

MONTHLY BOARD MEETING
TOWN OF WOODHULL
March 13, 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 13th day of March 2024.

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

OTHERS PRESENT: Kristy Flint, Woodhull Gas Company /Deputy Clerk
John Martin, Gas Company
Tylor Trumbul, Resident
Rebecca Painter, Assessor
Ryan Frykholm, Municipal Disaster Consultants, Inc
Mary Shupp, Planning Board

Woodhull Municipal Gas Company business was conducted at 6:39 pm. Chase Reed reported. John Martin recertified his qualifications to read the meters. Scott signed the checks. The shut offs will be starting after April 15. They are handing out shut off notices in preparation for shutting gas off after the 15th of April. Kristy is moving forward on the electronic pay system.

Abstract #003 of the Woodhull Municipal Gas Company in the amount of \$21,572.35 was approved for payment. This included vouchers #24-015- #24-025. Report filed in the Town Clerk's Office.

Sewer business

Douglas O'Brian- Doug reported the testing is off. Ryan will be discussing more on the Wastewater project.

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

RESOLUTION #10-2024

APPROVAL OF MINUTES

Chase Reed made a motion to accept the February 14, 2024, regular meeting minutes as written. Jeffrey Vance seconded the motion. All in favor. Carried.

ADOPTED	Ayes	5	Grant, Reed, Hargrave, O'Brian, Vance
	Nays	0	

GUESTS/RESIDENTS SHARING

Tylor Trumbul – Resident on Lyon Road. Would like the Town to put a ditch in on his side of the Road. Town will go and look at it and see what needs to be done.

Ryan from Disaster Consultants, Inc., gave an update on FEMA projects. He talked about the Wastewater project needs the canceled checks, the vouchers, and invoice emailed to FEMA soon. The Town Clerk and Town Supervisor will prepare this request.

RESOLUTION #11-2024

AUTHORIZATION TO GET GPI TO SUBMIT A DETAIL REPORT ON WASTER WATER PLANT.

Jeffrey Vance made a motion to allow Doug O'Brian to authorize GPI Company to get a detailed report for the wastewater plant. Robert Hargrave seconded the motion. All in favor. Carried.

ADOPTED	Ayes	5	Grant, Reed, Hargrave, O'Brian, Vance
	Nays	0	

RESOLUTION #12-2024

AUTHORIZATION TO CONTRACT GPI FOR A SPECIAL ENGINEER.FOR THE HIGHWAY GARAGE.

Jeffrey Vance made a motion for the Town Supervisor, Scott Grant to contract GPI for a Special Engineer service for the Highway Garage. Douglas O'Brian seconded the motion. All in favor. Carried.

ADOPTED	Ayes	5	Grant, Reed, Hargrave, O'Brian, Vance
	Nays	0	

DEPARTMENT REPORTS

Gary Hadsell, DOG CONTROL OFFICER, wasn't present. No activities for February. His report was filed in the Clerk's Office.

Robert (Bob) Mooney, CODE ENFORCEMENT OFFICER, was not present. He submitted the monthly report. No new buildings in February. Filed in the clerk's office.

Rebecca Painter, ASSESSOR was present, she reported that exemption forms are done. She is taking classes and training courses to help her in the job. Notice of assessments were sent out. May 28, 2024 is the date of the Board of Review.

Mary Shupp, PLANNING BOARD, was present.

- Mary Shupp - The letter they had written about the Bank and Post office situation; was sent out for review.
- The Main Street Business District project. They would like to put new lights and sidewalks in and maybe a few little trees. They will investigate getting a grant or some other funding.
- Hometown Hero banners have been ordered; 45 banners have been replaced.
- For the shoe drive there three locations for drop off, Town Hall, Smith Insurance Co., and Pick Center (Community Center Methodist Church).

- Wreath across America forms are out on the Woodhull Website. <https://www.woodhullny.com>. We would like to get 345 Wreaths to place in all the Veteran's graves this year.
- She would like to order 4 boxes of flags, along with 4 Vietnam and 4 WW II metal flags holders. The Town Board authorized the purchase.
- March 23, 2024 between 1-2 PM the Planning Board is doing a Easter egg hunt for 3 different age groups. There will be 3 raffle Baskets for fundraising. Date was changed to March 30th due to the weather.

James Martin, HIGHWAY SUPERINTENDENT – Reported the following:

- The New roller was delivered.
- The Old one was sold at auction. Once the buyer pays, the check to Woodhull will be sent out.
- The highway crew is working on filling potholes.
- The Highway crew is working on pipes.
- He talked about renting the equipment last year from the Milton CAT stating we still owe money for the rental. They explained that they have 13 months in a year. 28 days per month and the rest is in the 13th month.
- He would like to sandblast and paint a truck bed. There are 3 quotes for the sandblasting, but the lowest bid needs more documentation, Jim will go and see the person and get the paperwork.

RESOLUTION #13-2024

LOWEST BID ON SANDBLASTING THE TRUCK

Douglas O'Brian made a motion to accept the lowest bid. Jeffrey Vance seconded the motion. All in favor. Carried.

ADOPTED	Ayes	5	Grant, Reed, Hargrave, O'Brian, Vance
	Nays	0	

Crystal Myers, TOWN CLERK,

- The Clerk will be collecting for the County's portion until April 1, 2024
- The first month of the mobile food bank went well. The group cleaned up everything. They will be in Woodhull the second Fridays of the month.

OLD BUSINESS

- The Town Board is still discussing the safes down in the basement, they need a safe cracker to open them to make sure there isn't anything important in them.

NEW BUSINESS

- The Town Board discussed the Carpenter properties on Main Street.

RESOLUTION #14-2024

AUTHORIZATION SUPERVISOR TO NEGOTIATE

Jeffrey Vance made a motion for the Town Supervisor, Scott Grant to negotiate with Country Day LLC to purchase the two Main Street parcels (parking lot). Douglas O'Brian seconded the motion. All in favor. Carried.

ADOPTED	Ayes	5	Grant, Reed, Hargrave, O'Brian, Vance
	Nays	0	

AUDIT OF HIGHWAY, GENERAL & WASTEWATER FUND ABSTRACTS

Abstract #003 of the Highway Fund vouchers in the amount of \$218,470.28 were approved for payment. This included vouchers #033-050.

Abstract #003 of the General Fund vouchers in the amount of \$55,133.85 were approved for payment. This included vouchers #035-052.

Abstract #003 of the Wastewater vouchers in the amount of \$8,590.91 were approved for payment. This included vouchers #012-017.

The next Monthly Board Meeting will be held on Wednesday, April 10, 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 Douglas O'Brian and a second by Jeffrey Vance. All were in favor and the meeting was adjourned at 10:03 pm.

Crystal Myers, Town Clerk