

REGULAR BOARD MEETING, TOWN OF PITCAIRN, MAY 11, 2021

A regular meeting was held on May 11, 2021 at the Pitcairn Town Hall with the following people present:

PRESENT: SUPERVISOR CLYDE FRANK JR
COUNCILMAN LAWRENCE EVANS
COUNCILMAN PAUL JACKSON
COUNCILWOMAN DORA MCINTOSH
COUNCILWOMAN ANN HALL

OTHERS PRESENT: REBECCA MOORE, TOWN CLERK; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; LARRY ATKINSON, CODE ENFORCEMENT; LELAND RYAN, BUDGET OFFICER; JESSICA JENACK, DEPUTY SUPERVISOR

VISITOR: BARBARA FRANK

- 1) Supervisor Frank called the meeting to order 6:27pm
- 2) Next month's meeting will be held on June 15th at 6:30pm
- 3) Supervisor Frank opened the floor for public comments:
 - Leland Ryan discussed the Harrisville Rescue and Rescue Equipment Fund Reports
 - A profit of approximately \$24,000 was made from the Fish Fry and Fishing Derby this year
 - Leland requested that Superintendent McIntosh get in touch with Kevin Martin (logger) about putting stakes back on the Vrooman Rd
- 4) Code Enforcement Officer Atkinson reported:
 - Permits are slow for this time of year
 - Are caught up on outstanding permits
 - New house coming in on Stone Rd (Weir)
 - Jerry Caron's attorney called about selling another part of Jerry's land
 - Everett LaVancha wants to add onto storage building on CR 23 but recommended he come to the board for a variance as the addition would be too close to the road
 - Larry Atkinson also discussed (as a resident) his opposition to having a dispensary in Pitcairn to sell marijuana. Supervisor Frank has already spoken to our attorney about opting out. He will be sending information about how to go about opting out.

- 5) Clerk Moore read Clerk's report

CLERK'S REPORT:

3 Building Permits	208.52
5 Conservation License	6.08
16 Dog Licenses	184.00
2 Marriage Certified Copies	20.00
2 Septic System (PERK)	80.00
TOTAL LOCAL SHARES REMITTED TO SUPERVISOR	498.60

Amount paid to NYS Dept Ag & Markets (APCP)	24.00
Amount paid to NYS Environmental Cons (DECALS)	103.92
TOTAL NON LOCAL REVENUES	127.92
TOTAL STATE, COUNTY AND LOCAL REVENUES	626.52

- 6) **RESOLUTION #17/21 ACCEPTANCE OF MINUTES** Councilman Jackson made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED, that the minutes from the April 12, 2021 meeting were accepted as correct.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

- 7) Clerk Moore read resignation letter from her Deputy, Amanda Johnson. Amanda is no longer interested in being Deputy Town Clerk, Deputy Tax Collector or Deputy Registrar.

- 8) **RESOLUTION #18/21 ACCEPTANCE OF RESIGNATION LETTER FROM AMANDA JOHNSON AND APPOINTING EMILY WOODARD AS DEPUTY** Councilman Jackson made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED, that the resignation letter from Deputy Clerk/Tax Collector/Registrar Amanda Johnson and to appoint Emily Woodard as Deputy Clerk/Tax Collector/Registrar.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

- 9) Alysa Tuttle is interested in cleaning the town hall. She will replace Julie Fowler.

- 10) Supervisor Frank handed out Supervisor's report. He just received the bank statements so will get the reconciled statements to the board as soon as he gets them done.

	Balance 03/31/2021	Increases	Decreases	Balance 04/30/2021
A GENERAL FUND-TOWNWIDE				
Cash-Checking	15,504.89	38,371.90	24,954.78	28,922.01
Cash-Saving	279,959.22	9.05	35,000.00	244,968.27
Petty Cash	100.00	0.00	0.00	100.00
Building Reserve	<u>68,091.61</u>	<u>3.04</u>	<u>0.00</u>	<u>68,094.65</u>
TOTAL	363,655.72	38,383.99	59,954.78	342,084.93
DA HIGHWAY-TOWNWIDE				
Cash-Checking	29,080.64	12,593.57	12,907.12	28,767.09
Cash-Savings	351,353.91	12.96	0.00	351,366.87
Equipment Reserve	<u>445,024.11</u>	<u>16.51</u>	<u>0.00</u>	<u>445,040.62</u>
TOTAL	825,458.66	12,623.04	12,907.12	825,174.58
SF PITCAIRN FIRE PROTECTION				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	0.00	0.00	0.00	0.00
TA TRUST & AGENCY				
Cash-Checking	<u>6,965.33</u>	<u>14,619.60</u>	<u>17,334.65</u>	<u>4,250.28</u>
TOTAL	6,965.33	14,619.60	17,334.65	4,250.28
TOTAL ALL FUNDS	1,196,079.71	65,626.63	90,196.55	1,171,509.79

- Sales Tax report shows an increase from second quarter last year
- Received a letter from the Assessor saying the town assessment was up \$5,800 because of the land we purchased from David Briggs
- Town Clerk, Deputy Supervisor and Supervisor met with Danielle Benati, from DANC and registered for the System for Award Management (SAM) and for RD Apply. This is to start the process for the water district for the people with the salt contamination problem. [Both of these are required to receive money from the Federal Government](#)
- Received notice from Harrisville Fire Dept that they will be taking over the Community Fest this year and requested increasing our contribution for the Fire Works by \$450, because of the price increase.

11) Superintendent McIntosh reported highway news:

- Compass Mineral received the Salt Bid for this year
- Will be meeting with Kevin Martin about the East Pitcairn Cemetery and to see if he will remove trees from there
- Powell Road will be closed from June 7-18 to put in culver pipe
- Chuck Langs, Town of Diana Superintendent has agreed to loan us a couple of his men to help with the culvert
- Duane Sykes, Edwards Superintendent will check with his town board to see if he can get approval to purchase one of our older trucks
- Presented Highway Agreement for board approval
- Our one ton truck has a radiator leak, bad ball joint, stabilizer bar and brakes
- Councilman Jackson reported bad pot holes on the Edwards Rd
- County will be working on County Route 26 this summer

12) **RESOLUTION #19/21 AGREEMENT TO SPEND TOWN HIGHWAY FUNDS** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, that pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected for the repair and improvement of highway, and received from the state for the repair and improvements of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$87,600 may be expended for general repairs upon 43.45 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. IMPROVEMENTS. The following sums shall be set aside to be expended for the improvement of town highways:
 - (a) ON the road commencing at Powell Road Culverts there shall be expended not over the sum of \$40,000.00
 - (b) ON the road commencing at Beginning of County Route 26 Garrison Rd and leading to End of pavement a distance of 2.1 miles there shall be expended not over the sum of \$160,000.00 Type 6 Width of traveled surface 18'6" Thickness 1 1/2" Subbase Type 3 Binder & Type 6

No moneys set aside for such improvements shall be expended , nor shall any work be undertaken on such improvements, until approved by the majority of the Town Board.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

13) Supervisor Frank opened the floor for public comments

- Councilwoman Hall inquired about fixing the fences in the Garrison Cemetery. Budget Officer Ryan suggested putting money in next year's budget to do that.
- Budget Officer Ryan inquired about the part time workers from BOCES and if the seasonal worker will be coming back this summer. Tim Fowler, the seasonal worker, will return for two months this summer.

14) **RESOLUTION #20/21 AUDIT OF BILLS** Councilwoman Hall made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED, that the bills on Abstract #5/21 be paid in the following amounts:

GENERAL FUND	NUMBERS 39 THROUGH 56	\$ 6,218.21
HIGHWAY FUND	NUMBERS 24 THROUGH 33	\$10,094.91
	TOTAL CLAIMS	\$16,313.12

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

15) Councilman Jackson made the motion, seconded by Councilman Evans to adjourn the meeting. All in favor. Meeting adjourned 7:30pm.

Rebecca J. Moore, Clerk