

January 16, 2019

REGULAR MEETING

The regular meeting of the Martinsburg Town Board was held on Wednesday, January 16, 2019 and called to order at 7:00 PM. Present were: Deputy Supervisor Douglas Dietrich, Councilmen Janusz Karelus, Michael McGrath and Brad Allen; Highway Superintendent Tyler Jones; Attorney Joe Russell; Clerk Mary Kelley; CTHC circuit rider, Beth Steria; County Legislator Greg Kulzer; Mickey Lehman and McKenzie Lehman from Bernier & Carr; Matt Cooper and Anthony Young from Barton and Loguidice; Cynthia Griswold. Absent: Supervisor Terrence Thisse.

Councilman Karelus made a motion, seconded by Councilman Allen to approve the minutes of the last meeting, as amended. All were in favor. Motion carried.

BILLS – Abstract 01-2019

General:	Voucher #1-31	\$36,453.46
Highway:	Voucher #1-13	\$50,266.55
Glenfield Water:	Voucher #1-4	\$ 601.06
Glenfield Sewer:	Voucher #1-2	\$ 309.99
Martinsburg Water #1:	Voucher #1-4	\$ 1,145.40
Street Lighting:	Voucher #1	\$ 667.47
Whitaker Park:	Voucher #1	\$ 202.75

After questions and discussions, Councilman McGrath 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

Cindy Griswold was present to report on an upcoming “Community Day of Caring” – part of the leadership academy by the Chamber of Commerce. She asked if there were any “beautification” needs of the town. This would happen on May 18, 2019. There would be no need for supervision by town employees. Ideas suggested were cleaning stones in a cemetery and/or helping clean up at Whitaker Park.

TOWN CLERK REPORT

Councilman McGrath made a motion, seconded by Councilman Allen accepting the Town Clerk Report for December, 2018. Total State and Local Revenues were \$2,128.57. All were in favor. Motion carried.

COOPERATIVE TUG HILL COUNCIL

Ms. Steria reported on a records management webinar, complete streets workshop, and Tug Hill training at JCC in March. The Tug Hill Commission has training opportunities listed on a calendar on their website.

COUNTY LEGISLATOR REPORT

Mr. Kulzer reported that a fuel pump at the county highway garage has been replaced with a 20,000 gallon above ground fuel tank; DMV office is moving to East State St. in a building owned by V.S. Virkler & Son, Inc.; explained about committee changes within the legislature. Councilman Dietrich asked what is being done with the Climax building. The County is looking to rent out office space, small business space, etc.

HIGWAY

Mr. Jones reported they have a dust control truck they no longer use. Councilman McGrath made a motion, seconded by Councilman Allen to declare (1) 1981 F700 tank and chassis as surplus property and authorized Mr. Jones to put the truck out for bid. Bids to be opened at next meeting. All were in favor. Motion carried.

GLENFIELD WATER

Mr. Lehman distributed a draft “Hamlet of Glenfield Water Distribution System Improvements” for review and comments. Mr. Jones asked if there is advantage for another treatment building. Would need to keep building at the primary water source. Mr. Lehman stated that they have no data on well at 3-G Fire Department and could the town get existing well logs?

Councilman McGrath made a motion, seconded by Councilman Karelus, to approve a proposal from Pearson and Timmerman for \$21,000 to clean two wells in the Glenfield Water District. All were in favor. Motion carried.

The Town has been notified that they have been awarded \$750,000 in New York State Community Development Block Grant program funds for the Glenfield Water Improvement project. Councilman Karelus made a motion, seconded by Councilman Allen accepting the grant money and authorizing the Supervisor (or Deputy Supervisor) sign the grant agreement. Councilman McGrath and Councilman Karelus were authorized to sign requests for CDBG funds from the Office of Community Renewal. Councilman Karelus was appointed Program Co-Ordinator and Fair Housing Officer. All were in favor. Motion carried.

Attorney Russell stated that he sent a memo to the Town of Turin asking if they would consider forming a water district for the Trailer Park on River St. and outlining the procedure. The Park is located in the Town of Turin but receives water from the Glenfield Water District and receives sewer service also.

GLENFIELD SEWER

Councilman McGrath made a motion, seconded by Councilman Allen for passage of the following resolution:

DESIGNATING TOWN SUPERVISOR OR DEPUTY SUPERVISOR TO EXECUTE THE NYS ENVIRONMENTAL FACILITIES CORPORATION ENGINEERING PLANNING GRANT AGREEMENT FOR THE PRELIMINARY ENGINEERING REPORT FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS

Whereas, the Town of Martinsburg (Town) submitted a Consolidated Funding Application (CFA) for a Wastewater Engineering Study (Project); and

Whereas, the Project has been selected to receive an Engineering Planning Grant (Grant) up to \$30,000 through the New York Clean Water State Revolving Fund (CWSRF) program;

Whereas, certain agreements, contracts and other documents are required to be executed by the Town in order to secure the EPG Funds; and

NOW, THEREFORE, BE IT

Resolved that the Town Supervisor or Deputy Town Supervisor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Town of Martinsburg’s obligations under the Engineering Planning Grant Agreement.

BE IT FURTHER RESOLVED, that this Resolution shall take place immediately.

The question of adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Supervisor Terrence Thisse	Absent
Councilman Douglas Dietrich	Yes
Councilman Michael McGrath	Yes
Councilman Janusz Karelus	Yes
Councilman Brad Allen	Yes

The foregoing resolution was thereupon declared duly adopted.

Councilman McGrath made a motion, seconded by Councilman Allen for passage of the following resolution:

AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH FOR THE NYS ENVIRONMENTAL FACILITIES CORPORATION ENGINEERING PLANNING GRANT FOR THE PRELIMINARY ENGINEERING REPORT FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS

Whereas, the Town has been notified of the award of a \$30,000 Engineering Planning Grant (EPG) by the New York State Environmental Facilities Corporation (NYSEFC) for a Wastewater Engineering Study (the Project); and

Whereas, NYSEFC requires a 20% local match of the total project cost; and

Whereas, the total fee for the Scope of Service proposed by Barton & Loguidice, D.P.C., the Town’s Consulting Engineer, for preparing the requisite Preliminary Engineering Report is \$20,000; and

Whereas, the total fee for the Scope of Service proposed by Barton & Loguidice, D.P.C., the Town’s Consulting Engineer, for preparing the requisite Flow Management Plan is \$5000; and

Whereas, the 20% local match for this grant is \$6,000, which the Town will pay through in-kind services;

NOW, THEREFORE, BE IT

Resolved that the Town of Martinsburg authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Wastewater Treatment Plant Improvements Project. Under the Engineering Planning Grant Program, this local match must be at least 20% of the grant award of \$30,000. The source of the local match, and any amount in excess of the required match, shall be from the General Fund. The maximum local share appropriated subject to any changes agreed to by the Town of Martinsburg Town Board shall not exceed \$6,000 based upon a total estimated maximum project cost of Thirty Six Thousand Dollars (\$36,000). The Town Board of the Town of Martinsburg may increase this local match through the use of in-kind services if necessary.

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Supervisor Terrence Thisse	Absent
Councilman Douglas Dietrich	Yes
Councilman Michael McGrath	Yes
Councilman Janusz Karelus	Yes
Councilman Brad Allen	Yes

The foregoing resolution was thereupon declared duly adopted.

Councilman McGrath made a motion, seconded by Councilman Allen for passage of the following resolution:

DETERMINATION THAT THE PROPOSED WASTEWATER TREATMENT PLANT IMPROVEMENTS/STUDY IS A TYPE II ACTION UNDER SEQRA AND WILL NOT HAVE A SIGNIFICANT ADVERSE IMPACT ON THE ENVIRONMENT.

Whereas, the Town has been notified of the award of an Engineering Planning Grant (EPG) by the New York State Environmental Facilities Corporation (NYSEFC) for a Wastewater Engineering Study (the Project); and

Whereas, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (“SEQRA”) and the implementing regulations at 6 NYCRR Part 317 (the “Regulations”), the Town desires to comply with SEQRA and the Regulations with respect to the Project; and

Whereas, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

Now, Therefore, Be It Resolved that the Town of Martinsburg hereby determines that the proposed engineering report for the Wastewater Treatment Plant Improvements Project/evaluation is a Type II action in accordance with 6 NYCRR Section 617.5(c) (27)

which constitutes the conduction of concurrent environmental, engineering, economic, feasibility and other studies and is therefore not subject to review under 6 NYCCR Part 617.

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Supervisor Terrence Thisse	Absent
Councilman Douglas Dietrich	Yes
Councilman Michael McGrath	Yes
Councilman Janusz Karelus	Yes
Councilman Brad Allen	Yes

The foregoing resolution was thereupon declared duly adopted.

There has been a request for a grab rail in the bathroom at the old town hall. Mr. Jones said the highway department could install this.

Discussion was held on an inter-municipal agreement with the Town of Lowville for deputy dog control.

A letter from EFC regarding items required for DWSRF (funding) was tabled and will be discussed at a Special Meeting.

Discussion was held on hiring an engineer for the Glenfield Water Improvement Project for design, bidding and construction phase. Councilman McGrath made a motion, seconded by Councilman Allen to get a proposal from Barton and Loguidice.

Roll call vote:	Deputy Supervisor Dietrich - aye	
	Councilman Allen – aye	
	Councilman McGrath – aye	
	Councilman Karelus – aye	
	Supervisor Thisse – absent.	Motion carried.

There will be a Special Meeting, Wednesday, January 23, 2019 at 5:00 PM to discuss the Glenfield Water Improvement Project and any other matter that may come before the board.

Councilman Allen made a motion, seconded by Councilman Karelus, to adjourn at 8:30 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk

