

Regular Town Board Meeting
October 16th, 2023

The regular meeting of the Prattsburgh Town Board was called to order on October 16th, 2023, at 6:30 P.M. at the Prattsburgh Town Hall, Prattsburgh, NY. Supervisor Wordingham led the Pledge of Allegiance.

PRESENT:

Albert Wordingham Supervisor
Angela Einwachter Councilmember
Elizabeth Peck Councilmember
Janette Payne Councilmember
Pete Scheid Councilmember
Edward Brockman Legal Counsel
Kim Sobolewski Town Clerk

PUBLIC HEARING- (2024 TAX CAP)

A motion was made by Councilmember Scheid and seconded by Councilmember Payne and duly carried, the hearing was open at 6:30 P.M. On a motion made by Councilmember Einwachter and seconded by Councilmember Scheid and with all board members in favor and with all persons desiring to be heard having been heard, the hearing was closed at 6:35 P.M.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

PLANNING BOARD

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, Elizabeth Deery will be appointed to the Planning Board.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

SPECIAL GUEST

Rotary member Sandy Squires spoke to the Board regarding the Prattsburgh Winter Fest.

WINTERFEST

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, Rotary will be using the Town Park for Winterfest on December 2nd, 2023

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye

Supervisor Wordingham-Aye

MINUTES

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, the September 18th, 2023, Minutes were accepted as presented.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

FESTIVAL OF LIGHTS

On a motion made by Councilmember Peck, seconded by Councilmember Payne, the Historical Society will be using the Town Park for the Festival of Lights.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

TAX CAP 2024

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the following was approved:

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

TOWN OF PRATTSBURGH

Resolution No. 29 -2023

Proposed Local Law To Establish New York State Tax Cap Override For Fiscal Year 2024

Motion by Councilperson Einwachter, seconded by Councilperson Scheid to adopt the following resolution:

WHEREAS, New York State has mandated a tax cap for annual increases of municipal budgets; and
WHEREAS, the Town of Prattsburgh does not anticipate exceeding the tax cap; and
WHEREAS, the New York State Tax Cap Law is complex to follow and includes significant penalties if all rules are not followed and such tax cap is violated; and
WHEREAS, an override of the tax cap is permitted under State Law and appears appropriate for the Town of Prattsburgh under the circumstances; and
WHEREAS, a proposed Local Law has been distributed to the Town Board; and
WHEREAS, the Town Board intends to act as “Lead Agency” with respect to SEQRA issues related to this action.

NOW THEREFORE, BE IT RESOLVED, THAT

1. The Town Board of Town of Prattsburgh hereby determines that it is in the best interests of the residents and property owners of the Town of Prattsburgh to override the tax cap as provided in the General Municipal Law to ensure that the Town is not in violation of the tax cap law embodied in §3-c of the General Municipal Law for the year of 2024.
2. The Town Board designates itself as “Lead Agency” for SEQRA issues related hereto, determines that there will be no detrimental environmental impacts resulting therefrom, therefore declares this to be a “Type II” action and accordingly no environmental review will be undertaken.
3. A proposed Local Law overriding the tax cap pursuant to General Municipal Law Section 3-c has been circulated to the Town Board.
4. That a public hearing on the proposed Local Law is hereby scheduled for October 16, 2023, at 6:30 p.m. at the Town Hall and that notice thereof be made by legal counsel.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 29-2023 was adopted at the meeting of the Town Board of the Town of Prattsburgh held on September 18, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: 09/19/2023

Kim Sobolewski–Town Clerk

Town of Prattsburgh

FINANCIAL REPORT

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the October 2023 financial report was accepted as presented by Supervisor Wordingham.

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye

Councilmember Scheid-Aye

Supervisor Wordingham-Aye

AUDIT OF BILLS

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, the board approved payment of the following bills on ABSTRACT #10 to be paid as presented. The total amount to be paid on ABSTRACT #10 is \$167,199.02(Voucher#369-412)

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye

Councilmember Scheid-Aye

Supervisor Wordingham-Aye

APPROPRIATIONS

On a motion made by Councilmember Peck, seconded by Councilmember Einwachter, the October 2023 appropriations were accepted as presented.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid- Aye
Supervisor Wordingham-Aye

HIGHWAY

Since our last meeting we have:

Cleaned sluice pipes on Blacklock Road plus a pipe extension.
Cleaned ditches and changed a cross pipe on part of Lyons Hollow.
Cleaned inlet side of large pipe on Davis Road by Tadd Snaith's.
Received shared service from Pulteney, Urbana, and Wheeler.
Provided shared service to Pulteney, Bath, and Wheeler.
Suit-Kote grounded and injected Hotchkiss Road with Mag Chlorine.
Started the final round of roadside mowing, about 1/3 done.
Hauled in 75 Ton of Idem #4.
Working on putting up signs on Block School, Italy Valley, and Ring Rose Roads.
Normal repairs and maintenance.
Starting extensive repairs on T-304 and T-200.
We are about done with road work for the year.
Getting ready for winter!!

CODE

Report for 09/18/2023 thru 10/15/202

Permits apps -9

Appearance Tickets-0

Renewals- 1

Building inspections- 18

Septic Inspections – 0

C of O/C of C – 3

Compliance inspections - 0

Compliance orders – 0

Phone Calls – 102

Emails – 119

Monthly meeting, Iworq migration, Plan Reviews, Sexual harassment & Discrimination webinar

WATER

9/19 – Cleaned up from curb box replacement on Howe St.
9/20 – Fred and I had Water Training in Hammondsport
9/21 – Read water meters
9/22 – Fred and I worked on locating curb boxes on Mechanic St
9/25 – Worked on getting ready for the survey canvassing
9/25 – Al, Angela, Beth, Kim, Janette, Becky Sims and I canvassed for income surveys
9/26 – Finished Locating curb boxes on Mechanic St
9/29 – Fred and I worked on locating curb boxes on County Rte. 74
10/2 – Sent in our September Water Report to the DOH
10/2 – Located curb boxes on Pratt St
10/2 – Had our first budget meeting
10/3 – Located curb boxes on South Main St
10/5 – Fred, Russ and I replaced one curb box on Allis St and one curb box on North Main St
10/6 – Cleaned up from our work on 10/5
10/10 – Received a chlorine delivery
10/10 – Took October's water sample to the Wayland Lab
10/12 – Worked on a hydrant by the reservoir tank
10/12 – Looked at a customer's water issue
10/13 – Fred and I Located curb boxes on South Main St, Chapel St and Cook School Rd
I have been working on creating Customer Info Sheets
I have been working on organizing over 3000 pictures from the town phone

UDIG

Tickets – 35

Mark outs – 30

28 of the 35 mark outs were for the Town of Prattsburgh, 26 for Highway and 2 for Water

SUPERVISOR

9/18/23 A couple of weeks ago I received a call from EDR Historic Preservation regarding the cemeteries that the town of Prattsburgh owns. There is a chance that the town could receive money to do some repairs if the wind farm project moves forward. Tim Hoose went to every cemetery and identified the repairs that are needed. I want to thank Tim for his great job in a short amount of time.

9/19/23 I attended the public hearing for the Empire project held by the Steuben County I.D.A. This will enable Empire to get sales tax relief and operate through a pilot program.

9/20/23 Nikki Cervoni (Sprague Insurance), Jeanette, and I reviewed the Town's policy for 2024. We made a few updates and changes from 2023. We combined a number of things under one cost, such as the new lights and tables listed under the line-item gazebo. This will save the additional cost of the insurance. The increase for 2024 is 6%.

9/25/23 Angela, Kim, Jeanette, Beth, Chris U., Becky Simms (RECAP), and I went door to door collecting data for a salary analysis for grant applications. If you live in the water district and haven't completed a questionnaire, please do so. It literally takes two minutes and could open the door to significant help in the form of grants. Just give the town hall a call.

10/2/23 Results of the door-to-door survey for the salary analysis of the water department now at 46% response. We need about 70% for CDBG (Community Development Block Grant). This is an excellent grant to secure because it is all grant, no match.

10/2/23 We had our first budget meeting for the 2024 budget. It continues to be a challenge to stay within the 2% cap that the state mandates considering the fact we have been living in a world of double-digit inflation for the last two years.

10/3/23 At the planning board meeting last night the Empire project was on the agenda. The site application was submitted to the county on September 15th. The County planner has 30 days to review. Hopefully on October 18th at 6:30 at the town hall the planning board will give final site approval.

10/5/23 Kim, Jeanette, Pete, and I had a meeting with Nathan Day (SCT) regarding the hardware and set-up cost for the town to purchase a firebox. The firebox will protect the town's information prior to it being sent to the cloud.

10/10/23 I had a discussion with Nate Day (SCT) about protecting the town from a cyber-attack. We purchased the hardware and software over a year ago to keep all of the town's information on the cloud which does half the job. The problem lies with the information at the town that has not yet been transferred to the cloud (happens once a day). In order to protect this data, we need to purchase a piece of hardware called a firebox with a 3-year warranty. With setup the cost is approximately \$1640.00. The subscription needs to be renewed every three years at a cost of \$500.00. A \$250,000. Insurance policy from NYMIR is approximately \$1700.00 per year.

10/11/23 Chris Underhill and I had a discussion with Becky Simms (RECAP Solutions) regarding the water department income survey. We hope to be eligible for Community Development Block Grant (CDBG) money for a portion of the upgrades to the water department.

PUBLIC HEARING

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the Board scheduled a meeting to hold public hearing on October 30th, 2023

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

WATER RELEVY

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, the following was approved:

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Town of Prattsburgh

Resolution No. 30 -2023

Relevy of Past Due Water Bills

Motion by Councilperson Scheid, seconded by Councilperson Peck to adopt the following resolution:

WHEREAS, the Town of Prattsburgh contains a Water District for a particular area of the Town; and
WHEREAS, the Town Board of the Town of Prattsburgh administers that Water District; and
WHEREAS, the Town generates bills to the municipal water customers in the Water District for the purpose of paying for the costs of operating the Water District; and

WHEREAS, certain of the bills to water customers remain unpaid although due demand for payment has been made.

NOW THEREFORE BE IT RESOLVED, THAT

The water bills that are past due and remain unpaid be forwarded to Steuben County with a request that those delinquent water bills be added to the 2024 Town and County tax bills for the real property parcels to which the municipal water was provided and to which the unpaid water bills respectively pertain.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 30 2023 was adopted at the regular meeting the Town of Prattsburgh Town Board held on October 16, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: October 17, 2023

Kim Sobolewski – Town Clerk
Town of Prattsburgh

PUBLIC HEARING

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the public hearing for the proposed water district rate increase will be set for November 20th, 2023.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

HIGHWAY 6 WHEELER

On a motion made by Councilmember Peck, seconded by Councilmember Einwachter, the Highway 6wheeler was approved for purchase with expected delivery of fall 2024.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

LEAD AGENCY

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the following was approved:

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Town of Prattsburgh
Resolution No. 31 -2023

With Respect To the Project To Renovate and Restore the Properties known as 12, 14 and 16 Main Street, Prattsburgh, New York by 20 Portsmouth LLC

Motion by Councilperson Einwachter, seconded by Councilperson Scheid to adopt the following resolution:

WHEREAS, Christopher Costanza and Amanda Costanza, through their 20 Portsmouth LLC, own properties known as 12, 14 and 16 Main Street (Main Street Project), in the Town of Prattsburgh, being mixed residential and commercial properties; and

WHEREAS, those properties are in a physical condition requiring renovation and restoration; and

WHEREAS, the owners have acquired a Restore NY Grant to assist in the project; and

WHEREAS, the renovation and restoration project may have an environmental impact;

WHEREAS, the Restore NY Grant protocols require a SEQRA review; and

WHEREAS, the Town Board of the Town of Prattsburgh is the Local Project Administrator for the Restore NY Grant; and

WHEREAS, The Town Board intends to seek "Lead Agency" status with respect to that requisite SEQRA review.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh determines pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617, hereafter called SEQRA, that the proposed project is an "Unlisted" Action under SEQRA and therefore a Short Environmental Assessment Form (SEAF) must be prepared.
2. The Town Board declares its intent to establish itself as Lead Agency in the coordinated review for this action.
3. The Town Clerk through the Town Legal Counsel shall notify all involved agencies of the Town Board's intention to designate itself as lead agency.
4. A coordinated review will be performed.
5. This resolution shall take effect immediately.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 31 2023 was adopted at the regular meeting the Town of Prattsburgh Town Board held on September 18, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: September 19, 2023

Kim Sobolewski

MAIN STREET SEAF

On a motion made by Councilmember Scheid, seconded by Councilmember Einwachter, the Board approved to make changes in part one and authorize the town Supervisor to sign and submit part two and three.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

CLOSED SESSION

On a motion made by Councilmember Peck and seconded by Councilmember Einwachter with all Board Members favor, the Board will go into closed session to confer with legal counsel to discuss contractual matters.

Councilmember Einwachter-Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

On a motion made by Councilmember Einwachter and seconded by Councilmember Peck, the board agreed to exit closed session and reenter regular session.

Councilmember Einwachter-Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

ADJOURNMENT

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, and duly carried, the Regular meeting was adjourned at 8:42 P.M.

Councilmember Einwachter- Aye
Councilmember Peck-Aye
Councilmember Payne-Aye
Councilmember Scheid-Aye
Supervisor Wordingham-Aye

Respectfully submitted,
Kim Sobolewski, Town Clerk