

**Town of Starkey
Regular Meeting
June 4, 2020**

Members Present: George Lawson, Supervisor
Alan Giles, Councilperson
Caryl Sutterby, Councilperson
Jeremy Hall, Councilperson
Bill Holgate, Councilperson

Also, Present: Ralph Warren, Highway Superintendent
Brian Quackenbush, Code Enforcement Officer
Gwen Chamberlain, Resident
Mary Rose, Planning Board Member

Recording Secretary: Candace Iszard, Clerk

The regular Town of Starkey Board meeting was called to order at 7:00 PM by George Lawson, supervisor.

Approval of Minutes

Minutes of the May 7th, 2020, regular meeting of the Town Board, were approved as written. A motion was made by Alan Giles, councilperson, seconded by Caryl Sutterby, councilperson.

*All in favor; none opposed- Motion carried.

Town Clerk's Audit

- The Audit Committee reviewed the Town Clerk's books for 2019 on May 20th, 2020. The Audit Committee reviewed their findings with the Town Board, all was found to be in order.

Tax Collector's Audit

- The audit committee reviewed the 2020 Tax Collection records for 2020. The audit committee was pleased with the organization.

Supervisor's Audit

- The Audit Committee reviewed the Supervisors 2019-year end books on May 20th, 2020, all was in order. The Audit Committee reviewed their findings with the Town Board and recommended that the inventory be updated and kept current stating that an inventory list should be reviewed yearly.

Planning Board

- Planning board continues to seek a new member for the vacant term.
- Gwen Chamberlain had talked with George Lawson, expressing interest in the Planning Board, and was asked to attend the Town Board meeting. She was appointed to the vacant term ending in March 8th, 2027.
- Mary Rose, planning board member, expressed concerns with a short-term rental and the ability to contact the property manager, as well as the operation of the rental without a permit.

Piggybacking- Local Law 3-2013 Amendment

- A public hearing was scheduled for July 9th, 2020 to amend the Town of Starkey's Procurement Policy, Local Law 3-2013, adding piggybacking to the current law, to allow for purchasing from other municipal and state bids and contracts.

Cyber Security

- William "Buck" Lawson is preparing a quote to update the Town of Starkey's Cyber Security, based on the recommended suggestions from NYMIR.

Website

- Candace Iszard reported about the conference call with Diana Rossi, BAS Website Designer, a color palette has been selected, information template has been forwarded to the different departments. The estimated "Go Live" date is tentatively scheduled for July 31st, 2020.

Wastewater Law

- Candace Iszard compiled the changes and adjustments based on the recommendation from Jeff Graft, Attorney for the proposed Wastewater Law and The Wastewater Law Policy and Procedures. George Lawson, Supervisor suggested after reviewing all the suggested changes recommended by Jeff Graft, that we should consider adopting the Town of South Bristol "On-Site Wastewater Treatment System Law." He does mention that the law as written would need to be changed to include the Water Quality Protection Zones and Inspection Schedule.

COVID-19 "Corona Virus" Update

- The Townhall and Town Highway barn remain locked to all non-essential people. Employees have returned to work at 100% while maintaining social distancing requirements per NYS' Executive order.

Code Enforcement Officer's Report

Pine Road Drive

- Brian Quackenbush, Code Enforcement Officer, reviewed excavation concerns Pine Road Drive. There is still a "stop work order" in place that is being adhered to. Brian has also issued a 30-day intent to remedy order, he is currently waiting to hear back for the Cornell's. Brian has been monitoring daily and intends to continue to monitor daily to maintain that the stop work order is being followed. The contractor has stated that work has stopped. The order to remedy remains unanswered.
- Brian Quackenbush reported on the recent planning board meeting. The Planning Board reviewed four new applications, approved both a new dog kennel and special use permit as well scheduled three public hearings for July.

Highway Report—Ralph Warren

- Highway crew is working on dust oil and paving.
- Bradley Conover has put in his resignation, his last day is June 15th, 2020.
- Ralph continues to look at the budget for road repairs, and paving; as CHIPS, Pave NY, and Extreme Weather funding have not been confirmed.

Supervisor's Report — George Lawson

- George will investigate the need for an AED machine at the Town hall.
- George asked the board to consider a stipend for the Planning Board members, citing that the time that is involved in sitting on this board has dramatically changed in the recent years due to the Short-Term Rentals, and re-writing of the Code Book. The time commitment has become quite demanding. Bill Holgate stated that we would check with Dan Long, Yates County public planner to see if other townships offer a stipend.

Town Clerk — Candace Iszard

- The monthly town clerk report was given to the Board. Candace reported that she attended the Planning Board meeting held at the highway barn and via Zoom. Candace explained that there is a need to purchase the upgraded version of the Zoom Application, as the meeting length is a 40 minute maximum, therefore, extended meeting have multiple interruptions, the board concurred that the purchase of the upgrade is warranted at a monthly cost of \$14.99.

Resolutions

RESOLUTION 16 -2020

Appointment of Planning Board Member

On a motion by George Lawson, councilperson seconded by Caryl Sutterby, councilperson the following resolution was

ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
 Nays 0

RESOLVED that the Town Board, Town of Starkey does hereby appoint Gwen Chamberlain to the Planning Board for the term ending March 8, 2027.

RESOLUTION 17 -2020

Highway to Hire MEOL

On a motion by Alan Giles, councilperson seconded by Caryl Sutterby, councilperson the following resolution was

ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
 Nays 0

RESOLVED that the Town Board, Town of Starkey does hereby authorize Ralph Warren, Highway Superintendent to seek employee for the position of Motor Equipment Operator Light (MEOL) at a starting wage of \$19.00 per hour.

RESOLUTION 18 -2020

Public Hearing Amend Local Law 3-2013

On a motion by George Lawson, supervisor seconded by Jeremy Hall, councilperson the following resolution was

ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
 Nays 0

RESOLVED that the Town Board, Town of Starkey does hereby schedule a Public Hearing for the Amendment of Local Law 2-2013 for July 9th, 2020 at 7:00 PM at the Starkey Town Hall 40 Seneca St. Dundee, NY.

RESOLUTION 19 -2020

Zoom Purchase

On a motion by Bill Holgate, councilperson seconded by Alan Giles, councilperson the following resolution was
ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
Nays 0

RESOLVED that the Town Board, Town of Starkey does hereby authorize the purchase for Zoom at the monthly cost of \$14.99.

RESOLUTION 20 -2020

Television Purchase

On a motion by Alan Giles, councilperson seconded by Bill Holgate, councilperson the following resolution was
ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
Nays 0

RESOLVED that the Town Board, Town of Starkey does hereby authorize the purchase of a television not to exceed the purchase price of \$500.00, for the use of presentations in the Town Hall.

RESOLUTION 21 -2020

Clerks Audit

On a motion by Alan Giles, councilperson, seconded by Jeremy Hall, councilperson the following resolution was
ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
Nays 0

RESOLVED that the Town Board, Town of Starkey audited the 2019 records of the Town Clerk, Candace J. Iszard and found them to be in order.

RESOLUTION 22 -2020

Tax Collectors Audit

On a motion by Alan Giles, councilperson, seconded by Jeremy Hall, councilperson the following resolution was
ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
Nays 0

RESOLVED that the Town Board, Town of Starkey audited the 2020 records of Tax Collector, Candace J. Iszard and found them to be in order.

RESOLUTION 23 -2020

Supervisor's Audit

On a motion by Alan Giles, councilperson, seconded by Jeremy Hall, councilperson the following resolution was
ADOPTED Ayes 5 Alan Giles, Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson
Nays 0

RESOLVED that the Town Board, Town of Starkey audited the 2019 records of the Town Supervisor, George E. Lawson and found them to be in order.

Budget Transfers --- There were no budget transfers this month.

Audit of Claims

On a motion by Bill Holgate, councilperson, seconded by, Alan Giles, councilperson the bills contained in the June 4th, 2020 Abstract have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund	Vouchers Number: 87-G through 112-G	\$16,231.51
Highway Fund	Vouchers Number: 65-H through 76-H	\$60,347.88
Ayes 5	George Lawson, Alan Giles, Jeremy Hall, Bill Holgate, Caryl Sutterby	
Nays 0		

With no further business, on a motion by George Lawson the meeting was adjourned at 8:20 PM.



Candace J. Iszard, Town Clerk

