

The regular meeting of the Martinsburg Town Board was held Wednesday, August 19, 2020 at the Municipal Offices on Cemetery Road and called to order at 7:00 PM. COVID restrictions are still in place. Present were: Supervisor Terrence Thisse; Councilmen Brad Allen, Darren Jantzi, Janusz Karelus and Michael McGrath; Town Clerk Mary Kelley; Attorney Joseph Russell; County Legislator Greg Kulzer; CTHC circuit rider Beth Steria; Doug Dietrich; Tax Collector Deanna Doviak; and Bev Swiernik. Absent: Highway Superintendent Tyler Jones.

#### MINUTES

The minutes of the previous meeting(s) were emailed to the board members prior to the meeting. Supervisor Thisse mentioned that under Glenfield Sewer, the minutes should read "septic tanks" and not sewer beds. Councilman Jantzi made a motion, seconded by Councilman Allen to approve the minutes as amended. All were in favor. Motion carried.

#### BILLS – abstract 08-2020

General:	Voucher #162-182	\$ 6,526.19
Highway:	Voucher #125-141	\$ 9,248.01
Glenfield Water:	Voucher #69-78	\$331,394.34
Glenfield Sewer:	Voucher #32-37	\$ 1,438.10
Martinsburg Water #1:	Voucher #44-48	\$ 534.69
Martinsburg Water #2:	Voucher #4-6	\$ 15,161.24
Street Lighting:	Voucher #13-14	\$ 691.03
Whitaker Park:	Voucher #32-36	\$ 2,023.98

After some discussion on the bills, Councilman Allen made a motion, seconded by Councilman Karelus to approve payment of the bills as presented. All were in favor. Motion carried.

#### PRIVILEGE OF THE FLOOR

Doug Dietrich was present representing the Cooperative Tug Hill Council. Because of COVID there will be no fall meeting. He also asked for updates on the Roaring Brook wind project. Supervisor Thisse said all the pads are in for the towers and components are arriving. It will be after March 2021 before the town will see any payments coming in.

Mr. Dietrich also said he will be attending training offered for Zoning Board of Appeals since he has been appointed to the board. He would like a copy of the Zoning Law.

Mr. Dietrich stated that he has been against the Lewis County Event Law because it was so stringent and he suggested to them it should be revised. It has been revised and passed.

Ms. Swiernik stated she would like to see Whitaker Park open. She likes to walk down there. The traffic is too busy on Glendale Road. She also said the trail down to the falls needs a railing. Mr. Thisse stated that someone would need to be hired to man the gate if the Park was open just for walking. There are 46 campsites and only two people to cover it all, plus sanitizing bathhouses, etc. The caretakers have been updating the playground, woodshed and bathhouses. Ms. Swiernik asked if Glendale Road was open to ATV traffic and Mr. Thisse said no.

#### TAX COLLECTION

Ms. Doviak stated that the rate to use credit cards to pay taxes is going up. She would like to see the use of eChecks.

#### TOWN CLERK REPORT

Councilman Karelus made a motion, seconded by Councilman Jantzi to accept the Town Clerk Report for July. Total State and Town Revenues were \$12,390.98. All were in favor. Motion carried.

#### COOPERATIVE TUG HILL COUNCIL

Ms. Steria reported on the following:

- Black River Watershed Conference
- Schedule for preparing town budget
- Planning and Zoning workshops

7:30 PM Councilman Michael McGrath and Anthony Young from Barton and Loguidice arrived.

- Black River Trash Bash
- JCap Grant
- Webinars on updated Retention Schedule
- Dropped off copies of Tug Hill Recreation Guide

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#### LEWIS COUNTY LEGISLATOR REPORT

Mr. Kulzer reported that there will be some changes in department heads. There will be a new IT Director and the County Highway Superintendent is retiring. He also stated that a 25 year Bond Resolution for the hospital has been signed for a 33 million dollar expansion. Remodeling of the Solid Waste building is ongoing.

#### HIGHWAY

The highway department put in a better road to Staring (Pansy Hill) Cemetery. The historical society wants to go in and start cleaning up the cemetery and repairing stones. Many volunteers said they would help if they could get to it. Discussion was held on a proposal from Hyde Stone to review and analyze the air conditioning and heating system. This matter was tabled since more information is needed.

A new mower for doing all the cemeteries, boat launch, water plants, etc. was discussed.

#### MARTINSBURG WATER #2

A new water line has been finished for the people on the East Road Extension.

Water pressure for the people on State Rt 26 is very low. Rural Water people suggested putting in a pump station at the bottom of the hill. Bladder tank didn't work. It was suggested that maybe a holding tank with booster pump in each home would work. Need to get cost estimates.

#### GLENFIELD WATER PROJECT

Discussion was held on the land purchase from 3-G Volunteer Fire Department which contains a well. Mr. Russell stated that some minor changes need to be made to the purchase offer.

There are a few water meters left to be put in to complete the water project in Glenfield.

The Town of Martinsburg will hold a (second) public hearing on September 16, 2020 at 7:15 p.m. for the purpose of hearing public comments on the Town of Martinsburg's current Community Development Block Grant (CDBG) project: CDBG project number 707PW111-18, Town of Martinsburg Hamlet of Glenfield Water Distribution System Improvements, \$750,000.

#### GLENFIELD SEWER PROJECT

A final income survey report for a CDBG sewer project grant has been approved. Ready to submit PER to DEC and EFC. Finalizing the SEQRA for the Glenfield Sewer Infiltration Project will be done at the next meeting.

#### MARTINSBURG FIRE DEPARTMENT

The department has asked to re examine the fire contract district. The County will do an overlay map.

#### WHITAKER PARK

To do a recreational easement, our insurance company is asking for a description so insurance can be added.

#### LED STREET LIGHTING

Supervisor Thisse got estimates on the LED project. Total amount financed would be \$73,012.98. Annual debt payment to New York Power Authority would be \$8,870.65 with the monthly debt service \$739.22.

Councilman Karelus audited March and April accountant bank statements.

Discussion was held on the letter of resignation from Judge Kevin McArdle. The current court clerk is interested in the vacancy. The letter needs to contain the exact date of resignation to determine if the vacancy will be on the ballot this November.

#### RECORDS RETENTION SCHEDULE RESOLUTION

Councilman McGrath moved, seconded by Councilman Jantzi for the following resolution:

RESOLVED, By the Town Board of the Town of Martinsburg that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

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- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

All were in favor. Motion carried.

Discussion was held on extending the natural gas line within the Town of Martinsburg. Mr. Thisse called the Public Service Commission. We need to make a request/petition to NYSEG first. If NYSEG says no, then you go to the Public Service Commission.

There being no further business, Councilman Karelus made a motion, seconded by Councilman McGrath to adjourn at 8:35 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk