

The Theresa Town Board held a Regular meeting October 7, 2020 at 6:00 p.m. in the Town Office at 215 Riverside Ave. and the following were present:

Steven Marcinkowski	Supervisor
Timothy Busler	Councilmember
Charles Folsom	Councilmember
Kevin McCarthy	Councilmember
Darren Edgar	Councilmember
Kim Delles	Town Clerk
Mark Savage	Highway Superintendent

Others present: Kristy Perry, Tracy Hudon, Greg Parmes & Jeffrey Brunet

The meeting was called to order by Supervisor Marcinkowski at 6:00 p.m.

Reports received and placed on file:

Town Clerk's & Building & Zoning September 2020 report  
Transfer Site September 2020 report  
Judge Robert's June 2020 report

Res. #46

Motion by: Charles Folsom  
Seconded by: Kevin McCarthy

**Resolved**, that the minutes of September 9, 2020 be accepted as read.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Res. #47

Motion by: Steven Marcinkowski  
Seconded by: Timothy Busler

**Resolved**, that the following bills be paid:

Voucher #381-411;413-416 **Total \$349,618.48**

General	\$11,959.85
General O/S	\$187.56
Highway	\$11,247.37
Highway O/S	\$8,143.60
Capital	\$318,080.10

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Res. #48

Motion by: Kevin McCarthy  
Seconded by: Timothy Busler

**Resolved**, that the Supervisor be authorized to transfer \$25,244.28 from Highway Fund Appropriation Machinery Personal Service Account, DA-5130.1, and \$38,500.00 from Highway Fund Appropriation Snow Removal Personal Service, DA-5142.1, to the Highway Fund Appropriation Service to Other Government Personal Service Account, DA-5148.1.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Discussion:

Jeffrey Brunet asked the Board to name some private roads (see map of roads with suggested names) off from Burns Road. Mr. Brunet said there were (5) cottages off from the Burns Road and for emergency purposes the owners would like 911 numbers. He stated that he had gotten the blessing of the other cottage owners for the names. Supervisor Marcinkowski told him that there is a process to name the roads that will take some time. The Town Board would like to contact the owners to make sure everyone is on board with the names. Mr. Marcinkowski would like Assessor's Millett's input on the process.

Supervisor Marcinkowski asked Librarian Kristy Perry when the Library plans on using the \$15,614.00 of insurance money from the flooded roof. Mrs. Perry said that the Library Board would like it carried over to next year. She said that the Library Board has put off spending it because they have been debating whether to stay at that building, because of ADA regulations. Supervisor Marcinkowski asked Mrs. Perry who owned the books in the Library, for insurance purposes. As of now the building is insured but not the books. She said that Theresa Free Library owns the books. Tracy Hudon said that they were in the process of getting the books and historical pieces appraised.

A letter from Norseman Structures stating that the building has been installed to their specifications and that the warranty for the salt barn is in effect. The warranty has been extended for (2) years. Hybrid Building Solutions is still making some adjustments on the building.

Update of Highway Dept.:

- Getting ready for the winter
- Back roads have all been covered
- Turned water off at the cemetery and pulled the meter
- Allen Streeter came in (1) day last month for a burial
- Supervisor Marcinkowski asked if the men were back to (5) eight hour days yet. The contract stated that September 30<sup>th</sup> is the date to go to (5) days. Superintendent Savage said that they will go to eight hour days when Antwerp does because they are hauling sand from them. The Supervisor said that the contract should be followed on all issues or not at all.

Correspondence:

- A letter from Terry Petrie stating that there are (6) property owners on the other side of Hanson Bridge with close to one million dollars in assessments and they feel like they are ignored with the maintenance of the road and bridges. There is an erosion problem around the bridge that they would like fixed because they feel it is a dangerous situation. Superintendent Savage stated that he would take care of the issue tomorrow.
- A letter from Robert Bellinger, President/Chief Electrical Inspector, requesting to perform electrical inspection for the Town, to help inspectors complete continuing education requirements. The Town Board all agreed not to do.
- Workplace Violence Prevention Policy Statement was discussed by the Board

Res. #49

Motion by: Steven Marcinkowski  
Seconded by: Timothy Busler

**Resolved**, that the Town Board approve the Workplace Violence Prevention Policy for the Town of Theresa.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Tentative budget discussion:

- Supervisor Marcinkowski stated there would be no raises going forward because of the economic climate due to Covid.
- Librarian Perry said library has decreased their budget. Took magazines out and have added e-books.

Town Board meeting held October 7, 2020 cont'd.

- Supervisor Marcinkowski will not be attending Association of Towns meeting in New York City in 2021.
- Attorney fees down – budgeting less
- Historian budget will stay the same as 2020
- Personal service for transfer site/cemetery/town buildings has been simplified
- Cemetery budget cut. April 15 used to be start date and middle of October end date. This year started middle of May and Mr. Streeter didn't work in September or October. Budget for 2021 will start middle of May and end middle of September. Budgeted 32 hours a week.
- Took a conservative approach with 2020 3<sup>rd</sup> & 4<sup>th</sup> qtr. sales tax available for budget. 2021 budget used \$80,000.00 less in case virus comes back.
- Judge Roberts has not turned in money and reports because her check book is off. Cut back 2021 revenue for justice because the Town is so far away from making budget this year in justice receipts. \$23,000 budgeted for 2020 and the Town hasn't received even \$8,000.00
- \$16,000.00 added to the budget in General and \$16,000.00 added in Highway in case of employees retiring and receiving money for sick time accrued.
- No Capital money added to the budget.

Res. #50

Motion by: Timothy Busler  
Seconded by: Darren Edgar

**Resolved**, that the attached Resolution pertaining to the Town Board approving the preliminary budget for the fiscal year commencing January 1, 2021 be adopted and the Town Board meeting be held the 4<sup>th</sup> day of November 2020 at 6:00 pm in the Town Office, 215 Riverside Avenue, for the purpose of a Public Hearing on the Preliminary budget and for a regular Town Board meeting and be it

**Further Resolved**, that the notice of Public Hearing be published as a legal notice in the Watertown Daily Times.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Res. #51

Motion by: Kevin McCarthy  
Seconded by: Steven Marcinkowski

**Resolved**, that the Town Board of Theresa does hereby prepare and approve the preliminary budget of this Town of the fiscal year beginning on the 1<sup>st</sup> day of January 2021, the itemized statement of estimated revenues and expenditures hereto attached and made part of this resolution, and be it

**Further Resolved**, that such preliminary budget shall be filed in the office of the Town Clerk where it shall be available for inspection by any interested person at all reasonable hours, and be it

**Further Resolved**, that this Board shall meet at 6:00 pm on the 4<sup>th</sup> day of November 2020, for the purpose of holding a Public Hearing upon such preliminary budget, and be it

**Further Resolved**, that the Town Clerk gives notice of such Preliminary Hearing on the manner provided in Section 113 of the Town Law, and such notice be published and posted substantially in the following form:

**NOTICE OF HEARING UPON PRELIMINARY BUDGET**

Notice is hereby given that the preliminary budget of the Town of Theresa for the fiscal year beginning January 1, 2021, has been completed and filed in the office of the Town Clerk, 215 Riverside Avenue, Theresa, New York, where it is available for inspection by interested parties at all reasonable hours, and be it

**FURTHER NOTICE**, is hereby given that the Town Board of the Town of Theresa will meet and review said preliminary budget and hold a Public Hearing thereon, at the Town Office, 215 Riverside Avenue, at 6:00 pm on the 4<sup>th</sup> day of November 2020 and at such hearing any person may be heard in favor or against the preliminary budget as compiled, or for any item or items therein contained.

**PURSUANT TO SECTION 113** of the Town Law, the proposed salaries of the Town Officers are hereby specified as follows:

Supervisor - \$16,000.00  
Town Justice - \$8,900.00  
Town Justice - \$8,900.00  
Councilman (4) – \$1,395.00 each  
Town Clerk/Tax Collector - \$39,624.00  
Supt. of Highways - \$63,745.00

BY ORDER OF THE TOWN BOARD

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Discussion:

Mr. Parmes thanked Mark Savage for help at the Veteran's monument and for providing the stone & sand. Mr. Parmes asked if the Town will still be plowing the food pantry this winter? Superintendent Savage confirmed that they would.

Sexual harassment/workplace violence training will be held for Town Employees tomorrow at the fire hall at 10:00 a.m.

Res. #52

Motion by: Steven Marcinkowski  
Seconded by: Timothy Busler

**Resolved**, that the Town Board go into executive session at 7:50 p.m. to discuss union negotiations.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Res. #53

Motion by: Steven Marcinkowski  
Seconded by: Darren Edgar

**Resolved**, that the Town Board end executive session at 8:13 p.m.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Res. #54

Motion by: Steven Marcinkowski  
Seconded by: Darren Edgar

**Resolved**, that the meeting be closed at 8:15 p.m.

VOTE: Mr. Busler – aye, Mr. Folsom – aye, Mr. McCarthy – aye, Mr. Edgar – aye,  
Mr. Marcinkowski – aye. Motion carried.

Respectfully submitted,

Kim A. Delles  
Town Clerk