

TOWN OF GREENE
Regular Town Board Meeting
December 20, 2023

The regular meeting of the Greene Town Board was held on the above date at 6:00 PM at the Greene Town Hall, 51 Genesee Street, Greene, New York 13778.

PRESENT: Supervisor Joseph Henninge, Council Members Bernie McDermott, Steve Page, Steve Northrup, Diane Flanagan, Code Enforcer Stephen Smith, Highway Superintendent Nick Drew and Planning Board Chair Michelle Day.

OTHERS PRESENT: Karman Harrington

Supervisor Joseph Henninge and Council Member Diane Flanagan opened the meeting with the Pledge of Allegiance.

Legal Notice:

Town of Greene
Notice to Bidders

The Town of Greene will accept sealed bids for the purchase of a New Loader Angle Power Sweeper that has a JRB quick attach, to fit a 721 G XT Case Loader. The Bid must include complete installation, hydraulics, and anything required to make the sweeper fully operational on the vehicle described. Bids must be submitted in a sealed envelope clearly labeled "Sealed Bid for Angle Sweeper". Bids may be mailed or delivered to the Town Clerk's Office at 51 Genesee Street, Greene, NY 13778. All bids must be received by the Town Clerk, no later than 4:00 PM, Wednesday December 20, 2023. A certificate of non-collusion must be submitted with the bid. Bidding Dealers must be able to have the unit available and completely installed by March 1, 2024. Unit must come with a full manufacture warranty.

Bid opening will take place at the Regular meeting of the Town Board at 6:00 PM, Wednesday, December 20, 2023 at the Greene Town Hall, 51 Genesee Street, Greene, NY 13778.

The Town of Greene reserves the right to reject any and all bids.

Bid Specifications are available from the Town Clerk at the Greene Town Hall during regular business hours.

All questions should be directed to the Highway Superintendent, Nicholas Drew at 607 656 8762

By Order of the Greene Town Board

Dated: November 15, 2023

Nicholas Drew

Greene Highway Superintendent

Supervisor Henninge read the legal notice and opened the only Bid that was submitted to the Town Clerk Mary Wrench.

The bid received was from ALTA Equipment Company in the amount of \$21,090.00 included in the packet was a Bid Specification sheet and a Non-Collusive Bid Certificate. The bid was handed over to Highway Superintendent Nick Drew for review. Drew made the suggested to the Town Board to approve the Bid as presented.

MOTION by Flanagan, seconded by Northrup to accept the bid from ALTA Equipment Company. as presented. Ayes all. Carried.

Council Member Flanagan asked Nick Drew to follow up with ALTA and place the order for the sweeper.

MINUTES

MOTION by McDermott, seconded by Flanagan to approve the minutes dated November 15, 2023. Ayes all. Carried.

BILLS

MOTION by Flanagan, seconded by Page to pay all bills as presented. Vouchers #20231232 through #20231284. General \$9,543.09 General Outside \$406.92, Highway \$8,652.41 Highway Outside \$13,849.30, Sewer District \$10,105.46, Water District One \$18,082.35, Water District Two \$11,289.25, Water District Three \$5,276.83.

Greene Intermunicipal Park Commission Vouchers #2023179 through #2023183, \$2,615.38.

Joint Recreation Commission Voucher #20230449 through #20230451, \$2,658.85.

Ayes all. Carried.

REPORTS

Assessor: See report

Code Enforcer: The code office traffic has slowed down so Stephen has been catching up on paperwork.

Highway: Hwy Superintendent Nick Drew informed the Town Board that the Chenango County DPW contacted him regarding redirecting traffic to Hotchkiss Hill Rd, Hacket Rd & Squirrel Hill Rd while they replace a bridge on County Rd 9 near Rt79. This will be a 2024 mid-summer project. Nick has concerns that he shared with the Town Board. Supervisor Henninge made the suggestion that the Town Board members take a look at the roads that would be affected and have a further discussion at a later time. If the Town Board lets Nick know what their concerns are Nick can communicate with the Project engineer to have questions and concerns answered.

Town Clerk: Mary Wrench asked the Town Board if she could purchase a portable scanner to use for scanning documents that do not copy well on the copier/printer.

MOTION by Flanagan, seconded by Page to approve the purchase of a portable scanner for the Town Clerks Office. Ayes all. Carried.

Dog Control: See report

Planning Board: Michelle Day noted ATLAS's deadline of 12/15/2023 has passed therefore a letter will be sent to them that their file has been closed.

Michelle also reported the new owner of 594 State Hwy 12 has been approved to conduct business as a large truck repair shop.

Historian: See report

MOTION by Flanagan, seconded by Northrup to receive and file all Reports as submitted by Highway Superintendent, Town Clerk, Code Enforcement, Assessor, Historian, Dog Control Officer and Planning Board. Ayes all. Carried.

COMMITTEE REPORTS

BUILDING REPORT: Stephen Smith reported the sinks on the first and third floor have been repaired.

FIRE DEPT REPORT: Steve Northrup reported he met with Bryan Bernardi at the Greene Fire station to get historical and current information on the station to possibly publish a book about the department in the future.

Steve Northrup noted the vehicle that was purchased for the use of the Fire Chief is being detailed and will be stationed at the Chief's house.

Steve Northrup noted the Brisben Fire Dept auction took place, the building and three trucks were sold along with miscellaneous items.

JRC REPORT: Steve Page reported the JRC youth Basketball program is underway and going well.

PERSONNEL REPORT: Supervisor Henninge noted a classified ad be put in the Evening Sun advertising the open Planning Board clerk position.

CEMETERY REPORT: Nothing to report.

GIMPC (Ball Flats) Steve Page noted that he has received great feedback on how personable and helpful Mike and Dan are. Supervisor Henninge added they are doing a phenomenal job keeping up on the Ball flats maintenance.

MOTION by Northrup, seconded by Page, to receive and file all Committee reports. Ayes all. Carried.

MONIES RECEIVED

Code Department	\$140.80
Judge Martin	\$922.00
Judge Brown	\$463.00
Town Clerk	\$1,727.65
Chenango Co. Treas. Mortgage Tax (4/1-9/30/23)	\$28,496.41
Charter Communications – Franchise Fee	\$6,322.15
National Cable Craft – King Rd. Damages	<u>\$2,434.75</u>
	\$40,506.76

MOTION by Flanagan, seconded by Page to accept all Monies received. Ayes all. Carried.

COMMUNICATIONS

Supervisor Henninge received a Thank You note from Council Member Diane Flanagan for the retirement dinner. Supervisor Henninge *Thanked* Diane for her years of service to the Town of Greene.

Supervisor Henninge asked for a motion to renew the Association of Towns annual membership for 2024.

MOTION by Flanagan, seconded by Page to renew the Association of Towns membership for 2024. Ayes all. Carried.

Supervisor Henninge noted the new water meters that were ordered have been received. Council Member Page inquired what the next step is, Supervisor Henninge explained they will be installed in the Spring.

Stephen Smith is registered to take the Civil Service Exam on January 13, 2024.

Supervisor Henninge noted Stephen Smith has received his Code Enforcement Officer State Certification.

Court Guard Jim Cummings is providing security for the monthly Planning Board meetings.

Chairperson Michelle Day noted its working out well and appreciated. The court radios will be used for communicating between the guard and Michelle as well.

Supervisor Henninge met with the NYMIR risk representative at the Town Hall building and then proceeded to the Town Highway dept to meet up with Hwy Superintendent Drew to do a walkthrough there as well.

MOTION by Northrup, seconded by Flanagan to receive and file all Communications. Ayes all. Carried.

BOARD DISCUSSION

Supervisor Henninge requested a motion for him to approve and sign the Broome Co. Humane Society Contract. Dog control officer Kyle Boeltz will receive a copy of the contract as well. As of January 2024, picked up dogs will no longer be taken to the Chenango Co. SPCA.

MOTION by Flanagan, seconded by Page to approve the contract from Broome Co Humane Society and have Supervisor Henninge sign the contract. Ayes all. Carried

Supervisor Henninge requested a motion to reappoint Town Clerk Mary Wrench as Town of Greene Tax Collector and Registrar of Vital Statistics for 2024.

MOTION by Flanagan, seconded by Page to reappoint Mary Wrench as Tax Collector and Registrar of Vital Statistics for 2024. Ayes all. Carried

Supervisor Henninge requested a motion to reappoint Lisa Marie Delaney Planning Board member for another term through 12/31/2030.

Reappoint Planning Board Chairperson Michelle Day, Vice Chairperson George Sobierajski, Secretary Will Merrill and Sargent at Arms David DeYoung.

MOTION by Flanagan, seconded by Page to reappoint Lisa Marie Delaney Planning Board member and Chairperson Michelle Day, Vice Chairperson George Sobierajski, Secretary Will Merrill and Sargent at Arms David DeYoung. Ayes all. Carried

Supervisor Henninge presented the 2024 Town of Greene Holiday schedule to the Town Board.

MOTION by McDermott, seconded by Northrup to approve the 2024 Holiday schedule as presented. Ayes all. Carried

Supervisor Henninge read resignations letters received by town Clerk Mary Wrench from Diana DoBell Budget Manager, Lou Ann Day Planning Board clerk, effective 12/31/2023.

Supervisor Henninge noted his gratitude to Diana for all her years of service to the Town.

MOTION by Northrup, seconded by Flanagan to accept letters of resignation from Diana DoBell and Lou Ann Day. Ayes all. Carried

Supervisor Henninge read resignations letters received by town Clerk Mary Wrench from Karman Harrington BAR member and Karman Harrington Code of Ethics all effective 12/31/2023.

BOARD DISCUSSION cont.

MOTION by Flanagan, seconded by Northrup to accept letters of resignation from presented Karman Harrington. Ayes all. Carried

Supervisor Henninge requested a motion to appoint Rachel Raimo to fill the position of Planning Board Clerk effective 1/1/2024.

MOTION by Northrup, seconded by Flanagan to appoint Rachel Raimo to fill the position of Planning Board Clerk effective 1/1/2024. Ayes all. Carried.

Supervisor Henninge requested a motion to schedule the January Town Board meeting for Monday January 15, 2024.

MOTION by McDermott, seconded by Page to change the January Town Board meeting to January 15, 2024. Ayes all. Carried.

Town Clerk Mary Wrench will forward a legal notice to the Evening Sun.

Supervisor Henninge requested a motion to move \$5,000 from A.1990.400 (Contingency) to A.1420.400 (Attorney)

MOTION by Flanagan, seconded by Page to move \$5,000 from A.1990.400 (Contingency) to A.1420.400 (Attorney). Ayes all. Carried.

Supervisor Henninge requested a motion to increase the A Budget Revenue from 2022 Unexpended A funds by \$10,000 and increase Expenditure A.1410.100 by \$10,000.

MOTION by Northrup, seconded by Page to increase the A Budget Revenue from 2022 Unexpended A funds by \$10,000 and increase Expenditure A.1410.100 by \$10,000. Ayes all. Carried.

Supervisor Henninge requested a motion to increase the A Budget Revenue from 2022 Unexpended A funds by \$16,712.26 and increase Expenditure A.5132.400 by \$16,712.26

MOTION by McDermott, seconded by Flanagan to increase the A Budget Revenue from 2022 Unexpended A funds by \$16,712.26 and increase Expenditure A.5132.400 by \$16,712.26 Ayes all. Carried.

Supervisor Henninge requested a motion to move \$5,000 from A.8810.400 to A.1420.400 (Attorney)

MOTION by Page, seconded by Northrup to move \$5,000 from A.8810.400 to A.1420.400 (Attorney) Ayes all. Carried.

Supervisor Henninge requested a motion to increase the J1 2023 Budget Revenue by \$3,813.69 in J1.2705 and increase the 2023 Budget Expenditures J1.7145.400 by \$3,786.34 and J1.9030.8 by \$27.35

MOTION by Flanagan, seconded by Page to increase the J1 2023 Budget Revenue by \$3,813.69 in J1.2705 and increase the 2023 Budget Expenditures J1.7145.400 by \$3,786.34 and J1.9030.8 by \$27.35 Ayes all. Carried.

Supervisor Henninge requested a motion to appoint per contract Carol Golden CPA as the Town of Greene Finance Director and authorization Supervisor Henninge to sign the contract.

MOTION by McDermott, seconded by Northrup to appoint per contract Carol Golden CPA as the Town of Greene Finance Director and authorize Supervisor Henninge to sign the contract. Ayes all. Carried.

BOARD DISCUSSION cont.

Supervisor Henninge requested a motion to adopt the 12/20/2023 Employee Policy

MOTION by Flanagan, seconded by Page to adopt the 12/20/2023 Employee Policy.
Ayes all. Carried.

Roll Call:

Page – Aye

Flanagan – Aye

Henninge – Aye

Northrup – Aye

McDermott – Aye

Motion Passed

PRIVILEGE OF THE FLOOR

Highway Superintendent Drew *thanked* Supervisor Henninge for his time and commitment to the Town and enjoyed working with him.

Highway Superintendent Drew told Council Member Diane Flanagan that he and the highway department appreciated her and noted she will be missed.

Supervisor Henninge *thanked* the Highway department for their hard work and commitment to the Town. Council Member Diane Flanagan *thanked* them as well.

Supervisor Henninge *thanked* the Town Board for all their support.

Supervisor Henninge *thanked* Council Member Page for assisting with the changes/corrections to the Employee policy and Deputy Autumn Crumb for typing up and distributing the Employee Policy.

EXECUTIVE SESSION

MOTION by Flanagan, seconded by Northrup to enter into Executive session at 7:35 PM. to discuss a personnel issue. Ayes all. Carried.

MOTION by Northrup, seconded by Flanagan to leave Executive session at 7:50 PM. and return to regular session. Ayes all. Carried.

MOTION by Flanagan, seconded by Page to approve Rachel Raimo employee class as Full-time working Part-time

MOTION by McDermott, seconded by Flanagan to adjourn the Regular Town Board meeting at 7:57 pm. Ayes all. Carried.

Respectfully submitted,

Mary C. Wrench

Greene Town Clerk

Organizational Town Board Meeting – January 3, 2024, 6:00 PM at the Greene Town Hall

Next Regular Town Board Meeting – January 15, 2024, 6:00 PM at the Greene Town Hall