

**REGULAR MEETING  
VILLAGE OF CANDOR BOARD OF TRUSTEES  
138 MAIN STREET, CANDOR, NY  
OCTOBER 15, 2013**

**Call to Order**

The regular meeting of the Village of Candor Board of Trustees began at 6:30 pm with the pledge of allegiance and was called to order by the Honorable Mayor Eric Halstead on October 15, 2013 at the Village Hall, 138 Main Street, Candor, NY.

Those in attendance included Mayor Eric Halstead; Board Trustees Chris Brown, Gary Consalvi, Connie Naughton; and Deputy Clerk Lynne Roberts. Absent from the meeting were Board Trustee Nancy King and Village Clerk Betsy Lipka due to previous commitments.

Guests in attendance included Dick Anderson, representing the Candor Chronicle, and Violet Swansbrough.

**Public Comment** – Dick Anderson stated that the date for our Village Halloween curfew was corrected in the Candor Chronicle and now read Thursday, October 31.

**Minutes**

A motion was made by Trustee Naughton, seconded by Trustee Consalvi, to approve the minutes of the October 1, 2013 regular meeting as amended. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Naughton voted aye. The motion was approved and carried.

**Old Business**

**Bridge Update** – The pedestrian bridge has been removed. No news yet on when the dredging portion of the project will begin; it is planned to continue into the winter.

**Committee to Redo Handbooks & New Policies** – Mayor Halstead asked if Trustee Consalvi saw the copy of the old handbook he requested that was sitting on the board table Thursday evening. Trustee Consalvi stated that he just got it but has not had a chance to review it.

**Web Site** – Deputy Clerk Roberts reported that David Sersen will be at the Village Hall on Wednesday, October 23 after 3:30 pm to work on the Village web site issues and errors. Trustee Brown and Frank Naughton were going to try to be here at that time as well.

**FEMA Work Orders** – Mayor Halstead said the Coal Barn volunteers need to return some materials and buy others before they purchase the sheet rock. Trustee Brown asked how much FEMA monies were remaining for them to use. Mayor Halstead reported the remaining amount is approximately \$1924.00.

**Fire Station Easement** – No report due to Trustee King's absence. Mayor Halstead stated that the two of them were scheduled to meet sometime later in the week to go over details. They will give a detailed report at the November 5 meeting.

**Coal Barn** – Mayor Halstead reported that they've received their LLC status or something along that line. Dick Anderson reported that he was told they received their tax free status. Trustee Consalvi mentioned they are also above 90% mark in raising monies. Mayor Halstead stated they plan to have a natural gas furnace installed and they are moving along well.

ATVs – Nothing new to report. Mayor Halstead will be going to a meeting soon and report back to the Board.

Road Work – All done with the stone and oiling of the roads. We have not received our last bill yet. The water is draining well at the Village DPW building.

Water Projects – Mayor Halstead stated that the main project now is to replace the water meters at Crimson Court which will begin on Tuesday, October 22. Eric Lang hand-delivered letters to each trailer notifying the residents that water will be off on this date (copy was mailed to Phil Beebe). Eric will deliver a reminder letter on Monday, October 21 which will also state that Crimson Court residents should turn off their hot water heaters as well. Trustee Brown asked that we get some business cards for Don's Plumbing & Heating.

Eric Lang assured that the 14 new meters would be here in time for the project. He will take readings from the old meters prior to removing them and get new reads once the new meters are installed.

Water Drilling Moratorium – Mayor Halstead stated we need to enact a Village Local Law. We are awaiting a draft from our lawyer.

DPW Dump Truck – The bid for a new/used truck will be going out this week.

Water Well Protection Plan – Mayor Halstead noted that the Town, at their last meeting, approved the Critical Environmental Area document. He reminded the Board that Jason Bellis would be here for our special meeting on Tuesday, October 22, 6:30 pm to discuss water planning.

Pump Station on Humiston Street – Mayor Halstead said he got a map from the Town regarding their plans to build a road/driveway. Preliminary plans are to build from the new salt shed (behind the Town Barn) coming out to the right in front of the pump house; then go to the left by the school bus garage to Delray Avenue. This is planned to be a permanent road/driveway for loading salt for the winter to keep the traffic off Humiston Street. There was some discussion as to the legality of the Town building a driveway or a street.

Mayor Halstead will be working closely with Supervisor Riggs on this project and the Town will be providing us with more specific information.

Sidewalk Repair – Trustee Consalvi asked who was filling in the sidewalk cracks on Church Street. Mayor Halstead stated that Eric Lang has been trying to work on these as time allows.

Trustee Brown asked about status on repairs of additional sidewalks. Mayor Halstead stated that Eric Lang had them framed and was planning to pour concrete tomorrow, weather permitting.

NYCOM Reports – Mayor Halstead, Clerk Lipka, and Deputy Clerk Roberts will each provide either a written or verbal report of the NYCOM sessions they attended this past September to the Board at the November 5 regular meeting.

IRS Audit – With the Federal government currently shut down, this was cancelled.

## **New Business**

October Bills – A motion was made by Trustee Brown, seconded by Trustee Naughton, to approve the October bills as presented. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Naughton voted aye. The motion was approved and carried.

September Treasurer's Report – Deputy Clerk Roberts was thanked by the Trustees for making the report easier to read by adding tabs to each section. Trustee Brown suggested that everyone bring these financials to the meeting on October 22. Deputy Clerk Roberts reminded everyone that these financials do not include the latest

approved budget transfers because the transfers were approved for October (September books had to be closed prior to entering October transfers).

Police Report for September – The current car is getting the TREX system installed at the County barns. This system is for the online processing and reporting of traffic tickets.

Tioga County Self-Insurance – Mayor Halstead said this report is from Amy Poff, County Benefits Office, for 2014 Workers' Compensation Bill. This is used to assist municipalities in starting to prepare for next year's budget. The Village has had no claims for this reporting period, which is good.

Morrow pump House Electric – A week ago Saturday night there was a fire at the substation across from Aman's farm. The power went out for a split second. Mayor Halstead met George Seeley on Sunday because he mentioned the generator never went back on and the pumps were off all Saturday night. Apparently the only residents who lost power were between the Morrow pump house and Aman's farm. There appears to be a problem with the electrical box on the wall at the pump house. When it went out, the power was not out long enough to turn on the generator. However, when the power came back on, a signal was not sent to the rest of the system to come back on again either. The company who installed that unit is no longer in business. George Seeley is trying to find the individual who installed it to see if we can get someone to repair it.

Unified Court System – The Village received a letter from the New York State Unified Court System requesting we provide a copy of our most recent audit for fiscal year ending 2013. Mayor Halstead report that the check book and monies are all up to the Village Justice. We approve his report each month but are not responsible for the money. The Board is with the understanding that we are compliant and believes this to be a letter sent to all municipalities. The Mayor will look into it and assure we are doing everything we're supposed to be doing.

Thank You to School – Mayor Halstead stated that Eric Lang needed to do regular maintenance on the lawn mower but was unsure of how. He went to the school and met with Dave O'Konsky and Russ Kellogg. They showed him how to do the maintenance. He would like to send a thank you note. The Board agrees.

Lawn Mower Repair – The zero-turn mower is at Moore's for repair of broken parts. They picked it up and have estimated parts, labor, pick-up, and delivery at approximately \$600.00.

Christmas Lights – Last year as we attempted to put up the lights, we found out there were a lot of repairs needed (loose conduits and receptacles, timers that don't work, etc.). Mayor Halstead approached Bub Hover if he wanted to do some electrical work and put up the lights since he has a bucket truck. Trustee Brown asked if he is a licensed electrician. Mayor Halstead stated he's a carpenter/electrician/handy man. His quote for the work is \$15/hour for labor and \$20/hour for the bucket truck. Trustee Consalvi asked if the quote included a certain number of hours for the work. Mayor Halstead stated we don't even know how much time the work would entail. Possibly Eric Lang has detailed notes about last year because he keeps good records.

Mayor Halstead suggested that we approve 20 hours to start. He will ask for information that Eric Lang and Trustee King have. This is tabled for the October 22 meeting.

NYCOM Utility Savings Audit – Deputy Clerk Roberts got information for this from the NYCOM conference. Several small municipalities have done this and spoke highly about the results. NYCOM has partnered with Computel Consultants. The consulting group does an analysis to identify, correct, and secure refunds for overcharges on telecommunications, electric/natural gas bills, and underpayments of gross receipts tax revenues; they also include a cable franchise audit to obtain fee underpayments. There are no upfront costs for the service and, if a refund is not secured, there is no charge. After we receive a refund, we pay a one-time fee to Computel (at a reduced NYCOM rate because we're members). All future savings are retained by the municipality.

Deputy Clerk Roberts will make contact with Computel Consultants (800.724.9859) and report back information at the October 22 meeting.

Candor Chronicle Correction – Clerk Lipka called to assure the changed date is made. Also, dates were corrected on the fliers and the web site is corrected.

**Communications**

Tioga County Youth Bureau – They were sending us \$218.00; but this goes to the Town because we don't have any recreational programs.

**Public Comment**

Violet Swansbrough was recognized by the Mayor. She stated that when the Roberts' family fire happened, she stood for six hours at the upper end of the ball diamond. There is no light at that intersection; when traffic was rerouted, drivers could not see emergency assistance individuals and was a dangerous situation. This is a State-responsible intersection and out of the Village jurisdiction.

**Adjournment**

A motion was made by Trustee Consalvi to adjourn. There being no further business, Mayor Halstead adjourned the meeting at 7:33 pm.

Respectfully submitted,

Lynne D. Roberts  
Deputy Clerk/Treasurer