

SOUTH BRISTOL TOWN BOARD MEETING

July 13, 2020

REGULAR MEETING

The Regular meeting of the South Bristol Town Board was called to order July 13, 2020 at 7:00pm.

PRESENT

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

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Brian Perkins, Joe Kohler, Charlie Blake, Alan & Kristie Braun, Rick Kornbau, Cathy Colby, Jon Heiderich, Beth Thomas, 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 Strickland the minutes of the minutes June 8, 2020 Town Board Meeting were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

IV. PRIVILEGE OF THE FLOOR

Beth Thomas, South Bristol Historian, said that the generous community of South Bristol has housed the satellite Food Cupboard in the South Bristol Grange building since about March 30th and have had 6 households utilizes the emergency food boxes, 5 times each. The other good news regarding the garden idea; instead of building a garden at Wilder Cemetery that idea morphed into container gardens. We had donations from Gannett Hill Gardens, Timber Trails Maples Syrup and Country Max and put together gardens to give away in the name of the South Bristol Historical Society. Another update, is that we have two residents that grew-up on Gannett Hill Road that are writing a book and they have submitted their handwritten pages to me and have been in contact with one of the former caretakers of the Ontario County Park. Today, met with Preston Pierce, Ontario County Historian, and he helping to fill out paperwork to put the Historical Society building in South Bristol and the Bristol Historical Society building, on the National Registry of Historic Places.

Supr. Marshall noted that the Historical Society has a new metal roof.

Joe Kohler of Bristol Harbor thanked the Board, requested that the damaged Pedestrian sign on Seneca Point Road be repaired.

Supt. Wight agreed.

V. COMMITTEE REPORTS:
HIGHWAY

Councilman Cowley read a summary he received from Supt. Wight: This is more of a Town Barns building report vs. Highway report. We have finished taking down the old building and construction is under way with the new building. Footers have been poured and block has been laid up to ground level on the back garage, sign shop and mechanical room areas. Split face block will go on top of the base block. Footers for the office, breakroom, restrooms and front truck bays will commence next week. We have been busy roadside mowing on CR 12 and most of the Town roads on the East side of Town. We have also been busy patching pot holes around Town.

VI. OLD BUSINESS:
HIGHWAY GARAGE PROJECT

Supr. Marshall said that he has information regarding the new Highway Barn. Included in the abstract are 3 bills for Billitier Electric, Genesee Environmental that did the asbestos abatement, and Building Innovations Group totaling \$32,965.40. Supr. Marshall also wanted to report that he has spent the last week or so filling out the due diligence documents required for the Bond Anticipation Note. That information has been submitted to Fiscal Advisors, the company that is handling the bonding for the Town. What we are looking to do right now is get a Bond Anticipation Note and once the building is near completion that Bond Anticipation Note will be converted to a Bond and that is when the Town will start paying interest on the Bond and making payments. The building itself will not be totally complete until early Spring, 2021. Our first Bond payment will not start until 2023. Those reports are in; we are spending money which is coming out of the Reserve Fund that we have and we have created a whole new set of "HH" budget accounts: the "HH" accounts will be where we pay our bills for the Highway project so we can keep track of that.

OTHER BUSINESS

Supr. Marshall continued, saying he had other things to discuss that came up after the agenda was done. The Town has been having an issue that the Town has been trying to stay out of but we seem to getting dragged into all the time and that is the issue with the beach property at Bristol Harbour. The beach property is currently owned by Jeremy Fields; the Town issued Mr. Fields a citation stating that he had to remove equipment off the property because it was not related to his residential home business which is the kayak rentals. Mr. Fields came back and challenged our call and stated that in the past the property had been used for the maintenance of the marina and there seems to be some discussion as to what the property is really supposed to be zoned. From the Town's perspective, it was purchased by Mr. Fields from Bristol Harbor and the question is, was the property originally part of the Planned Development or not? What we have done is give Mr. Fields two weeks to prove to the Town and provide documentation that in the past that property had been used specifically for the maintenance of the marina. We are waiting to see that information. We met with the Town Attorney and he suggested very strongly that Mr. Fields has to prove that the property was being used. Currently, the property is zoned LR-1.

Supr. Marshall continued, with Bristol Harbor and Everwilde. The Town was holding an escrow account that Everwilde funded to pay for the bills received from LaBella Associates. We received the final invoice from LaBella Associates, mailed the bill to Laura Cook and the bill has

SOUTH BRISTOL TOWN BOARD MEETING

July 13, 2020

been paid. There are zero dollars in the escrow account and there are no outstanding bills left on that project.

Supr. Marshall continued, the other issue that came up this weekend after receiving complaints is the Short-Term Rental Law. There was a wedding held at Eagle's Nest Drive and a home way at the top that was rented last weekend. A resident contacted the Town, unhappy about that because the caterers asked to park in the neighbor's yard, and a number of people couldn't get up the driveway and were imposing on the neighbor as well. Supr. Marshall noted that he did explain that there is a law is on the books now, but with COVID-19 and the lack of people renting we weren't really working very hard on getting the word out. Now it has become very clear that we have to get this out the public. Supr. Marshall noted that he is open to suggestions, just putting the information on the website is going to be enough. Supr. Marshall suggested a town mailing explaining the new law and to comply.

Supr. Marshall continued, with Zombie Properties, we have a bunch of homes in South Bristol where the grass is overgrown, or junk cars in the yard or building materials stacked five feet high, etc. We need to start addressing these zombie homes.

Clerk Voss said that she has been ruminating over this the past few years with an idea of a committee of residents can be formed so that they can address the homeowner in a way that is helpful and get them compliant. The cost would be of the homeowner and could be attached to their taxes if not paid, that kind of thing.

Discussion.

Supr. Marshall said he is open to suggestions and will be working on this.

Councilman Wohlschlegel said a letter to the resident will give them an opportunity to respond.

VII. NEW BUSINESS

APPROVE UPDATED POLICY ON SEXUAL HARASSEMENT

Supr. Marshall informed the Board that one resolution needs approval which is an updated policy from 2019. We are required by NYS to add the updated document to the Town's Policy's.

On a motion made by Councilwoman Goodwin and seconded by Councilman Wohlschlegel, the Updated Policy on Sexual Harassment was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

Councilwoman Goodwin said that this policy will become part of the Employee Handbook. Councilwoman Goodwin said that the update of the Employee Handbook has been a long process and the changes have been made in the handbook, and everyone is in agreement and the Board needs to approve the changes. This will make the handbook complete.

On a motion made Councilman Cowley and seconded by Councilman Strickland, the Employee Handbook changes as outlined were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

The Board thanked Councilwoman Goodwin for the work completed on the handbook.

July 13, 2020

VIII. REPORTS:
ASSESSOR

Supr. Marshall said there is no report this week for the Assessor who is on vacation, read from her report: As you know we went through a long and rigorous Re-Val Process and there were 70-75 grievances at the Board of Assessment Review (BAR) this year. As a result of the grievances, all the BAR changes that were made by the board and all the STAR report changes have been made to the assessment file. Our 2020 tax roll has been submitted on time to the County; now as a result of all that, anyone who had filed a grievance with the BAR has 30 days from July 1st filing date to either file a small claim or certuary proceeding.

CEO

On a motion made by Councilman Wohlschlegel and seconded by Councilman Strickland, the June 2020 CEO Reports were ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

TOWN CLERK/TAX COLLECTION

On a motion made by Councilman Cowley and seconded by Councilman Strickland, the Town Clerk's Report for June 2020 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

IX. ACCOUNTING:
SUPERVISOR'S REPORT

Supr. Marshall mentioned that Supt. Wight has brought in some funds by selling the scrap metal during the demolition of the old highway barn and selling the bay doors. These dollars will be set aside to help pay for outfitting the new garage with furniture, etc.

Supr. Marshall noted that for the General Fund, the Town should be at 43.9% of the annual budget through May and we are at 11.32%; the Highway fund is at 36.96%. In a few days the Town will receive the 2nd quarter sales tax check will be received; this will show how the pandemic has affected the sales tax revenue.

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, the Supervisor's Reports for May 2020 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

APPROVAL OF VOUCHERS

On a motion made by Councilman Wohlschlegel and seconded by Councilman Cowley, Abstract No. 7, totaling \$93,900.00 was ACCEPTED. Voting AYE: 5. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Cowley and Strickland.

Supr. Marshall reminded the Board that almost \$33,000.00 of the abstract are funds for the Highway Garage and is coming out of the Reserve Account.

Supr. Marshall noted that the CEO report included the permit issued to erect a fence around Bristol Harbor's Lodge.

Councilman Cowley read: construction of a 6-foot high fence on front section bordering Seneca Point Road, 5-foot fence around the lodge and hotel, including hotel parking area.

SOUTH BRISTOL TOWN BOARD MEETING
July 13, 2020

XI. ADJOURN: 7:43PM

Respectfully submitted:
Judy Voss - South Bristol Town Clerk