

December 12, 2023 LaFayette Town Board Meeting Minutes

Minutes of the regular Town Board Meeting held by the LaFayette Town Board on December 12th, 2023 at 6:30 p.m. at LaFayette Town Hall and live on Facebook.

Present: William McConnell, Supervisor
Melanie Palmer, Councilor
Jerry Marzo, Councilor
Carole Dwyer, Councilor

Absent: Steve Zajac, Councilor

Recording Secretary: Kristin Colburn, Town Clerk
Attorney: Jeff Brown
Budget Officer: Marty Knapp
Others Present: Ralph Lamson, Bldg. & Code Enforcement
Sue Marzo, Information Officer
David Prince, Parks Dept.
Jessica Rice, Library Director
Ashlie
Sean Doolittle, LaFayette Fire Dept.
and several residents

1. Supervisor McConnell called the meeting to order at 6:30 pm and Town Clerk Kristin Colburn took the roll. Councilor Zajac Absent. Pledge to our U.S. Flag led by Councilor Marzo. Supervisor McConnell acknowledged the passing of Deputy Supervisor Mark Distler's mother and offered a moment of silence.
2. Motion to accept the regular meeting minutes of November 9, 2023 as submitted by Town Clerk Kristin Colburn.

R- 215-23 Councilor Palmer moved and Councilor Marzo seconded the motion to accept the November 9, 2023 Regular Meeting minutes as submitted by Town Clerk Kristin Colburn. Motion carried 4-0.

| | | | |
|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |

3. COMMUNICATIONS

- A. Assemblyman John Lemondes representative provided a proclamation to former Town Clerk Jackie Bush Roorda read aloud by Supervisor Bill McConnell.

New York State Assembly Citation
Honoring Jacqueline Bush Roorda
For many years of distinguished service as
The Town of LaFayette Clerk

WHEREAS, This Assembly Body seeks to acknowledge those individuals whose professional lives and civic endeavors serve to enhance the stature of the State of New York, and

WHEREAS, Individuals who give of their time and energies and serve the best interest of their communities are an asset beyond remuneration and cannot be sufficiently extolled; and

WHEREAS, For many years, Jacqueline Bush Roorda rendered, faithful, conscientious and valuable service as the Town of LaFayette Clerk; and

WHEREAS, Jackie has given not only of her time and energies but also endless hours dedicated commitment and leadership; and

WHEREAS, She has been called upon to contribute her time and talents to countless civic and charitable endeavors and has always given of herself unstintingly; and

WHEREAS, Throughout the entire period of her community service, a period of constructive involvement, she has stood constant in dignity, and grace and good humor; and

WHEREAS, The real heroes are those who remain and steadily contribute to the welfare of the community; and

WHEREAS, Rare indeed is the impressive dedication shown by this individual for the benefit of others which Jackie has displayed throughout her career; now therefore be it

RESOLVED, That this Legislative Body pause in its daily work to honor Jackie for her many years of distinguished service and wish her all the best in her retirement; and be it further

RESOLVED, That a copy of this citation suitable engrossed, be transmitted to Jacqueline Bush Roorda by Assemblyman John Lemondes Jr.

B. NYS DOT Annual Maintenance Permit for 2024

R- 216-23 Councilor Marzo moved and Dwyer seconded the motion to accept the NYS DOT Annual Maintenance permit for 2024 with an expiration of January 1, 2024 and authorize Supervisor McConnell to execute same. Motion carried 4-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |

C. LaFayette Veterinary Clinic Emergency Services Contract for 2024

R- 217-23 Councilor Dwyer moved and Palmer seconded the motion to authorize the Supervisor to sign the 2024 contract with LaFayette Veterinary Clinic for Emergency Services. Motion carried 4-0.

D. CNY SPCA Animal Prevention of Cruelty Services Contract for 2024

R- 218-23 Councilor Marzo moved and Councilor Palmer seconded the motion to accept the 2024 CNYSPCA Agreement for the Town of LaFayette and authorize Supervisor McConnell to sign the agreement for Dog Control services and for animal cruelty services within the Town of LaFayette. Motion carried 4 - 0

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

E. Reagan Insurance - Supervisor McConnell advised that the Town’s policy expires on 1/1/24 and he has been working with our agent, Joe Campbell spoke on the renewal. He turned the presentation over to Joe who provided an overview of the increases/decreases for 2024. Palmer inquired about the Umbrella Policy need which was explained as not required but it provides piece of mind.

R-219-23 Councilor Palmer moved and Marzo seconded the motion to accept and authorize Supervisor McConnell to sign the Preliminary insurance policy for binding with Reagan Agency. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

4. COMMUNICATONS FROM THE PUBLIC - 3 MINUTE LIMIT PER SPEAKER - 3 different residents spoke to thank the board for the tree lighting in the center of town, and the survey on the corner building.

5. BOARD ACTION

A. Facilities Manager - Supervisor Bill McConnell ad vised that he has reached out to Ashlie Carrier of the LaFayette Fire / Ambulance department to be our facilities manager. Ashlie handled the Fire Department renovations well. We have been in need of an individual to manage our Community Center and Town Hall at a rate of \$25/hr for 0-5 hours per week.

R-220-23 Supervisor McConnell moved and Councilor Palmer seconded the motion to appoint Ashlie Carrier as the facilities manager who reports to Supervisor McConnell at a rate of \$25/hr for 0-5 hours per week. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

B. Expansion of the Memorial Tree/ Bench program to include Bailey Park

R-221-23 Councilor Dwyer moved and Councilor Marzo seconded the motion to appoint Ashlie Carrier as the facilities manager who reports to Supervisor McConnell at a rate of \$25/hr for 0-5 hours per week. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

R-222-23 Supervisor McConnell moved and Councilor Palmer seconded the motion to appoint Ashlie Carrier as the facilities manager who reports to Supervisor McConnell at a rate of \$25/hr for 0-5 hours per week. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

C. Supervisor McConnell informed the board that the water system located in the library is in need of repair/replacement. That it has once again failed the Department of Health test requirements. He has been in contact with Scott Shute at Shute's water who provided 2 options to take care of this. His recommendation would be the UV light water system which would eliminate the need for someone to regulate the bleach, etc.... this would cost \$9,400. Supervisor confirmed with Attorney Jeff Brown that we could consider this an "emergency expenditure" under our procurement policy as it effects the drinking water within the Town Hall. Councilor Dwyer questioned other drinking water options. Town Clerk Colburn advised that there is a water cooler and we have signage advising people not to drink the water but people don't read signs and that the bigger concern is the drinking fountain in the library. Jessica Rice, the library director also stated that they also have a water cooler for employees but the fountain is a concern even with signage.

R-221-23 Councilor Palmer moved and Councilor Marzo seconded the motion to declare this an emergent situation and does not require additional quotes. Motion carried 3-1-0.

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|--------------------------|-------------------|--------------|------------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Abstained |
| Jerry Marzo | Councilor | Voted | Yes |

R-222-23 Councilor Marzo moved and Councilor Palmer seconded the motion to approve the expansion of the Memorial Tree / Bench program to include Bailey Park. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

Newly appointed facilities manager Ashlie Carrier advised that she did shop around when looking at systems for the LaFayette Fire Dept and Shutes Water was the lowest price she found.

5. REPORTS

A. Departmental

1. Town Supervisor

a. November Monthly report

R-223-23 **Councilor Palmer moved and Councilor Marzo seconded the motion to approve the Supervisor's monthly report as submitted by Budget Officer Knapp. Motion carried 4-0.**

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

2. Attorney - No additional reports

3. Highway Superintendent's Report December 2023

Roads: Miscellaneous repairs and general maintained to our roads, shoulders, ditches and culverts will continue through the winter as weather permits.

All snow removal equipment is ready for winter.

Snow and ice ops - 6 times for snow and 1 for ice.

4. Town Clerk

a. Monthly report for November 2023 is in their packet for review

5. Building & Zoning Code Enforcement/SPDES

a. November 2023 Building Permit Report is in their packet for review

6. Justice Court

a. November 2023 Justice Reports

Judge Perrin had 143 cases and turned over \$13,011.00 to the Town of LaFayette for November 2023.

Judge Shute had 178 cases and turned over \$14,167.00 to the Town of LaFayette for November 2023.

7. Library Director submitted by Jessica Rice.

8. LCC Report Submitted by Hillary Bevens.

9. LaFayette Fire & Ambulance Department - They had 23 fire/ rescue calls.

47 Total Ambulance Calls; 14 AIs Transports; 9 BIs Transports; 6 Refusals; 1 Cancelled after arrival/ on scene; 1 No crew. 'Mutual given to other ambulance agencies =

3Current Employee status: ALS providers - 5 Part Time EMT providers -6 part time.

Starting in January we will have 2 Full time ALS providers and 2 full time BLS providers with benefits working on rotating schedules. This will provide almost all the hours required in our contract for 2024. The remainder of the hours each week will then be picked up by our part-time staff.

B. Committee Reports

1. Community Center Development

a. Crossroads Project. - Information Officer Sue Marzo reported to date we have received 439 survey responses and reiterated that residents have until December 22nd to send in their surveys

2. Jeff Palin advised of upcoming project at the current Community Center advising that the next project should be the porch. This project will include:

- Removal& disposal of porch ceiling, railing, flooring, and columns.
- Inspect floor join and advise the Town of the findings.
- Install new PT 2x8 floor joints, and connecting to the existing framing
- Install PVC celling, flooring, railings, and stairs consistent with manufacturers recommendations.
- Support all columns, and remove existing column base.
- Install 4 new fiber glass columns and bases
- All with 16 calendar days of project start date.

They have obtained 3 quotes from Lucas Amidon, Tom Murfitt and HK Contracting. Lucas Amidon came in the lowest at \$19, 500 to start in the spring.

R-224-23 Councilor Palmer moved and Councilor Marzo Palmer seconded the motion to accept the low bid submitted by Lucas Amidon based on the criteria listed above. Motion carried 4 -0.

| | | | |
|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

The kitchen project was discussed this renovation. Two building permits will be submitted for this project with the permit fees waived.

R-225-23 Councilor Palmer moved and Councilor Marzo Palmer seconded the motion to accept the low bid submitted by Lucas Amidon based on the criteria listed above. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
|--------------------------|-------------------|--------------|------------|

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|-----------------------|------------------|--------------|------------|
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

2. LACC (Mark Distler) written report on file with Town Clerk’s office.
 3. Safety & Facility Maintenance - Councilor Marzo provided an update.
 - Councilor Marzo received 3 quotes to replace the parking barriers at Stafford Park, which Legislator Dave Knapp is helping to obtain a grant, however that grant has been pushed to 2024. Will update upon completion or hopeful awarding of the grant.
 - School speed zone signs - has been in touch with a local person Scott Bates with regard to the purchase and requirements of these signs.
 - Optimist dredging of the pond located at Stafford Park - They have a contactor Phil Cunningham who plans to have the pond dredged by end of the year
 - Dangerous trees - he is working with Steve Robson to get the dangerous trees that were previously identified at the Town parks removed.
 - Councilor Marzo also informed Code Enforcement Officer Ralph Lames that a 4rd permit will be coming with regard to the winterization of the bathrooms at Stafford Park. This project to start in January 2024.
- CEO, Ralph Lamson requested a motion to waive the fees for these projects

R-226-23 Councilor Marzo moved and Councilor Dwyer seconded the motion to waive the fee for projects done on behalf of the Town of LaFayette. Motion carried 4 -0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

12. NEW BUSINESS - No New Business

13. Motion to audit & pay bills

| <u>Fund</u> | <u>Check #'s</u> | <u>Total</u> |
|--------------|------------------|--------------|
| General Fund | 21273-21322 | \$46,826.89 |
| Highway Fund | 21306-21323 | \$48,352.31 |

R-213-23 Councilor Dwyer moved and Councilor Palmer seconded the motion to audit and pay the above listed bills. Motion carried 4 - 0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |

