

TOWN OF TOMPKINS  
TOWN BOARD MEETING  
November 8, 2018

The regular monthly meeting of the Town of Tompkins Town Board was called to order at 7:00 pm in the Town meeting room, Trout Creek, NY. With Brian Albanese leading in the Flag salute.

Present:

1. William Layton – Supervisor
2. Howard Buttell – Councilperson
3. Peggy Backus – Councilperson
4. Brian Albanese - Councilperson - Absent
5. Tim LaTourette – Councilperson

Others:

1. Michelle Phoenix – Town Clerk
2. Ron VanValkenburg – Highway Superintendent
3. Nancy Roberts – Bookkeeper
4. Kyle McLaughlin – Highway employee
5. Joe Reynolds – Town Code Enforcer
6. Greg Kole - Resident

**Guest Speaker:** Shawn Leddy from Delaware County Planning Department – Stated to the board that the Town of Tompkins needed to update their All- Hazards mitigation Plan. This plan needs to be updated every 5 years and the 5<sup>th</sup> year for the Town of Tompkins Board Hereby approves the Adoption of the Delaware County Multi-Jurisdictional All Hazards mitigation plan with the Changes updated by Nancy Roberts to section F.1.

Vote – All Ayes – Motion Carried

Joe Reynolds – Tompkins Code Enforcer

Joe approached the board along with Greg Kole with a quote to build the Handicap Ramp at the school house of \$4,500. Reynolds and Layton provided the Town of Tompkins Procurement Policy states any public work that is done under \$6,999.00 do not need to be bid out or quoted. Layton stated on that fact he will be hiring Kole to preform the work on the handicap ramp at the school house and stated 1/3 would be paid toward the work now and 1/3 paid mid completion and the final 1/3 upon completion. Layton stated Kole could get all supplies at Jess F Howes and have it billed to the Town and each time provide Reynolds with a copy of the slip of items picked up.

**Minutes Approval:**

On motion by Layton, seconded by Backus, it was moved to approve the minutes of the October 9, 2018 regular mothy meeting.

Vote: All Aye’s

Motion Carried.

**Abstract of Claims:**

On motion by Buttell, seconded by Layton, it was moved to approve the Abstract of Claims for November 8, 2018 as follows: General Fund: \$20376.41 Highway Fund: \$87385.84

Vote: All AYES - Motion carried.

**Monthly Financial Reports:**

**Town Clerk:**

On motion by Buttell, seconded by Layton, it was moved to receive, approve and place on file the Town Clerk monthly report for October 2018.

Vote: All AYES - Motion carried.

**Supervisor's Report:**

On motion by Backus seconded by Buttel, it was moved to approve and place on file the supervisor's monthly financial report as the Annual Financial Audit 10/31/2018 dated November 8, 2018.

Vote: All AYES - Motion carried.

**Other Reports:**

**Planning Board** – None

**Assessor** – November 2018

**Highway Superintendent:**

1. Have been hauling grit.
2. Patched up portions of Tower Mountain
3. Trucks all set up for snowfall
4. Gravel has been put on Roods Creek

**Dog Control Officer:** – None

**Supervisor:** –

1. Nancy has filed the tax cap and with the Growth Rate for the town we have received an extra \$5,210.00, Nancy had applied that to A1620.2 building fund in the Budget.
2. On Motion by Layton, Seconded by Buttel to approve the Preliminary budget and to set up a public hearing on Tuesday November 20<sup>th</sup> at 7:00pm. Motion – All Ayes, Motion Approved.
3. Layton has met with NYMER and has reviewed all insurance Policies.
4. Creamery modular has been examined by Sue McEntire of the County and she stated the Modular can be taken down and hauled to the Dump. Ron stated that the local snowmobile club would like the frame to use as a bridge for over one of the streams. Layton stated we can not as a Town just give it away but they could purchase it through the Surplus bidding that needs to be done in the future.
5. Parking lot of the Town hall is done
6. Chimney of Town hall has had a screen placed around it.
7. Brush around building has been trimmed
8. Bill has tried contacting Hartz numerous times and has yet to receive a call back on the furnace cleaning.
9. The exit issue with the Court room was discussed, Linda the Court clerk does not want a curtain it will obstruct views when court is in session, Linda stated that she using one of the meeting rooms as an egress window and putting an "Emergency Exit" Sign above that. Linda would also like the board to take into consideration of installing a window next to the Door in the court room to be able to view who is coming in and also would like a cheap camera for viewing who is entering the building when court is in session.
10. Layton has learned there is a new Sexual Harassment Policy and training that has been put out by the State that each Town needs to follow.
11. Brian stated in an email that the Kelsey house has numerous code violations and requests the Town to sell the building because we no longer use it as a polling place. Layton has spoken with Paul Bartholomew and he stated he will have a meeting with the community and see what they want.
12. Layton stated Albanese had drafted a change to the Ethics policy and sent it to the union for approval. Layton could not provide the board as to what the change was.

**Sewer District:**

Sewer District workers report – October reports provided

On motion by Buttel, seconded by Layton to approve the Abstract of Claims dated November 8, 2018 for the sewer district in the amount of \$6158.93

Vote – All Ayes – motion carried

On Motion by Layton seconded by LaTourette it was moved to approve the Trout Creek Sewer District Financial Report for the month of October, Dated 11/8/2018

Vote – All Ayes – Motion Carried

**Other Sewer District** – As per previous discussion on the procurement policy, Michelle as the SD Admin will be hiring Luther Higley for the snow removal of the Sewer district.

On motion by Layton, Seconded by Buttel it was moved to approved the SD Preliminary Budget as provided and to include that with the budget for the public hearing. Vote: All Ayes, Motion Carried

**Other:** – Nancy Presented the Standard work day resolution including hours for Nancy, Wendy and Harry.

On motion by Buttel Seconded by Backus to approve presented resolution. All Ayes, Motion Carried.

**Correspondence:** - None

Meeting adjourned at 8:58 pm  
at 7PM

Next regular meeting to be held on December 10, 2018

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Michelle Phoenix  
Town of Tompkins Town Clerk

Date: November 8, 2018