

Minutes of the Regular Town Board Meeting of the Town of Arietta held May 2,2022 Piseco Town Offices located at the Piseco Common School.

Supervisor Rhodes opened the meeting at 5:00 pm

**OTHERS PRESENT:**

Craig Small-Highway Superintendent, Barry Baker, William Hotaling, Fred Knapp, Dan Fish, Tom Preston, Howie Parslow, Marie Buanno, Steve Woehrle, and Mel LaScola-Zoning Officer.

Roll Call:

Jacqui Grier	present-zoom
Douglas Stobo	present
Sarah Rudes	present
Christy Wilt	present
Chris Rhodes	present

Supervisor Rhodes asked for a motion to accept the minutes of the April 4,2022 regular Town Board meeting and the minutes of the 4/25/2022 special Town Board meeting as submitted by the Town Clerk.

Motion was offered by Christy Wilt, seconded by Jacqui Grier

**Ayes:** J. Grier, C. Wilt, C. Rhodes, C. Wilt and S. Rudes and Doug Stobo abstained as they did not get time to review the minutes. **NOES:** NONE Motion passed

RESOLUTIONS:

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York and Zoom on:

May 2, 2022 at 5:00pm

Resolution # 22- 05 -31

Subject: **Town of Arietta Logo**

Resolution Offered By: Doug Stobo

**WHEREAS:** the Town of Arietta has been presented with a new logo to identify and represent the Town of Arietta, and

**WHEREAS:** after review and discussion of the logos', the town board feels that it would benefit the town to refresh and update to a new modern version to represent the area, and

**WHEREAS:** the town will use the attached updated version on all equipment that is purchased going forward and any prior equipment will keep the current logo, and

**THEREFORE, LET IT BE RESOLVED:** the Town of Arietta, Town Board will rescind all prior logo's that have represented the Town of Arietta and authorize the new modern logo for use to identify all new town equipment, correspondence, and items that reference the town going forward.

Seconded by: Christy Wilt and put to a vote, which resulted as follows:

AYES:	NOES:	ABSENT:
Jacquelyn Grier x-zoom_____	Jacquelyn Grier _____	Jacquelyn Grier _____
Sarah Rudes x_____	Sarah Rudes _____	Sarah Rudes _____
Douglas Stobo x_____	Douglas Stobo _____	Douglas Stobo _____
Christy Wilt x_____	Christy Wilt _____	Christy Wilt _____
Christian Rhodes x_____	Christian Rhodes _____	Christian Rhodes _____

Laura Morehouse  
Town Clerk

May 2, 2022  
Date



**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York and Zoom on:

May 2, 2022 at 5:00pm

Resolution # 22- 05 -32

Subject: **Piseco Airport Fuel Credit Card Software**

Resolution Offered By: Christy Wilt

**WHEREAS:** the Town of Arietta has received a quote from FuelForce Systems to update the software for the current fuel pump at the Piseco Airport, and

**WHEREAS:** it mandatory to stay in compliance with Payment Card Industry Data Security Standard (PCI DSS) as set out by the credit card brands and in the merchant agreement, and

**WHEREAS:** it is necessary to update the software for the current fuel pump to meet said requirement with PCI DSS, and

**WHEREAS:** due to the pump is specific to FuelForce System the software that is needed can only be purchased from this company for the total cost of \$2,600.00, which includes one year of support, as outlined in the attachment, and

**THEREFORE, LET IT BE RESOLVED:** the Town of Arietta, Town Board will approve to purchase the software from FuelForce Systems to meet the requirement of PCI DSS and authorize the supervisor to execute any document necessary for said purchase.

Seconded by: Jacqui Grier and put to a vote, which resulted as follows:

AYES:	NOES:	ABSENT:
Jacquelyn Grier x-zoom <u>    </u>	Jacquelyn Grier <u>    </u>	Jacquelyn Grier <u>    </u>
Sarah Rudes x <u>    </u>	Sarah Rudes <u>    </u>	Sarah Rudes <u>    </u>
Douglas Stobo x <u>    </u>	Douglas Stobo <u>    </u>	Douglas Stobo <u>    </u>
Christy Wilt x <u>    </u>	Christy Wilt <u>    </u>	Christy Wilt <u>    </u>
Christian Rhodes x <u>    </u>	Christian Rhodes <u>    </u>	Christian Rhodes <u>    </u>

Laura Morehouse  
Town Clerk

May 2, 2022  
Date

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York and Zoom on:

May 2, 2022 at 5:00pm

Resolution # 22- 05 -33

Subject: **Hire Engineer to Design Septic Plans for the New Equipment Storage Building**

Resolution Offered By: Doug Stobo

**WHEREAS:** the Town of Arietta will need to have septic system plans designed for the new equipment storage building that will be located at 1750 State Route 8, and

**WHEREAS:** the town would like to hire Rita Carlson, P.E. to design the plans for the fee of \$800.00, and

**THEREFORE, LET IT BE RESOLVED:** the Town of Arietta, Town Board will approve to hire Rita Carlson, P.E. to design septic system plans for the new equipment storage building and authorize the supervisor to execute any documents necessary to enter into agreement.

Seconded by:  Sarah Rudes  and put to a vote, which resulted as follows:

AYES:		NOES:		ABSENT:	
Jacquelyn Grier	x-zoom___	Jacquelyn Grier	___	Jacquelyn Grier	___
Sarah Rudes	x___	Sarah Rudes	___	Sarah Rudes	___
Douglas Stobo	x___	Douglas Stobo	___	Douglas Stobo	___
Christy Wilt	x___	Christy Wilt	___	Christy Wilt	___
Christian Rhodes	x___	Christian Rhodes	___	Christian Rhodes	___

<u> Laura Morehouse </u>	<u> May 2, 2022 </u>
Town Clerk	Date

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York and Zoom on:

May 2, 2022 at 5:00pm

Resolution # 22- 05 -34

Subject: **Hire Firm for the Construction of the Salt Storage Building**

At a meeting of the Arietta Town Board, held on  May 2nd , 2022, the following resolution was made by  Doug Stobo  and was subsequently seconded by \_\_\_\_\_

WHEREAS, the Town of Arietta has determined that a storage building is needed to cover roadway deicing material stockpiles consisting of salt and sand mixtures; and

WHEREAS, the Town of Arietta has the ability to avoid costs associated with the public bidding process through Sourcewell cooperative contract purchasing; and

WHEREAS, an Architect for the Town prepared a 2021 cost estimate of \$523,215.00 for a custom-designed and publicly advertised construction project; and

WHEREAS, the Town has received a Sourcewell proposal from Britespan with a total project cost of \$319,724.95, which includes all costs associated with engineering needed for a Town building permit and to complete construction; and

WHEREAS, as the sole regional contractor for Britespan, Eagle Associates would be the contractor responsible for construction; and

WHEREAS for the storage project and draft applications have been prepared and are ready to submit to the Adirondack Park Agency and the Arietta Planning and/or Zoning Board as necessary; and

WHEREAS, not all planning and zoning permits have been received; and

WHEREAS, the proposed construction contract will allow the Town ample time to secure permits and secure favorable current pricing while permits are sought; and

WHEREAS, the contract calls for the Town to make an initial lump sum payment of \$30,000, which is the actual cost for building permit engineering, and pre-purchase of structural steel to allow fabrication of the superstructure needed for the project based on current market pricing; and

WHEREAS, if the Town cannot complete construction during 2022, the contract allows for construction to be completed during 2023 with only an adjustment for the actual cost increase associated with foundation concrete; and

WHEREAS, if the Town cannot obtain a permit for construction on the existing salt storage property, the contract allows for construction to be completed on an alternative parcel if needed during 2022 or 2023, provided the Town will complete any necessary earthwork to provide similar site conditions; and

WHEREAS, in the unlikely event that the Town cannot obtain permits to allow construction during 2023, the contract allows the Town the option to either cancel the project with no additional payments due or take delivery of the complete steel superstructure system for an additional payment of \$50,000 for future erection; and

WHEREAS, the Arietta Highway Superintendent recommends acceptance of the Sourcewell proposal for construction of the storage building on the existing salt storage property if permits can be obtained; and

WHEREAS, the Arietta Highway Superintendent recommends that the storage facility be constructed on an alternative parcel if permits for construction on the existing salt storage property cannot be obtained; and

NOW, THEREFORE, BE IT RESOLVED THAT the recommendation of the Highway Superintendent be hereby accepted, approved, and adopted; and

BE IT FURTHER RESOLVED THAT the Town of Arietta Supervisor shall be authorized to enter into a Sourcewell agreement with Eagle Associates once the Town Attorney has reviewed and approved of the contract, with a 2022 construction cost not to exceed \$319,724.95 with the provision for 2023 concrete cost escalation.

Seconded by: Christy Wilt and put to a vote, which resulted as follows:

AYES:		NOES:		ABSENT:	
Jacquelyn Grier	x-zoom ___	Jacquelyn Grier	___	Jacquelyn Grier	___
Sarah Rudes	x ___	Sarah Rudes	___	Sarah Rudes	___
Douglas Stobo	x ___	Douglas Stobo	___	Douglas Stobo	___
Christy Wilt	x ___	Christy Wilt	___	Christy Wilt	___
Christian Rhodes	x ___	Christian Rhodes	___	Christian Rhodes	___

Laura Morehouse  
Town Clerk

May 2, 2022  
Date

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

May 2, 2022

Resolution # 22- 05 - 35

Subject: **Update Employee Handbook**

Resolution Offered By: Sarah Rudes

WHEREAS: the Town Board of the Town of Arietta is desirous of maintaining an up-to-date Employee Handbook which details current and accurate personnel policies and procedures, employee benefits, compliance policies, and other pertinent information governing employment related matters, and

WHEREAS: the Town Board has reviewed the adopted 2013 version of said updated Employee Handbook and has made determinations as to appropriate content, and

WHEREAS: after review and discussion from the workshop held on Monday, April 25, 2022 the town board has made changes in the handbook as per the new wording that is outlined in the attached pages, therefore

BE IT RESOLVED: this 2nd day of May, 2022 that the attached documents be adopted as changes to the official Employee Handbook of the Town of Arietta; and

FURTHER BE IT RESOLVED: that the Town of Arietta, Town Board rescinds all prior passed resolutions regarding the attached outline sections of the handbook and approve the newly updated and revised changes to the Town of Arietta Employee Handbook as attached, and a copy of changes shall be distributed, with a signed copy of this resolution to all Town officials and employees.

Seconded by:         Doug Stobo         and put to a vote, which resulted as follows:

AYES:	NOES:	ABSENT:
Jacquelyn Grier <u>  x-zoom  </u>	Jacquelyn Grier <u>        </u>	Jacquelyn Grier <u>        </u>
Sarah Rudes <u>  x  </u>	Sarah Rudes <u>        </u>	Sarah Rudes <u>        </u>
Douglas Stobo <u>  x  </u>	Douglas Stobo <u>        </u>	Douglas Stobo <u>        </u>
Christy Wilt <u>  x  </u>	Christy Wilt <u>        </u>	Christy Wilt <u>        </u>
Christian Rhodes <u>  x  </u>	Christian Rhodes <u>        </u>	Christian Rhodes <u>        </u>

        Laura Morehouse         Date: January 4, 2022  
Town Clerk

**COMMITTEE REPORTS:**

Snowmobile Trails-J. Grier had nothing to report.

Town Buildings/Grounds-

Doug Stobo reported that the Historical Society wants to replace the porch on the Riley Tavern. There will be no cost to the town as they will be using monies collected from their fund drive. The town will be added to the liability and workers compensation insurance before work is started.

The report from the Mold Inspection at the community hall has been received. It is a large undertaking for removal and will require putting the job out for bid

Doug has a meeting this week regarding the process, as the Community Hall can not be used until this is finished.

Doug has received 2 bids for the painting of the Community Hall and the small garage behind it, the Airport SRE building and public bathroom. Discussion followed.

Supervisor Rhodes asked the board for permission to start the process to reclassify the “stump dump” property on Old Piseco Rd. As of now it is only classified for extraction. Reclassifying it to SD1 would make the town able to use the 34 acres for other town projects.

A motion was offered by Sarah Rudes and seconded by Doug Stobo.

AYES: J. Grier, C. Wilt, D. Stobo, S. Rudes and C. Rhodes. NOES: None Motion passed

Lake/Dam/ Invasive/ Campsite- S. Rudes had questions on the lake water level monitors. C. Small stated there were 2 monitors and wanted to know where they should be placed. Discussion followed.

Internal Management/Insurance/ Recreation/ Chamber- C. Wilt reported the town will offer Gold Lessons again this summer.

Highway Superintendent- C. Small nothing new to report, all the information on the salt shed and the New Equipment building had already been discussed.

Zoning Officer- Mel LaScola had nothing to report.

**NEW BUSINESS:**

Finance/Airport- Supervisor Rhodes reported that the work on the Airport runway will start the last week in May and continue until the job is finished there will be "NO LANDING" on Piseco Airport. All necessary notifications will have been made.

There has been new flooring and painting done in the office of the SRE building. The picture library will be worked on by Victoria Fish to protect and save these valuable photos.

Supervisor Rhodes asked the board for a motion to begin the process of acquiring bids for the Highway Equipment Storage Building as the cost of materials have increased and the sooner it is started the better the price for materials.

Motion was made by Christy Wilt seconded by Sarah Rudes

AYES: J. Grier, D. Stobo, S. Rudes, C. Wilt and C. Rhodes. NOES: None Motion passed

Supervisor Rhodes asked for a motion to advertise for an assistant to help with the Swimming Lessons. Sarah Rudes made a motion, seconded by Christy Wilt

AYES: J. Grier, S. Rudes, D. Stobo, C. Wilt and C. Rhodes NOES: none Motion passed

Supervisor Rhodes asked for a motion for the town to provide all ELIGIBLE town officials With the new AT&T cell plan. This will add the supervisor and highway superintendent.

Motion was made by Christy and seconded by Doug Stobo

AYES: J. Grier, D. Stobo, C. Wilt, S. Rudes, C. Rhodes NOES: none, Motion passed

**OLD BUSINESS:**

The installation of the fence at the Piseco Dam will be starting tomorrow 5/3/2022 weather permitting.

Nothing new on new attorneys for the town.

Nothing new to report on the Higgins Bay Cemetery

Supervisor Rhodes asked for a motion to accept the monthly bills as follows:

GENERAL FUND: no# 266-284 for a total of \$6,156.13

HIGHWAY FUND: no#254-265 for a total of \$11,202.86

UTILITIES FUND: no#248-250 for a total of \$863.20

BILL FOR SPECIAL TOWN BOARD MEETING IN APRIL: no #251-252 for a total of \$24,644.66.

Doug Stobo made a motion to pay the bills as presented Sarah Rudes seconded.

AYES: C. Wilt, J. Grier, D. Stobo, S. Rudes, C. Rhodes NOES: none Motion passed

Supervisor Rhodes asked for a motion to accept financial statements as presented.

Motion was made by Sarah Rudes seconded by Christy Wilt

AYES: C. Wilt, S. Rudes, J. Grier, D. Stobo, C. Rhodes NOES: none Motion passed

**PUBLIC COMMENT:**

Bill Hotaling reported that the volunteer driver schedule for the Piseco Ambulance is almost filled.

Barry Baker reminded the board that a 5-way E-mail conversation was actually a public meeting and those e-mails should be available to public.

Tom Preston asked about signs on Old Piseco Road to make it clearer where the public can park to be able to gain access to Oxbow Lake via the outlet and the various streams on this road.

Marie Buanno requests to be notified when the Community Hall was ready to be used for organizations that have been scheduled.

**No other Public Comments**

The next scheduled regular meeting will be June 6, 2022 at 5:00 PM at Piseco School

Supervisor Rhodes asked for motion to adjourn the meeting.

Motion made by Doug Stobo second Christy AYES: J. Grier, D. Stobo, C. Wilt, S. Rudes and C. Rhodes  
Meeting adjourned at 6:05 pm

Respectfully submitted by  
Laura Morehouse  
Town Clerk