

**Town of Fenner
Town Board Meeting
January 12 2022
ZOOM MEETING**

**SUPERVISOR JONES
COUNCILPERSON CODY
COUNCILPERSON PUSHLAR
COUNCILPERSON STRACK
COUNCILPERSON WESTER
TOWN CLERK DOLAN**

The regular meeting of the Fenner Town Board was called to order at 8:01 PM by Supervisor Jones.

Councilperson Strack motioned to accept the December Town Board meeting minutes as presented. Seconded by Councilperson Cody. Approved by the Board.

Councilperson Pushlar motioned to accept the Town Clerk's Monthly Report as presented. Seconded by Councilperson Cody. Approved by the Board.

Councilperson Wester motioned to accept the Supervisor's Monthly Report as presented. Seconded by Councilperson Pushlar. Approved by the Board.

The Highway Superintendent report was presented and available for review at the town offices. Superintendent Conklin reported our Gradall is still available for sale, the board approved the purchase of a new boom mower and to look for a new lawn mower. The Highway Department is using form 284 for road work documentation. Roads under consideration for repair this year are: Peterboro between Rouse and Oxbow, Stables Rd, Fossil Rock and parts of Buyea. Tim Kent has been promoted to Deputy Highway Superintendent.

Councilperson Strack motioned to accept Resolution 2022-1 seconded by Councilperson Cody. Individual vote - Superintendent Jones - Aye, Councilperson Wester - Aye, Councilperson Cody - Aye, Councilperson Strack - Aye Councilperson Pushlar - Aye

**Amended RESOLUTION 2022 - 1
OF THE TOWN BOARD OF THE TOWN OF FENNER
ORGANIZATIONAL APPOINTMENTS**

Official Newspaper	Cazenovia Republican & www.townoffenner.com
Health Officer	Madison County
Zoning Board of Appeals Secretary	\$18.00 per hour
Planning Board Secretary	Monica Cody \$18.00 per hour
Registrar of Vital Statistics @ \$300.00 per year	Lisa Dolan
Zoning and Codes Officer	Roger Cook
Town Attorney	Costello, Fearon and Cooney
Youth Recreation Committee Reps	Bill Wester & Mark Costello
FREE Center Board liaison	Bill Wester
Emergency Management Committee	David Jones, Robbie Conklin, Hannah Strack
Building and Maintenance liaison	Bill Cody
Highway Dept. liaison	Hannah Strack & Adam Pushlar
Official Bank	Community Bank
Grievance Board @ \$50.00 per member / per meeting	Gregory Gavula, Bill Parry & Fred Bosworth @5288.00 @5770.00
Justices	Gerald A. Davies
Clerk	Gordon Baker
Town Historian @ \$100.00 per year	Carol Roberts
Dog Control Officer @ \$1,800.00 per year	David Jones
Secretary to Supervisor & Bookkeeper @ \$15,400.00 per yr.	Hannah Strack
Budget Officer @ \$2,550.00 per year	Madison County Board of Elections
Deputy Supervisor	2nd Wed of month 8:00 pm
Election Board Inspectors	
Regular Monthly Town Board Meeting	
Mileage rate per mile	\$0.55 (pre-approved by Bd)
Salaries of Elected Officials per year	Supervisor \$\$8,700.00 Councilmen 4 @ \$2,100.00 Highway Supt. \$55,760.00 Town Justice \$5,875.00 Town Clerk \$\$9500.00
Assessor @ \$13,325.00 per year	Brian Fitts, Larry Fitts (Deputy)
Monthly salaries to be paid	Between 25th & end of month \$1000
Purchases without Town Board approval	Lisa Dolan @ 1,200./Year
Zoning and Planning Clerk	Christine Mandel
Deputy Town Clerks @\$18.00 per hour	Lisa Dolan
Record Access Officer	

Investment Policy 2022
 Procurement Policy 20212
 IT and Computer Use Policy
 Fee Schedule
 Municipal Building Use Policy
 Town Property Leases

No change from 2021
 No change from 2021

Health Insurance – Highway Department ONLY-2021

	Town portion of Single Coverage	Town portion of Family Coverage	Employee portion of Family Coverage	NO INS BONUS
Highway Superintendent	100%	100%	0%	Maximum 3000.00 to be paid in 4 installments
Full-time highway employees hired prior to January 1, 2015	100%	60%	40%	YES (1/2) as below
Full-time highway employees hired after January 1, 2015	100%	45%	55%	NO

Highway Superintendent - Town will provide coverage (both individual & family)

For all full-time highway employees hired prior to January 1, 2015:

Health insurance will be provided for individual employees

Town will pay 60% of family coverage

For all full-time highway employees hired after January 1, 2015:

Health insurance will be provided for individual employee

Town will pay 45% of family coverage

Pay Scale – Highway Department ONLY-2020

3 - Machine Equipment Operators (MEO) at \$21.65/hour

New employees will receive **\$1 less per hour** for their six months. (**\$22.50 hour**)

2 - MEO/Mechanics at 50 cents more per hour (\$23.00/hour + \$0.50/hour (23.50)

1 - MEO/Deputy at 75 cents more per hour (\$23.00/hour by\$0.75/hour) (23.75)

***It is up to the individual employee to take overtime hours as comp time, all at once, or apportioned but must be used by December 31 of the year accrued.**

HIGHWAY DEPARTMENT 2020

The longevity is as follows:

5 years of service - \$400.00 per year
10 years of service - \$800.00 per year
15 years of service - \$1,000.00 per year

Holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Election Day, Thanksgiving, Christmas and 6 floating days - a total of 13 days.

Vacation: 2 weeks after 1 year
3 weeks after 5 years

Sick & Personal days for Full Time Employees:

Employees will be granted six (6) sick days (48 hours) annually; unused sick time will be carried over to the next year to be used for sick time only. Sick days are granted without loss remuneration annually on January 1st.

Unused sick leave shall carry over and accumulate to a maximum of 120 days (towards NYSLRS, if the employee is eligible).

PER NYSLRS for all Tier 3 and 4 members:

Section 41(j) of the Retirement and Social Security Law (RSSL) provides an optional sick leave benefit. If your employer has chosen to offer this benefit, you may receive service credit for your unused, unpaid sick leave days at retirement. To be eligible for this benefit, you must retire directly from public employment or within a year after separating from service.

The additional credit is determined by dividing the total unused, unpaid sick leave days by 260. For most members, the maximum number of sick leave days allowable is 165. However, for some members employed by New York State, the maximum is 200 days. Contact your employer or refer to your Member Annual Statement to determine if your employer has adopted this benefit.

The additional credit is determined by dividing the total unused, unpaid sick leave days by 260. For most members, the maximum number of sick leave days allowable is 165. However, for some members employed by New York State, the maximum is 200 days. Contact your employer or refer to your Member Annual Statement to determine if your employer has adopted this benefit.

Employees will be granted six (6) personal days (48 hours) annually. Upon separation of employment, the employee cannot be paid for the unused balance. Personal days are granted without loss of remuneration annually on January 1st.

New Employees starting after the New Year

Twelve (12) month employees commencing work after the start of the work year will be immediately credited with one (1) day of sick leave for each three (3) remaining months of their work year to a maximum of three (3) days for that initial partial year.

Unused personal days may not be carried over to succeeding years.

Health Insurance: Will be provided for all full time highway employees. *All new employees will pay 55% of the Family Coverage. Health Insurance will be provided for the Highway Superintendent.

Comp Time:
Compensatory time must be used before the end of each calendar year (December 31).

Councilperson Wester motioned to accept Resolution 2022-2 seconded by Councilperson Cody. Approved by the Board.

**RESOLUTION NO. 2022 - 2
OF THE TOWN BOARD
OF THE TOWN OF FENNER**

**A RESOLUTION APPROVING AN INTERMUNICIPAL AGREEMENT WITH THE
COUNTY OF MADISON FOR INFORMATION TECHNOLOGY SERVICES**

WHEREAS, the County of Madison has proposed an intermunicipal agreement to provide information technology services to the Town of Fenner; and

WHEREAS, the Town Board finds it in the best interest of the Town to enter into said agreement.

NOW, THEREFORE BE IT RESOLVED by the Town Board of the Town of Fenner that the intermunicipal agreement with the County of Madison to provide information technology services to the Town of Fenner at an hourly cost of \$45.59 per hour, plus travel expenses, and upon such other terms and conditions as are set forth in the agreement, is hereby approved, and it is further

RESOLVED that the Town Supervisor be, and hereby is authorized to execute said intermunicipal agreement with the County of Madison to provide information technology services to the Town of Fenner, and to execute all such other documents and to take all such other actions as may be necessary and/or appropriate to carry out the intent of said contract and this resolution.

Councilperson Cody motioned to accept Resolution 2022-3 seconded by Councilperson Stack. Approved by the Board.

**RESOLUTION 2022-3
OF THE TOWN BOARD OF THE TOWN OF FENNER**

Municipal Building Use Policy

Town of Fenner - Town Municipal Building Use Policy

The Town of Fenner Town Municipal Building (the "Municipal Building") shall be available for use by Town of Fenner community organizations and Town of Fenner residents only. The Municipal Building is not available for the following purposes:

- Sale or promotion of business products or services
- Religious proselytization
- Political campaign activities
- Events for which an admission fee or donation is required
- Any use or manner of use prohibited by law. Prohibited uses do not limit or exclude other uses which may be prohibited by the Town of Fenner (the "Town")
- Restriction of political campaign activities is not intended to restrict use of the facilities by elected or appointed officials for Town meeting purposes or any other Town related business, including elections.

Granting permission for the use of the facilities for any purpose does not imply Town approval of the group utilizing the facility or of the ideas presented at the event.

Use of the Municipal Building shall be scheduled through the Town Clerk's Office. Reservations will be taken no more than 90 days in advance of the reservation date and are on a first-come, first-served basis. Town and Election process utilization shall always take priority.

The Municipal Building shall be available for public use only during hours that do not conflict with Town and Election Day use. The Municipal Building shall not be available for public use at any time before 8:00AM or after 10:00PM.

Groups using the Municipal Building may not exceed the number of individuals lawfully permitted inside the building as determined and posted by the Code Enforcement Officer. Any group that includes minors shall also include adequate adult supervision at all times.

Smoking and Alcoholic beverages are not permitted in the Municipal Building or on Town property generally. All Posted rules and regulations shall be adhered to.

Profanity, objectionable language, disorderly acts or illegal activities of any kind shall be absolutely prohibited anywhere on Town property, and those violating this prohibition will be ejected from the premises.

Use of the Municipal Building shall NOT include the use of any Town equipment. Groups shall be responsible for bringing their own equipment and supplies and shall NOT use Town equipment or supplies nor ask Municipal Building staff to provide needed supplies.

The Justice's Bench is ABSOLUTELY OFF LIMITS. There shall be NO persons or activity behind the Justice Bench. Groups found to be in violation of this will NOT be allowed to use the Municipal Building.

The Municipal Building will be left in the clean orderly state it was found. If furniture is moved it must be returned to its original location. In the event that the Municipal Building is not left in the orderly state it was found, a cleaning fee may be assessed by the Town and future use of the Municipal Building by the group in question may be restricted. Lights are to be turned off and the building is to be locked and secure at the conclusion of the event.

Organizations using the Municipal Building, on behalf of his, hers or its heirs, successors, assigns and representatives, to the extent permissible by law, hereby releases and agrees to hold harmless, defend and indemnify the Town, its officers, officials, representatives, agents and/or employees with respect to any and/or all injury, disability, death or loss, damage to person or property, attorneys' fees and/or any loss or claim whatsoever that results from any failure to adhere to the terms and provisions of this Use Policy and from any occurrence upon Town premises in any way related to the use of the Municipal Building by any organization.

Organizations using the Municipal Building shall procure and keep in effect comprehensive general liability insurance, including contractual liability coverage, issued by a company licensed by the State of New York with minimum limits of \$1,000,000 per occurrence for bodily injury, death and property damage.

Any questions regarding interpretation of this policy shall be referred to the Town Board at their next regularly scheduled meeting. In the event that the reservation date requested will be prior to the next regularly scheduled meeting, then the Town Supervisor, his or her designee, or the Town Clerk, in their sole discretion, shall have the authority to respond to questions, and make determinations regarding interpretation of the policy.

Councilperson Pushlar motioned to accept Resolution 2022-4 seconded by Councilperson Cody. Approved by the Board.

**RESOLUTION 2022- 4
OF THE TOWN BOARD OF THE TOWN OF FENNER
Renewal and Review of Town owned Real Property Leases**

FREE Center – lease in place expires 2022

12.5 Acres off Buyea Rd Tax map parcel 78.-1-28.1 - 5 year lease executed to Henry W. Stoker of 4955 Nelson Rd. Lease expires at the end of 2022. \$500 per year due November of each year

3161 Fenner East Rd. – FCC Radio Tower – lease from Dec 2022-Dec 2023 \$300 per year

Councilperson Strack motioned to accept Resolution 2022-5 seconded by Councilperson Cody. Approved by the Board.

RESOLUTION 2022-5
Of the Town Board
Of the Town of Fenner
Resolution of Appreciation – Retiree Recognition

WHEREAS, the Fenner Town Board believes that town employees should be recognized for their faithful service to the public:

WHEREAS, recognition of the distinguished service of certain town employees with an upcoming retirement is in order,

NOW, THEREFORE, BE IT RESOLVED that the Fenner Town Board hereby recognizes the dedicated contributions of Carmen McCarthy, upon her retirement.

Councilperson Strack motioned to accept Resolution 2022-6 seconded by Councilperson Cody. Approved by the Board.

RESOLUTION 2022-06
Of the Town Board
Of the Town of Fenner
Resolution of Appreciation – Retiree Recognition

WHEREAS, the Fenner Town Board believes that town employees should be recognized for their faithful service to the public:

WHEREAS, recognition of the distinguished service of certain town employees with an upcoming retirement is in order,

NOW, THEREFORE, BE IT RESOLVED that the Fenner Town Board hereby recognizes the dedicated contributions of Daniel Smith, upon his retirement.

Councilperson Strack motioned to accept Resolution 2022-7 seconded by Councilperson Cody. Approved by the Board.

RESOLUTION 2022-07
Of the Town Board
Of the Town of Fenner
Designation of Polling Place

Councilperson Strack motioned to accept Resolution 2022-7 seconded by Councilperson Cody. Approved by the Board.

Resolution 2021 - 07

Resolution to Accept the Town of Fenner as polling place for 2022

MADISON COUNTY BOARD OF ELECTIONS

138 N COURT STREET

PO BOX 666

WAMPSVILLE, NY 13163

Dear Commissioners:

At a regular meeting of the __TOWN OF FENNERT own/City Board on the 12 day of January, 2022, the following polling places were designated for the 2022 Election year.

Election District

Poll Site

1. 3151 Fenner East Rd Cazenovia NY

TOWN CLERK _____

(Signature)

Town/City of Fenner

Councilperson Strack motioned to accept Resolution 2022-8 seconded by Councilperson Cody. Approved by the Board. Individual vote - Superintendent Jones - Aye, Councilperson Wester - Aye, Councilperson Cody - Aye, Councilperson Strack - Aye Councilperson Pushlar - Aye

**RESOLUTION 2022 -08
OF THE TOWN BOARD OF THE TOWN OF FENNER
Budget modification General Fund**

TOWN OF FENNER

RESOLUTION 2022-08

**2021 GENERAL - DECEMBER Budget Modifications (for JANUARY 2022
mtg)**

**TO ADJUST FOR BUDGET
SHORTFALLS**

GENERAL

		Transfer (from) to Increase	
Current Appropriation Shortfall		Appropriation (cover shortfall)	
A1410.4 Town Clerk - Contr Exp	(\$72.43)	A 1990.4 Contingency	\$1,342. 53
A1430.12 PT Account Clerk	(\$9.88)		
A1430.42 Personnel - Payroll Service Fee	(\$32.00)		

A1620.1 Building - Pers Srv (\$120.00)
A1620.43 Building - Utilities (\$688.22)
A8010.14 Zoning - Inspection - Personal Service (\$420.00)

TOTAL	(\$1,342.53)	TOTAL	\$1,342.53
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Councilperson Strack motioned to accept Resolution 2022-09 seconded by Councilperson Cody. Individual vote - Superintendent Jones - Aye, Councilperson Wester - Aye, Councilperson Cody - Aye, Councilperson Strack - Aye Councilperson Pushlar - Aye

**RESOLUTION 2022 -09
 OF THE TOWN BOARD OF THE TOWN OF FENNER
 Budget modification HighwayFund**

TOWN OF FENNER

Resolution 2022 -09
 2021 HIGHWAY - DECEMBER Budget Modifications (for JANUARY 2022 mtg)

TO ADJUST FOR BUDGET SHORTFALLS
 TO ADJUST FOR ADDITIONAL REVENUE RECEIVED

HIGHWAY

Current Appropriation Shortfall	Transfer (from) to Increase	Appropriation (cover shortfall)
DA5130.4 - MACHINERY CONTR EXPENSE	(\$8,038.77)	*DA2665 - HWY -
SALES OF EQUIPMENT \$19,254.99		
DA5130.4 - MACHINERY CONTR EXPENSE**	(\$4,146.79)	
DA9010.8 - STATE RETIREMENT (\$6,320.00)		
DA9055.8 - DBL BENEFITS(\$2.85)		
DA9060.8 - HEALTH INSURANCE(\$746.58)		
TOTAL (\$19,254.99)	TOTAL	\$19,254.99

** TO BALANCE &
COVER DECEMBER INVOICES
RECEIVED IN 2021

*TO INCREASE BUDGET REVENUE TO
REFLECT AMOUNT

OLD BUSINESS:

The Employee Handbook has been compiled and sent to the Town Attorney - Board will approve once it is approved.

Town clerk discussed moving from Spectrum to Windstream, installing a firewall and preparing for virtually town meetings.

Town has approved hiring of an "as needed" cleaning person at the rate of 40.00 per hour.

NEW BUSINESS:

Discussion on how to use our APRA Funds, Town is looking into: septic system at town, adding a new bay to highway building and paving the parking lot, Free Center walkways and parking lot, new floor for highway garage - Bids will be sought for all work requiring them.

Andy Stone has agreed to take the position of Planning Board Chairman, effective immediately. Donna Griffin has stepped down, but remains a Planning Board member.

Enel is interested in extending the existing wind farm in Fenner, reaching into surrounding towns. They are looking to expand to 200- 250 megawatt and adding at least 60 more windmills. They are also seeking 15 acres for battery storage. Local residents report being contacted by Enel.

The Planning Board will be asked to begin working on the Town's Comprehensive Plan.

Town is discussing becoming an Emergency Shelter with Dan DeGear and the American Red Cross.

PUBLIC COMMENT:

Town residents expressed concern about the Cypress Solar Project, Supervisor Jones shared that Madison County has this on their radar and will be actively supporting Towns as more and more farmland is at risk.

VOUCHERS:

Councilperson Strack moved to approve payment of the General Fund claims numbers G21-128– G21-138 in the amount 8,523.57 of as set forth in abstract number 12 and as audited. Seconded by Councilperson Cody
Approved by the Board.

Councilperson Strack moved to approve payment of the Highway Fund claims numbers H 21-100- H-21-112 in the amount 32,154.33 as set forth in abstract number 12 and as audited. Seconded by Councilperson Cody.
Approved by the Board.

ADJOURNMENT

Councilperson Wester moved to adjourn meeting at 9:57 pm seconded by Councilperson Strack Approved by Board

HANDOUTS AND REPORTS:

On file in the Town Clerk's Office.

Town Clerk Report –

Supervisors Report

CEO Report

Highway Superintendent Report

Resolution 2022-01

Resolution 2022-02

Resolution 2022-03

Resolution 2022-04

Resolution 2022-05

Resolution 2022-06

Resolution 2022-07

Resolution 2022-08

Resolution 2022-09

Respectfully submitted,

Lisa Dolan
Town Clerk