

Town of Galen

Town Council Monthly Meeting Minutes

Monday – April 15, 2024 – at 7:00 PM

Clyde Municipal Building Board Room

Present; Supervisor Les Carr Jr.

Council Members; Mike Record, Sarah Salerno, Nicole Malbone, Jeff Montemorano

Town Clerk; Norma Lancaster, HW Supt. Andy Porter

Attending: Brian Howell

Pledge of Allegiance

Town Council meeting was called to order by Supervisor Carr Jr. at 7:00PM.

Correspondence –

NYS Unified Court System – Annual Court Audit Request

Federal Home Loan Bank – Irrevocable Stand By Letter of Credit

Clyde SPAN – Contribution Request

Motion by; Malbone /2nd by; Salerno to enter correspondence to the minutes.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Discussion on the Clyde Span request letter. All agreed that this was a community wide event and would be beneficial to give \$250 to Span for this event.

Motion by; Montemorano / 2nd by; Salerno to allocate \$250 for this event as well as include it in the annual budget as long as the event is scheduled.

Ayes; Carr Jr., Salerno, Record, Montemorano

Abstain; Malbone as she stated she is an officer of the SPAN board

Scheduled Speaker – No scheduled Speakers

Comment Period – No public comment

Review and Adopt Minutes

January Meeting Minutes – Mar. 11, 2024 (Emailed on 3/17/24)

Motion by; Salerno / 2nd by: Malbone to accept the minutes as submitted.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Galen Lyons Landfill Committee Mtg. Minutes – Apr. 1, 2024 (Emailed on 4/10/24)

Motion by; Montemorano / 2nd by: Record to accept the minutes as submitted.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Committee Reports

Insurance and Assessment

Motion by; Malbone / 2nd by; Record to acknowledge the Assessment report submitted by Kayla Sturgill for the month of March.

Ayes; Carr Jr., Salerno, Record, Malbone, Montemorano

It was stated that the assessed state value at this time is at 79%. Supervisor Carr has spoken to Kayla about staying on track for a re-evaluation to begin soon.

Highway and Buildings

HW Superintendent Porter here to present his report as follows;

Highway Report April 15th 2024

- Completed 8 plow /sand runs in March
- Continuing ditching / shoulder work throughout the town prioritizing the most neglected / problem areas
- All intersections have been swept of sand and salt
- Culvert pipe on Smith rd. that needs immediate attention as I am concerned that the road could collapse. I have spoken with Wayne County highway department to be sure no permits are needed to replace the culvert pipe and have requested their assistance on this project as the pipe is too deep to safely and efficiently change with our equipment. They will supply a larger tracked excavator and a packer to complete this job if we supply the operator. Chris Hubbs has agreed to operate the county equipment to complete the project this week.
- We have been removing some of our plow equipment from part of the fleet to allow us to start other work
- Truck #8 has been taken to Repair Plus to diagnose and repair an issue with the hoist that has been present since the truck was new in 2015. This issue has caused limited use of this truck since new.
- Getting an estimate on sandblasting the dump body on truck #2 and will make a decision on the cost effectiveness of sandblasting vs. needle scaling the body ourselves.
- Paul Cimineri has contacted me about mowing roadside again this season. I would like to utilize him as we have plenty of work for the 3 full time employees to do and I will be using Chris Hubbs less during this time due to his other obligations.

An incident report has been received from the Supt. Porter regarding a driveway personalized stone that had been damaged while one of the 10 wheelers was backing into the driveway.

Motion by; Malbone /2nd by; Record for the payment of \$155.00 payable to Kim Rose for a new stone.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Update on the Stone & Sand Hauling Bids, David Donk has removed his bid from the project. The next bidder, Colin Craft accepted the bid and will submit all paperwork prior to the start of hauling. He will haul from Butler for the same rate as Mr. Donk had quoted as Colin Craft did not submit a bid for that particular gravel pit.

Nicole Malbone asked Supt. Porter to possibly take a look at a Palmeroy sign that was placed at the Maple Grove Cemetery that is starting to lean a bit and looks like it will fall over. He will have his crew look at the sign that they placed last year.

Cemetery and Dogs

Update on cemetery mowing, Russ Acker of Cuttin Edge Lawn Care had to withdraw his bid as he did not have the proper insurance needed to do the project. The next bidder, Simpson Lawncare, accepted the bid with his pricing and will submit all of the necessary paperwork required.

Nicole Malbone took the time to visit all of the town cemeteries reporting all of the trees she believes need to be cleaned up and or removed. Some are very large. It was agreed by all to wait until the initial clean up has been completed by Simpson Lawn Care to include his report of large trees that need to be taken down. At that time the committee will assess the number of trees and bid out the project for all of them to be removed.

A letter has been received by Kay Walters, who is the Secretary and a Trustee of the Lock Berlin Cemetery Association. She is stepping down from the association with no other trustees that are on the board to continue business. She has stated in the letter that she is turning the cemetery over to the town. Town Clerk Norma Lancaster has spoken to the NYS Cemetery Association who will be the determining board to oversee what happens from here on. At this time, they are unable to find any trustees to volunteer to replace Kay. They believe it will be turned over to the town as an abandoned cemetery. The town will have a choice to resume burials or not. There are currently 6 plots that have been sold, so those would need to be honored. There is a custodial care giver that has been maintaining the mowing/upkeep for over 30 years and has stated he would like to continue to do so. Because there are funds left in the accounts for maintenance, this cemetery would need to continue to operate under the state guidelines to include annual reporting. The clerk has been in contact with all parties involved to include LNB, where the funds are located. A representative from the state is working to get things finalized as soon as possible and is hoping to visit the cemetery with town officials and the caretaker in the near future. More to follow as information comes in.

Motion by; Malbone / 2nd by; Salerno to acknowledge the animal control report for March as submitted by Brian Williams.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Landfill –

Announced that the Landfill Board has decided to cut ties with the current engineering firm and sign on with another to do any annual testing and reporting. The Town attorney is drafting a letter to be signed by both Town Supervisors before being sent.

Motion by; Record /2nd by; Malbone for a revision of check signers to be submitted to Lyons National bank for all Landfill accounts, this is due to the retirements of Steve Groat and John Paliotti who were both check signers.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Zoning, Judicial and Erie Canal Trail

Motion by; Record /2nd by; Montemorano to accept the zoning report submitted by Zoning Officer Tom Sawtelle.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Motion by; Malbone /2nd by; Salerno to accept the two justice reports submitted by Justice Heald and Justice Carr Sr. for the month of March.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Finance and Ambulance –

At this time the supervisor's report was explained to the new board members as well as the new highway superintendent. It is very important for all to know which funds are which and where they can be allocated as well as future budgeting keeping the tax rate as low as possible.

Motion by; Malbone /2nd by; Record to acknowledge the annual Town Clerk’s audit as well as the annual Tax Collection audit for the year of 2023, submitted by Allied Financial Services.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Industrial Development – Nothing to report at this meeting

Commercial Developments – Nothing to report at this meeting

Alternative Energy Options – Nothing to report at this meeting

Human Services / Personnel –

Discussion regarding a hiring policy for all Galen potential employees regarding any and all paperwork needed prior to the start of any hands-on work especially for those that may need certain driving licenses and prior to the use of any highway equipment to include any pre training requirements.

Public Work / Public Safety – Nothing to report at this meeting

Other Business –

Supervisor Carr informed all that he will have a “Supervisor for the Day” student shadowing him tomorrow at a county meeting. It is believed that the student is from Williamson.

Supervisor Carr announced that the IT upgrades are nearly complete and he thanked the board for allowing for the new equipment to be purchased and installed for the betterment of security and especially the need for equipment that is much faster and reliable.

Supervisor Carr informed the board that the paperwork is nearly complete for the release of the Lock Berlin School House from the Clyde-Savannah School District and will soon be ready to dispose of the property either through the Historical Society taking it off the property or selling for fair market value as is. President of the Historical Society, Nicole Malbone stated that they are still looking into the removal of the building and possible move to its village property. They should know something soon.

Department Reports – March 2024

Town Clerk Report – Monthly

Tax Collection Report – Final Collection Report

Supervisor’s Report- Monthly

Collateral Security Reports – LNB – March/2024

Motion by; Salerno /2nd by; Malbone to accept all reports as submitted.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Review and Approve Warrants – April 2024

General Warrant: V# 65 - 86 in the amount of \$28,903.34

Highway Warrant: V# 53 - 61 in the amount of \$30,789.34

Landfill Warrant: V# 86 in the amount of \$605

Motion by; Salerno / 2nd Malbone to approve payment for the (3) warrants

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Revenues Received –

Wayne County Treasurer’s Office – 2023 4th Quarter Sales Tax - \$89,415.43

Wayne County Treasurer’s Office – January 2024 Snow & Ice - \$33,699.33

Motion by; Montemorano /2nd by; Record to entered revenues received into the minutes.

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

With no further business before the board a **Motion** made by Montemorano /2nd by Salerno to adjourn the meeting at 7:47pm

Ayes; Carr Jr., Salerno, Malbone, Record, Montemorano

Respectfully submitted,

Norma Lancaster – Galen Town Clerk