

March 9, 2021

Regular Meeting

Minutes of a Regular Meeting of the Town Board of the Town of Southport held at the Southport Town Hall, 1139 Pennsylvania Avenue on March 9, 2021.

Members Present: Supervisor Kathleen Szerszen, Council Members Glenn Gunderman, Daniel Hurley, Timothy Steed

Members Absent: Council Member Joseph Roman

Others Present: Attorney Kimberlee Balok-Middaugh, Code Enforcement Officer Peter Rocchi, Town Clerk Carolyn Renko, Deputy Town Clerk Marianne Schrom

The meeting was called to order by Supervisor Kathleen Szerszen at 7:00 p.m., followed by the Pledge of Allegiance to the Flag of the United States of America.

Moment of Silence – Kathleen Szerszen

PUBLIC HEARING 7:03 P.M. – for the purpose of hearing any and all public comment in accordance with the Town of Southport Code Chapter 525, Article 7, Planned Development District Provisions, Section 47, pertaining to Autumnview Estates.

Town Clerk Carolyn Renko read the notice that appeared in the Star Gazette. Attorney Balok-Middaugh gave a summary of events to date. Supervisor Szerszen opened up the Public Hearing for public comment at 7:05 p.m.

Jamie Gensel from Fagan Engineers gave details of the project and shared a Site Plan Map with the Town Board.

John O'Connor from 12 Autumnview Way stated he's not in favor of the duplexes but wouldn't mind single family homes if the project goes through. He states he doesn't think the Town should change the zoning laws to accommodate this project.

Stephanie from 26 Summit Drive, who called in remotely is in favor of the project and stated she thinks it will be good for the community.

Todd Curren from 1365 Pennsylvania Avenue who called in remotely stated he is in favor of the project and thinks it will be an increase to the tax base for the Town.

Ruth Stoddard from 23 Autumnview Way called in remotely and stated she is not in favor of this project. She feels it would create too much traffic, the area already has drainage problems and the Town shouldn't change the zoning laws for this project. She was also inquiring at what point would the road connect to Hudson Acres.

Jamie Gensel explained how and where Autumnview way would connect with Hudson Acres.

Supervisor Szerszen stated the next steps would be to leave the Public Hearing open until the April 13, 2021 Town Board Meeting, as to give residents time to come to Town Hall where a map of this project will be on display and to submit questions regarding it via in person or email. She also stated that this project is on the Zoning Board of Appeals March 17, 2021 agenda for review so their findings could be discussed at the April 13th Town Board Meeting as well.

Attorney Balok-Middaugh stated the formal PDD application for Autumnview Estates should be referred to the Chemung County Planning Board for review.

RESOLUTION NO. 59-2021

REFERRAL TO CHEMUNG COUNTY PLANNING BOARD FORMAL PLANNED DEVELOPMENT DISTRICT APPLICATION FOR AUTUMNVIEW ESTATES

Resolution by: Steed
Seconded by: Gunderman

RESOLVED, that the Town Board of the Town of Southport hereby refers to the Chemung County Planning Board the formal Planned Development District Application for Autumnview Estates for further review, action and findings as required by Town of Southport Code Chapter 525, Article 7, Planned Development District Provisions, Section 44 (C) and General Municipal Law Section 239-m.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

Monthly reports were received as follows:

Town Clerk Carolyn A. Renko

Town Clerk & Dog License Fees	\$ 1,050.33
Funds Turned to State and County Agencies	\$ <u>304.67</u>
	\$ 1,355.00

Receiver of Taxes

Town & County Tax Collected	\$ 742,262.51
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Code Enforcement Office

Fees Collected:	Building Permit Fees	\$ 416.00
	Building Permit Values	\$ 213,200.00
	Operating Permit Fees	\$ 450.00
	Site Plan Fees	\$ 150.00

City of Elmira Animal Control
Justice Office
Recreation/Aging/Youth Services
Residential Deputy

Council Member Gunderman made a motion, Council Member Steed seconded to accept the monthly reports as filed.

Under Correspondence, Supervisor Szerszen read a letter from County Executive Chris Moss that stated the county is offering up to \$10,000.00 of Casella grant money per municipality in Chemung County for enhancement of youth athletic programs.

Council Member Steed made a motion, Council Member Hurley seconded to accept the minutes of the February 9, 2021 regular meeting.

Under Taxpayer's Comments, Agenda and Discussion items only, no one wished to speak.

RESOLUTION NO. 60-2021

APPROVING ABSTRACT OF GENERAL FUND CLAIMS

Resolution by: Gunderman
Seconded by: Hurley

RESOLVED, that the Abstract of General Fund Claims submitted by the Town Clerk for the month of March 2021, No. 67 through No. 111, not to exceed \$57,869.68, has been audited and approved for payment by this Town Board.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 61-2021

APPROVING ABSTRACT OF HIGHWAY FUND CLAIMS

Resolution by: Steed
Seconded by: Gunderman

RESOLVED, that the Abstract of Highway Fund Claims submitted by the Town Clerk for the month of March 2021, No. 33 through No. 56, not to exceed \$128,142.81, has been audited and approved for payment by this Town Board.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 62-2021

APPROVING ABSTRACT OF LIGHT FUND CLAIMS

Resolution by: Gunderman
Seconded by: Hurley

RESOLVED, that the Abstract of Light Fund Claims submitted by the Town Clerk for the month of March 2021, No. 1 and 2, not to exceed \$17,735.26, has been audited and approved for payment by this Town Board.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 63-2021

RATIFYING APPOINTMENT OF MARY EDDY AS A MEMBER OF THE TOWN OF SOUTHPORT
BOARD OF ASSESSMENT REVIEW

Resolution by: Gunderman
Seconded by: Steed

RESOLVED, that Mary Eddy be and she hereby is reappointed to serve a term of five (5) years as a member of the Board of Assessment Review of the Town of Southport, said term to expire on September 30, 2025.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 64-2021

REAPPOINTING CHRISTOPHER PARSONS AS A MEMBER OF THE TOWN OF SOUTHPORT
PLANNING BOARD

Resolution by: Gunderman
Seconded by: Steed

RESOLVED, that Christopher Parsons be and he hereby is reappointed to serve a term of seven (7) years as a member of the Planning Board of the Town of Southport, said term to expire on April 1, 2028.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 65-2021

APPOINTING CHASE POTTER AND MICHAEL WOOD AS PART-TIME SEASONAL LABORERS

Resolution By: Steed
Seconded by: Gunderman

WHEREAS, the Supervisor has advised this Town Board that the need exists for seasonal laborers in accordance with budgetary appropriations.

NOW THEREFORE BE IT RESOLVED, that the following seasonal laborer appointments be effective March 29, 2021 and that the individuals be paid as any other Town Employee pursuant to the following schedule:

<u>NAME</u>	<u>POSITION</u>	<u>COMPENSATION</u>	<u>EFFECTIVE DATE</u>
Chase Potter	Seasonal Laborer	\$13.75 pr/hr	03/29/2021
Michael Wood	Seasonal Laborer	\$16.90 pr/hr	03/29/2021

and be it further

RESOLVED, that the aforementioned individuals shall not be entitled to any benefits as a result of their employment by the Town of Southport, including but not limited to health insurance, and be it further

RESOLVED, that the aforementioned individuals commence their employment with the Town of Southport until such time as they shall have filed with the Town Clerk their appropriate Oath of Office as required by law.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 66-2021

TOWN HALL SUMMER HOURS

Resolution by: Gunderman
Seconded by: Hurley

RESOLVED, that Town Hall Summer hours effective May 24, 2021 through September 3, 2021 will be as follows:

Monday: 7:30 a.m. to 4:00 p.m.
Tuesday: 7:30 a.m. to 4:00 p.m.
Wednesday: 7:30 a.m. to 4:00 p.m.
Thursday: 7:30 a.m. to 4:00 p.m.
Friday: 7:30 a.m. to 12:30 p.m.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 67-2021

ACCEPTING PROPOSAL FROM LABELLA ASSOCIATES FOR ENGINEERING SERVICES FOR HVAC SYSTEM
UPGRADE AT SOUTHPORT TOWN HALL

Resolution by: Gunderman
Seconded by: Steed

WHEREAS, LaBella Associates has provided the Town of Southport a proposal for Engineering Services for HVAC System upgrade at the Southport Town Hall.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport, in regular session duly convened, does hereby authorize the Town Supervisor to sign and enter into an Agreement with LaBella Associates for Engineering Services for HVAC System upgrade at the Southport Town Hall, for a sum not to exceed TWENTY-SEVEN THOUSAND DOLLARS AND 00/100 (\$27,000.00).

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 68-2021

AUTHORIZING PERMISSION FOR WALK-A-MILE IN MY SHOES SUICIDE PREVENTION CAR PARADE
STARTING AT CHAPEL PARK

Resolution by; Steed
Seconded by: Gunderman

WHEREAS, Walk-a-Mile in my Shoes Suicide Prevention wishes to hold a car parade on Saturday, May 1, 2021 at 11:00 a.m., starting at Chapel Park in the Town of Southport.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport hereby grants permission for Walk-a-Mile in my Shoes Suicide Prevention to hold a car parade on May 1, 2021 at 11:00 a.m., starting at Chapel Park in the Town of Southport.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 69-2021

ACCEPTING PROPOSAL OF CALIFORNIA SCHOOL BOARDS ASSOCIATION DISTRICT SERVICES CORPORATION (“CSBADSC”) TO PREPARE GASB 74/75 REPORT

Resolution by: Gunderman
Seconded by: Steed

RESOLVED, that the Supervisor is authorized to enter into an Agreement with California School Boards Association District Services Corporation to prepare the GASB 75 or 74, at a cost not to exceed TWO THOUSAND FIVE HUNDRED DOLLARS AND 00/100 (\$2,500.00).

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 70-2021

ADOPTING PUBLIC EMPLOYER HEALTH EMERGENCY PLAN FOR THE TOWN OF SOUTHPORT

Resolution by: Gunderman
Seconded by: Hurley

WHEREAS, the Town Board has determined that there is a need to adopt a Public Employer Health Emergency Plan for the Town of Southport.

WHEREAS, the Town Board has reviewed the proposed Public Employer Health Emergency Plan,

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport hereby adopts the approved Public Employer Health Emergency Plan and acknowledges that all policies in this plan will be effective as of this date, March 9, 2021.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 71-2021

PROCEEDING WITH THE ORDER OF DEMOLITION AND REMOVAL OF A DANGEROUS AND UNSAFE BUILDING AT 1551 CEDAR STREET

Resolution by: Gunderman
Seconded by: Steed

WHEREAS, per Resolution No. 45-2021 the Town of Southport Town Board in accordance to Town of Southport Town Code Chapter 234, Buildings, Unsafe, Article I, determined to continue the order declaring the structure on the property located at 1551 Cedar Street, Tax Map Identification No. 109.08-2-40, Elmira, New York, to be unsafe to the public and further ordered the structure to be secured, demolished, and removed.

WHEREAS, after additional review it was determined that there has been no activity and the property remains in the same condition.

WHEREAS, the Town of Southport is prepared to proceed with the demolition of the property at 1551 Cedar Street.

NOW THEREFORE BE IT RESOLVED, the Town of Southport Town Board orders the Town Code Officer to arrange to have said structure demolished and removed and the related costs, including allowable administrative costs, shall be assessed against the land on which the building is located at the same time and in the same manner as general Town taxes in accordance with Town of Southport Town Code Chapter 234, Article I, Section 8.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 72-2021

UPDATING TOWN OF SOUTHPORT EMPLOYEE HANDBOOK TO INCLUDE SOCIAL MEDIA POLICY

Resolution by: Hurley
Seconded by: Gunderman

WHEREAS, by Resolution No. 98-2009, the Town Board adopted an Employee Handbook for all employees of the Town of Southport, and

WHEREAS, the Town Board has reviewed the Social Media Policy for Town of Southport employees.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport hereby approves the Social Media Policy, which will be added to the Town of Southport Employee Handbook.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

RESOLUTION NO. 73-2021

UPDATING TOWN OF SOUTHPORT EMPLOYEE HANDBOOK TO INCLUDE UPDATED TELEPHONE/CELL
PHONE USAGE POLICY

Resolution by: Hurley
Seconded by: Gunderman

WHEREAS, by Resolution No. 98-2009, the Town Board adopted an Employee Handbook for all employees of the Town of Southport, and

WHEREAS, the Town Board has reviewed the updated Telephone/Cell Phone Usage Policy for the Town of Southport employees.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport hereby approves the updated Telephone/Cell Phone Usage Policy, which will be added to the Town of Southport Employee Handbook.

AYES: Gunderman, Hurley, Steed, Szerszen
NOES: None
ABSENT: Roman
CARRIED.

Under Taxpayer's Comments, no one wished to speak.

Council Member Gunderman made a motion, Council Member Hurley seconded to adjourn the meeting.

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Carolyn A. Renko
Town Clerk