

**SOUTH BRISTOL TOWN BOARD MEETING**

January 8, 2018

**REGULAR MEETING**

The regular meeting of the South Bristol Town Board was called to order January 8, 2018 at 7:14 pm at the South Bristol Town Hall, 6500 W Gannett Hill Road, Naples, NY 14512.

**PRESENT**

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

**RECORDING SECRETARY**

Judy Voss, Town Clerk

**OTHERS**

Ann Jacobs, Alan & Kristie Braun, Dahl Schultz, Craig Golisano, Paul Bova, MRB Group & Jim Wight

**I. ROLL CALL**

Supr. Marshall opened the meeting with roll call.

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF MINUTES**

On a motion made by Councilman Wohlschlegel and seconded by Councilman Cowley, the minutes of the December 11, 2017 Regular Town Board minutes were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**IV. PRIVILEGE OF THE FLOOR**

Supt. Wight introduced Scott Bova, of the MRB Group, came down to look at the Highway building and the scope of what we want to do. Supt. Wight is recommending MRB Group based on their costs and by the recommendation of others that have used them.

Mr. Bova introduced himself, the director of Architecture with MRB Group in Rochester. We are all in-house; architectural, engineering and surveying, the area of engineering that we would consult on a project like this would be the mechanical, electrical and plumbing. We offered, as per your RFP, assessment of existing conditions, programming phase and conceptual design. We broke those out at your request, by phase and a fee amount for each of those phases. We anticipate being able to deliver that product, per your RFP, in about 12 weeks. We would like an opportunity to meet with you and acquire more information. We are now in design/construction phase with 3 facilities. The Town of Canandaigua is currently being constructed; we are in design with Penfield, and Cicero, NY designing a facility and our flagship facility completed in 2013 was for the Town of Farmington. MRB Group also worked on Farmington's Town Hall, a repeat customer.

Supr. Marshall asked about the fee MRB Group submitted for the RFP and asked why the amount is so much lower than the other received proposals?

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Mr. Bova answered, if you refer to our proposal, 95% of our work is municipal related and we are very efficient, the work we do. We work with 120 towns and villages throughout the state. One of the reasons we feel we can do this feasibly is that we have a very good model, a very good template, we are very clear, we communicate well and we extract information need. Our feeling is we don't make money in this phase; this phase is about developing a relationship. We feel like our formula is very effective.

Supr. Marshall said our desire is to come up with some type of concept so we can figure out how much this will all cost. The building is very old, built in 1965, and obvious issues with it. The trucks barely fit in the building. Will we be blindsided by potential hazardous material? That is a concern, and in this initial phase are we looking at the sort of thing?

Mr. Bova agreed and did not include fees for environmental. If we do walk through the building and suspect it we would be sure to bring it to your attention. If you would like to consult with an environmental specialist we have access to them and get you 3 quotes in a day or two. The important thing is that when we do our original assessment that we make it as comprehensive as we can for you. As we look at it, the architect, myself, the structural engineer will be another candidate to report on the assessment. If we are suspicious in the materials we see, obviously we'd highlight those and we would suggest to have those sampled and tested. We have consultants for that.

Supr. Marshall agreed, noting that we will be going through the SEQR process with this so we may be required to. Supr. Marshall thanked Mr. Bova.

Councilman Wohlschlegel said his biggest concern that there is asbestos in the building.

### **V. COMMITTEE REPORTS: HIGHWAY**

Councilman Cowley read the Highway report: Not much to report because it is cold and snowing and we are plowing a lot. Councilman Cowley said the Highway Dept. is doing a great job. Salt was delivered this week and MRB Group will be down to tour the facility and speak with the Town Board.

### **VI. OLD BUSINESS: LOCAL SOLID WASTE MANAGEMENT PLAN**

Supr. Marshall said that the Town has a contract in place with Ontario County and we will be receiving a check for \$8,800.00 so we can start our projects. Supr. Marshall noted that he will meet with Meg Fuller to start the Town's website expansion with educational materials and a survey for the residents to see what more we could be doing with the Transfer Station. We are also looking into to set up a program for composting of waste materials; rather than sending it to the landfill. This is all in an attempt to reduce the solid waste stream going to the County landfill in anticipation of its closing.

### **HIGHWAY GARAGE RFP's**

Supr. Marshall asked if they need to go any further with the RFP? We could make a decision tonight or not. Councilman Cowley and Councilman Strickland both agreed that MRB Group is their choice for the project.

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On a motion made by Councilman Cowley and seconded by Councilman Strickland the MRB Group for the Highway Dept. building proposal \$28,500.00 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**VII. NEW BUSINESS**

**LOCAL LAW TO OVERRIDE THE 2% TAX CAP**

Supr. Marshall noted that the local law would override the 2019 tax cap; we do this to protect the Town in case we were to go over the 2%.

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, Resolution No. 44-2018 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**RESOLUTION NO. 24-2018**

**RESOLUTION INTRODUCING LOCAL LAW AND CALLING A PUBLIC HEARING**

**WHEREAS**, the Town Board of the Town of South Bristol, after due deliberation, finds it in the best interests of the Town to schedule a public hearing to solicit public comment upon a proposed Local Law to override the tax levy limit established in General Municipal Law §3-c; and

**WHEREAS**, the Town Board of the Town of South Bristol has reviewed the draft of the aforementioned proposed Local Law attached hereto as Exhibit "1" and deems it in the best interests of the Town of South Bristol to proceed in accordance with the Code of the Town of South Bristol and the Laws of the State of New York in adopting said Local Law,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Clerk be, and she hereby is, directed to schedule a public hearing to be held on February 12, 2018, at 7:00 p.m. at the South Bristol Town Hall, 6500 Gannett Hill Road - West, South Bristol, New York; and be it further

**RESOLVED**, that the Town Clerk, be and hereby is, authorized to forward to the official newspapers of the Town a Notice of Public Hearing in the form substantially the same as that attached hereto as Exhibit "2"; and be it further

**RESOLVED**, that the Town Clerk be, and she hereby is, directed to post a copy of the proposed Local Law on the Town of South Bristol sign board and take any and all other necessary actions to properly bring the aforementioned Local Law before the Town Board of the Town of South Bristol for its consideration; and be it further

**RESOLVED**, that the Town Clerk be, and hereby is, authorized to provide all other notices as required by law for the adoption of this local law.

I, Judy Voss, Town Clerk of the Town of South Bristol do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of South Bristol on January 8, 2018, by the following vote:

	<u>Aye</u>	<u>Nay</u>
Daniel Q. Marshall	x _____	_____
Scott Wohlschlegel	x _____	_____
Donna Goodwin	x _____	_____
Stephen Cowley	x _____	_____
James Strickland	x _____	_____

Dated: January 15, 2018

\_\_\_\_\_  
Judy Voss, Town Clerk

SEAL

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**RICHMOND FIRE DISTRICT CONTRACT – SIGNATURES**

Supr. Marshall said a contract was sent to the Town by the Richmond Fire Dept. and the Town Board needs to sign for fire and ambulance service for the west side of the Town. The rate is what was approved at budget time.

**REQUEST TO AUTHORIZE AUDIT OF TOWN JUSTICES BOOKS**

Supr. Marshall said that the Town is required on an annual basis to have the Justice Office audited. A quote from Ray Wager accounting, the cost would be \$2,800.00 and the EFPR quote is \$900.00. Supr. Marshall noted that it does not need to be a formal office and called the State Comptroller to verify that which they did.

On a motion made by Councilwoman Goodwin and seconded by Councilman Wohlschlegel the audit of the Justice Office books by EFPR for \$900.00 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**EFPR REQUEST FOR ADDITIONAL PAYMENT**

Supr. Marshall noted that the Town has employed the EFPR Group for 1 ½ years now and they have been working diligently to try and get the Town's books back into shape. We are paying \$1,500 per month for their services; \$18,000.00 per year as opposed to the \$29,000 we were paying our in-house bookkeeper. It seemed to be a reasonable thing to do. We then proceeded to find that there was considerably more work to be done than we had anticipated. Supr. Marshall noted that EFPR submitted a summary to him that shows that the total amount of work that has been done by EFPR from June 2016 to the end of this year is \$95,922.00 which is way more than we had anticipated to spend. We have paid EFPR \$30,277.50 and EFPR is asking the Town to pay an additional \$10,000.00 to help defray some of their expenses. That is for all the previous work that included retirement recalculations that needed to be done, the AUD report that needed to be done twice to make it correct.

Councilwoman Goodwin asked what budget line is it coming out of? Councilman Wohlschlegel asked how they came up with the \$95,000 without us knowing without us knowing?

Supr. Marshall agreed and said that EFPR agreed and that they didn't let us know. They also don't anticipate getting all of that money either. Supr. Marshall said the funds will taken from the contingent fund.

On a motion made by Councilman Wohlschlegel and seconded by Councilman Strickland, the request for \$10,000 from EFPR was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**PLANNING BOARD REQUEST**

Supr. Marshall said the Planning Board has requested Site Plan Review changes to Chapter 170 – Zoning in the Town Code. Supr. Marshall said to review the information and the Board will vote on this next month. The Planning Board is asking that Site Plan Review for anything along the lakefront, right now it is just for the Lake Residential zoning.

**EVERWILDE INN & SPA FEIS WORKSHOP**

Supr. Marshall reminded everyone that next Monday, January 15<sup>th</sup> at 6:00pm the Board will be holding a Workshop to begin the initial, final review of the EIS of the Everwilde project.

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This is workshop, open to the public but no public input. The discussion will be between Kathy Spencer of LaBella and the Town Board to come up with a final document that is actually created by this Town Board with their assistance.

**VIII. REPORTS:  
ASSESSOR**

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, the Assessor's Report for December 2017 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

**CEO**

On a motion made by Councilman Strickland and seconded by Councilman Wohlschlegel, the CEO Report for December 2017 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

Supr. Marshall noted that there were 39 inspections for the month. The report also brings up some property concerns; County Road 12, Route 21 and also on Route 64. The next door neighbor for the property on Route 64 met with Supr. Marshall to discuss the status of the property. The property's in the Town that have been come abandoned, falling apart and creating unpleasant situations for their neighbors and thinks our current laws are not forceful enough to do something about that. Supr. Marshall thinks that this is something the Board needs to look at.

**TOWN CLERK**

No Report.

**IX. ACCOUNTING:  
SUPERVISOR'S REPORT**

No Report.

**APPROVAL OF VOUCHERS**

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, Abstract No. 14, Voucher No.629-644 totaling \$43,629.17 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

On a motion made by Councilman Wohlschlegel and seconded by Councilman Strickland, Abstract No. 1, with Voucher No.1-10 totaling \$61,655.95 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Cowley, Wohlschlegel and Strickland.

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

**XI. ADJOURN: 7:58PM**

Respectfully submitted:

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Judy Voss  
South Bristol Town Clerk