

December 10, 2020

The Newfield Town Board Business Meeting was held via the ZOOM platform due to the COVID-19 pandemic December 10, 2020, at 7:03 PM. The meeting was called to order by Supervisor Michael Allinger and opened with the Pledge of Allegiance to the flag led by Councilperson Christine Laughlin.

Attending were: Supervisor Michael Allinger, Councilperson Christine Laughlin, Councilperson Casey Powers and Councilperson Heather McCarty. Also attending were, Town Bookkeeper Blixey Taetzsch, Town Clerk Karen Miller Kenerson, Attorney Tom Smith, Planning Board Members Leo Tidd and Jim Haustein and 13 others.

Agenda Additions- Approval of Town property and liability insurance renewal policies- New Business.

Privilege of the Floor- none

Presentations

Nixon Peabody- Verizon- Tarpon Towers- Mr. Robert Burdorf representing Nixon Peabody for Verizon and Tarpon Towers presented the Newfield Town Board with its presentation for a monopole cell tower on Rte's 34/96 to help with inadequate service for the Millard Hill, Douglas and Fishkill Road areas, due to the need for additional capacity for consumers. A public hearing is needed in January 2021 along with a resolution of negative declaration for SERCA and SERCA review, and Planning Board recommendation for Town Board approval for a special permit to be issued.

TCCOG Energy Committee- Terry Carrol: presented to the Board the concept of bulk buying for electric and natural gas purchasing with Community Choice Aggregation.

Tompkins Insurance- Frank Smith: presented the Town Board with an overview of the Town's property and liability coverages for renewals.

Approval of November 12, 2020 Business Meeting Minutes.

Motion was made by Councilperson Laughlin to approve October 8th and 22nd, 2020 Meeting Minutes, seconded by Councilperson McCarty.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

Approval of Abstract 12 Vouchers

Motion was made by Councilperson Powers to approve the payments, seconded by Councilperson McCarthy.

The Board authorized the payments of the following amounts:

| | |
|--------------|-------------|
| General Fund | \$26,273.93 |
| Recreation | \$3,508.80 |
| Highway Fund | \$82,827.77 |

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|-----------------------|------------|
| Streetlight Fund | \$2,483.49 |
| Sewer Fund | \$1,375.63 |
| Water District 1 Fund | \$4,978.87 |
| Water District 2 Fund | \$4,256.57 |
| Trust & Agency | \$3,404.35 |

Vouchers were audited by Councilpersons Powers and McCarty

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSNET | 1 | James |

Carried

REPORTS

Highway- Highway Superintendent Kevin Berggren was absent

Water/Sewer- Water Supervisor Berggren was absent

Recreation- Recreation Supervisor Austin Kuzcek was absent,

Building Code Enforcement- Code Officer Alan Teeter was absent, a written report was provided noting 4 permits were issued for November-1 new garage, 2 reroofs, 1 apartment conversion.

Planning Board- Planning Board Chair Leo Tidd: reported the Planning Board had met with representatives regarding the Verizon cell tower. Mr. Tidd stated the TGA solar project was on hold and that Gabe Dean spoke to the Planning Board regarding the upcoming purchase of 190 Main Street.

EMC- Michelle Henry reported

Finance and Personnel- Bookkeeper Taetzsch submitted a written report that summarized the October 2020 financials, budget modifications for General, Community Park and Water/Sewer funds. Ms. Taetzsch also reported on the 2021 budget preparations, mandatory staff training and the updated employee handbook.

TCCOG- Councilperson McCarty reported TCCOG would be having a ZOOM meeting regarding Community Choice Aggregation on November 17th.

Supervisor's Report- Supervisor Allinger reported Joan Jurkowich from Tompkins County Planning has offered assistance to help with projects he has submitted: Animal and Noise Laws and the Castle Peak storm water pond situation to complete the projects. Supervisor Allinger reported Junk Yard Officer Brown had comprised a list of active auto repair shops for future reference. The GASBY 75 filings will no longer be paid for by TCCOG starting in 2021. Supervisor Allinger also stated he has been in communication with Clarity Connect regarding Wi-Fi deployments. Supervisor Allinger also reported the AIM payment has been processed and that 2021 was still unsure. The Burdge Hill Road solar project is nearing completion and waiting for NYSEG to hook up. Association of Towns will be offering virtual training in February for elected officials. Anna Kelles, our recently elected Assemblyperson met with Town officials at Town Hall to learn of our Town needs and concerns. Supervisor Allinger stated he has been involved with the weekly County Supervisor calls.

Councilperson Laughlin and himself have also participated with phone meetings with Representative Reed regarding COVID relief for municipalities. Supervisor Allinger continues to work with Clarity Connect and Fiberlink for connectivity for Newfield residents. The final area looking for creative solutions is the Millard

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Hill, Douglas and Fishkill Road areas. The infiltration study continues, flow meters have been installed to help evaluate the system. The target completion date is the end of January 2021. Supervisor Allinger is working with SCT to secure a VPN in order to be able to remote into the town server securely and monitor all computers remotely.

Councilperson Laughlin and Supervisor Allinger continue to work with Tompkins County for Emergency Preparedness. Supervisor Allinger would like the Town to purchase a subscription to Survey Monkey in order to collect data remotely. An annual subscription is \$380.00. Supervisor Allinger also commented the need to update the Town's aging phone system. Spectrum and SCT have been contacted for conversations regarding needs and quotes.

ACTION ITEMS

RESOLUTION NO 47

– Resolution establishing a Climate Smart Communities Task Force and Terms of Reference

WHEREAS, the Newfield Town Board adopted the New York State Climate Smart Communities Pledge on June 11th, 2020; and

WHEREAS, to become a Certified Climate Smart Community, one of the actions the Town of Newfield must take is to create a task force which shall be known as the Newfield Climate Smart Communities Task Force, hereinafter called the Newfield CSC Task Force; and be it further

RESOLVED, that the Newfield CSC Task Force shall be constituted as specified by the following Terms of Reference:

Terms of Reference
Newfield Climate Smart Communities Task Force

Membership; terms of office; vacancies.

A.) While the number of members of the Newfield CSC Task Force may change over time, depending upon needs and work demand, it will start with five members and may expand up to eight members.

1. A representative of the Supervisor and Town Board, who shall be responsible for maintaining a collaborative relationship between the Newfield CSC Task Force and the Town Board.
2. Three or more additional citizen appointees, who live in the Town of Newfield, appointed by the Town Board based on their experience in the field and availability to participate in the Newfield CSC Task Force.
3. The Newfield CSC Task Force will reserve one spot for a high school student.
4. Additional volunteers may serve on subcommittees as needed.

B.) There are no term limits for Task Force membership. When a member resigns, they will transfer projects they are responsible for to another CSC Task Force member.

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C.) Vacancies on the Newfield CSC Task Force shall be filled in the same manner as the original appointment.

D.) The Newfield CSC Task Force may also seek input from the Chair of the Town's Planning Board, and from such individuals with expertise in sustainability and GHG reduction from other agencies and organizations in the region on an as-needed basis.

Rules; records; meeting schedule.

A.) Agendas and records of all meetings shall be kept and filed online using Microsoft Teams. These are accessible by the Town Board, and Town Clerk.

B.) The Newfield CSC Task Force will meet monthly or more frequently as needed.

Powers and duties.

The powers and duties of the Newfield CSC Task Force shall be to:

A.) use the NY State DEC Climate Smart Communities Pledge Elements to prioritize actions to be undertaken by the Town government and residents such that the GHG impacts are maximized to the greatest extent achievable.

B.) recommend the prioritized actions to the Town Board for approval.

C.) seek to coordinate the efforts of private groups, institutions, and individuals within the Town of Newfield in accordance with the goal of achieving increasing levels of Climate Smart Community certifications.

D.) work collaboratively with similar task forces in neighboring communities to ensure that efforts complement and reinforce one another.

Reports to the Supervisor and the Town Board.

The Newfield CSC Task Force shall maintain ongoing communication with the Supervisor, Town Board and any relevant Town boards, commissions, working groups and departments.

Compensation and expenses of members.

The members of the Newfield CSC Task Force shall receive no compensation for their service as members.

Newfield CSC Task Force Sunset Clause

The Newfield CSC Task Force has no termination date. It will continue to function as long as there are sustainability issues worth reviewing and projects to implement for Climate Smart Community certifications. It can be terminated at any time by the Town Board.

2020 Member List

Community Representatives

Heidi Eckerson

Kitty Gifford

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Town Government

Heather McCarty
Casey Powers
Leo Tidd

Motion was made by Councilperson Powers to adopt Resolution 47-2020 Resolution establishing a Climate Smart Communities Task Force and Terms of Reference, seconded by Councilperson Laughlin.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

RESOLUTION NO 48-2020 - Appointing Newfield Climate Smart Communities Coordinator

WHEREAS, the Newfield Town Board adopted the New York State Climate Smart Communities Pledge on June 11th, 2020; and

WHEREAS, to become a Certified Climate Smart Community, one of the actions the Town of Newfield must take is to appoint a Climate Smart Communities Coordinator; and

WHEREAS, the Climate Smart Communities Coordinator's duties include, among other things, planning Climate Task Force meetings, organizing communications within and from the Climate Task Force, and administrating and overseeing activities of the Climate Task Force.

IT IS HEREBY RESOLVED, that Kitty Gifford is hereby appointed as the Town’s Climate Smart Communities Coordinator.

Motion was made by Councilperson Powers to adopt Resolution 48-2020 Appointing Newfield Climate Smart Communities Coordinator, seconded by Councilperson Laughlin.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

Annual Agreements

Motion was made by Councilperson Laughlin to approve Supervisor Allinger to sign the Annual Agreements with the Newfield Senior Citizens, NICE, Gadabout, Newfield Public Library and the Newfield Garden Apartment PILOT, seconded by Councilperson McCarty.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

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Resolution 49-2020 Budget Modifications**RESOLUTION NO. 49-2020 – Approval of December 2020 Budget Modifications**

WHEREAS, it is necessary to modify the 2020 budget based on updated estimates of revenues and expenses in 2020, and

WHEREAS, a detailed listing of each budget adjustment by Fund has been provided below, be it therefore

RESOLVED, that the Newfield Town Board approves the budget modifications as outlined below.

| Account # | Account Name | Original Budget | Increase/ (Decrease) | Modified Budget |
|-------------------------------|---|-----------------|-------------------------|-----------------|
| GENERAL FUND EXPENSES | | | | |
| A1610.416 | Central Services - Software and Maintenance | \$ 4,800.00 | \$ 200.00 | \$ 5,000.00 |
| A1920.4 | Municipal Association Dues | \$ 1,000.00 | \$ 1,000.00 | \$ 2,000.00 |
| A9060.8 | Hospital and Medical Insurance | \$ 92,085.00 | \$ 4,915.00 | \$ 97,000.00 |
| A5182.4 | Street Lighting - Contractual | \$ 6,000.00 | \$ (2,000.00) | \$ 4,000.00 |
| A8020.4 | Planning - Contractual | \$ 4,500.00 | \$ (2,000.00) | \$ 2,500.00 |
| A8745.4 | Flood & Erosion Control - Contractual | \$ 6,850.00 | \$ (2,115.00) | \$ 4,735.00 |
| Total Expenditure Adjustments | | | \$ - | |

| Account # | Account Name | Original Budget | Increase/ (Decrease) | Modified Budget |
|-------------------------------|--------------------------------------|-----------------|-------------------------|-----------------|
| HIGHWAY FUND EXPENSES | | | | |
| DA5110.19 | General Repairs - COVID leave | \$ 20,000.00 | \$ 2,100.00 | \$ 22,100.00 |
| DA5110.10 | General Repairs - Personnel | \$ 185,000.00 | \$ (2,100.00) | \$ 182,900.00 |
| DA5112.4 | Permanent Improvements - Contractual | \$ 380,000.00 | \$ 1,500.00 | \$ 381,500.00 |
| DA5130.46 | Machinery - Parts | \$ 25,000.00 | \$ 2,000.00 | \$ 27,000.00 |
| DA5130.463 | Machinery - Repairs | \$ 70,000.00 | \$ 3,000.00 | \$ 73,000.00 |
| DA9785.7 | Installment Purchase Interest | \$ 4,501.00 | \$ 1.00 | \$ 4,502.00 |
| DA9010.8 | State Retirement | \$ 50,471.00 | \$ (1.00) | \$ 50,470.00 |
| DA9040.8 | Workers Compensation | \$ 76,000.00 | \$ (6,500.00) | \$ 69,500.00 |
| Total Expenditure Adjustments | | | \$ - | |

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| Account # | Account Name | Original Budget | Increase/ (Decrease) | Modified Budget |
|-------------------------------|-----------------------------------|-----------------|-------------------------|-----------------|
| SEWER FUND EXPENSES | | | | |
| SS1-8120.4 | Sanitary Sewers- Contractual | \$ 9,500.00 | \$ 2,500.00 | \$ 12,000.00 |
| SS1-9010.8 | State Retirement | \$ 1,808.00 | \$ 300.00 | \$ 2,108.00 |
| SS1-9040.8 | Workers Compensation | \$ 3,353.00 | \$ (300.00) | \$ 3,053.00 |
| SS1-8130.4 | Sewage Treat/Disposal Contractual | \$ 55,000.00 | \$ (2,500.00) | \$ 52,500.00 |
| Total Expenditure Adjustments | | | \$ - | |

| Account # | Account Name | Original Budget | Increase/ (Decrease) | Modified Budget |
|-------------------------------|---|-----------------|-------------------------|-----------------|
| WATER 1 EXPENDITURES | | | | |
| SW1-8320.4 | Source of Supply Contractual | \$ 21,296.00 | \$ (1,250.00) | \$ 20,046.00 |
| SW1-8320.41 | Source of Supply Contractual - Grant Funded | \$ 50,000.00 | \$ 1,250.00 | \$ 51,250.00 |
| SW1-9010.8 | State Retirement | \$ 3,617.00 | \$ 200.00 | \$ 3,817.00 |
| SW1-9040.8 | Workers Compensation Insurance | \$ 1,376.00 | \$ (200.00) | \$ 1,176.00 |
| Total Expenditure Adjustments | | | \$ - | |

| Account # | Account Name | Original Budget | Increase/ (Decrease) | Modified Budget |
|-------------------------------|---|-----------------|-------------------------|-----------------|
| WATER 2 EXPENDITURES | | | | |
| SW2-8320.4 | Source of Supply - Contractual | \$ 7,000.00 | \$ (1,250.00) | \$ 5,750.00 |
| SW2-8320.41 | Source of Supply - Grant Funded Expense | \$ 50,000.00 | \$ 1,250.00 | \$ 51,250.00 |
| Total Expenditure Adjustments | | | \$ - | |

Motion was made by Councilperson Powers approving the December 2020 budget modifications as presented. Motion seconded by Councilperson McCarty.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

RESOLUTION NO. 50 -2020
Delinquent Water/Sewer Charges

WHEREAS, the Town of Newfield Water and Sewer accounts states on the October 2020 bills that any unpaid balance after November 20, 2020 will be levied on the 2021 Town and County tax bills with a 10% levy charge.

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THEREFORE BE IT RESOLVED that the tax collector will levy the unpaid Water and Sewer Account charges over 30 days past due on the 2021 Town and County tax bills with a 10% levy charge.

Motion was made by Councilperson Powers to approve Resolution No. 50-2020, seconded by Councilperson Laughlin

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

Approval of renewal of Town Insurance Policies with Tompkins Insurance Agency

Motion was made by Councilperson Laughlin to approve the Town of Newfield to renew the existing Insurance policies with Tompkins Insurance Agency. Motion seconded by Councilperson Powers.

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Carried

OLD BUSINESS

Discussion – financial assistance request from Newfield Public Library and Newfield Historical Society
Newfield Public Library Director Susan Chaffee and Newfield Historical Society President Alan Chaffee presented the Town Board with the possibility of expanding its space to an apartment next door to the Library. Funds and services could possibly be requested in the future for this endeavor. At this time, the Town is limited as to what it can do.

NEW BUSINESS

Public Safety Collaboration – Councilperson McCarty will draft a letter requesting the Tompkins County Sheriff for more support in the Town of Newfield, and that the Town of Newfield does not approve of defunding the Tompkins County Sheriff Department. The Board will approve a unified Statement to be sent.

Town Hall COVID precautions

The Town Clerk voiced concerns regarding COVID precautions and 2021 tax collection. Added safety measures and visible social distancing markers will be used. Notices will be added in tax bills and signs in and outside of Town Hall will be visible with new guidelines.

Verizon Special Permit Approval- Motion was made by Councilperson Powers for the Newfield Town Board Members to meet with the Verizon representatives at the January 28, 2021 Meeting, seconded by Councilperson McCarty.

| | | | |
|------|------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
|------|------|---|--|

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| | | |
|--------|---|-------|
| NAY | 0 | |
| ABSENT | 1 | James |

Carried

Local Law No. 1 of 2021

Motion was made by Councilperson Powers to hold a Public Hearing for public comment regarding Local Law No. 1 of 2021 A Local Law to repeal the override of the tax levy law established in General Municipal Law 3-c January 14, 2021 at 7:00 pm, seconded by Councilperson McCarty

| | | | |
|------|--------|---|--|
| Vote | AYES | 4 | Allinger, Laughlin, Powers and McCarty |
| | NAY | 0 | |
| | ABSENT | 1 | James |

Next meeting will be January 14 2021.

At 9:45 PM a motion was made by Supervisor Allinger to move into an Executive Session to discuss Collective Bargaining Unit negotiations, seconded by Councilperson McCarty.

At 10:13 PM, Executive Session closed, and the Regular Meeting resumed of the Newfield Town Board.

At 10:13 PM, Councilperson Powers offered a motion to move to adjournment at 9:23 PM seconded by Councilperson Laughlin.

Respectfully Submitted,

December 31, 2020

Karen Miller Kenerson
Newfield Town Clerk