

**Minutes  
Town of Conesville  
Regular Meeting  
February 8, 2021  
7:30 PM**

Roll Call was taken with the following people present: Supervisor Federice, Carl Fancher, Robert Proudman, Kelly Smith, Laurel Mattice, Brenda Weaver, Town Clerk

1. The group began the meeting with the pledge of allegiance.
2. Privilege of the Floor –
  - a. Heidi Buel expressed her concerns over the plowing of the roads during last Tuesday's storm. Hubbard Road in particular had not been plowed until Mid morning. Being a night worker, it was very difficult to get home. Other towns had roads plowed fine. She understood that there is a lack of staff. Ms. Buel inquired when the open Machine Equipment Operator position will be filled.
  - b. Henry Lamont via telephone reviewed the waste water treatment plant's operations proposal. This will be funded by DEP less \$100 per customer. Lamont Engineers will provide the people to run the plant. They will be contracted out.
    - i. **Motion by Laurel Mattice to contract with Lamont Engineers to accept their proposal for the running of the new Sewer Treatment Plant, second by Robert Proudman, motion carried.**
3. Minutes:
  - a. **Motion by Robert Proudman to approve the minutes of the January, 2021 meeting, 2<sup>nd</sup> by Carl Fancher. Motion Carried.**
4. Assessor's report – Marie Stuber sent in a written report. In the report, the Assessor asked that the resolution passed last month, 32-21 be amended to make it easier to understand. **Motion by Kelly Smith to approve the recommended changes to the resolution 32-21, and approve the Assessor's report, second by Robert Proudman, motion carried.**
5. Code Enforcement Officer's report – Ron Barry submitted a written report for the Month of January. **Motion by Kelly Smith to accept the Code Enforcement Officer's reports, 2<sup>nd</sup> by Laurel Mattice, motion carried.**
6. Tax Collector's Report – Diane Williams submitted a written report. **Motion by Laurel Mattice to accept the Tax Collector's Report, 2<sup>nd</sup> by Kelly Smith, Motion Carried.**

7. Town Clerk's Report – Brenda Weaver submitted a written report for January, 2021.  
**Motion by Robert Proudman to accept the Town Clerk's report, second by Carl Fancher, Motion Carried.**
8. Highway Superintendent's report – Jason Barry submitted a written report. There has been discussion between the board members about making the Superintendent's report an appointed position verses an elected position. Supervisor Federice has checked with attorney Mike West, a referendum would need to be voted on by the townspeople.  
**Motion by Kelly Smith to accept the Highway Superintendent's Report, 2<sup>nd</sup> by Robert Proudman, motion carried.**
9. County Report – Supervisor Federice reported that COVID continues to be a very serious problem. Vaccinations continue to be extremely slow in coming in from the Federal Government. Problems with having to register for the vaccines via internet, as elderly do not necessarily have access to the internet, and the ability to use computers. **Motion by Robert Proudman to accept the Supervisor's report, second by Laurel Mattice, motion carried.**
10. Town Business
  - a. **Budget transfer resolution** – Resolution number 33-21 was distributed for transferring funds. **Motion by Supervisor Federice to approve resolution to transfer funds, second by Robert Proudman. Motion carried.**
  - b. **Water District Plowing** – Town highway department plows, but should not do it at the taxpayers' expense because it does not benefit entire town. **Motion by Supervisor Federice for the Town to charge the water district \$250 per year to plow the Water District, second by Laurel Mattice, One opposed. Motion Carried.**
  - c. Code Enforcement Officer's Affirmation. **Motion by Kelly Smith to affirm the appointment of Ronald Barry as the town's Code Enforcement Officer, second by Kelly Smith. Motion Carried.**
  - d. **Pre-employment drug screening and physical exams.** We have been notified that Bassett will not do these any more. Emerson does random testing, and background checks. Supervisor Federice checked to see if Emerson can do the pre-employment checks. Emerson confirmed they could perform them for the Town.
  - e. **Former Fire House Sale Update** – Scheduled to close on Thursday. New owners to pay via certified check.

- f. **Former Highway Garage lease update** – Town has not yet been paid. An actual bill needs to be sent to the school for payment.
  - g. **Time Worked Verification Procedure** – Resolution number 34-21 All Timecards must be signed by the employee and supervisor and must be legible. Any timecards not turned in or are unsigned will not be paid. **Motion by Carl Fancher, second by Robert Proudman, motion carried.**
  - h. **Board Member Input – None.**
  - i. **Conesville Public Health Emergency Operations Plan** – Supervisor Federice had emailed copy to all board members. Every town needs a plan as required by New York State law. **Motion by Carl Fancher, to adopt the Public Health Emergency Operations Plan as presented, second by Robert Proudman, motion carried.**
11. Review Bills – **Motion by Carl Fancher to allow Bookkeeper Smith to review and approve bills if he finds satisfactory, second by Laurel Mattice, Motion carried.**
  12. Executive Session – Motion by Kelly Smith to enter into executive session to discuss personnel matters, 2<sup>nd</sup> by Carl Fancher, Motion carried.
  13. **Motion made to come out of executive session by Laurel Mattice, second by Robert Proudman, Motion carried.**
  14. **Motion to adjourn made by Carl Fancher, second by Kelly Smith, motion carried.**

Respectfully submitted,

Brenda Weaver

Town Clerk

Marie Stuber, Assessor  
Town of Conesville  
1306 State Route 990V  
Gilboa, NY 12076

Office: 607-588-7211      Fax: 607-588-6832  
Office Hrs.    Tuesdays 10-1 November 1- March 31  
or By Appt  
[conesvilleassessor@gmail.com](mailto:conesvilleassessor@gmail.com)

### Board Report

February 8, 2021

Dear Town Board Members,

I will not be attending this months meeting. The month has gone by so fast.

This is the time of the year that most of my work entails helping those with exemption renewals. I have not had anyone come into the office to meet with me as of yet but I have had a few email and phone inquiries to address. I am still organizing the office files to fit my needs. I did purchase some items to assist with that and will submit that receipt next month. I have a few properties I will need to visit prior to the roll changes if the snow storms stop long enough to be safely out on the road.

I completed the valuation course successfully that I was taking the last two weeks. I am trying to attain a paid receipt for each town for the portion that each paid in order to prepare for submission for reimbursement. If the town received any paid receipt could you please let me know.

Mark and I still are in contact and he has helped me transition quite nicely. I am glad he already discussed with the town about assisting with the next valuation update that is due in 2023. This year the towns Equalization rate will stay at 100% and I am consulting with Mark so that I am working the valuations in the manner he was to keep the rate stable.

I am providing the Senior Waiver Resolution back to the board with changes that the Lisa Thom at the County Real Property has suggested should be made. Once changes are approved I will need a copy and I send a copy to Lisa also.

Any questions, please contact me.

Sincerely,

Marie Stuber

**Town of Conesville**  
**Senior Citizen Aged Renewal Waiver**  
**Resolution Number 32 - 21**

**WHEREAS**, on March 7, 2020, Governor Andrew M. Cuomo issued Executive Order Number 202, declaring a State disaster emergency for the entire State of New York, and

**WHEREAS**, on December 18, 2020 said declaration was extended to include: Subdivisions 7, 7-a and 8 of section 459-c of the Real Property Tax Law, and subdivisions 5, 5-a, 5-b, 5-c and 6 of section 467 of the Real Property Tax Law, which permits the governing body of an assessing unit to adopt a resolution directing the assessor to grant exemptions pursuant to such section on the 2021 assessment roll to all property owners who received that exemption on the 2020 assessment roll, thereby dispensing with the need for renewal applications from such persons, and further dispensing with the requirement for assessors to mail renewal applications to such persons, unless the property owner shows their income has changed in a manner that would grant them a greater exemption than was present on the 2020 assessment roll, and

**WHEREAS**, the Town of Conesville is desirous in adopting such resolution while also allowing the assessor to require a renewal application to be filed when he or she has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died, now, therefore, be it

**RESOLVED**, that the Conesville Town Board is authorized to pass such resolution, and that the Conesville Town Assessor is instructed to take any such necessary actions in the above-described directives.

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Federice, William	✓		
Fancher, Carl	✓		
Mattice, Laurel	✓		
Proudman, Robert	✓		
Smith, Kelly	✓		

**Attested to by Conesville Town Clerk Brenda Weaver**

*Brenda Weaver*

Town of Conesville  
Building Code Report

January 1-2021 To January 31-2021

Ron. L. Barry Sr.  
117 Maple Ln.  
Gilboa N.Y. 12076  
607-588-9491  
N.Y.S Building Code Officer

INSPECTION - 7

Permits - 1

Certificate  
Occupancy - 1

Temporary  
Certificate  
Occupancy - 1

Town of Conesville  
 Tax Year: 2021  
 Fri, Feb 5, 2021, 01:50 PM

28 Zero amount tax bills  
 359 Unpaid tax bills  
 2 Partially paid tax bills  
 940 Fully paid tax bills  


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 1329 Total number of tax bills

942 payments collected by collector, 0 by Co Treasurer

Total to be collected this year: \$1,866,343.12

Tax Collector(s) Paid Amounts  
 Total base paid: \$1,343,964.60  
 Total penalty: \$0.00  
 Total late notice: \$0.00  


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 Sub total paid: \$1,343,964.60  
  
 Total refunds: \$0.00  


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 Net Collected \$1,343,964.60  
  
 Treasurer Collect: \$0.00  
  
 Treasurer LateFees Col: \$0.00  
  
 Total unpaid: \$522,378.52

Breakdown of totals by Swis Code

# Bills	Tax Due	Base Pd	Collected(*)	Treas Collect(*)	Owed
432800	-Town of Conesville				
1301	\$1,866,343.12	\$1,343,964.60	\$1,343,964.60	\$0.00	\$522,378.52

\* - Totals Collected represents the base amount paid plus penalties and late notice fees minus any refunds issued.

# TOWN CLERK'S MONTHLY REPORT

TOWN OF CONESVILLE, NEW YORK

JANUARY, 2021

TO THE SUPERVISOR:

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Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

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A1255	<u>9</u>	CERTIFIED COPIES - M	<u>90.00</u>	
		<b>TOTAL TOWN CLERK FEES</b>		<b>90.00</b>
A1603	<u>16</u>	CERTIFIED COPIES - BD <i>Birth/Death</i>	<u>190.00</u>	
		<b>TOTAL A1603</b>		<b>190.00</b>
A2590	<u>2</u>	BUILDING PERMITS	<u>180.00</u>	
		<b>TOTAL A2590</b>		<b>180.00</b>

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08 Feb 2021

## Highway Report

Not a lot to report for the Highway. Plowing and sanding has been the only thing we seem to do. All the guys have worked almost 7 days a week the entirety of the month. Sand and salt supplies are in constant need of replacing. The single axle is in Albany getting the work done we discussed last month. Hopefully it comes home soon and lasts more than one season now.

I would like to bring to attention the need for the people at the bus garage to not park around the recycle bin on Fridays. If my guys are going to be responsible for cleaning the snow there and sanding for people we need to get in there on Friday afternoons to do so. Weather does not allow us to do this on a set schedule and seems when we get to it we can't.

We have discussed moving it up to our upper yard so as we can keep it maintained as needed. In the last month we have paid overtime early sat mornings for the guys to clean this up for the public. The one week the guys never got to do this. Due to other things going on with the ice we had that day Bob Proudman sanded it for the town with his pick up and a shovel.

I sent 2 price quotes to Bill this morning for new loaders. I am waiting on a price from Case yet from Monroe Equipment. My personal first pick on these machines is the Komatsu from Anderson. A bit more money but just a better built machine. I know we are going to have this around a long time so I tried to find a loader built to last with honestly the least amount of plastic parts.

The Hyundai isn't horrible however I don't see a lot of them out in circulation, making it hard to get a grip on the over- all durability of it.

I would like to thank the people in town for their patients during these larger storms. It takes quite a bit of time to move and clean up with a small crew. For only 4 guys we pushed a lot of snow with only one truck needing a little pull from a snowbank in a not so nice place to turn around. I have been talking with the landowner there about changing the layout to make it easier on the plow to get turned around on top of Briggs road.

That concludes anything of importance from the Highway.

**Town of Conesville**  
**Resolution Number 33-21**  
**Budget Ammendments**  
**February 8, 2021**

Increase Budget	To		Description	Decrease Budget	To
600.00	4,200.00	A1620.4	Buildings Contractual		
600.00	5,400.00	A2590	Permits, Other		

Board Member	AYE	NAY	ABSTAIN
Federice, William	<u>✓</u>	<u>      </u>	<u>      </u>
Fancher, Carl	<u>✓</u>	<u>      </u>	<u>      </u>
Mattice, Laurel	<u>✓</u>	<u>      </u>	<u>      </u>
Proudman, Robe	<u>✓</u>	<u>      </u>	<u>      </u>
Smith, Kelly	<u>✓</u>	<u>      </u>	<u>      </u>

TOWN OF CONESVILLE RESOLUTION NUMBER 34-21

**Time Worked Verification Procedures**

**WHEREAS**, it is vital that the taxpayers of the Town of Conesville be assured their tax dollars are spent on legitimate expenses, and

**WHEREAS**, it is the responsibility of the Highway Superintendent to verify all requests for compensation by Highway Department employees for their hours worked.

**THEREFORE, BE IT RESOLVED**, effective immediately, on a majority affirmation of the Conesville Town Council of this resolution, the Town Bookkeeper is instructed to not honor or process any compensation request on time cards which are not signed by the employee and time sheets not signed by the Highway Superintendent.

Motion made by: Bill Federice

Seconded by: Kelly Smith

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Federice, William	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fancher, Carl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mattice, Laurel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proudman, Robert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smith, Kelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**CARRIED**  **NOT CARRIED**

I hereby certify the above resolution is a true and exact copy of the resolution passed by the Conesville Town Board on February 8, 2021

Brenda Weaver

Brenda Weaver, Town Clerk

(SEAL)