

SOUTH BRISTOL TOWN BOARD MEETING

March 13, 2023

**REGULAR MEETING**

The Regular meeting of the South Bristol Town Board was called to order March 13, 2023 at 7:05 p.m.

**PRESENT**

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

**ABSENT**

Scott Wohlschlegel, Councilman

**RECORDING SECRETARY**

Judy Voss, Town Clerk

**OTHERS**

Matt Sousa, MRB Group, Kevin Stahl  
Online: David Whittaker, Jonathan Heiderich, Alan Braun, Ann Jacobs, Meg Fuller, Annie Brink  
and Joe Koher

**I. ROLL CALL**

Supr. Marshall opened the meeting with roll call.

**II. APPROVAL OF MINUTES**

On a motion made by Councilwoman Goodwin and seconded by Councilman Cowley, the minutes of the February 6, 2023 Public Hearing on Special Event Venue Law, the February 6, 2023 Public Hearing on 2% Tax Override and the February 6, 2023 Regular Town Board meeting minutes were ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**III. PLEDGE OF ALLEGIANCE**

**IV. PRIVILEGE OF THE FLOOR**

**V. COMMITTEE REPORTS:**

**HIGHWAY**

Councilman Cowley read the Highway report:  
Following is a brief summary of events at the Highway dept. in the last month.

- Trimming back/ taking downs trees on Gulick Rd.
- Mowing back brush roadside with the Boom Mower tractor ( Powell Hill Rd. and Gannett Hill Rd.)
- Put fender extensions on the loader to better protect the machines paint
- Ordered in another 750 ton of salt.
- Attended Local Roads Matter Advocacy Day in Albany.
- Plowed lots of snow in the last week and a half.
- Fixing and getting equipment ready for summer work.

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If the Board pleases, I would like approval to purchase plow/ sander equipment for the new Ford pickup, approve purchase of an 8' Rotary mower (brush hog) for mowing the fields at the overlook and the acreage around the Wilder Barn and approve purchase of a self-propelled sweeper.

Supr. Marshall asked about the equipment requests; Plow Frame, Brush-Hog and self-propelled sweeper. There are 3 bids for the plow package, one from Unicell, one from Wilbri and Thru-Way Spring. Low bidder was Unicell for \$13,976.00.

Supt. Wight explained that the Western Plow has wings and also has the capacity to scoop along with a sander.

Supr. Marshall continued, the low bid on the Brush-Hog and 3 choices, Monroe Tractor, Himrod Farm Equipment and Empire Tractor. The 3 bids range from \$12,000.00 all the way up to \$18,000.00. The Brush Hog is available from Monroe Tractor now.

Supt. Wight agreed and said that the equipment wouldn't be here for 9 months, for \$300.00 more, the best option is Monroe Tractor for \$12,785.00

For the self-propelled sweeper, Supt. Wight explained that it will carry its own water, a piece of equipment that can be driven. The past few years we have used a broom on a tractor and the broom creates a lot of dust that kills tractors. The last tractor we just got rid of we have had since 2000 and had 4,000 hours on it. The lowest bid was from Tracey Road Equipment \$75,950.00; none of these machines are available right now, 8-12 months out, etc. Supt. Wight noted that he will look into used machines that are available now.

Supr. Marshall noted that the total of this equipment is \$102,000.00 with a \$250,000 budget line. What other equipment is needed?

Supt. Wight discussed replacing a couple of lawn mowers. There are other little things but nothing like this money. The sweeper is the big item for the year.

Discussion.

On a motion made by Councilman Cowley and seconded by Councilman Strickland the \$13,976.00 bid from Unicell for the Plow Frame bid 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 Strickland, the \$12,785.00 bid by Monroe Tractor for a Brush Hog was ACCPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

Supt. Wight thanked the Board for the motions and will have more information at the next meeting on the Sweeper.

Supr. Marshall asked the Board if they had read the Historians Yearly Report for Bristol Hills Historical Society which includes the Town of Bristol and South Bristol. They have spent time cleaning up Wilder Cemetery and having numerous speakers and events.

### FINANCE

Supr. Marshall noted that the Annual Update Report (AUD) that we are required to send to the Comptroller is due by the end of March; EFPR who does the report for the Town, has asked us to file an extension which we did. That report will tell us exactly what our total unexpended fund balance is.

**VI. OLD BUSINESS:**

**LOCAL LAW TO UPDATE TOWN ZONING CODE**

Supr. Marshall explained that the update of the Town Zoning Code is with the Ontario County Planning Board for review.

Clerk Voss asked Matt Sousa if the Code will have some of the language as other Towns and wondered if that is still the case?

Mr. Sousa agreed, there are similarities, and there are some very straight-forward updates. The Special Use Permit powers will go from the Zoning Board of Appeals to the Planning Board, which will make the process much more streamlined. Then if someone disputes the Special Use Permit decision, the appeals process kicks it right to the ZBA. The ZBA would review any variances associated with any Special Use Permits or site plan. Also, the Special Event Law is part of this update, some cleaning up of inconsistent terms.

Discussion.

**VII. NEW BUSINESS:**

**BRISTOL MOUNTAIN – REQUEST FOR SEWER RATE CHANGE**

Supr. Marshall noted that this will be carried over to next month.

**VIII. REPORTS:**

**ASSESSOR**

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

**CEO**

Supr. Marshall read the CEO Report.

On a motion made by Councilman Strickland and seconded by Councilman Cowley, the February 2023 CEO Report was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**TOWN CLERK/TAX COLLECTION**

Supr. Marshall read the Town Clerk's reports.

On a motion made by Councilman Cowley and seconded by Councilwoman Goodwin, the Town Clerk's Reports for January 2023 and February 2023 were ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

**IX. ACCOUNTING:**

**SUPERVISOR'S REPORT**

Supr. Marshall noted that, as of February 28, 2023, has \$4,301,000.00 in the bank. The total receipts for the month were \$1,235,000.00 of which \$758,000.00 was from the Town Tax Collection. The 4<sup>th</sup> Quarter Sales Tax received \$427,696.00 up 5% from the previous quarter.

Clerk Voss noted that it has been as much as 14%.

On a motion made by Councilman Cowley and seconded by Councilman Strickland, the Supervisor's Report for February 2023 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Strickland and Cowley.

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**APPROVAL OF VOUCHERS**

On a motion made by Councilman Strickland and seconded by Councilwoman Goodwin, Abstract of Vouchers, totaling \$131,571.27 was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Marshall, Goodwin, Wohlschlegel, Strickland and Cowley.

Supr. Marshall noted that the CEO Office and Admin Office for the CEO has been taken care of with new paint and flooring. A new phone system has been installed through Genesis Communications. We should have the estimates gathered for the Foyer project at the next meeting.

**PRIVILEGE OF THE FLOOR**

Joe Kohler of Bristol Harbor wished to salute the Bank, the United States of American, the US Embassy in Nassau, which have donated 6 reverse osmosis machines to the people of the Commonwealth of the Bahamas, and 6 generators. Mr. Kohler asked 3 questions, fire suppression?

Supr. Marshall noted that he has answered this question many times and knows the answer.

Mr. Kohler asked if the Town Clerk had played the recording from the BHVA meeting in September and asked the Clerk to play the recording at the next meeting.

Mr. Kohler asked about fire suppression.

Supr. Marshall said we've had this conversation at least three different times, now.

Mr. Kohler asked about the status of the clean up in Woodville, if the DEC was called for the cleanup.

Mr. Kohler thanked the Board.

**X. ADJOURN: 7:43 p.m.**

Respectfully submitted:

Judy Voss  
South Bristol Town Clerk