

MONTHLY BOARD MEETING

TOWN OF WOODHULL

January 10, 2024

Town of Woodhull regular monthly board meeting was held at the Woodhull Town Hall, 1585 Academy Street, Woodhull, County of Steuben, State of New York on the 10th day of January 2024.

PRESENT: Scott Grant, Supervisor  
Douglas O'Brian, Council  
Robert Hargrave, Council  
Chase Reed, Council  
Crystal Myers, Town Clerk

OTHERS PRESENT: Kristy Flint, Woodhull Gas Company /Deputy Clerk  
Mary Shupp, Planning Board member  
Rebecca Painter, Assessor  
Leslie Smith Planning Board member  
Sharon Calkins, Resident  
Ryan Frykholm, Municipal Disaster Consultants

ABSENT: Jeffrey Vance, Council

**Woodhull Municipal Gas Company** business was conducted at 6:39 pm. Chase Reed is working on the items of the violations that the gas company received during the PSC's 2023 Construction and Field audits. John needs to recertify his qualification and updates. Mailboxes are being put up in town and people should be calling NY Dig before they dig the holes for the mailboxes. Chase is working on changing out the meters. AFR due March 31, 2024. Scott signed the checks. The bank needs to take Bryan Conklin off and put Chase Reed on the account.

Abstract #001 of the Woodhull Municipal Gas Company in the amount of \$12,302.33 was approved for payment. This included vouchers #23-112- #24-006. Report filed in the Town Clerk's Office.

**Sewer business**

Douglas O'Brian- Doug reported the sewer plant has lots of water in the tanks. He has been working on it all day.

Supervisor Grant called the Monthly Board Meeting to order at 7:00 PM with the Pledge of Allegiance.

RESOLUTION #03-2024

APPROVAL OF MINUTES

Chase Reed made a motion to accept the December 13, 2023, regular meeting minutes as written. Also, December 28, 2023 Year end meeting minutes as written. January 2, 2024 organizational meeting minutes as written. Scott Grant seconded the motion. All in favor. Carried.

ADOPTED	Ayes	4	Grant, Reed, Hargrave, O'Brian
	Nays	0	

#### GUESTS/RESIDENTS SHARING

Sharon Calkins had a concern about Tops room was cold the other day. The town took the air conditioner out of the window, and hope that will help.

Ryan Frykholm, Municipal Disaster Consultants passed out the update sheet for FEMA. Scott must respond to a letter in 2 days about the sewer plant issues and what FEMA is looking for before they will help pay for the repairs to the plant. Ryan will sit down with Scott tomorrow at 11am to help with the wording of the letter to get the respond correctly.

He informed the Town Board at Holden Road is not able to be fixed. The Town will have to keep putting gravel down for a long time. There will be further discussions on this topic.

#### DEPARTMENT REPORTS

**Gary Hadsell, DOG CONTROL OFFICER**, was present. There was one dog on County Route 99, picked up and taken to the shelter.

The Town Board entered into a contract with the Town of Canisteo that operates an animal shelter located at 71 Depot Street Canisteo for one year.

#### **RESOLUTION #04-2024**

#### **APPOINTMENT OF GARY HADSELL FOR THE DOG CONTRAL OFFICER.**

A motion made by Douglas O'Brian and seconded by Robert Hargrave the following resolution was

ADOPTED	Ayes	4	Grant, Hargrave, Reed, O'Brian,
	Nays	0	

**Robert (Bob) Mooney, CODE ENFORCEMENT OFFICER**, was not present. He submitted the monthly report.

**Rebecca Painter, ASSESSOR** was present, she reported there was a training meeting today that she went to. She also reported that exemption forms are coming in.

**James Martin, HIGHWAY SUPERINTENDENT** – Reported the following:

- There are small repairs being fixed.
- The State Agreement of shared services was emailed to the Town.
- There are only 2 bids for putting the lights up in the Town barns.
- Trucks- Sand blasting work is being done in Bath, NY.

**Steve Coates/ Tiffany Patterson, TOWN HALL MAINTENANCE/CLEANER** were not present.

- The Town Board discussed the cleanliness of the Town Hall bathrooms and building. They will discuss it further at the next meeting.

### **Scott Grant, SUPERVISOR'S REPORT**

- 2024 salaries have been updated and paychecks are to be certified.

**Mary Shupp, PLANNING BOARD**, was present.

- Mary Shupp and Leslie Smith talked about the letter they had written about the Bank and Post office situation; they sent a copy of the letter to Scott to look over, he made a few changes and sent it back to them. They will submit it to Liam O'Halloran at NY Legal Assistance for review.
- The next project is the Main Street Business District. They would like to put new lights and sidewalks in and maybe a few little trees to be planted. They will investigate getting a grant or some other funding.
- Hometown Hero banners- will be retiring the banners that have been damaged and no longer be displayed. They are asking if the people would like the old ones and if they would purchase a new one. The price is \$116 to purchase one.

**Crystal Myers, TOWN CLERK**,

- reported, taxes are coming. There are some addresses corrections to be made.
- The Town got a letter back from the State on the Local law 1 of 2023. (it has been filed with the State).

### OLD BUSINESS

- The website needs news articles and new information.
- AFR/AUD's 2023 are being processed.

### NEW BUSINESS

- Annual Audit of 2023 books were signed and are filed in the Town Clerk Office.

AUDIT OF HIGHWAY, GENERAL & WASTEWATER FUND ABSTRACTS

Abstract #001 of the Highway Fund vouchers in the amount of \$21,417.64 were approved for payment. This included vouchers #001-013.

Abstract #001 of the General Fund vouchers in the amount of \$15,085.38 were approved for payment. This included vouchers #001-016.

Abstract #001 of the Wastewater vouchers in the amount of \$1,195.94 were approved for payment. This included vouchers #001-005.

The next Monthly Board Meeting will be held on Wednesday, February 14, 2024. Woodhull Municipal Gas and Woodhull Wastewater business will be conducted at 6:30 and 6:45 PM respectively before the regular meeting at 7 PM.

The motion was made by Chase Reed and a second by Robert Hargrave. All were in favor and the meeting was adjourned at 10:19 pm.

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Crystal Myers, Town Clerk