**REGULAR MEETING**

**BAINBRIDGE TOWN BOARD**

**FEBRUARY 9, 2021**

Present: Dolores Nabinger Supervisor

Jennifer Sienko Councilwoman

Bob Evans Councilman

Gordie Daniels Councilman

Michael Kauffman Councilman

Gary Richman Highway Superintendent

Recording Secretary: Aric McKown Town Clerk

**Guest(s):** Phil & Violet Wade, Bill Sherrick

Supervisor Nabinger called the Regular Meeting to order at 6:30PM.

**RESOLUTION # 1**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to approve the minutes from the January 12th Organizational Meeting.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**RESOLUTION #2**

Motion was made by Councilman Daniels, second by Councilwoman Sienko, to approve the minutes of the January 12th Regular Meeting.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**RESOLUTION #3**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to receive and file the December Financial Reports.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**Guest(s) Questions or Concerns:**

Violet Wade thanked Gary Richman and crew for moving the filing cabinet upstairs to the theater.

**JAC**

Phil Wade of the Jericho Arts Council stated performances of the theater were still on hold, until the Fall. He commented the Out of Woodwork Players would broadcast their show, 'Sister Act', with an online performance.

**VILLAGE**

Mayor Wade informed the town board of the main water break over by the old Borden's Plant, and will move forward with financing other repairs that includes another water break on Kirby Street. He stated the village will start the CBDG application to have a water engineering study done with an estimated cost of $30,000.00, and said a public hearing would need to be held for this. Wade talked about using solar power as a means of assisting the village's water treatment plant.

**RESOLUTION #4**

Motion was made by Councilwoman Sienko, second by Councilman Daniels, to receive and file the Sanitation, Dog Control Officer, and Assessor reports for the months of December and January.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**CLINTON PARK**

Park Superintendent Richman informed the town board of an incident that happened a couple weeks ago involving 12 pick up trucks that tore up the grounds at Clinton Park and down by the boat launch near Payne Park. Richman said charges were pressed and wanted those involved to be arrested.

He shared his conversation with Ed Ray, who wanted to know if the town would be letting anything go on at Clinton Park this year, as the Community Foundation is looking to schedule bands this summer.The town board held conversation on the matter.

Town Clerk McKown spoke on his communication with Isaiah Sutton at the County Public, and was told there are no 'new guidelines' and the same 'holding pattern' from March of 2020. Sutton brought up the 2 different scenarios including private and controlled events such as weddings, that would allow a maximum of 150 people or 50% of the facilities capacity and open and public events where the guidance is more difficult. He suggested Mayor Wade contact Kerri Greene with Commerce Chenango who would then speak to the state on the type of guidance the Town of Bainbridge would like to have.

The town board held discussion on the different possible scenarios for the Canoe Regatta, regulations with capacity numbers, and making sure we have the right direction with proceeding forward involving all events.

**RESOLUTION #5**

Motion was made by Councilman Kauffman, second by Councilman Daniels, to allow the Community Foundation to hold their concerts this year.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Daniels, Councilman Kauffman; Abstained: Councilman Evans; No: none; Motion Carried.

Supervisor Nabinger said we would hold off until March to make a decision on the use of the parks & pavilions.

**RESOLUTION #6**

Motion was made by Councilwoman Sienko, second by Councilman Daniels, to continue with camping with same protocols as last year.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

Councilwoman Sienko and Clinton Park Committee provided the town board the rules for signage for the camping at Clinton Park, Clinton Park Playground and the Payne Park Playground.

She shared the rules and policies from the Copes Corners Park & Campground and talked about the details and ideas that would be added to the current Facilities Use Agreement we have in place now. Sienko concluded she would schedule another time with Town Clerk McKown and Park Superintendent Richman to work on revising our park contracts, and get back to the town board next month.

**RESOLUTION #7**

Motion was made by Councilman Evans, second by Councilman Kauffman, to accept the signage from the Clinton Park Committee on the camping at General Clinton Park and the Playgrounds for both Clinton Park and Payne Park.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**HIGHWAY**

Highway Superintendent Richman said his department has plowed 50-55 times, and has been working on the trucks. Richman shared with town board the accident that happened with Charlie's truck at the end of Lawrence Road. He announced the town needed to go out for stone bids next month.

**RESOLUTION #8**

Motion was made by Councilman Kauffman, second by Councilman Daniels, to go out for stone bids for the 2021-2022 season.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

**TOWN CLERK**

Town Clerk McKown presented the rent check from Phil Wade of the Jericho Arts Council in the amount of $200.00 and financial report from the 2020 year.

**RESOLUTION #9**

Motion was made by Councilman Evans, second by Councilman Kauffman, to give the rent check back to the Jericho Arts Council.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

McKown brought up the agreement from the Town of Bainbridge and the Bainbridge Free Library. After some research, he discovered the agreement had only been a 'verbal' one and asked our insurance agent JR Bogert for assistance on what our insurance risk manager would need in writing for this agreement. McKown shared with the town board what Mr. Bogert had provided. The town board held some conversation on the matter and asked McKown to make contact with David Lieb of the Library Board, to have him put into writing what has already been established 'verbally', and to come back with a 'finalized' agreement next month.

Councilwoman Sienko brought up the court audit she had conducted with Councilman Kauffman. She said there were a couple of issues, but overall they were impressed with the audit. Sienko wanted it 'on the record' that the court should be making bank deposits twice a week, and the court understood that. The town board held discussion about the court audit and when deposits should be made in compliance with municipal law.

Supervisor Nabinger stated she would send the court audit paperwork in to the state with a copy of minutes reflecting the resolution for the court audit.

**RESOLUTION #10**Motion was made by Councilwoman Sienko, second by Councilman Daniels, that we accept the 2021 court audit conducted by Councilwoman Sienko and Councilman Kauffman.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

Councilwoman Sienko asked Park Superintendent Richman to look into prices for signage for the parks and affirmed the Clinton Park Committee would get back to the town board next month on the revised agreements for Clinton Park.

Councilman Evans shared with the town board his and Councilman Daniels' audit with the Town Clerk. He commented the audit check list confirms deposits are being made regularly, reconciliations are performed and adequate documentation is provided. Evans brought up the payments to Supervisor Nabinger from Town Clerk McKown. Councilman Daniels complimented on the nice job Deputy Clerk Cooper was doing with the bank reconciliations. Evans asked about doing an audit for the Supervisor and the Bookkeeper.

Evans mentioned the importance of keeping the town clerk's computers up to date and asked Town Clerk McKown to remind the town board of that at budget time.

He confirmed with Supervisor Nabinger the state filing due date is February 28th.

Evans brought up the Employee Handbook and that we still needed to approve it.

**RESOLUTION #11**

Motion was made by Councilman Kauffman, second by Councilwoman Sienko, to approve the Employee Handbook.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

Councilman Evans brought up the positions of the Highway Superintendent & Town Clerk and the idea of them being appointed vs. elected positions. Evans said this is a conversation we need to have, and talked about towns that are starting to make these changes. Supervisor Nabinger said she believed this needs to go to public vote and she'll have to check with County.

Councilman Daniels shared his positive experience with Town Clerk's audit and his tour of the basement of the town hall and records room.

Supervisor Nabinger brought up the town's emergency plan and how it's due by April 1st.

She confirmed with Town Clerk McKown that Tim Harmon had completed his sexual harassment training.

Nabinger asked if everyone had done their Oath of Office. McKown stated he still needed an Oath of Office from Councilman Daniels and Councilman Kauffman.

Nabinger said she's looking into replacing the tables in the meeting room, with the grant money, and wants to open the whole room up during our meetings.

She informed the town board she had put in for our 5th grant reimbursement and expects to have payment by the end of the month.

Nabinger presented the town board with the bond resolution for $200,000.00 for our new truck and for the balance of the $36,000.00 to be taken out of the Machinery Reserve. She read the details of the bond resolution and asked the town board for a motion to approve the bond resolution.

**RESOLUTION #12**

Motion was made by Councilman Evans, second by Councilman Kauffman, to approve the Bond Resolution for the new truck purchase through NBT Bank.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

The following claims as set forth on abstract #2 for 2021 were audited by Town Board:

General Town Wide#20-42 for $17,779.69

General Town Outside#2-3 for $91.28

Bennettsville Lights#2 for $15.66

Highway Town Wide#10-18 for $2,565.88

Highway Town Outside#7-10 for $7,625.46

**RESOLUTION #3**

Motion was made by Councilman Evans, second by Councilman Kauffman, authorizing clerk to issue warrant to Supervisor for payment of audited claims changing the amount on the Mirabito bill to $2,334.85 and noting the missing invoice from Chenango Welding LLC for $5.75;

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels; Councilman Kauffman; No: none; Motion Carried.

The town board held conversation on the bill from Barnard's Hometown Hardware.

**RESOLUTION #11**

Motion by Councilwoman Sienko, second by Councilman Kauffman,that the meeting be and hereby is adjourned at 8:03PM.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

Respectively Submitted,

Aric McKown

Town Clerk