

SOUTH BRISTOL TOWN BOARD MEETING

February 8, 2016

REGULAR MEETING

The regular meeting of the South Bristol Town Board as called to order February 8, 2016 at 7:00pm at the South Bristol Town Hall, 6500 W Gannett Hill Road, Naples, NY 14512.

PRESENT

Daniel Marshall, Supervisor
Scott Wohlschlegel, Councilman
Donna Goodwin, Councilwoman
Jim Strickland, Councilman

ABSENT

Stephen Cowley, Councilman

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Dan Marcellus, Anne Jacobs, Mary Ann Bachman, Dahl Schultz,
Alan & Kristie Braun, Tom Hawks, Sam Seymour

Supr. Marshall noted that the Public Hearing that was scheduled for tonight will be added to the agenda for the next town board meeting in March.

Supr. Marshall opened the meeting with roll call and the Pledge of Allegiance.

APPROVAL OF MINUTES

On a motion made by Councilman Strickland and seconded by Councilman Wohlschlegel the January 4, 2016 Organizational Meeting minutes and the Regular Town Board meeting, January 11, 2016 minutes were ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

PRIVILEGE OF THE FLOOR/COMMUNICATIONS RECEIVED

Supr. Marshall introduced Dan Marcellus, president of Skyport IT to address the Board regarding the IT managed service contract with the town.

Mr. Marcellus put a package together for the town board. Mr. Marcellus said he worked with Jim Bachman in the past, donating time to figure out what to do with the IT here. They got the equipment from Cynergy through State contract and we did the install to get everything going. He was trying to do some of the maintenance himself trying to keep things up and running and wasn't comfortable with the server and he put in a maintenance contract for just the server at that point. Later on he discovered that it was hard to keep up with that type of maintenance to make sure everything was patched and properly protected. What happened is it got to a point that he just couldn't do it, took too much time. The last couple of months of last year they put in place a service that covered all the machines and 8 hours of onsite work. Current status is that we kind of have our management system in place because it was in place until the end of the year and let it ride through January and shut it down in February. There is a sheet in your package for the managed service showing 4 different levels based on the amount of equipment you have. The biggest idea behind

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managed services is that any particular machine or server might take 30 minutes per week to make sure it is patched and working properly, up to date. Managed services is based on the system we have that is automated and goes through the process of monitoring letting us know if something is not right and automatically anti-virus up to date, etc. We are also there is any issues that need to be taken care whether it is remote or on-site. One virus can eat up about \$400 in labor to clean it up. Mr. Marcellus recommended the Bronze level for the Town. The managed services part will minimize the need to be on-site.

Councilwoman Goodwin asked if the contract is for a year and can we upgrade at some time? Mr. Marcellus said you can change at any time.

Supr. Marshall said he also asked if Skyport can host the Town website and email and Mr. Marcellus told him to contact the website host which will be Emmerick Digital, and save considerable money. Skyport is willing to assist with that as well.

Supr. Marshall explained that last month the Board had said no to the \$1,120 monthly contract and wanted more information. The Bronze level does not include any on-site hours.

Mr. Marcellus said that he is on the board Lima and does this kind of contract on a monthly basis for non-profits and government.

COMMITTEE REPORTS

Supr. Marshall noted that there was nothing on Highway; there isn't any snow to plow and not a lot going on. There is the Highway Agreement that shows how much we are going to spend on road repair/improvement. The agreement shows which roads will be worked on and the cost; basically it says it will cost \$300,000 for general road repair. The money comes from taxpayer money and CHIPS monies as well as the H fund for Lower Egypt.

Councilwoman Goodwin asked about the estimated costs for each road and asked what happens when he runs over on these costs? Supr. Marshall said he would get called on the overage.

Councilman Goodwin asked if he keeps a tally for each of the roads? Supr. Marshall said that he does keep a tally of the roadwork.

Supr. Marshall said that the Board can hold this over for the March town board meeting to speak with Supt. Wight. Councilman Wohlschlegel and Councilwoman Goodwin agreed.

Clerk Voss noted that in the month of January, 85% of the tax levy has been received. The Town has been paid and the remainder will be paid to the County.

Supr. Marshall said because of that the fire district checks can be issued.

Supr. Marshall said he did attend the Planning Board meeting in January and there were 2 proposals brought before them. One of them is the simple extension of some decks at the Bristol Harbor Villas from 7' to 10'. No one seemed to think this was a major issue although it does go before County Planning. The second proposal was for a restaurant to be located on Route 64 and they were asking for what information needed to be provided to the Planning Board in the future. No formal application as of this point.

OLD BUSINESS

BRISTOL HAROUR – SEWER RATE ISSUE

Supr. Marshall noted Bristol Harbor is under new ownership and as a result of that the Bristol Sewer Corp. is under new ownership. Supr. Marshall said he and Todd Cook have been working together to finally put some of these issues to rest. The rate increase that was proposed and the necessity to improve upon the map that is in place extending the service area. The Town Board

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has a requirement to review the sewer rates every 5 years; the sewer corp. can request a rate increase anytime. Supr. Marshall noted that there was a significant loan that was paid off by the Cook's and that has eliminated \$23.50 per month assessment to the Bristol Harbor residents.

SKYPORT – ANNUAL CONTRACT FOR IT SERVICE

Supr. Marshall asked the Board to consider the suggestion for \$930 per month Bronze level service contract with Skyport.

Councilman Wohlschlegel said it will save \$200 per month; \$14,000 was budgeted.

On a motion made by Councilwoman Goodwin and seconded by Councilman Wohlschlegel the Bronze Level service contract with Skyport IT was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

SPEED CHANGES APPROVED

Supr. Marshall noted that the Town received notice of speed limit changes. The previous town board had requested the changes; Hicks Road and Seneca Point Road. The information in the letter states that the proper speed for Hicks Road is 45 mph which is currently 55 mph and now signage can be installed for 45 mph. On Seneca Point Road the letter states they are approving 45 mph which is currently 40 mph and needs to check with the DOT about this.

Alan Braun said from the town of Canandaigua, it is 45 mph and from Coye Road down the hill is 40 mph.

Supr. Marshall said the letter describes as a point starting at Coye Road and going southerly 0.6 of a mile 45 mph which is what it is today so they are not changing anything. Supr. Marshall said he will contact the DOT.

Discussion.

NEW BUSINESS

RESOLUTION 27-2016

APPOINTMENT OF TOWN HEALTH OFFICER

On a motion made by Councilman Strickland and seconded by Councilman Wohlschlegel, Resolution No. -2016 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

RESOLUTION NO. 27-2016

WHEREAS, Resolution No. 15-2016 appointed Dr. Jeffrey Long as Town Health Officer for 2016, and

WHEREAS, the NYS Department of Health requires Town Health Officers be appointed to a four year term, now therefore be it

RESOLVED, that Resolution No. 15-2016 be amended to appoint Dr. Jeffrey Long for a period beginning January 1, 2016 through December 31, 2019.

BRISTOL HARBOUR SEWER CORP. ESCROW AGREEMENT

Supr. Marshall noted that he and Mr. Cook are working on the Escrow Agreement.

PLANNING BOARD POSITION

Supr. Marshall noted that the Alternate #2 position is vacant and the Planning Board Chair has suggested that Sam Seymour be appointed to the position.

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On a motion made by Councilman Wohlschlegel and seconded by Councilwoman Goodwin to appoint Sam Seymour, Alternate #2 to the South Bristol Planning Board was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

FIRE CONTRACTS

On a motion made by Councilman Strickland and seconded by Councilwoman Goodwin, the Fire District Contracts with Bristol, Richmond, Cheshire and Maxfield Hose were ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

REPORTS:

ASSESSOR

On a motion made by Councilman Wohlschlegel and seconded by Councilman Strickland, the January Assessor's Report was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

TOWN CLERK

On a motion made by Councilwoman Goodwin and seconded by Councilman Strickland, the January Town Clerk's Report was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

CEO

On a motion made by Councilman Wohlschlegel and seconded by Councilman Strickland, the January CEO Report was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

SUPERVISOR'S REPORT

Supr. Marshall noted that the Supervisor's Report for January 2016 is not available tonight. The bookkeeper has not been able to close-out the month of December

Supr. Marshall noted that it has been suggested by the State Comptroller that the transfer made by the previous board at the year-end meeting needs to be rescinded. Supr. Marshall read the Resolution.

On a motion made by Councilwoman Goodwin and seconded by Councilman Strickland the motion to rescind Resolution No. 28 – 2016 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

RESOLUTION NO. 28-2016

WHEREAS, On December 30th, 2015 the Town Board made a motion and it was approved to move \$300,000 from General Fund Savings, to Highway Savings, and

WHEREAS, there are questions regarding where the funds would come from, and

WHEREAS, this is preventing us from closing the books for 2015, and

WHEREAS, the necessary monies to pay Highway Department obligations exist in the Highway fund, and

WHEREAS, The NYS Comptroller's Office has recommended to the town bookkeeper that we rescind the December 30th, 2015 motion, now therefore it be

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RESOLVED, that the subject motion be rescinded, reversing the transaction that had been intended.

Supr. Marshall noted that a letter was drafted requesting to extend the filing date of the yearly AUD document for April 1, 2016. The AUD is originally due on March 1st.

Supr. Marshall noted that the Town of South Bristol sign located on Route 21 was destroyed in a hit and run a couple of weeks ago. An Incident Report was filed with the police. The cost for a new sign is \$3,250 and the Town has no recourse other than to pay for it ourselves. The insurance agent said the sign was not covered by insurance because it is more than 1,500 feet from a town facility.

Supr. Marshall noted that he has been thinking about having a defibrillator installed in the Town Hall. Supr. Marshall noted that the building where he works includes the company selling the defibrillator under the NYS contract. The cost for the machine is \$1,600 which includes training for up to 10 people and the necessary maintenance for the defibrillator. This is a building for public assembly and asked the Board to think about it.

Supr. Marshall said the town received the 4th quarter sales tax distribution and our check was down about 3% although surrounding counties numbers were up.

ACCOUNTING

On a motion made by Councilwoman Goodwin and seconded by Councilman Strickland, Abstract No. 2, Voucher Nos.45 - 101 for \$217,368.97 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel and Strickland.

Supr. Marshall noted that the payment for the fire districts are included in the abstract; around \$180,000. The abstract also includes the Bristol Library voucher for \$2,000.00.

Supr. Marshall said he is going to be passing out to the town board a very preliminary Canandaigua Lake Watershed Council onsite waste water inspections law for any property within 200 feet of the shoreline every 5 years. Right now South Bristol has a requirement that anytime there is a deed transfer the septic system needs to be inspected. This law takes that one step farther and will be inspecting septic systems around the lake every 5 years. The Watershed Council has submitted a proposal to the lake municipalities for input.

ADJOURN: 8:00PM

Respectfully submitted:

Judy Voss
South Bristol Town Clerk