

January 19, 2022

## REGULAR MEETING

The regular meeting of the Martinsburg Town Board was held on Wednesday, January 19, 2022 at the Municipal Offices on Cemetery Road and called to order at 7:00 PM. Present were: Supervisor Terrence Thisse; Councilmen Darren Jantzi, Brad Allen, Michael McGrath and Janusz Karelus; Attorney Joseph Russell; Town Clerk Mary Kelley; CTHC Circuit Rider Beth Steria; Matt Cooper, Barton and Loguidice, Legislator Josh Leviker and Gordon Yancey. Absent: Highway Superintendent Tyler Jones.

### MIINUTES

The minutes of the previous meeting(s) were emailed to the board members prior to the meeting. Councilman Karelus made a motion, seconded by Councilman Jantzi to approve the minutes of the last meetings as presented. All were in favor. Motion carried.

### BILLS – Abstract 1-2022

General:	Voucher #1-28	\$40,906.49
Highway:	Voucher #1-19	\$17,752.86
Glenfield Water:	Voucher #1-5	\$ 1,988.62
Glenfield Sewer:	Voucher #1-4	\$ 3,539.33
Martinsburg Water #1:	Voucher #1-5	\$ 511.36
Whitaker Park:	Voucher #1	\$ 514.00

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

Discussion was held on an agreement with the Town of Greig to share dog control services. Councilman Karelus made a motion, seconded by Councilman Allen to accept their offer to pay \$.81 per mile, plus \$20 per month for phone, use of our supplies, etc. The Town of Greig will have a separate agreement with the Dog Control Officer for salary. All were in favor. Motion carried.

### PRIVILEGE OF THE FLOOR

Mr. Yancey discussed the negative affect the proposed plowing of upper Flat Rock Road would have on the snowmobiling industry.

### TOWN CLERK REPORT

Councilman Allen made a motion, seconded by Councilman McGrath to approve the Town Clerk Report for December, 2021 as presented. Total State and Local revenues totaled \$4,573.86. All were in favor. Motion carried.

### COOPERATIVE TUG HILL COMMISSION

Ms. Steria reported on announcements for January:

- Association of Towns is providing short fact sheets called Town Teas
- Cornell Local Roads Program scheduled webinars
- Assistance to Firefighters grants
- Guided snowshoe trips hosted by Great Lot Sportman's Club
- Association of Towns Annual meeting and training school has been switched to a virtual event only
- US Treasury – American Recovery Plan Act funding reporting has changed. The Lost Revenue category now offers a standard allowance of up to \$10 million that can be claimed rather than calculating true revenue loss
- The Records Management Advisory officer for Towns is Michael Martin

### HIGHWAY

Discussion was held on the two sealed pickup truck bids that were submitted. One was received on January 18 and one on the 19<sup>th</sup>. It was advertised they were to be in by January 18. The minimum bid for the Ford pickup was \$37,000.

Councilman Jantzi made a motion, seconded by Councilman Allen to reject the unopened bids and rebid the truck. Roll call vote: Supervisor Thisse – abstained  
Councilman Allen – aye  
Councilman Jantzi – aye  
Councilman McGrath – aye  
Councilman Karelus – aye      Motion carried.

7:30 PM Legislator Josh Leviker arrived.

#### AMERICAN RECOVERY PLAN ACT

Discussion was held on the ARPA. The annual report on how the funds were used is due in April.

#### COUNTY LEGISLATOR REPORT

- More discussion on ARPA reporting
- The Lewis County Dept of Social Services building and highway garage have been put out to bid. The DSS building will be rehabilitated. The highway garage will be where the pole barn is located and the existing building will be a wash area
- Hospital expansion will go out to bid the end of January/first of February
- Singing Waters is getting a new bathhouse
- An ATV lobbying group has been hired
- Rails to Trails – shared use pathway was discussed
- Study has been done on EMS first responders – numbers (manpower) are down
- Discussion was held on a snowmobile study

#### SNIRT RUN

Barnes Corners Snirt Run will be held April 9. The roads used will be the same as previous years. Our Event Law is in place and they will need to fill out the application form.

Supervisor Thisse reported that the Letter of Credit needed for LED Street Lighting is tied to a CD he is trying to open. So the CD renewal is in limbo at this time. Community Bank wants the original letter of credit back but National Grid has it.

Discussion was held on an email from NYCLASS (New York Cooperative Liquid Assets Securities System) regarding diversifying the Town's investment portfolio and how to best maximize interest earned.

#### GLENFIELD WATER PROJECT

Mr. Cooper gave an update on the Glenfield Water project.

- Distribution system improvements are complete
- Well investigations are complete
- Discussion on acquisition of property from 3-G Volunteer Fire Department (field day grounds)
- Location of new treatment plant will be on sewer plant property
- Still need water withdrawal permit
- Water softening system will be reverse osmosis with concentrate discharge to the sewer plant
- B & L are working on design of treatment plant
- Discussed a right of way for a waterline from existing wells to new water treatment plant

Discussion was held on Engineering Services Agreement for the Glenfield Water Project – Amendment No. 3. The amendment will adjust Barton and Loguidice fees for Basic Services and Additional Services necessary to complete the

reverse osmosis treatment system. Adjustments are also needed to the Hydrogeology and Permits service fees to cover water sampling and laboratory testing.

Councilman McGrath made a motion, seconded by Councilman Jantzi authorizing the Supervisor sign the EJCDC Amendment to Owner-Engineer Agreement with amended services and associated fees detailed in the agreement for the Glenfield Water District improvement project. All were in favor. Motion carried.

#### GLENFIELD SEWER

Mr. Cooper gave an update on the Glenfield Sewer Project – discussed funding scenarios:

- The project addresses UV disinfection and expanding the wastewater plant. Project budget is \$1,217,900.
- Grant applications have been submitted – a CDBG grant was not awarded; a water quality improvement project (WQIP) grant has been awarded with a maximum grant of \$378,000; a water quality improvement project (WQIP) grant was not awarded; a water infrastructure improvement act grant (WIIA) will be submitted which would cover 25% of project costs after other grants.
- Engineers are working on a design for the project

Discussion was held on whether to do both the UV disinfection and expansion of the treatment plant. Councilman Allen made a motion, seconded by Councilman Karelus authorizing Barton and Loguidice to proceed with the design phase combining UV disinfection and expansion of the sewer treatment plant. All were in favor. Motion carried.

Discussion was held on a property that was just sold in the hamlet of Glenfield. During the property transfer, Lewis County Real Property discovered that the property is entirely in the Town of Turin but is hooked up to Glenfield water and sewer. There will need to be an outside user agreement made with the property owner.

An intermunicipal agreement with the Town of Turin was discussed. The Clerk cannot find a signed IMA on file.

#### JUNKYARD LAW

The Town Junkyard Law was discussed. The Supervisor has worked on combining the Town's separate local laws – Litter, Debris and Clutter Law, Junkyard Law and Unsafe Buildings Law, into one Junkyard Law. Discussion was held on whether to use Lewis County's junkyard law and have them do enforcement. Mr. Thisse said Martinsburg's law is more detailed than the County's.

#### ASSESSOR

The town board received a letter from Assessor Robert Ball requesting a leave of absence for approximately six months. He would like to come back to the job after that. Councilman Allen made a motion, seconded by Councilman Karelus granting Mr. Ball a leave of absence with the stipulation that he needs to be back on the job by December 1. While on leave of absence, he will not receive a paycheck. All were in favor. Motion carried.

Discussion was held on who to appoint as an assessor in the meantime – assessor training is quite intensive. The Clerk will contact the Lewis County Real Property Tax Office.

Discussion was held on a second deputy Dog Control Officer. Councilman McGrath made a motion, seconded by Councilman Allen to appoint John Young as Deputy Dog Control Officer. All were in favor. Motion carried.

Councilman Jantzi made a motion, seconded by Councilman McGrath to adjourn at 8:55 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk

