

**REGULAR MEETING  
VILLAGE OF CANDOR BOARD OF TRUSTEES  
138 MAIN STREET, CANDOR, NY, 13743  
FEBRUARY 3, 2015**

**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 February 3, 2015 at the Village Hall, 138 Main Street, Candor, NY, 13743.

Those in attendance included Mayor Eric Halstead; Board Trustees Chris Brown, Gary Consalvi, and Dan Kelly; Deputy Clerk Lynne Roberts; DPW Supervisor Eric Lang; and Attorney Bob McKertich. Absent from the meeting were Village Clerk Betsy Lipka and Board Trustee Nancy King.

Guests in attendance included Keri Blakinger representing the Candor Chronicle.

**Public Comment** – No public in attendance so there were no comments.

**Minutes**

A motion was made by Trustee Consalvi, seconded by Trustee Brown, to approve the minutes of the January 20, 2015 regular meeting as amended. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Kelly voted aye. The motion was approved and carried.

**Old Business**

**Water Grant Through Tioga County** – Trustee Brown discussed the meeting that she and Trustee Consalvi had with Leann Tinney and Ellen Pratt from the I.D.A. (Industrial Development Agency) and Jason Bellis from the Larson Group on January 29, 2015.

- New water meter installations this summer; 97 units were installed out of 367 total to be done.
- Two well pump replacements this summer.
- Fire hydrants.
- Water mains.
- NYS \$500 million block for the entire state, which is divided into regions; Southern Tier will not see any of these funds because it is earmarked for roads, rail works, and jobs.
- Up to \$50,000 for a planning grant is available this year; Jason Bellis will help us apply for this. There are deadlines associated with this application.
- NYS Consolidated Funding Application Readiness Workshop flyer ~ February 25, 8:00 - 10:00 am. Trustees Brown and Consalvi plan to attend.
- Rural Development is a better idea at a low-interest loan. They require matching funds which would come from our Water capital fund.

**Water Projects** – Trustee Brown asked DPW Supervisor Lang if he would be able to install meters at this time of year. It was discussed that after meters are ordered they take approximately 6-to-8 weeks to arrive. We usually order 15 meters at a time at approximately \$157.00 per meter. A motion was made by Mayor Halstead, seconded by Trustee Consalvi, to purchase 15 new water meters; monies to come out of the Water Capital Fee Savings account (F201A). A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Kelly voted aye. The motion was approved and carried.

**Telephone System** – Mayor Halstead reported he doesn't have much information since talking about it with Haefele TV. They have this service available which we would use after the franchise agreement is passed.

**Municipal Credit Card** – Deputy Clerk Roberts mailed the application with all required information last week. We will have one card with the name "Village of Candor" on it. It will be kept locked in the safe; Mayor Halstead, Clerk Lipka, and Deputy Clerk Roberts are the only individuals who have access to the safe. Attorney McKertich reminded us that our Credit Card Policy would need to be updated.

**Haefele TV** – Attorney McKertich has been communicating with Jeff Golden, Haefele TV, regarding changes to the agreement. Attorney McKertich discussed specific changes with the Board. There was much discussion and the Trustees had a couple additional changes. Attorney McKertich will take these back to Haefele. The Mayor and Trustees would like to have the agreement adopted at the March 3, 2015 regular meeting.

**Budget Meetings** – REMINDER we have our first budget meeting on Saturday, February 14, 2015 at 10:00 am. Trustee Consalvi suggested having additional meetings scheduled now. Two more meetings were scheduled for Saturday, February 21 and February 28, both at 12:00 noon at the Village Office. Clerk Lipka will get the legal notices in the paper. Trustee

Brown requested that Deputy Clerk Roberts have total amounts spent on repairs for the tractor and Dodge truck from June 1, 2014 through January 1, 2015 available at the February 14 meeting.

Advanced Accounting School/Hotel – Deputy Clerk Roberts found a hotel at Hotelplanner.com for less than \$250 for two nights for her accounting class May 19-21, 2015. A motion was made by Trustee Brown, seconded by Trustee Consalvi, to advance Deputy Clerk Roberts a total of \$300.00 to pay for hotel and meals at the upcoming school. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Kelly voted aye. The motion was approved and carried.

Peddlers' Permit Local Law – We are unable to locate a copy of Local Law of 1990 which includes peddlers' permits and gaming licenses. Attorney McKertich will draw up a new law. Peddlers' permits are typically issued for the July 4 parade peddlers and the gaming license is issued annually to Punk's (our local pub) for having a pool table.

### **New Business**

NYS Department Retirement System – Mayor Halstead received a letter from the NYS Employees' Retirement System & Police and Fire Retirement System asking why he and Court Clerk Lynn Craig were not in the system. They sent him a "Standard Work Day and Reporting Resolution for Elected and Appointed Officials" form to fill out and return. A resolution must be passed, posted for 30 days, and then mailed to NYS.

Mayor Halstead read the resolution from the Standard Work Day and Reporting Resolution for Elected and Appointed Officials form, filling the blanks as needed. Attorney McKertich advised that a vote be taken even though the form did not require it. A motion was made by Mayor Halstead, seconded by Trustee Kelly, to adopt the resolution as presented. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Kelly voted aye. The motion was approved and carried. Clerk Lipka will sign and affix the Village seal to the form tomorrow.

Election Officials – Mayor Halstead stated that the following individuals have accepted the respective positions:

- Evelyn Pettibone, Sr. Election Inspector
- Stan White, Election Inspector
- Gwen Isham, Alternate Election Inspector

A motion was made by Mayor Halstead, seconded by Trustee Brown, to accept the above election inspectors for the elections in March 2015. A vote was taken; Mayor Halstead and Trustees Brown and Kelly voted aye; Trustee Consalvi abstained because he does not know Stan White. The motion was approved and carried.

Police Report – A motion was made by Trustee Brown, seconded by Trustee Kelly, to accept the Candor Police Department Activities Tracking Report as presented. A vote was taken; Mayor Halstead and Trustees Brown, Consalvi, and Kelly voted aye. The motion was approved and carried.

Candor Village Personnel Contact Information listing was updated and handed out.

FDIC Insurance – There was discussion about whether the Village accounts are properly insured or if we have to move some monies to a different bank since FDIC insurance limits are \$250,000. Attorney McKertich will check on the legality of the insurance and report back at his next meeting.

January Financials were handed out.

### **Communications**

NYCOM Winter Legislative Meeting is February 8-10, 2015 at the Hilton Albany.

Tioga County Tree Sale – 2015 Tree and Shrub Conservation Planning Program flyer was handed out.

2015 Rabies Vaccination Clinics flyer was handed out.

**Adjournment** – A motion was made by Trustee Consalvi to adjourn. There being no further business, Mayor Halstead adjourned the meeting at 8:13 pm.

Respectfully submitted,

Lynne D. Roberts  
Deputy Clerk/Treasurer