

A REGULAR meeting of the Town Board of the Town of Brookfield, County of Madison, State of New York was held at the Brookfield Town Hall, Brookfield, NY on February 10, 2020.

PRESENT:	Supervisor	Loren Corbin
	Councilman	Clinton Abrams
	Councilman	Dewitt Head ABSENT
	Councilman	Joseph Walker
	Councilman	Jefferson Mayne
	Town Clerk	Sherry Perretta
	Highway Supt.	Paul Owens
	Town Attorney	Kenneth Ayers ABSENT

OTHERS PRESENT: approximately 5 guests

Supervisor Corbin called the meeting to order at 7:00 pm with the Pledge to the Flag.

The following bids were received for #2 Heating Fuel, Regular Unleaded Gasoline, Ultra Low-Sulphur diesel fuel and Propane for 2020-2021:

Broedel Energy 2305 St Rt 12 PO Box 761 Hubbardsville, NY 13355	ULSD Summer	\$1.8800 Fluctuating
	ULSD Summer	\$1.9650 Fixed
	ULSD Winter	\$1.9800 Fluctuating
	ULSD Winter	\$2.1100 Fixed
	Regular Gas	\$1.6900 Fluctuating
	Propane	\$1.0625 Fixed
	Furnace Contracts	\$180.00 each
	#2 Heating Oil	\$1.8700 Fluctuating
	#2 Heating Oil	\$2.0850 Fixed
	Furnace contract	\$180.00
Buell Fuels LLC 2676 St Rt 12B Deansboro, NY 13328 315-841-3000 315-841-3585 (Fax)	ULSD Summer	\$1.7604 Fluctuating
	ULSD Summer	\$1.8860 Fixed
	ULSD Winter	\$1.9505 Fluctuating
	ULSD Winter	\$2.0305 Fixed
	Regular Gas	\$1.5817 Fluctuating
	Propane	\$0.7750 Fluctuating
	Propane	\$0.9005 Fixed
	#2 Heating Oil	\$1.7551 Fluctuating
#2 Heating Oil	\$1.9950 Fixed	
Mirabito Energy Products PO Box 5306 Binghamton, NY 13902 607-352-2800 607-584-5136 (Fax)	ULSD Summer	\$1.7086 Fluctuating
	ULSD Summer	\$1.9016 Fixed
	ULSD Winter	\$1.8575 Fluctuating
	ULSD Winter	\$2.0216 Fixed
	Regular Gas	\$1.7731 Fluctuating
	Propane	\$0.9200 Fixed
	Furnace Contracts	\$125.00 each
#2 Heating Oil	\$1.7075 Fluctuating	

#2 Heating Oil	\$1.9397 Fixed
Furnace contract	\$135.00

Discussion: Bid received from Buell Fuels, LLC was rejected as it was not submitted on the Town’s official fuel bid form as required.

**RESOLUTION 38-2020**

**AWARD #2 HEATING OIL, REGULAR GASOLINE, ULTRA LOW-SULPHUR DIESEL FUEL & PROPANE BIDS FOR 2020-2021**

On a motion by Abrams, seconded by Mayne, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

Resolved, that #2 Heating Oil, Regular Gasoline, Ultra Low-Sulphur Diesel fuel and Propane for 2020-2021 be awarded as follows:

<u>PRODUCT</u>	<u>AWARDED TO</u>	<u>AWARD PRICE</u>
#2 Heating Oil	Mirabito Energy Products	\$1.9397 fixed
Furnace Contract (Town Hall)	Mirabito Energy Products	\$135.00 each
Regular Gasoline	Mirabito Energy Products	\$1.7231 fluctuating + \$.05 differential
ULSD Summer	Mirabito Energy Products	\$1.9016 fixed
ULSD Winter	Mirabito Energy Products	\$2.0216 fixed
Propane	Mirabito Energy Products	\$0.9200 fixed
Service Contract (Town Barn heaters)	Mirabito Energy Products	\$125.00 each

**RESOLUTION 39-2020**  
**APPROVAL OF MINUTES**

On a motion by Abrams, seconded by Walker, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	AYE
Mayne	AYE
Walker	AYE

Resolved that the minutes of January 13, 2020 Organizational and January 28, 2020 Special be approved as presented.

Be It Also Resolved that the minutes of January 13, 2020 Regular be approved with the following correction:

*“D. Weaver – Question regarding maintenance on **Chase Rd.** It is a seasonal road and maintenance is not required between December 1<sup>st</sup> and April 1<sup>st</sup>.”*

Under Public Comment is amended to read as follows:

*“D. Weaver – Question regarding maintenance on **Baldwin Rd.** It is a seasonal road and maintenance is not required between December 1<sup>st</sup> and April 1<sup>st</sup>.”*

**REPORTS OF TOWN OFFICIALS**

**Planning**

- Next meeting scheduled for Thursday, March 5, 2020.
- No meeting was held in the month of February, 2020.
- Training opportunity in Syracuse – Board approved 2 members to attend

**Town Clerk/Tax Collector**

- Town Clerk Perretta presented the Town Clerk monthly report for January 2020 with total disbursement of \$368.00
- A total of \$1,308,512.97 in property taxes has been collected to date. The Supervisor has been paid the full Town share of the collected taxes.
- NYSTCA 2020 Conference update and request for Town Clerk, Deputy Clerk and Councilman Abrams to attend.
- Update regarding new 2020 Voter Registration forms and offices that are up for election in 2020.

**Supervisor**

- Supervisor Corbin presented his monthly report.
- Discussion on municipal investment opportunity through NY Class.

### **Highway**

- Highway Committee met with Highway Superintendent Owens to review bills and coding.
- Truck issues continue.
- Highway Supt. Owens and Highway Committee member Councilman Abrams are still working on gathering information on an oil/water separator for the Town Barn. A & P Water testing to provide a list of estimated cost for testing and more info on the testing process. (who collects samples, etc)
- Highway Supt. Owens is working on the Highway 284 agreement for 2020.
- Supervisor Corbin would like to schedule a work session with the Town Clerk, Highway Supt. and Councilman Abrams to review vouchers/invoices for the Navistar truck claim.
- Highway Supt. Owens needs access to communications tower on Doyle Road to fix radio communications issues.
- List of Weight Posted Roads reviewed for legal notice.
- Discussed issue of overhanging tree branches on Fairground Road.

### **Town Attorney (Kenneth Ayers)**

- Supervisor Corbin reported that Kenneth Ayers of The Ayers Law Firm, PLLC has been hired to represent the Town of Brookfield in the Richter/Chase Road litigation.

### **Buildings/Insurance**

- Town Clerk Perretta gave an overview of recent insurance coverage changes.
- Town Clerk Perretta expressed concern regarding snow removal at the Town Hall. She paid Thomas Plows \$25 to remove snow from in front of the Clerk/Supervisor entrances and to clear the porch and Town Court entrance after the last storm. Thomas is willing to provide assistance on an as needed basis at a fee of \$25 per occurrence.

### **Rules/Special Districts**

- No report.

### **Finance**

- Supervisor Corbin gave a summary of the balance sheet.

### **Parks**

- No report.

### **Safety**

- No report

### **Comprehensive Planning Committee**

- Tabulation of survey results continues. A total of 336 surveys were received.
- Next meeting will be held February 20, 2020 at 7:00 pm at Karen Beehm's house.

**Codes Enforcement**

- No report
- Town Clerk Perretta shared that CEO Trudell would like to create an online account to search for current property owner mailing addresses to assist with mailing of violation notices, etc.
- Discussion on status of annual junkyard inspections and property violations.

**Dog Control Officer**

- DCO Baker was able to safely secure an Australian Shepherd that has been running at large between Hubbardsville and North Brookfield for the last several months. The dog has been transported to Wanderer’s Rest.

**Justice Court**

- Justice Rhodes reported that the JCAP funding was received in the amount of \$30,012.50. This includes an overpayment of \$12.50 that needs to be returned to the Office of Court Administration. Town Clerk Perretta to provide details to accountant for return of overpayment.
- The Finance Committee audited the Court records for 2019 on January 30, 2020.

**Town Hall Improvement Committee**

- No report

**Historian**

- The Historical Society meets on the 4<sup>th</sup> Tuesday of each month.

**RESOLUTION 40-2020**

**ACKNOWLEDGING COMPLETION OF EXAMINATION/AUDIT OF TOWN OF BROOKFIELD COURT RECORDS AND DOCKETS**

On a motion by Walker, seconded by Mayne, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited and that fact be entered into the minutes of the board’s proceedings, and

WHEREAS, the Finance Committee of the Town Board of the Town of Brookfield conducted an examination/audit of said court records and dockets on January 30, 2020;

THEREFORE BE IT RESOLVED that the Town Board of the Town of Brookfield hereby acknowledges that the required examination/audit was conducted as required and a report of said audit will be sent to the NYS Office of Court Administration.

**RESOLUTION 41-2020**

**AUTHORIZE TOWN CLERK, DEPUTY TOWN CLERK AND A BOARD MEMBER TO ATTEND THE 2020 NYS TOWN CLERKS ASSOCIATION CONFERENCE**

On a motion by Mayne, seconded by Walker, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

Resolved that Town Clerk Perretta, Deputy Town Clerk Woolsey and Councilman Abrams are hereby authorized to attend the 2020 NYS Town Clerks' Association Conference to be held April 26 – April 29, 2020 at The Desmond, Albany, NY.

**RESOLUTION 42-2020**

**AUTHORIZE TRANSFER OF FUNDS FROM GENERAL FUND MONEY MARKET(A201) ACCOUNT TO EQUIPMENT CAPITAL RESERVE(DA231) ACCOUNT IN THE AMOUNT OF \$15,000**

On a motion by Abrams, seconded by Walker, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

Resolved that the Town Board of the Town of Brookfield hereby authorizes a transfer of funds FROM General Fund Money Market (A201) account TO Equipment Capital Reserve (DA231) account in the amount of \$15,000 (fifteen thousand dollars).

**RESOLUTION 43-2020  
AUTHORIZE TOWN BOOKKEEPER TO EXECUTE AND DELIVER NYCLASS  
MUNICIPAL COOPERATION AGREEMENT**

Discussion on how much to invest. Supervisor Corbin will report at next meeting.

On a motion by Mayne, seconded by Abrams, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

See Copy of Municipal Cooperation Resolution attached.

**RESOLUTION 44-2020  
GRANTING THOMAS R. PRICE A RENEWAL LICENSE TO OPERATE AN  
AUTOMOBILE JUNKYARD FOR 2020**

On a motion by Abrams, seconded by Walker, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

WHEREAS, Thomas R. Price of Welch Road, West Edmeston, NY has made application to the Town Board of the Town of Brookfield for a renewal license to operate an automobile junkyard on a (1.34) acre parcel of land located on the West side of State Route 8 commonly known as Route 8, having 162 feet of frontage, being 120 feet West of State Route 8, by submitting his \$70.00 fee,

NOW THEREFORE, BE IT RESOLVED, Mr. Price is hereby granted a renewal license to operate an automobile junkyard under the provisions of the Town of Brookfield Local Law #1 of the year 2019 at the aforementioned site effective retroactive to January 1, 2020 and terminating on December 31, 2020.

**RESOLUTION 45-2020  
GRANTING CHARLES TANNEY A RENEWAL LICENSE TO OPERATE AN  
AUTOMOBILE JUNKYARD FOR 2020**

On a motion by Walker, seconded by Mayne, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

WHEREAS, Charles Tanney of 11581 Miner Rd, West Winfield, NY has made application to the Town Board of the Town of Brookfield for a renewal license to operate an automobile junkyard on a four (4) acre parcel of land located on the east side of Route 8, one (1) mile north of Leonardsville, NY by submitting his \$140.00 fee,

NOW THEREFORE, BE IT RESOLVED, that Mr.Tanney be and hereby is granted a renewal license to operate an automobile junkyard under the provisions of the Town of Brookfield Local Law #1 of the year 2019 at the aforementioned site effective retroactive to January 1, 2020 and terminating on December 31, 2020.

**RESOLUTION 46-2020  
AUDIT OF CLAIMS**

Discussion: Add Claim 38 to General Abstract - \$25 to Sherry Perretta for reimbursement for snow removal at the Town Hall paid to Thomas Plows.

On a motion by Abrams, seconded by Mayne, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

Resolved that the Supervisor’s bills be paid on Abstracts #02-20 in the following amounts:

General Fund	No. 13 - 38	\$ 215,576.41
Highway Fund	No. 11 – 29	\$ 44,151.95
Paid Prior to Audit	No. 3 - 7	\$ 7,545.99

**RESOLUTION 46-2020  
DESIGNATING POLLING PLACES FOR TOWN OF BROOKFIELD FOR 2020**

On a motion by Abrams, seconded by Walker, the following resolution was

ADOPTED by ROLL CALL VOTE

Abrams	AYE
Corbin	AYE
Head	ABSENT
Mayne	AYE
Walker	AYE

BE IT RESOLVED, the following places are designated as polling places for the Town of Brookfield for the year 2020:

Dist #1	Leonardsville Fire House
Dist #2	Brookfield Town Hall Building
Dist #3	North Brookfield Fire House

PUBLIC COMMENT:

None

On a motion by Abrams and seconded by Mayne, the meeting was adjourned at 8:50d pm.  
Carried unanimously.