

**REGULAR MEETING
VILLAGE OF CANDOR BOARD OF TRUSTEES
138 MAIN STREET, CANDOR, NY
July 5, 2016**

CALL TO ORDER: The regular meeting of the Village of Candor Board of Trustees was called to order by the Honorable Mayor Halstead at 6:30 pm followed by the Pledge of Allegiance on July 5, 2016 at the Village Hall, 138 Main Street, Candor, NY.

Those in attendance included Mayor Eric Halstead; Board Trustees Gwen Isham, Gary Consalvi, Chad Edwards; DPW Supervisor Eric Lang; Clerk/Treasurer Jennifer Bennett; and Deputy Clerk/Treasurer Lynne Roberts. Absent: Board Trustee Nancy King and Attorney Robert McKertich.

Mayor Halstead stated that he received a letter from Jennifer Bennett resigning as Village Trustee. Mayor Halstead appointed Chad Edwards to fill the vacant Trustee position. Mayor Halstead made a motion to appoint Jennifer Bennett to the vacant position of Clerk /Treasurer, Trustee Consalvi seconded the motion. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

PUBLIC COMMENT: No Public Comment for the month of July.

MINUTES: The minutes were reviewed and the board recommended a couple changes. Trustee Consalvi made a motion to accept the June minutes as amended, seconded by Trustee Edwards. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

OLD BUSINESS:

Water Projects

Mayor Halstead stated that we ordered 30 new water meters. They are shipped. We had a problem 07/01/2016 and had to call AC Spears to come and look at the system. It was determined that we had an electric line burn out at the fire station. DPW Supervisor Lang ordered extra parts last year so we had the parts on hand for the repair. The Trustees stated that it was a great idea to keep spare parts on hand.

Mayor Halstead stated that Jason Bellis is applying for grants for the Village of Candor. A Public Hearing has been scheduled for 6:30 pm on July 19, 2016 at the Candor Village Hall. The grant is for \$50,000. DPW Supervisor Lang stated that there is another leak by Joyce Belodeau's house on Main St. (located by the Laundromat). He has contacted Marty Van Etten to do the digging and will be working on this as soon as possible. DPW Supervisor Lang also stated that you can hear a water leak down by John Ferris' by the Little League Field. Water Operator Nick Thomas will be bringing a piece of equipment home to help detect where the leak is.

Library Roof Repairs

Mayor Halstead and DPW Supervisor Lang met with Jim Kazda, P.E., to look at the roof. He recommended hiring an engineering firm to do a design for the roof replacement due to the asbestos abatement that will be required. Mayor Halstead stated that he received an agreement from Hunt Engineers for design services and construction management in the amount of \$15,000 for Administration/Engineering and \$2,000 estimated for reimbursable expenses for a total of \$17,000. Mayor Halstead is meeting with the representative from REAP to see if we qualify for grant funding to help pay for the new roof. Trustee Edwards made a motion to hire Hunt Engineers, Trustee Consalvi seconded the motion. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

Chamber of Commerce

Mayor Halstead stated that the Chamber of Commerce is going to do \$1,000 worth of work to Hull Park. They are going to install new signs, paint the gazebo, and install benches.

Water Tower Signs

Mayor Halstead asked if the signs are done for the water tower. Clerk/Treasurer Bennett stated that she would check on them.

Water Operator Resolution

Mayor Halstead submitted a resolution to abolish the position of Part-Time Water Operator. Mayor Halstead stated that the Tioga County Health Department stated at this point in time with DPW Supervisor Lang getting his certifications that we should eliminate one of the Part-Time Water Operators. Mayor Halstead presented a resolution to eliminate the position currently held by George Seeley. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The resolution was approved and carried. Mayor Halstead stated that he would contact George Seeley to let him know his last paycheck will be July 27, 2016.

Streets

Mayor Halstead submitted two quotes for the street resurfacing project (Humboldt St. and a portion of Park Drive).

The quotes were:

Broome Bituminous \$20,804.10

Suit Kote \$16,928.00.

Trustee Isham made a motion to award the job to Suit Kote for \$16,928.00, Trustee Consalvi seconded the motion. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

Mayor Halstead stated that he has tried to contact someone at Citi Financial Mortgage regarding Rita Blinn's property located on Owego St. and all he gets is a recording.

Mayor Halstead stated that Katie Anderson has requested information regarding the codes for the Village of Candor. He told her he would make sure the Local Law Book would be available for her to come in and read. Code Enforcement Officer Mike Katchmir is going to take a look at the property bordering Katie's property to address her concerns.

Mayor Halstead stated that we ended up using five dumpsters for the Village Cleanup.

NEW BUSINESS

Police Report

Mayor Halstead submitted the police report for the month of June.

Justice Report

Mayor Halstead submitted the Justice Report for the month of June. A motion was made by Trustee Consalvi, seconded by Trustee Edwards, to approve the Justice Report as presented. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

Water Reports

The Water Reports were handed out for the Board to review. DPW Supervisor Lang stated that he will be taking water from various businesses to be tested.

Bills

A motion was made by Trustee Consalvi, seconded by Trustee Isham, to approve the bills as presented. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried. Two sets of bills, 2015 & 2016.

Transfer Funds

Mayor Halstead stated that in order to pay for the new water meters we need to transfer funds from the savings into the checking account. A motion was made by Trustee Edwards, seconded by Trustee Consalvi, to approve the transfer of funds. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

AUD Report

Deputy Clerk/Treasurer Roberts stated that she needs to do the AUD Report and the expenditures cannot be submitted with negative balances. She requested the authority to move money around to complete this report. A motion was made by Trustee Edwards, seconded by Trustee Isham to approve the authority to transfer funds. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

Agreement with Broome Bituminous

A signed executed agreement was submitted between Broome Bituminous and the Village of Candor. The agreement states that the Village grants the contractor a temporary license to enter the Village property for the purpose of completing the storm water infrastructure upgrades by the Candor High School.

Check Signing

Mayor Halstead stated that we need to give Mayor Halstead, Clerk/Treasurer Bennett, Deputy Clerk/Treasurer Roberts, and Deputy Mayor Consalvi authority to sign checks. Mayor Halstead stated that we are so small we really need these positions to sign checks. After much discussion Mayor Halstead made a motion to approve Mayor Halstead, Clerk/Treasurer Bennett, Deputy Clerk/Treasurer Roberts, and Deputy Mayor Consalvi to have authority to sign checks, Trustee Isham seconded the motion. A vote was taken; Mayor Halstead, Trustee Edwards, Trustee Isham, Trustee Consalvi voted aye. The motion was approved and carried.

Trustee Consalvi made a motion to adjourn @ 7:21 pm.

Respectfully Submitted,

Jennifer Bennett
Clerk/Treasurer