliminary Budget.

Motion for Resolution 20-89 made by Phelps; 2nd by Collier adopting the 2021 Preliminary Budget as the 2021 Final Budget.

CARRIED: ALL

Motion for Resolution 20-90 made by Phelps; 2nd by Collier to apply 2021 sales tax revenue to the General and Highway 2021 budgets.

CARRIED: ALL

Motion for Resolution 20-91 made by Phelps; 2nd by Collier imposing Tax Levy to 2021 Property Tax for any unpaid water bills on behalf of the Beaver Valley Water District.

CARRIED: ALL

Motion to adjourn the meeting made by Phelps; 2nd by Collier at 7:07pm.

CARRIED: ALL

December 10, 2020

Minutes of the Town Board of the Town of Catlin held December 10, 2020 at 7pm at the Town Hall.

ROLLCALL: BM: David Silvernail, William Collier and Catherine Edwards
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Collier; 2nd by Edwards to accept Town Clerk's minutes for November 12, 2020
Town Board meeting as submitted.

CARRIED: ALL

Correspondence:

- Workman's Comp. – the Town will be receiving a check in the amount of \$1214.00 due to the fact no claims have been made; BM Edwards extended a "thank you" to the highway crew
- New contract with Verizon Business for cell phones; with this contract expenses are cut in half
- Town Board open position; have received interest letters from Tom Manning and Craig Christiansen

Motion made by Collier; 2nd by Silvernail to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Supervisor Phelps – mailed letter to ^{Peter} Skip and Martin Smith concerning obstruction in way of highway trucks making it impossible to turn around at end of Smith Road

BM Edwards questioned how building permits have been allowed on a private road (Mattison Lane); she will be conversing with Planning Board Chairman

Motion made by Collier; 2nd by Silvernail to receive and place on file all Departmental Reports as submitted.

CARRIED: ALL

Budget Modification:

Motion for Resolution 20-94 made by Collier; 2nd by Silvernail approving modification as requested by Highway Superintendent, Joe Doan, moving \$15,600 from DA5112.2 (oil & stone) to DA5142.4 (salt).

CARRIED: ALL

Abstracts:

Motion for Resolution 20-95 made by Phelps; 2nd by Collier approving abstracts for payment as submitted.

CARRIED: ALL

December 10, 2020

Beaver Valley Water District:

Supervisor Phelps – all required tests are complete for the year

Old Business:

Supervisor Phelps – new Cold Storage building is complete; can begin making plans to remove to old Town Hall in 2021 whether the job is bid out; have Chemung County Soil & Water remove or maybe Swarthouts Recycling; asbestos reports were already completed years ago

New Business:

- Town Board Position – Tom Manning and Craig Christiansen have submitted letters of interest; Edwards and Silvernail to do interviews and make recommendation at the January meeting

General discussion took place

- Reorganization Meeting set for January 14th at 7pm

Hearing of the Public:

Open 7:26pm

Alex Pastrick of Sawdey Road – is there an update to the property on Post Creek Road has been in disarray for some time now and is getting worse; Phelps responded has not had an update

Close 7:27pm

Motion made by Phelps; 2nd by Collier to adjourn meeting until December 29th at 10am to pay end of the year bills necessary.

CARRIED: AL