



REGULAR MEETING
Village Board of Trustees
138 Main Street, Candor, NY, 13743
AUGUST 1, 2017

CALL TO ORDER: The regular meeting of the Village of Candor Board of Trustees began at 6:31 pm after the close of the Public Hearing (Village of Candor Local Law No. 1 of the Year 2017 ~ “Residency Requirement for the Position of Village Clerk/Treasurer”) and was called to order by the Honorable Mayor Eric Halstead on August 1, 2017 at the Village Hall, 138 Main Street, Candor, NY.

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

PUBLIC HEARING: Refer to separate meeting minutes.

PUBLIC COMMENT: There were no public in attendance. Mayor Halstead took the opportunity to state that Roy Yarrington, Town Resident, got flowers donated from Ye Olde Country Florist and Iron Kettle Farm. He planted them in the flower boxes at each end of Village limits, around the office flag pole, and at Moyer Park. Mayor Halstead is sending a thank you note to all.

Village Clerk – Mayor Halstead read aloud Clerk/Treasurer Jennifer Bennett’s resignation letter, effective immediately. Trustee Edwards made a motion to approve Clerk/Treasurer Bennett’s resignation, seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

Mayor Halstead made a motion to appoint Lynne Roberts (current Deputy Clerk/Treasurer) as Clerk/Treasurer, seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

Mayor Halstead made a motion to appoint Amanda Mott as Deputy Clerk/Treasurer, seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

MINUTES: June 6, 2017 Regular Meeting – Mayor Halstead read additional edits that need to be made. Trustee Consalvi made a motion to approve the minutes as amended, seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

July 11, 2017 Public Hearing – Trustee Consalvi made a motion to approve the minutes as presented, seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

July 11, 2017 Regular Meeting – Trustee Edwards made a motion to accept the meeting minutes as amended, seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

OLD BUSINESS:

Water Projects – Our chlorinators have not been working at optimum efficiency due to chlorine plugging up the copper piping. DPW Lang has been checking on prices to install injection quills to help alleviate this issue. They will cost about \$400, one for each pump house. Mayor Halstead made a motion to purchase two injection quills as suggested (to be paid for out of the Water Capital Fees Fund), seconded by Trustee Edwards. A vote was

taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

DPW Supervisor Lang is working to get the solar panel relay system working properly between our pump houses and the water tower. Consultants are not sure if it's an electrical problem or something within the relay system.

Trustee Consalvi commented that the date for the fall hydrant flushing needs to be set. DPW Supervisor Lang will figure out the date and report at the September meeting.

MEGA – Still tabled.

Sidewalks – Mayor Halstead is hearing from residents (those who walk, etc.). He has been checking other municipalities for pricing. He is going to share services for the concrete and use the Tioga County bid which is a set price. He plans to go house-to-house and speak to residents on Kinney Street, Smith Street, and Stowell Avenue. Any resident who currently has a blacktop sidewalk, we will seal it instead of removing and replacing with concrete. Properties on Bank Street will not have sidewalks because that is a stipulation in their deeds.

Time Warner Franchise Agreement – No further information on the status of the agreement.

NEW BUSINESS:

Police Report – June's report was reviewed. July and August reports will be available at the September meeting.

Justice Report – June's report was reviewed. Trustee Edwards made a motion to accept the Justice Report as presented, seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

Water Report – Everything looks good.

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

Budget/General Journal Transfers – Mayor Halstead explained the only budget journal entries necessary were to increase figures in the budget for CHIPS, PAVE NY, and Extreme Weather Recovery. We have no choice in these amounts and Clerk/Treasurer Roberts will do the entries per the DOT sheet in your packets.

Financials and AUD – June financials were reviewed. Mayor Halstead reported the the AUD (Annual Update Document) has been filed with the OSC (Office of the State Comptroller) on time.

NYMIR through Sprague Insurance – Mayor Halstead stated that our annual premium has gone up \$243.00 but this is the first increase in almost three years. We usually get a rebate each year and we should recover this increase. No coverages have changed. A motion was made by Mayor Halstead, seconded by Trustee Edwards, to accept NYMIR through Sprague Insurance for their proposal for coverage starting August 2017 through August 2018. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

Computer Issue – Mayor Halstead reported that the Clerk's computer crashed last week. After a couple people tried everything available to fix the issue he called Tioga Country IT Department. Clerk/Treasurer Roberts met with them on Mon-07/31/2017 but they took the CPU with them to work on. Mayor Halstead got a call later that day stating Windows crashed but they were able to reload Windows and all data was recovered. We need to

work with them going forward with a shared services agreement to be able to handle all computer IT and security issues. Tioga County sent Clerk/Treasurer Roberts an agreement to handle this most recent issue only. A complete shared services agreement needs to be worked out for the future. Attorney McKertich needs to review both agreements.

Ball Park Lights – A tree at the park (next to a NYSEG pole) needed to have a dead limb trimmed. Keith Quick looked at the tree and reported that the entire tree needed to be taken down because it is dead; it has been removed. NYSEG cut the wires on the electric pole which provides power to McNeil Pavillion prior to tree removal. They then reported that the entire pole was rotten and needs to be replaced before restoring power. We own the pole and will coordinate with NYSEG.

NYCOM – NYCOM training is September 11-15; Mayor Halstead, Clerk/Treasurer Roberts, Deputy Clerk/Treasurer Mott, and Trustee Isham are interested. Money has been budgeted for this; the cost is \$1,400 each for Mayor Halstead and Trustee Isham and \$2,100 for both Clerks. A motion was made by Trustee Edwards, seconded by Trustee Consalvi, to approve NYCOM participation as presented. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

September Meeting Change – Due to NYCOM, there is a conflict with the September 12 board meeting. Mayor Halstead stated the meeting can be moved to September 5 or 19 but Attorney McKertich is not available either date. A motion was made by Mayor Halstead, seconded by Trustee Consalvi, to move the September meeting from the 12th to the 5th and to start at the regular time (6:30 pm). A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and Isham voted aye. The motion was approved and carried.

Annual Water Testing – DPW Supervisor Lang will provide residents with the bottle and instructions to have this testing done.

Share Services – Trustee Edwards began discussion stating that more municipalities are being encouraged to enter into these agreements. Some discussion followed and it will be considered in more detail going forward.

ADJOURNMENT: A motion was made by Trustee Edwards to adjourn. There being no further business, Mayor Halstead adjourned the meeting at 7:19 pm.

Respectfully submitted,

Lynne D. Roberts, Village Clerk/Treasurer