

SOUTH BRISTOL TOWN BOARD MEETING

June 13, 2016

**REGULAR MEETING**

The regular meeting of the South Bristol Town Board as called to order June 9, 2016 at 7:00pm at the South Bristol Town Hall, 6500 W Gannett Hill Road, Naples, NY 14512.

**PRESENT**

Daniel Marshall, Supervisor  
Donna Goodwin, Councilwoman  
Stephen Cowley, Councilman  
Jim Strickland, Councilman

**ABSENT**

Scott Wohlschlegel, Councilman

**RECORDING SECRETARY**

Judy Voss, Town Clerk

**OTHERS**

Jim Wight, Brooks Lyon, Kevin Murphy, Dahl Schultz, Ann Jacobs,  
Maryann Bachman, Brian Perkins, John & Liam Holtz

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

**II. APPROVAL OF MINUTES**

On a motion made by Councilwoman Goodwin and seconded by Councilman Cowley the May 9, 2016 Regular Town Board meeting minutes were ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

Supr. Marshall noted that the minutes reflected a question from Alan Braun regarding a public hearing for the remapping of the sewer district at Bristol Harbor and have been told that the public hearing is not required.

**III. PRIVILEGE OF THE FLOOR/COMMUNICATIONS RECEIVED**

Liam Holtz of County Road 33 handed out packets for the Town Board to look through. Mr. Holtz said he is a Life Scout Troup 40 and has been in scouting for as long as he can remember and enjoyed every second of it. Mr. Holtz said he is here tonight as he is working on his Eagle project. The plan for the Eagle project is for a Veteran's Memorial garden on the north side of the South Bristol Town Hall. The drawing depicts a square garden with ornamental trees in the corners and hopefully a paved walkway to the garden and then circling the raised-garden bed. The garden will have flower beds, shrubs and a bench. Part of the Eagle project is fund raising and will need to find a way to get all the money to build this garden. Insurance seems to be an issue and was hoping the Town Highway Dept. to operate the heavy equipment to help lay some blacktop. If approved, the building will take place between September and October; over the summer is or fundraising. Mr. Holtz said his goal is to have the Memorial built and have a dedication ceremony on Veteran's Day, November 11, 2016.

Mr. Holtz read from *Eagle Scout Service Project Workbook*:

*“Gaining the rank of Eagle in the Boy Scouts requires many other things; there are certain badges and you need a certain number of them. The Eagle Project is creating a plan and*

## SOUTH BRISTOL TOWN BOARD MEETING

June 13, 2016

*carrying it out to the end; watching it come to fruition. While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. A project proposal must be approved by the organization benefiting from the effort,...*

Mr. Holtz said he was here tonight for the Town Board's approval and asked if anyone had questions?

Councilwoman Goodwin asked how much this will cost? Mr. Holtz said he hasn't figured out the exact amount but are looking at around \$4,000 and also depends on how many memorials will be placed.

Supr. Marshall asked if he was going to ask outside organizations if they wanted to place a memorial? Supr. Marshall asked about the memorials.

Mr. Holtz said that the packet shows the memorial with quotes and any of these quotes can be used on the memorial themselves. Right now we are planning on 3 memorials.

Councilman Strickland said they would need the scope of the project; especially the asphalt part of it.

Mr. Holtz said that South Bristol is lacking when it comes to any type of memorial for Veteran's and thinks they deserve a memorial. Mr. Holtz said he would like to bring this to fruition and would like to be the guy to bring it to fruition because it would definitely benefit this town.

Supr. Marshall said that Mr. Holtz needs approval from the Town Board for the project; the Town will also have to ask the Town's insurance company to make sure there is something in place protecting everyone.

On a motion made by Councilman Cowley and seconded by Councilman Strickland to accept the Plan from Liam Holtz for Memorial Town Park was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

On a motion made by Councilwoman Goodwin and seconded by Councilman Cowley allowing Boy Scout Troop 40 access to Town Hall property was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

### **IV. COMMITTEE REPORTS HIGHWAY**

Councilman Cowley read from the Highway Dept Report:

1. We are preparing to pave the following roads June 20<sup>th</sup> thru June 22<sup>nd</sup>  
West Gulick Rd.  
McGary Rd.  
Porter Rd.  
Fribolin Rd.  
Phillips Rd.
2. Still looking for the right applicant to fill the MEO position.
3. We have a need to discuss and possibly pass a resolution for helping the County out of the plowing Naples portion of County roads.
4. To re-visit the idea of renting a new excavator for the balance of the year and purchasing it as part of my equipment for the budget year 2017. Again, 90 % of rental money will be applied towards purchase of the machine. This makes very good business and dollars sense to me, as we

## SOUTH BRISTOL TOWN BOARD MEETING

June 13, 2016

have spent approximately \$ 40,000 renting these machines over the last 3 years. That figure would put us almost half way to owning it. This machine is used almost on a daily basis and would be a good addition to our equipment fleet.

Supt. Wight said the Highway Dept. has spent around \$40,000 on this machine over the last 3 summers. The deal is the machine can be rented until the end of the year and 90% of the rental will go towards the purchase price. The cost of the rental will be \$16,200 and 90% of that is \$14,580 will be taken off the price of the machine. This machine should last the Town 10-15 years.

Discussion.

Councilwoman Goodwin asked about equipment for the 2017? Supt. Wight said the pickup truck needs replacing as well as the 1986 low-boy trailer as well as a mower. Supt. Wight said he could bring some figures to the Board next month for equipment. The rental fee of \$14,585.00 will come off the 2017 purchase price.

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin and approve using 90% of the rental fee towards a new excavator for the Highway Dept. was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

25.23

Supr. Marshall announced that the new Sterling 10-wheel truck was delivered this week which includes the plow package for \$217,000.00.

### **V. OLD BUSINESS WEBSITE UPDATE**

Supr. Marshall reported that the beta version of the website was launched and have asked the Town Board to make comments and suggestions. By this time next month the website will be up and running.

### **MAP - BRISTOL HAROUR SEWER CORPORATION SERVICE AREA**

Supr. Marshall said the map is still with our consultants; one of the issues that is holding things up, the consultants would like to see more financial information from the sewer corp. That information is being sent to the consultants and will have more on this next month.

### **VI. NEW BUSINESS CONTRACT WITH EFPR GROUP TO PROVIDE MUNICIPAL ACCOUNTING**

Supr. Marshall noted that in the last month he has been working with the EFPR Group, formerly known as Eldredge, Fox & Poretti, have a wing that provides accounting services to municipalities. The program that they offer has been reviewed by Supr. Marshall and Councilwoman Goodwin. It turns out to be much more accurate and compliant with NYS requirements having had the previous review by the NYS Comptroller's Office. When EFPR does a month-end financial report it will include an analysis showing us where we are coming up short, etc. If the Board approves the contract, the Town will be saving \$15,000.00. The hours of the bookkeeper will be significantly reduced and is in the best interest in the Town. Supr. Marshall noted that the bookkeeper does work at the privilege of the Supervisor and is asking the Board permission to use EFPR for accounting practices.

## SOUTH BRISTOL TOWN BOARD MEETING

June 13, 2016

Councilman Strickland asked if the town attorney look at the contract? Supr. Marshall said the town attorney did not review the contract, although it has a 60-day trial; if we don't see that this works for the Town we have 60 days to make that decision. Supr. Marshall said EFPR is being used by the Towns of Canandaigua, Milo, Greece to name a few.

On a motion made Councilman Cowley to have Supr. Marshall sign the contract with EFPR Solutions for accounting purposes and seconded by Councilman Strickland was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

### **RESOLUTION – STANDARD WORK DAY HOURS TOWN CLERK/TAX COLLECTOR**

Supr. Marshall noted that as an elected official the Town Clerk/Tax Collector is required to record hours worked for 3 months which is in front of the Board.

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

### **RESOLUTION #30-2016**

(Insert resolution)

### **UPDATE ON NAPLES AMBULANCE SITUATION**

Supr. Marshall said he attended a Naples Town Board meeting with the Naples Ambulance last week. The Naples Ambulance did a presentation and the ambulance has two problems; the first is not having enough volunteers. Currently the ambulance has 6 individuals covering 14, 12-hour shifts as drivers. There have been reports that the ambulance has not been responding to calls. If Naples Ambulance can't respond then Finger Lakes ambulance responds from Canandaigua. It is a serious problem. The second issue is money. They are constantly trying to sustain themselves and right now payments are strictly by users of the system; either out of their pockets or insurance carriers. The ambulance is telling the Board that a typical call costs approximately \$1200 - \$1300 and insurance will only pay \$600 with the ambulance billing the user for the remainder. Supr. Marshall noted that the ambulance could very well come back to the Town for a contribution as it was in the past. If the only way we are going to have ambulance protection in this area we may have to rethink all this. This is a serious problem.

### **SNOW PLOWING CONTRACT**

Supr. Marshall noted that the second issue at the same Naples Town Board meeting was the whether or not the Town of Naples was willing to provide snow plowing services for Ontario County. The Town of Naples is not satisfied with the amount paid per mile by the County. The Town of South Bristol will be asked by the County to plow the County Roads that Naples doesn't want to plow; part of County Road 33, County Road 12, County Road 36 and County Road 21 in the Town of Naples.

Supt. Wight agreed and said the County rate for plowing increased this year to \$5,800 per centerline mile for the entire season. For South Bristol to take on the additional roads would be 6.5 miles for an additional \$37,000.00. Supt. Wight said he is not willing to plow County Road 21. Supt. Wight noted that he ordered an additional 500 tons of salt based on that.

**SOUTH BRISTOL TOWN BOARD MEETING**

June 13, 2016

**VII. REPORTS:**

**ASSESSOR**

On a motion made by Councilwoman Goodwin and seconded by Councilman Strickland the Assessor's Report for May 2016 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**TOWN CLERK**

On a motion made by Councilman Strickland and seconded by Councilwoman Goodwin the Town Clerk's Report for April and May 2016 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**CEO**

No Report

**SUPERVISOR'S REPORT**

On a motion made by Councilwoman Goodwin and seconded by Councilman Cowley, the Supervisor's Report dated May 31, 2016 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

Supr. Marshall informed the Board that within the next month the Town will be cutting back in the number of bank accounts as advised by EFPR. Currently the Town has 9 bank accounts and will take that down to 3 bank accounts. There will be a savings account where the bulk to the money sits; a checking account to pay bills and a Trust and Agency account which is a clearing account.

On a motion made by Councilwoman Goodwin and seconded by Councilman Strickland, to allow the Town Bookkeeper to transfer funds between any .4 accounts as needed was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**VIII. ACCOUNTING**

**ABSTRACT**

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, Abstract No. 6, Voucher Nos. 256-310 for \$286,154.17, was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

Supt. Wight said the abstract includes payment for the new 10-wheeler that has been delivered. The purchase came under budget by \$8,000.00.

**IX. 2<sup>nd</sup> PRIVILEGE OF THE FLOOR**

**X. ADJOURN: 7:57PM**

Respectfully submitted:

SOUTH BRISTOL TOWN BOARD MEETING

June 13, 2016

Judy Voss

South Bristol Town Clerk