

REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, SEPTEMBER 14, 2021

A Regular meeting of the Town Board, Town of Little Falls was held on September 14, 2021 at the town hall commencing at 7:00 p.m. with the following members present:

Present: Supervisor Dan Casler
Councilman Mitchell Soules
Councilman Kirk Schwasnick

Absent: Councilman Kevin Sullivan
Councilman Eric Gehring

Others Present: Town Clerk, Sandra Regan; Highway Superintendent, Donald Cotton; Town Attorney, Nick Macri; Court Clerk, Therese Soules

-Supervisor Casler called the meeting to order directing the clerk to call the roll.

RESOLUTION #64

Minute Approval

On motion of Councilman Soules, seconded by Councilman Schwasnick, the following resolution was ADOPTED-vote:

Ayes-Supervisor Casler; Councilmen Soules, Schwasnick

Noes-0

RESOLVED that the minutes of the previous month's meetings, as submitted by the clerk, hereby be approved.

-Privilege of the floor was granted to those present. There were no comments.

-Supervisor Report:

Supervisor Casler reported:

-That he will defer his financial report, that the preliminary budget is basically his monthly report for tonight.

-That he had nominated Planning Board Chairwoman Cobb for a Small Town America Civic Volunteer Award.

-That he's going to ask the planning board to begin working on a comprehensive plan using information from the towns of Schuyler and Richfield Springs. Attorney Macri stated that he had done one for the Town of Warren and would look into getting a copy of theirs to Chairwoman Cobb.

-That the town will receive an additional allocation of \$307.99 from ARPA (American Rescue Plan Act) for unclaimed funds; that he had attended a meeting at HCCC on ways to spend this money; that he doesn't know all the details yet, but the money can be used to cover lost revenue and for rebuilding infrastructure, which for the town, is basically roads; that he discussed this with Superintendent Cotton, and if the town goes that route, he'll probably redo Flint Ave and the town's parking lot.

Discussion was held on what other things the money can be used for with Supervisor Casler stating that further discussion will be held on this matter in the future.

-Assessor Report: None

-Codes Enforcer Report: Tabled until Codes Enforcer Green was present later in the meeting.

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-Town Attorney Report:

Attorney Macri reported he had nothing except to report that he will be out of town and unable to attend next month's meeting.

-Town Justice Report:

Supervisor Casler reported that he had received the Justice deposit of \$4,500 for the month of August.

-Planning Board Report:

Clerk Regan reported that the planning board did not meet at the beginning of the month; therefore there is no report at this time, that the board will be meeting next week..

Supervisor Casler stated that he has had discussions with Planning Board Chairwoman Cobb about comprehensive planning and that she is also under the assumption it is a good idea.

-Health Officer Report: None

-Dog Control Officer Report: None

-Highway Superintendent Report:

Superintendent Cotton reported that \$38,000 has been received and there's a balance of \$38,000 coming from CHIPS. Superintendent Cotton stated that money is received from Extreme Winter Recovery, Pave NY, and CHIPS (Consolidated Highway Improvement Program); that money from Extreme Winter Recovery and Pave NY cannot be used for equipment, CHIPS money can, which is what the \$38,000 balance is for.

Superintendent Cotton stated that he'd like to get a new loader to replace the one that is 20 years old. Discussion was held on this, no action was taken.

-Town Clerk Report: Nothing at this time.

-Supervisor Casler reported that he received the AUD report for 2020 from Reeds, and after having been told by Dave Reed that over the last couple of years the town has been burning up the fund balance, he thinks he'll be forced to go over the tax limit this year, so a law allowing this will have to be adopted.

-Supervisor Casler stated that due to an out of town meeting he has to attend, next month's meeting date has to be changed. Discussion was held on this matter with the board agreeing to change the date from October 12th to the 13th.

RESOLUTION #65

Acceptance of Local Law #2-2021 Overriding Tax Levy Limit and Scheduling of Public Hearing

On motion of Councilman Schwasnick, seconded by Councilman Soules, the following resolution was ADOPTED by roll call vote:

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|-----------------------|-----|
| Supervisor Casler | Aye |
| Councilman Soules | Aye |
| Councilman Schwasnick | Aye |

WHEREAS, a local law has been introduced to override the Tax Levy Limit,

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2021-CONT.

(Resolution #65-cont.)

BE IT RESOLVED that the Town Board, of the Town of Little Falls, hereby accepts Local Law #2-2021 as introduced, and

BE IT FURTHER RESOLVED that the town clerk hereby by authorized to publish notice of a public hearing to be held on said law on October 13, 2020 at 7:00 p.m. at the town hall, in the Times Telegram at her discretion.

-Supervisor Casler reported that a letter of resignation had been received from Kathleen Brown as court clerk.

RESOLUTION #66

Resignation of Kathleen Brown-Court Clerk

On motion of Councilman Soules, seconded by Councilman Schwasnick, the following resolution was ADOPTED-vote:

Ayes-Supervisor Casler, Councilmen Soules, Schwasnick

RESOLVED that the resignation of Kathleen Brown, as Court Clerk, hereby be accepted.

-Supervisor Casler reported that he had signed the three-year insurance policy with Comp Alliance for \$18,341.00 per year.

-Discussion was held on fuel bids and the need to revise the town's bid sheets. Attorney Macri will contact the Association of Towns regarding this matter.

-Codes Enforcer Report:

Codes Enforcer Green reported that all is going well and that one lawn on Route 5s has to be mowed.

-Supervisor Casler reported that in regards to the budget, revenues have been much less than expenses for the past several years, which means, the town has been dipping into the fund balance. Supervisor Casler stated that looking at the preliminary budget, there's over a million dollar in expenses and only \$614,000 in estimated revenues, which means, there's a shortfall of \$480,000. Supervisor Casler stated that he can raise the tax levy limit of \$341,000, which means there will be a \$147,000 shortage to pay the bills. Supervisor Casler stated that we don't have a big enough fund balance to dip into, that's if we do nothing to change the numbers he's put in the budget.

Supervisor Casler stated that if the tax levy law is passed and we raise the taxes by x amount of dollars over what the tax levy limit allows us to do, we should end up having enough to pay bills.

Attorney Macri stated that you could consider a bond anticipation for five years for the bucket loader. Supervisor Casler stated that he had told Superintendent Cotton that the truck should be paid off.

Discussion was held on purchasing equipment with the board agreeing that the town needs to keep up its equipment. Superintendent Cotton stated that the trucks aren't bad, but if the loader goes down, they're in trouble.

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Supervisor Casler stated that he went over the numbers and based off last year's estimates he kind of kept everything the same; that it is what it is; the fund balance has been depleted over the years, expenses are continuing to rise such as health care, equipment and repairs.

Discussion was held on the money spent on roads with Superintendent Cotton stating that the money from Extreme Winter Recovery, Pave NY, and some from CHIPS was used for roads; that there's a balance of \$38,000 in CHIPS money that can be used for equipment and he'd like to see it spent on equipment, that CHIPS money has been spent every year; that he thinks it should be used up every year so the state won't think it's not needed and he'd like the balance left used on a loader.

-Supervisor Casler stated that Court Clerk Soules needs approval to apply for a JCAP (Justice Court Assistant Program) grant.

Court Clerk Soules explained that the town can apply for up to \$30,000 for equipment, furniture, printers, scanners, COVID supplies, etc., and that she, Justice Stone and Supervisor Casler will sit down and make a list on how to spend this money. Councilman Soules asked if it could be used for security. Court Clerk Soules stated that according to Justice Stone, Ilion just got approved to have an officer for DA days and if comes to a point where there is concern for safety you could do that.

Town Clerk Regan asked if a fireproof records room could be done, Clerk Soules stated that you could do that, that she does need storage.

After discussion, the board authorized Court Clerk Soules to proceed with the grant application.

RESOLUTION #67

Town Court Approval to Apply For Justice Court Assistance Program Grant

On motion of Councilman Soules, seconded by Supervisor Casler, the following resolution was ADOPTED by roll call vote:

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| Supervisor Casler | Aye |
| Councilman Soules | Aye |
| Councilman Schwasnick | Aye |

WHEREAS, the State of New York Unified Court System is soliciting applications from local governments under the Justice Court Assistance Program to assist local Justice Departments with needed equipment, automation, furniture, supplies, etc., and

WHEREAS the Little Falls Town Court has requested approval to apply for funding through the Justice Court Assistance Program,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Town of Little Falls authorizes the Little Falls Town Court to apply for a JCAP grant in the 2020-21 grant cycle up to \$30,000.00.

-Supervisor Casler stated that he's been told there can't be excess money in the fire account fund account, but the bank charges a fee if you don't have a \$100 minimum balance in the account; therefore; he needs to put \$100 in the account and needs approval to transfer this amount. The board approved the transfer.

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RESOLUTION #68

Fund Transfer

On motion of Councilman Soules, seconded by Councilman Schwasnick, the following resolution was ADOPTED by roll vote:

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|-----------------------|-----|
| Supervisor Casler | Aye |
| Councilman Soules | Aye |
| Councilman Schwasnick | Aye |

WHEREAS Adirondack bank requires a minimum balance of \$100.00 in any account to avoid monthly service fees, and

BE IT RESOLVED that the Town Supervisor is hereby authorized to transfer \$100.00 from the General Fund #A909 to the Special Fire District Fund to avoid service fees.

-Meeting recessed at 8:10 p.m. to audit the bills.

-Meeting resumed at 8:24 p.m.

RESOLUTION #69

Payment of General Bills

On motion of Councilman Soules, seconded by Councilman Schwasnick, the following resolution was ADOPTED-vote:

Ayes- Supervisor Casler; Councilmen Soules, Schwasnick
Noes-0

RESOLVED that the General Bills #101-108, in the amount of \$8,858.07 hereby be paid.

RESOLUTION #70

Payment of Highway Bills

On motion of Councilman Schwasnick, seconded by Councilman Soules, the following resolution was ADOPTED-vote:

Ayes- Supervisor Casler; Councilmen Soules, Schwasnick

RESOLVED that the Highway Bills #142-162, in the amount of \$55,058.38 hereby be paid.

-Attorney Macri stated that he'll draft a law which will amend the town's maintenance law to include wording relative to having unpaid law mowing services added to resident's tax bills and that this can be addressed next month.

-A brief review on the budget was held. After review, Supervisor Casler stated that the board can look over the preliminary budget and consider adopting it as the tentative budget at next month's meeting.

-The next regular meeting will be held on October 13, 2021 at the town hall immediately following the public hearing on Local Law 2-2021 scheduled for 7:00 p.m.

-Meeting adjourned at 8:27 p.m.-Councilmen Soules, Schwasnick

Respectfully submitted, Sandra Regan, Town Clerk