

December 16, 2020

The regular meeting of the Town Board of the Town of Colchester, Delaware County, New York was held on Wednesday, December 16, 2020 at 7:00 PM at the Town Hall.

Present: Arthur M. Merrill Supervisor
Julie A. Markert Councilwoman
Janet L. Champlin Councilwoman
Gregory L. Lavorgna Councilman
Absent: Mark W. Mattson Councilman
Recording Secretary: Julie B. Townsend Town Clerk
Others present: Kenneth R. Eck, Jr.-Highway Supt., and Alan Donner.
ZOOM attendees: Michael DeGroat-Town Attorney and Bonnie Seegmiller.

The Meeting was called to order by Supervisor Arthur M. Merrill and led the group in the Pledge of Allegiance.

The minutes of the last regular meeting, December 02, 2020 had been distributed earlier. Janet Champlin made the motion to accept the minutes as written, seconded by Greg Lavorgna, Janet Champlin-aye, Julie Markert-aye, Arthur Merrill-aye, Mark Mattson-absent, Greg Lavorgna-absent, motion carried.

VISITOR COMMENTS: Bonnie Seegmiller commented that a Planning Board Meeting is scheduled for tomorrow night and wanted to make sure that the ramp to the Town Hall was cleared of snow.

Alan Donner thanked the Highway Crew for putting down salt on Fuller Hill/Horton Brook Rd.

CORRESPONDENCE: none

REPORTS- written reports on file at Town Clerk's Office: none

Supervisor reported that the DWD Filtration Plant Project is nearly completed; waiting for the punch list to be completed and final bills submitted; Supervisor and Town Clerk had a conference call with NYSEFC last week; we had mentioned that we did not have enough funds to finish the project; they also asked if there was anything else that could help the water district, so we are putting together a project quote for new meters and remotes; hopefully NYSEFC can find us some additional funds to finish project and meter project.

Supervisor Merrill reported that Delaware Opportunities has sent us a project to approve for the NYS CDBG Project #260HR301-18 Program, Housing Rehabilitation Grant; Del. Opp. has approved bid for File No.TCOL-13 to D&N Improvements in the amount of \$26,200.00; the Community Development Specialist estimated the total cost of the project at \$28,199.26. Contractor amount plus \$610.00 for lead based paint risk assessment and \$500.00 for perk test for a Total Project approval of \$27,310.00. Total Grant approved by Board is \$9,317.00 and \$17,993.00 is paid by AHC Funds. Board discussed.

NO.107-2020 12/16/20 CDBG #260HR301-18 Board Approval No. TCOL-13

Upon recommendation of Delaware Opportunities Inc., Greg Lavorgna made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby approves File No. TCOL-13 for the CDBG Project #260HR301-18, Housing Rehabilitation Grant and hereby authorize Supervisor Arthur M. Merrill to sign said grant approval in the amount of \$9,317.00.

Resolution was seconded by Julie Markert, Janet Champlin-aye, Greg Lavorgna-aye, Julie Markert-aye, Arthur Merrill-aye, Mark Mattson-absent, resolution declared adopted.

Supervisor reported that we also had a conference call with NYSCDBG and Delaware Opportunities regarding the CDBG Project #260HR301-18 Program, Housing Rehabilitation Grant; program ends January 2021; Del. Opp. is creating an extension for approval; the mobile home ordered will not be here until June 2021 and then they have 30 days to complete the installation; there is also a couple of projects that have outside work and now with snow coming, these projects will be on hold until spring.

Board discussed speed zones on River Road and Fuller Hill/Horton Brook Road; this will be discussed further next year.

Supervisor Merrill reported that a new records retention and disposition schedule has been issued for municipalities; for future grant projects we must have this adopted. Board discussed.

NO.108-2020 12/16/20 New Records Retention and Disposition Schedule (LGS-1)

Janet Champlin made the following resolution:

RESOLVED, by the Town Board of the Town of Colchester that *Retention and Disposition Schedule for New York Local Government Records* (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records* (LGS-1) after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

Resolution was seconded by Julie Markert, Janet Champlin-aye, Greg Lavorgna-aye, Julie Markert-aye, Arthur Merrill-aye, Mark Mattson-absent, resolution declared adopted.

Highway Supt. Eck reported that the truck that was ordered will not be here until March 2021 and anticipation that the CHIPS funds will be here shortly, he presented two quotes from State Bid for a new loader: Milton Cat- Caterpillar 930M Wheel Loader- \$157,249.00; 5 Star- 2019 John Deere 544L Wheel Loader- \$152,843.10. Supervisor added that we have also done FEMA work but have not been reimbursed; CHIPS funds should be coming soon. Hwy Supt added that NYS has cut CHIPS 20% less, but we have funds left over from last year and should be around \$235,000. Board discussed.

NO.109-2020 12/16/20 Caterpillar 930M Wheel Loader

Greg Lavorgna offered the following resolution:

WHEREAS, General Municipal Law 103 Subdivision 16 authorizes governments to purchase apparatus, materials, equipment and supplies through the use of contracts let by United States or any agency thereof;

THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Colchester hereby accepts the Bid Reference NYS OGS/NJPA Contract #PC66988 of Milton Cat for a Caterpillar 930M Wheel Loader;

FURTHER RESOLVED that the Town Board of the Town of Colchester hereby authorizes the purchase of one Caterpillar 930M Wheel Loader from Milton Cat for the delivered price of \$157,249.00, contingent of receiving NYS CHIPS Funds.

Resolution was seconded by Janet Champlin.

This resolution was put to a vote by roll call and resulted as follows:

Arthur M. Merrill	Voting Aye		
Janet L. Champlin	Voting Aye	Gregory L. Lavorgna	Voting Aye
Julie A. Markert	Voting Aye	Mark W. Mattson	absent

The resolution was declared to be duly adopted by the members of the Town Board of the Town of Colchester.

Councilwoman Markert inquired to the status of the highway light system. Hwy Supt replied that the LED lights are very bright; took them a day and a half to install the new light fixtures; a great improvement; he suggested that everyone stop over. Supervisor added that the LED lights should decrease our electric bills.

SUBMISSION OF BILL/EXPENSES: Julie Markert made the motion, seconded by Greg Lavorgna, that the vouchers be approved, subject to any corrections or deletions, Janet Champlin-aye, Greg Lavorgna-aye, Julie Markert-aye, Arthur Merrill-aye, Mark Mattson-absent, motion carried. Abstract No. 24-2020 Voucher No.647-682; Totaling \$46,900.18.

Supervisor Merrill made the following announcements:

- Town Clerk's Office will be Closed Thurs., Dec. 24th and Fri., Dec. 25th
- Town Clerk's Office will be Closed Thurs., Dec. 31st and Fri., Jan. 1st
- Next Regular Meeting & Organizational Meeting is Wed., Jan. 6th at 7PM - Live & ZOOM.

Supervisor commented that the County is making plans to work remotely if necessary; not full staff everyday and taking turns working remotely.

Hwy Supt Eck reported that we have had two highway employees tested positive for COVID-19; once notified we closed the shop for five days (Wed-Sun); everyone else is now back to work; one employee returns tomorrow and the other on Monday.

Bonnie Seegmiller asked Hwy Supt Eck to make sure Bull Run Road gets plowed tomorrow, so that she can make the end of the year Planning Board Meeting.

Supervisor Merrill thanked everyone for attending tonight and wished everyone Happy Holidays.

With no further business, Janet Champlin made the motion for adjournment, seconded by Greg Lavorgna, Janet Champlin-aye, Greg Lavorgna-aye, Julie Markert-aye, Arthur Merrill-aye, Mark Mattson-absent, motion carried. Meeting adjourned at 7:37 PM.

Respectfully Submitted:
Town Clerk

Julie B. Townsend,