

March 20, 2019

REGULAR MEETING

The regular meeting of the Martinsburg Town Board was held at the Municipal Offices on Cemetery Road on March 20, 2019 and called to order at 7:00 PM. Present were: Supervisor Terrence Thisse; Councilmen Janusz Karelus, Douglas Dietrich, Brad Allen and Michael McGrath; Highway Supervisor Tyler Jones; Attorney Joseph Russell; Town Clerk Mary Kelley; Tax Collector Deanna Doviak; Angie Kimball and Beth Steria, CTHC; Darren Jantzi; County Legislator Greg Kulzer; Matt Cooper and Anthony Young, B & L; Jessica Walldorf.

MINUTES

Councilman Karelus made a motion, seconded by Councilman Dietrich made a motion to approve the minutes of the last meeting as presented. Minutes were emailed to Councilmen prior to the meeting. All were in favor. Motion carried.

BILLS – Abstract #03-2019

General:	Voucher #58-86	\$ 19,002.11
Highway:	Voucher #29-41	\$165,893.91
Glenfield Water:	Voucher #15-21	\$ 12,036.84
Glenfield Sewer:	Voucher #7-11	\$ 2,254.27
Martinsburg Water #1:	Voucher #11-18	\$ 753.08
Street Lighting:	Voucher #4-5	\$ 820.32

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

COOPERATIVE TUG HILL COUNCIL

Ms. Steria gave updates on workshops and reminded everyone there is a burn ban through May 14. Also, a reminder of the upcoming Local Government Conference on March 28.

TOWN CLERK REPORT

Councilman Dietrich made a motion, seconded by Councilman Allen accepting the Town Clerk report for February. Total State and Local revenues were \$2502.93. All were in favor. Motion carried.

LEGISLATORS REPORT

Mr. Kulzer reported that the County is working on a Comprehensive Plan. Discussed a proposal to break down tax bills so the property owners are aware of mandated expenses and also a proposal to send tax bills three times a year instead of just once.

HIGHWAY

Mr. Jones reported that they are cleaning road ditches.

One bid was received after bid opening for the 1981 Ford dust control truck. Joe Lyndaker submitted a bid for \$1,000. After some discussion, Councilman McGrath made a motion, seconded by Councilman Karelus to accept \$1,000 from Joe Lyndaker for the 1981 Ford. All were in favor. Motion carried.

SHARED SERVICES

Councilman Dietrich made a motion, seconded by Councilman Allen authorizing the Supervisor sign a shared service, four year agreement, with New York State Department of Transportation. All were in favor. Motion carried.

NEW YORK POWER AUTHORITY

Ms. Waldorff from the New York Power Authority presented to the board a LED Street Light Proposal to replace approximately 65 existing street light fixtures. A Smart Cities shared grant program was also discussed. The total cost of the project would be \$50,684.11, financed over 11 years with a variable interest rate. Councilman Dietrich made a motion, seconded by Councilman Karelus giving authorization to proceed with the project, subject to Attorney Russell's review. All were in favor. Motion carried.

Discussion was held on having a street light on each corner throughout town to make night time plowing easier.

CYBER BREACH POLICY

The board discussed having a policy to establish standards and practices for the notification of citizens in the event of compromise in the safeguarding of private information. Councilman Dietrich made a motion, seconded by Councilman Allen to adopt a Citizens' Notification Policy to address these issues. All were in favor. Motion carried.

GLENFIELD SEWER

Joseph Zehr has contracted with the Town to oversee operations of the Glenfield Wastewater Treatment Plant. Councilman Allen made a motion, seconded by Councilman McGrath authorizing Supervisor Thisse sign an agreement with Mr. Zehr, an independent contractor, to provide certain services on behalf of the Glenfield Sewage Treatment Plant for \$35.00 per hour. All were in favor. Motion carried.

SWAP

Discussion was held on a request from New York Rural Water Association to write letters to our Senate and Assembly members asking for their support for the Safe Water Infrastructure Action Program which is designed to provide municipalities with water, sewer and storm water infrastructure an annual funding stream to support operation and maintenance activities. Councilman McGrath made a motion, seconded by Councilman Karelus authorizing the Clerk send a letter of support of bills in the senate and assembly - S554/A424. All were in favor. Motion carried.

LEWIS COUNTY IDA

Discussion was held on a letter received from Eric Virkler, Executive Director of the County of Lewis Industrial Development Agency. The IDA has adopted a policy to address property taxation related to mid-sized commercial solar energy projects. This policy provides incentives for off-site solar projects that provide renewable energy benefits to residential and commercial customers.

GLENFIELD ELEMENTARY SCHOOL

Councilman Dietrich made a motion, seconded by Councilman McGrath to adopt the following resolution:

Whereas, funds are available from the New York State Office of Community Renewal (OCR) to identify community development challenges and needs, and to establish a strategy to address those needs; and

Whereas, applicants must be units of local government, specifically including counties in non-entitlement areas to include towns and villages with populations of less than 50,000; and

Whereas, the Town of Martinsburg has identified the need to develop an adaptive re-use plan for the Glenfield Elementary School, located in the hamlet of Glenfield, Town of Martinsburg, at 5960 Main Street, which will soon be decommissioned by the South Lewis Central School District, as a high priority; and

Whereas, the Village of Port Leyden, and the Towns of Leyden and Lyonsdale, all located in Lewis County, are also faced with the need to develop an adaptive re-use plan for the Port Leyden Elementary School, located in the Village of Port Leyden at 3336 Lincoln Street, which will also soon be decommissioned by the South Lewis Central School District, as a high priority; and

Whereas, it is essential to these parties that the re-use of these school facilities be in harmony with the character of these municipalities while providing opportunities for community development, and that re-use planning will assist in determining how to maximize the community development benefits to the municipalities; and

Whereas, working cooperatively with Lewis County and the Tug Hill Commission will allow for a regional approach to address the needs of both the Town of Martinsburg and the Village of Port Leyden, by combining the two adaptive re-use plans into one grant application; therefore

BE IT HEREBY RESOLVED, that this Board does support the application by Lewis County, to request funding from the New York State Office of Community Renewal for up to \$50,000 in CDBG funds to assist with this project.

All were in favor. Motion carried.

JUSTICE AUDIT

Supervisor Thisse reviewed 2018 Justice records with the board. Councilman McGrath made a motion, seconded by Councilman Karelus, accepting the Supervisors findings of the Justice Audit and that all the fines that were collected by the Court for 2018 have been turned over to the proper officials. All were in favor. Motion carried.

GLENFIELD WATER/SEWER PROJECT UPDATES

Anthony Young, B & L, gave an update on Glenfield Sewer preliminary engineering report and the Glenfield Water Distribution system improvements.

- A Preliminary Engineering Report for Glenfield Sewer will be developed over the next few months
- Preliminary design of water distribution system has started
- RFP for soil borings and corrosivity testing was sent to CME Associates and Atlantic Testing Laboratories
- Existing/proposed water service locations will be confirmed next month
- Preliminary Engineering Report Amendment – Department of Health had comments on well at BOCES
- Compared figures using USDA RD Loan and DWSRF loan in regard to town's share of the project

Discussion was held on doing a Bond Anticipation Note to cover costs until funding is procured.

Councilman Dietrich asked if a homeowner could connect a house drain to the storm sewer line and Mr. Young said that could be possible.

Councilman McGrath made a motion, seconded by Councilman Karelus to proceed with the Drinking Water Loan (DWSRF) and to advise USDA that we would not be pursue funding with USDA RD. All were in favor. Motion carried.

The Clerk is to put a letter with Glenfield Water/Sewer billing for April outlining plans for the water improvement project.

GLENFIELD TRAILER PARK

No word has been received from Town of Turin regarding the formation of a water district for the trailer park on River St., Glenfield. They receive water from the Glenfield Water District but the land is actually in the Town of Turin.

The owner of the trailer park had excessive water usage, due to leaks, during the billing period November 1, 2018 through March 31, 2019 and wants to negotiate the bill. The Clerk is to send him a letter with stipulations.

Three G Volunteer Fire Department is applying for a Liquor/Catering License. Councilman Karelus made a motion, seconded by Councilman McGrath approving the renewal application of 3-G Volunteer Fire Department to the State Liquor Authority. All were in favor. Motion carried.

Supervisor Thisse reported that he is getting good interest on Treasury bill investments.

There being no further business, Councilman Karelus made a motion, seconded by Councilman McGrath to adjourn at 9:10 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk