

## December 9<sup>th</sup>, 2021 Town Board Minutes

The regular meeting of the Greenfield Town Board was held on December 9<sup>th</sup>, 2021 at 7PM with the following members present: Daniel Pemrick, Supervisor; MaryAnn Johnson, Rick Capasso, Kevin Veitch and Ty Stacey, Councilpersons. Also present were Superintendent of Highways, Justin Burwell and approx. 8 residents. The meeting was opened by Supervisor Pemrick with the Pledge to the Flag.

At 7:01 PM Opening of bids were held for #2 Fuel Oil ,87% or better gasoline and on-road diesel. Town Clerk presents proof of publication. The following bid was received:

<b><u>#2 Fuel Oil Company</u></b>	<b><u>Brand</u></b>	<b><u>Price</u></b>	<b><u>Albany Tank Car Price</u></b>	<b><u>Differential</u></b>
Mirabito	Citgo	\$2.5119	2.264	+.2495
<b>87% Octane or better</b>				
Mirabito	Citgo	\$2.5823	2.3328	+.2495
<b>On Road Diesel</b>	Citgo	\$2.5730	2.3235	+.2495

On a motion by Capasso, C and seconded by Veitch, C the minutes from November 10<sup>th</sup> were approved as submitted by all members present.

## CORRESPONDENCE

Letter was received from Stanley Weeks regarding the Caboose at Kings Station. He would like the Town to address the roof on the Caboose as it needs repair, to let it go would ruin the roof, siding, floors and a lot of the renovation work by volunteers 13 years ago.

Letter was received by John Witt notifying Greenfield that he has an application with the Town of Wilton requesting a 3 lot subdivision on Woodard Rd in Wilton that borders the Town of Greenfield.

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EAGLE SCOUT PROJECT UPDATE Noah Szymanski, Troop 16, states that he is thankful to the Town for the project. He learned carpentry skills and enjoyed the process of learning how to build the deck. Supervisor Pemrick states it is obvious of the improvements they made. The Town of Greenfield and the people who have worked on it over the years owe you a debt of gratitude. Seth Tremper, Troop 16 also worked on the project and appreciates the opportunity for that project. He has his Scout Master conference Sunday, then he has to get his paperwork in to Council. Supervisor Pemrick congratulates them and all that worked on this project.

#### **OLD BUSINESS**

FUEL OIL BID- Superintendent of Highways Justin Burwell states he would like to review the Fuel oil bid before giving a decision.

#### **NEW BUSINESS**

SCHEDULE DATES FOR END OF YEAR AND ORGANIZATIONAL MEETINGS- Supervisor Pemrick states we need to set the End of the Year and Organizational Meetings. Johnson, C states Cara would like the bills no later than the 29<sup>th</sup>. The Town Board agrees to hold the End of the Year meeting on Tuesday December 28<sup>th</sup>, at 9AM at the Town Hall. The Town Board schedules the Organizational Meeting January 6<sup>th</sup>, 2022 at 6PM at the Town Hall.

#### **RESOLUTION #136-2021 APPROVE PETTY CASH FOR THE TAX COLLECTOR**

Motion: Stacey, C

Seconded: Capasso, C

**RESOLVED**, that the Town Board hereby establishes a Petty Cash Fund in the amount of \$200 for the Town Tax Collector.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey

Noes: None

#### **NEW YORK STATE RETIREMENT SYSTEM STANDARD WORK DAY & RETIREMENT**

Town Clerk states she received notice that we need to establish a standard workday for the New York State Retirement System for Dog Control Officer, Channon Emigh. Based on information submitted the standard workday was determined along with the number of days reported to the New York Retirement System.

#### **RESOLUTION #137- ESTABLISHING A STANDARD WORK DAY & REPORTING TO NYS RETIREMENT SYSTEM FOR ELECTED AND APPOINTED OFFICIALS RS 2417-A**

Motion: Johnson, C

Seconded: Stacey, C

**RESOLVED**, that the Town of Greenfield, location coded 30303 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State Local Employees Retirement System based in the record of activities maintained and submitted by these officials to the clerk of this body and that a copy of the attached resolution be submitted to the NYS retirement system:

Office of the New York State Comptroller  
**NYSILRS**  
 New York State and Local Retirement System  
 110 State Street, Albany, New York 12244-0001  
 Please type or print clearly  
 in blue or black ink

Received Date  
*December 1, 2021*

**Standard Work Day and Reporting Resolution for Elected and Appointed Officials**

Employer Location Code  
**30303**

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A (rev.11/19)

BE IT RESOLVED, that the TOWN OF GREENFIELD (Name of Employer) / 30303 (Location Code) hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSILRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
<u>CHANNON SMITH</u>			<u>TOP CENTER OFFICER</u>		<u>4.31</u>	<u>21.50</u>	<input type="checkbox"/>	<u>MONTHLY</u>	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Louise OPRONIEDSKI (Name of Secretary or Clerk) Secretary/Clerk of the governing board of the TOWN OF GREENFIELD of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 9<sup>th</sup> day of December 2021 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the Town of Greenfield on this 9 day of December, 2021.

Jane Mironiowski (Signature of Secretary or Clerk)  
Louise OPRONIEDSKI (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on 12/12/21 (Date) and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at: townofgreenfieldny.org  
 Official sign board at: 7 Wilson Rd, Griffin Ct  
 Main entrance Secretary or Clerk's office at: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ (for additional rows, attach a RS 2417-B form.)

(seal)

December 9<sup>th</sup>, 2021 continued

**RESOLUTION #138-2021 REAPPOINT PHIL ENGBORG TO THE UDAG COMMITTEE**

Motion: Veitch, C  
Seconded: Stacey, C

**RESOLVED**, that the Town Board hereby appoints Philip Engborg to a five year term to expire December 31, 2026.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

**RESOLUTION #138-2021 REAPPOINT PATTY SCHWARTZBECK TO THE ETHICS BOARD**

Motion: Capasso, C  
Seconded: Veitch, C

**RESOLVED**, that the Town Board hereby appoints Patricia Schwartzbeck to a two year term to expire December 31<sup>st</sup>, 2023.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

DISCUSSION- NEW HOURS FOR ASSISTANT BUILDING INSPECTOR- Veitch, C states we have decided the hours will not exceed 40, based on work load. If it is not necessary to have him there he will work the minimum of 35 hours. When we get into the spring and summer where it is busy he will work the full 40. Johnson, C asks if there is enough in the budget to cover that. Veitch, C states yes, the funds we budgeted for the extra help will cover that. The rest will be used for the additional staffing the building inspector feels he needs. Veitch, C asks if the hours for the building inspector were established. He remembers discussion of that during budget discussions and asks if not could we establish that tonight? Supervisor Pemrick states his understanding from discussions here when he prepared his budget and we determined the amount of monies allocated to that department for salaries that included him for 40 hours per week that is his understanding. Veitch, C asks if that changes his job description. Supervisor Pemrick states at the Organizational meeting you can establish that. Veitch, C states we adjusted his budget to reflect working the 40 hours. Veitch, C would like to motion that the Building Inspector be included in a motion for the Asst. Building Inspector.

**RESOLUTION #139-2021 ESTABLISH HOURS FOR BUILDING INPSECTOR AND ASSISTANT BUILDING INSPECTOR EFFECTIVE JANUARY 1<sup>ST</sup>, 2022**

Motion: Veitch, C  
Seconded: Capasso, C

**RESOLVED**, that the Town Board hereby establishes the hours for the Building Inspector and Assistant Building Inspector are established as follows, effective January 1<sup>st</sup>, 2022, the Building Inspector's hours will be a 40 hour work week and the Assistant Building Inspector's hours will be a minimum of 35 hours, up to 40 hours per week.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

December 9<sup>th</sup>, 2021 continued

DISCUSSION- PARKS AND RECREATION FUNDING- Veitch, C states there was a discussion regarding a special reserve account but after discussion with the Supervisor and Principal Account Clerk it was determined that the dollars are recorded on a special line and transparent where they are used. Johnson, C states by having that on that budget line, it can be used for any parks expenditure, if you put it in a reserve it is ear-marked for a specific item. This will leave the funds more available. This is the money from sub- division fees, open space fees, etc. Veitch, C states he wanted to clarify that money is available and where it is in the budget.

DISCUSSION- GOLF COURSE COLLECTIONS- Supervisor Pemrick states this is the result of the audit from the State which we found to be very helpful, we had to respond to their recommendations and accept the audit. There is a set of procedures the Town has to follow in terms of correctly collecting funds at the Golf Course. It is very specific to each person what the procedure is to collect funds at the Golf Course.

**RESOLUTION #140-2021- ACCEPT THE STATE COMPTROLLERS AUDIT AND COLLECTION PROCEDURES FOR BROOKHAVEN GOLF COURSE**

Motion: Johnson, C  
Seconded: Capasso, C

**RESOLVED**, that the Town Board hereby accepts the State Comptrollers audit for Brookhaven Golf Course and accepts their recommendations as the new Brookhaven Golf Course Collection Procedures as Golf Collection Policies.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

**RESOLUTION #141-2021- ACCEPT THE CONTRACT FOR ZOLL FOR EMS SUPPLIES**

Motion: Capasso, C  
Seconded: Veitch, C

**RESOLVED**, that the Town Board hereby accepts the Contract from Zoll to provide the Town with paperwork services, charts etc. for Town of Greenfield Ambulance in the annual amount of \$1860.15.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

Monthly reports were submitted by the Town Clerk, Highway Department and October Town Justice reports.

**RESOLUTION #142-2021- GENERAL BILLS**

Motion: Capasso, C  
Seconded: Stacey, C

**RESOLVED**, that the General Bills in the amount of \$76, 292.59 be paid.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

December 9<sup>th</sup>, 2021 continued

**RESOLUTION #143-2021- HIGHWAY BILLS**

Motion: Johnson, C  
Seconded: Veitch, C

**RESOLVED**, that the highway bills in the amount of \$166,265.25 be paid.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

**RESOLUTION #144-2021- PARKS BILLS**

Motion: Stacey, C  
Seconded: Veitch C

**RESOLVED**, that the Parks Bills in the amount of \$8036.17 be paid.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

**RESOLUTION #145-2021-UDAG**

Motion: Capasso, C  
Seconded: Johnson, C

**RESOLVED**, that \$5750.00 be paid from UDAG funds to Franklin Community Center for the second installment for Project Lift.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch, Stacey  
Noes: None

On a motion from Capasso, C and seconded by Pemrick, Supervisor, the meeting was adjourned at 7:30PM.

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Town Clerk

DRAFT