

The regular meeting of the Martinsburg Town Board was held on Wednesday, July 19, 2023 at the Municipal Offices on Cemetery Road and called to order at 7:00 PM. Present were: Supervisor Terrence Thisse; Councilmen Janusz Karelus, Michael McGrath, Brad Allen and Darren Jantzi; Highway Superintendent Tyler Jones; Town Clerk Mary Kelley; Tax Collector Deanna Doviak; Christine Health, CTHC and Gordon Yancey.

MINUTES

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

BILLS – Abstract 07-2023

General:	Voucher #149-169	\$ 72,290.12
Highway:	Voucher #107-126	\$123,917.49
Glenfield Water:	Voucher #43-47	\$ 4,716.12
Glenfield Sewer:	Voucher #40-44	\$ 9,305.38
Martinsburg Water #1:	Voucher #44-49	\$ 8,958.13
Street Lighting:	Voucher #13-14	\$ 143.87
Whitaker Park:	Voucher #27-34	\$ 1,623.24

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

PRIVILEGE OF THE FLOOR

Mr. Yancey remarked on how good the Fykes Road is now that the highway employees have been working on it.

7:15 PM – Councilman Allen made a motion to open the Public Hearing to hear comments on the Town of Martinsburg’s community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the 2023 program year. Supervisor Thisse explained that this application is for a Pedestrian Safety Project in the Hamlet of Glenfield to replace existing unsafe, unpassable sidewalks. The Lewis County Highway Department is working on roadway and drainage improvements in the Hamlet and the town has the opportunity to complete needed improvements to the sidewalks to make them ADA accessible.

There being no questions or comments on the project, Supervisor Thisse held the public hearing open and went on to other business.

TOWN CLERK REPORT

Councilman Karelus made a motion, seconded by Councilman to approve the June Town Clerk report as submitted. Total State and Local revenues totaled \$5,632.00. All were in favor. Motion carried.

COOPERATIVE TUG HILL COMMISSION

Ms. Health reported on the following:

- Road/traffic counter they have and will lend it out
- 2023 CFA deadline July 28
- Forestry cost share program
- First Nation Council presentation
- Zoning schools

- Tug Hill Sage nominations
- Budget training

HIGHWAY

Reviewed NYMIR report with recommendations on safety issues.

- General Walter Martin Playground – improve fall protection on bleachers
- Whitaker Park Playground – when sand is used as a fall protection in a playground it is recommended that the depth be maintained at a depth of not less than 9 inches
- Highway department – it is recommended that the town highway department maintain an inventory of regulatory and warning road signs and conduct documented semiannual inspections of the signs

Highway Superintendent Jones reported that he will gather road signage information and report back.

Discussion was held on Maple Ridge Road and how it was damaged by a landowner trying to plow it in the winter.

7:40 PM There being no comments, Councilman Karelus made a motion, seconded by Councilman Allen to close the CDBG Public Hearing. All were in favor. Motion carried.

Councilman Allen made a motion, seconded by Councilman Karelus for the following resolution:

RESOLUTION AUTHORIZING A 2023 CDBG PROGRAM YEAR APPLICATION, APPOINTING TOWN SUPERVISOR TERENCE THISSE AS THE CERTIFYING OFFICER AND SECTION 3 COORDINATOR FOR THE PROJECT AND DECLARING PROPOSED PROJECTS AS TYPE II ACTIONS WITH NO SIGNIFICANT ENVIRONMENTAL IMPACTS

WHEREAS, the Town of Martinsburg is submitting several Community Development Block Grant (CDBG) applications; and

WHEREAS, these projects are subject to environmental review under the National Environmental Policy Act (NEPA) and State Environmental Quality Review Act (SEQR); and

WHEREAS, the designation of Certifying Officer to sign the Environmental Review is required; and

WHEREAS, the Town of Martinsburg Town Board would like to designate the Town Supervisor, Terrence Thisse, as the Certifying Officer and Section 3 Coordinator for this Community Development Block Grant;

WHEREAS, Town Supervisor, as the designated Certifying Officer, is responsible for the environmental review process for the NYS CDBG application outlined in the program year 2023 CDBG application guidelines. The Supervisor recommends that the Board conclude that the project submitted within the applications will not have a significant environmental impact and that as Type II actions, no further procedure under SEQRA is required.

NOW, THEREFORE, BE IT RESOLVED,

Section 1. That the Town of Martinsburg Town Board hereby authorizes the submission of a 2023 CDBG application for a public facilities project and, if awarded, will partner with Lewis County through an Intermunicipal Agreement to execute and fund this project.

Section 2. The Town of Martinsburg Town Board hereby declares and appoints the Town of Martinsburg Supervisor, Terrence Thisse, as the Certifying Officer and Section 3 Coordinator for the 2023 CDBG public facilities application and awarded project in which the Supervisor will sign the Environmental Review documents, as required by the administrating agency, New York State Office of Community Renewal.

Section 3. That the Town Supervisor is herein designated as the Certifying Officer and is authorized to execute any required documents as the Certifying Officer in order to advance each CDBG application and secure the release of Grant Funds for each project.

Section 4. The Town of Martinsburg Town Board hereby determines that the proposed CDBG funding application for public facilities constitutes a Type II action as defined by the regulations promulgated under the State Environmental

Quality Review Act (SEQRA) of the State of New York; that the projects will not have significant impacts upon the environment; and there is no further procedure required under SEQRA.

Section 4. That this resolution shall take effect immediately.

GLENFIELD SEWER PROJECT UPDATE

A mercury sample was taken from the sewer plant and dropped off at Converse labs. Still waiting for results. This sample is needed for the DEC 2A permit application for expanding the sewer plant. Engineers Barton and Loguidice are applying for another WQIP grant application and WIIA application

Mr. Jones said he is purchasing a sewer camera for liability reasons following a recent event where syringe needles were found plugging a sewer line.

GLENFIELD WATER PROJECT UPDATE

Engineers Barton and Loguidice are waiting on pump information from Pearson and Timmerman to finish specs to submit to DOH.

MARTINSBURG WATER #1

The chlorination plant roof needs to be repaired/replaced.

Discussion was held on people renting cropland on water district land on the Fykes Road. The current renter has decided not to rent for this year.

FIELD DAY GROUNDS

Supervisor Thisse reported that the “haunted house” on the grounds will no longer be used by the fireman’s auxiliary. It will be cleaned out. He reported that the bathrooms need work. The other buildings on the grounds were discussed. The town needs a rental policy for recreation at the field day grounds. The Town Clerk will research policies.

7:55 PM – Councilman McGrath arrived.

Discussed electricity at the field day grounds.

Discussed use of ARPA money: possibilities are Glenfield Sewer, Glenfield Field Day grounds, Whitaker Park, sewer camera and Zoom equipment.

SOLAR LAW REVISION

Supervisor Thisse has asked the Tug Hill Commission to work on revisions to our current Solar Law.

The Town should update its Comprehensive Plan.

LED STREET LIGHTING

The town has asked for three new street lights – one on Glendale Road, one at the entrance to Whitaker Park and one at the intersection of Glenfield Road and State Rt. 12. National Grid said no to the third request. The town would need to make the poles ready and it would cost the town to do this. The Power Authority is researching this. We would like to finish up this project as soon as possible.

Discussion was held on Green Volt Solutions replacing lights, ballasts, etc. in the municipal building.

Supervisor Thisse reported that he received an email from Brittany Davis, Executive Director at Naturally Lewis regarding a name for the proposed housing development at the former Glenfield Elementary School. The board agreed they would like to see “General Martin” in the name.

ASSESSOR REVAL

Councilman Michael McGrath made a motion, seconded by Councilman Karelus authorizing the assessor conduct a townwide reassessment project for the 2024 Assessment Roll. A revaluation is a program undertaken by a municipality to appraise all real property within the taxing district according to its full and fair value. All were in favor. Motion carried.

Councilman Jantzi discussed the possibility of a speed limit on Whitaker Road.

Councilman Karelus made a motion, seconded by Councilman Jantzi to adjourn at 8:45 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk

DRAFT