



**REGULAR MEETING**  
Village Board of Trustees  
138 Main Street, Candor, NY, 13743  
**FEBRUARY 6, 2020**

**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 6, 2020 at the Village Office, 138 Main Street, Candor, NY.

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

**PUBLIC COMMENT:** No public present.

**MINUTES:** January 2, 2020 Regular Meeting – 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, Isham, and King voted aye. The motion was approved and carried.

**OLD BUSINESS:**

**Water Projects** – Mayor Halstead and DPW Supervisor Lang met with Hunt Engineers regarding the Water Capital Project. Everything is on schedule with construction bids due to go out the end of March and the project to begin in June. There is a set of prints available for review.

Newark Valley met with Blair Supply Corporation to discuss the meter issues. All options are expensive so discussions will continue.

**Budget Meetings** – The meetings are scheduled for February 15 and 29, 1:00pm, at the Village Office.

**Election Inspectors** – Mayor Halstead made a motion to appoint Rita Quinlan as Sr. Election Inspector, Lois Purcell as Jr. Election Inspector, and Deanna Houck as Alt. Election Inspector, seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, Isham, and King voted aye. The motion was approved and carried.

**Smoke-Free Parks Policy** – Trustee Isham is still collecting policies from area municipalities for review and will have a draft proposal for the March meeting. Once our policy is adopted, Tobacco Free Broome Tioga has offered to provide free signage for all our parks.

**NEW BUSINESS:**

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

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

Gretchen Huizinga will have a Justice Court Audit report ready for the March meeting.

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

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

**Financials** – December’s financials were reviewed.

**Budget/General Journal Transfer(s)** – Mayor Halstead made a motion to approve the budget journal transfer as presented (see attached details), seconded by Trustee Edwards. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, Isham, and King voted aye. The motion was approved and carried.

**2020 Minimum Wage** – The NYS minimum wage increased to \$11.80 per hour at the start of this year and our seasonal employees have been raised to this rate.

**Surplus Equipment** – There is a Frigidaire mini-refrigerator that was missed from the surplus listing. Trustee Isham made a motion to include the refrigerator on the surplus list, seconded by Trustee King. A vote was taken; Mayor Halstead and Trustees Consalvi, Edwards, Isham, and King voted aye. The motion was approved and carried.

**Historian’s Annual Report** – Carol Henry’s report is available for review. Trustee Isham requested the report be scanned and sent to all trustees and our attorney via email.

**Code Enforcement** – With the pending retirement of Mike Katchmir, DPW Supervisor Lang has expressed interest to attend training to fill this position in addition to his regular duties. Attorney McKertich is checking to assure this can be done with no conflict of interest.

**Office Closure** – The Village Office will be closed on Tuesday, March 10 due to Clerks’ vacations.

**Fence at Morrow Pump House** – Trustee King asked about the fence that was planned to be installed around the pump house at the fire station. Bids were obtained awhile ago but the project was never completed. There was discussion about including this with the Water Capital Project.

**Annual CPA Audit** – Trustee Isham asked if this was included in the new budget so we could begin having our financials audited as requested by OSC. Mayor Halstead stated that it is in the budget.

## **COMMUNICATIONS:**

**ADJOURNMENT:** A motion was made by Trustee Edwards to adjourn. There being no further business, Mayor Halstead adjourned the meeting at 7:08 pm.

Respectfully submitted,

Lynne D. Roberts, Village Clerk/Treasurer