

- 29) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, February 8, 2024
- 30) A regular board meeting of the Town of Piercefield was held on February 8, 2024 at 7:30 PM at the Piercefield Town Hall with the following members present:  
 Town Supervisor Joe Denis  
 Councilmember Gina Sarazen  
 Councilmember Carol Dimond  
 Councilmember Tom Snye  
 OTHERS PRESENT: Town Clerk Paige Phillips, Fire Chief Mark McCuen, Childwold resident Kate Bencze
- 31) Pledge of Allegiance  
 The meeting was opened with the Pledge of Allegiance led by Town Supervisor Joe Denis.
- 32) Approval of Minutes  
 On a motion by Councilmember Gina Sarazen, seconded by Councilmember Carol Dimond, the minutes of January 11, 2024 as presented by the Town Clerk be approved. AYES: Supervisor Denis, Councilmembers Dimond, Sarazen, Snye. NAYS: 0
- 33) Monies Received

Real Property Tax	\$149,040.00
Non-Property Tax Distribution	\$42,544.23
Refuse & Garbage	\$1,954.00
Insurance recovery	\$131.68
Fines, Forfeits of Bail	\$705.00
Water user fees	\$640.00

**Privilege of Floor**

- 34) Planning Board & BAR  
 Kate Bencze attended the meeting to state her interest on becoming a member of the planning board. There is also a possibility she may be interested in becoming a member of the board of assessment review. Supervisor Joe Denis spoke with Town Attorney Kirk Gagnier, making sure there would be no conflict of interest if she were to join both the planning board and BAR. Joe was advised there is no conflict. Kate asked what the requirements are to join the BAR. Town Clerk Paige Phillips gave her the contact info for the BAR Chairman so she can get the most accurate information. On a motion by Councilmember Carol Dimond, seconded by Councilmember Gina Sarazen, appoint Kate Bencze as planning board member be approved AYES: Supervisor Denis, Councilmembers Dimond, Sarazen, Snye NAYS: 0
- 35) Fire Department  
 Mark McCuen shared updates on the progress toward receiving grant money for the new fire station. Volunteer firefighter Zachary Hoyt has been in contact with legislators regarding what information they need in order to receive a grant. The department has to prepare and update information such as their milage covered, population of the area, budget, and services they provide. Once this is compiled, they will be able to move onto the next step. Mark also needs the deed paperwork from the town for the parcel of land that was given to them in 2021. Supervisor Joe Denis has been working with Town Attorney and will get it to him as soon as possible. Joe also mentioned a woman in Watertown that works on processing grants that they could get in contact with.

**Old Business**

- 36) Youth Center  
 The Highway Department fixed some of the problems Gina reported last meeting. Covers were placed over the outlets that were no longer working and two new outlets were installed. The heaters are now functioning properly, and the gym floor has been fixed. Councilmember Gina asked about installing a new ceiling. Town Supervisor Joe Denis advised that the town would have to plan how much this project would cost and money would have to be put aside in an account specific to this project.
- 37) Water Line Break  
 The contractor that was charged for the water line break in Conifer contacted the Towns Attorney and would like to negotiate the bill. The contractor offered to give the Highway Department back the materials used to fix the water line oppose to paying the sum of the entire bill. The Board is in agreement that the bill should be paid outright. Town Supervisor will inform the Towns Attorney of this decision. On a motion by councilmember Tom Snye, seconded by Supervisor Joe Denis the negotiation of the bill for the water line break be approved. AYES: 0 NAYS: Supervisor Denis, Councilmembers Dimond, Sarazen, Snye. Denied.

**New Business**

38) Spend Highway Funds

Highway Superintendent Jay Rust was unable to get a figure for the price of blacktop for this year. Jay will be able to complete the agreement once he has the pricing and will present it to the board at the regularly scheduled board meeting in March.

39) Highway Contingency Fund

Councilmember Carol Dimond would like to see a contingency fund for the Highway Department in the 2025 budget. In order to create a contingency fund, a plan needs to be put in place and followed. A discussion ensued offering ideas on how to keep cost low and decrease spending. Councilmembers agree creating a vehicle schedule would be a good place to start. This would allow for the purchase of new vehicles when needed, and as a result decrease the cost that comes with maintaining a fleet of older trucks. Along with a vehicle schedule, councilmember Carol Dimond has offered to be more hands on with CHIPS reimbursement. Carol would like to see all the CHIPS money the town receives getting utilized whenever possible. Tom Snye agrees getting the reimbursement from the CHIPS money is huge because it is not guaranteed that the town will receive this money every year. A plan can be made and put in place when Highway Superintendent is present for discussion.

40) Official Undertaking

**RESOLUTION NO.: 02-11-2024**

**Dated: February 8, 2024**

**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS**

**WHEREAS**, various sections of New York State Town Law and Public Officers Law require that certain officials execute an Official Undertaking, and

**WHEREAS**, we, the Town Board of the Town of Piercefield hereby require the Town Supervisor, Town Clerk/Tax Collector, Town Justice, and Highway Superintendent, to execute said Official Undertaking as required by said law, now therefore be it

**RESOLVED**, that we the Town Board of the Town of Piercefield approve the document entitled “Town of Piercefield Official Undertaking of Municipal Officers” as to its form and manner of execution and the sufficiency of the insurance, and, and be it further

**RESOLVED**, that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

A motion to adopt the foregoing Resolution was made by Councilmember Gina Sarazen and seconded by Councilmember Carol Dimond. The following each voted in favor of the Resolution: Supervisor Joe Denis, Councilmembers Dimond, Snye, and Sarazen.

41) Payment of Bills

On a motion by Councilmember Carol Dimond, seconded by Supervisor Joe Denis, the following payments be approved AYES: Supervisor Denis, Councilmembers Dimond, Sarazen, Snye NAYS: 0

General Fund:	\$10,696.89
Highway Fund:	\$26,791.25
Lighting District	\$432.90
Conifer Water:	\$705.28
Piercefield Water:	\$298.08
Trust and Agency	\$8,647.54
<b>Total</b>	<b>\$47,571.94</b>

42) Approval of Town Clerk Monthly Reports

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Tom Snye, the Clerk Reports for January 2024 be approved: AYES: Supervisor Denis, Councilmembers Dimond, Sarazen, Snye. NAYS: 0

43) Adjournment

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Tom Snye, the meeting was adjourned at 8:13 pm. Next regular meeting will be held on Thursday, March 14, 2024 at 7:30pm.