



**REGULAR MEETING**  
Village Board of Trustees  
138 Main Street, Candor, NY, 13743  
**JANUARY 8, 2019**

**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 January 8, 2019 at the Village Hall, 138 Main Street, Candor, NY.

Those in attendance included Mayor Eric Halstead; Board Trustees Gary Consalvi, Chad Edwards, and Nancy King; Clerk/Treasurer Lynne Roberts; Deputy Clerk/Treasurer Amanda Mott; DPW Supervisor Eric Lang; and Attorney Nathan VanWhy (filling in for Robert McKertich). Board Trustee Gwen Isham was absent.

**PUBLIC COMMENT:** No public in attendance.

**MINUTES:** December 4, 2018 Regular Meeting – Trustee Consalvi made a motion to approve the minutes as presented, seconded by Trustee King. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**OLD BUSINESS:**

**Water Projects** – We are working with EFC (Environmental Facilities Corporation) to get another water grant for \$1.5 million to cover the remainder of our infrastructure improvements that the grant won't cover. Our loan that is paid off in October is currently with EFC. We are also working with USDA for possible grants/loans.

**Sidewalks** – We will meet with Hunt Engineering regarding TAP and Safe Routes to School grants.

**NEW BUSINESS:**

**Police Report** – December's report was reviewed.

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

**Water Report(s)** – Water report(s) were reviewed.

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

**Financials** – November's financials were reviewed.

**Election Inspectors** – Trustee King made a motion to approve Rita Quinlan (Sr. Election Inspector), Deanna Houck (Jr. Election Inspector), and Stanley White (Alternate Election Inspector) for the upcoming election on March 19, seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**Budget/General Journal Transfers** – Mayor Halstead made a motion to approve the budget journal transfers as presented, seconded by Trustee King. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**IT Support for Computers** – Mayor Halstead made a motion to approve the IT agreement with Priority IT Works for support of the two Clerk computers as presented subject to future legal approval if needed, seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**Update Water Department Regulations** – There is no section in our current regulations regarding our practice of billing for rental units with multiple apartments. Mayor Halstead and Attorney McKertich will draft this section.

**Court Clerks** – Mayor Halstead made a motion to create the position of Deputy Court Clerk and read the resolution out loud and took a roll call vote (see attached signed and sealed resolution). This position will be filled by Karen Wells through March 31, 2019. After that date, Lynn Craig will no longer work for the Village and the position of Court Clerk will be filled by Karen Wells.

The Town of Candor has hired Breanna Ragsdale as their Deputy Court Clerk. Whenever she fills this position for the Village, the Town will bill us for her hours. As well, we will split the cost of any training she attends. Mayor Halstead made a motion to pay Breanna Ragsdale at the rate of \$12.00 per hour, seconded by Trustee King. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**NYS Minimum Wage Increase** – Effective January 1, 2019 the new wage is \$11.10 per hour. Mayor Halstead made a motion to pay this new wage to Jim Russell (Crossing Guard), Jonathan Lipka (Part-Time Laborer) and Dennis Drury (Part-Time Laborer), seconded by Trustee Consalvi. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, and King voted aye. The motion was approved and carried.

**Budget Meetings** – The meetings were set for February 2, February 16, and March 2; all to begin at 1:00 pm.

**Code Enforcement Officer Report** – The 2017 and 2018 reports for permits issued was reviewed.

**DOT Letter for Resurfacing** – They will be milling and paving Main Street this spring in addition to gutters.

**Daffodil Day Festival** – Mayor Halstead reminded everyone that this will take place in May.

**ADJOURNMENT:** A motion was made by Trustee Edwards to adjourn. There being no further business, Mayor Halstead adjourned the meeting at 7:17 pm.

Respectfully submitted,

Lynne D. Roberts, Village Clerk/Treasurer