

The Town of Champion Town Board met in regular monthly session on Tuesday, September 8, 2020 at the Town Municipal Building, 10 North Broad Street, West Carthage. Present were Supervisor Ferguson, Councilmen Stewart, Watkins, Waite, and Gump and Highway Superintendent Strife.

Supervisor Ferguson called the meeting to order at 7:00pm, followed by the Pledge of Allegiance.

Public Forum

- Manasseh Burt, DANC, presented the draft Asset Management Plan for WD#2, 4, & 5 and SD#2. The summary review included, but was not limited to: operating reserves, asset inspections, asset replacement budgeting, and capital improvements. M. Burt stated that the districts are in good financial condition but recommended a minor increase of approximately \$37/edu in WD#2,4 & 5 to strengthen the operating reserve in that fund. D. Martel asked for clarification regarding the equipment budget versus the cash on hand balance and will contact M. Burt to discuss. Supervisor Ferguson questioned the replacement cost for the WD#2 generator. M. Burt responded that he used insurance replacement values. Supervisor Ferguson commented that inflated replacement costs would increase the recommended operating reserve. M. Burt stated that he would give the Board time to make any comments or corrections to the plan before printing and distributing the final copies.

Monthly Reports

- Councilmen – M. Gump distributed written information stating that “at least three bed and breakfasts” are operating in residential districts in the Town. Town Zoning Law does not allow bed and breakfasts in either R-1 or R-2 districts. M. Gump stated that he currently operates a bed and breakfast in his home which is located in an R-1 district. Citing regulations already in the zoning law regarding the operation of a bed and breakfast, M. Gump made a motion to allow bed and breakfast to operate throughout the Town including residential districts. The motion was seconded by L. Waite. P. LaBarge, Zoning Officer and Planning Board Chairman, stated that there is a process to consider rezoning. H. Watkins added that the matter should be referred to the Planning Board for comment. Supervisor Ferguson stated that the Town has had significant new home construction in the R-1 district. He recommended that the issue be studied to assess both the benefits and drawbacks of allowing bed and breakfasts in residential districts and to determine corridors where they may be most feasible. L. Waite questioned what the definition of “bed and breakfast” is. The term is defined in the town zoning law as “a house, or portion thereof, where short-term lodging rooms are provided. Meals may also be provided to guests only. The operator of the inn shall live on premises or in adjacent premises”. M. Gump requested to withdraw his previous motion and it was withdrawn by unanimous consent. Motion by M. Gump, seconded by B. Ferguson to refer the request for rezoning to the Planning Board for recommendation. Ayes-5, Nays-0. Motion carried. Supervisor Ferguson requested that M. Gump work with the Planning Board as they review and study the issue and consider their recommendation. T. Stewart stated that the tractor trailer unit has been removed from the fire station parking lot along with tires. M. Gump reported that Copenhagen Fire Department has received the inventory that was approved for their use. West Carthage Fire Department has been cleaning the building and testing/repairing equipment. Supervisor Ferguson reported that the Jefferson County Board of Legislators has agreed to sell the building to the Town of Champion for \$1.00. The IMA between the Town and the V/West Carthage is pending. L. Waite

advised the Board that the hydrant located on the County Route 47 side of the building belongs to the Sech family. He also recommended that the Town relocate the District 1 voting site to the fire station. Supervisor Ferguson stated that he will work on that for voting in 2021.

- Highway Superintendent – J. Strife reported on brush removal, road shoulder maintenance, and hauling sand. Mr. Strife recommended that the Town Board authorize a single weekend for collection bulk trash items. He stated that the highway crew will need to collect the name, address, and telephone number of persons using the service as required by protocols established for Covid-19 contact tracing. The ordinary Friday/Saturday operation will be at time and a half for the highway department. Supervisor Ferguson questioned conducting the collection on two week days. Motion by T. Stewart, seconded by L. Waite to schedule the fall clean up days for September 25 and 26 during regular hours of operation. Face coverings will be required. Construction debris and mattresses are among the items that will not be accepted. The collection shall be for Town residents only. Ayes-5, Nays-0. Motion carried.
- Assessor – W. Vargulick reported that he is working with the county and state to develop cost models for the town wide revaluation. Construction costs have increased significantly during the Covid-19 pandemic. The state has calculated the increase at 18%.
- Justice – Justice Gary Rivers has submitted his letter of resignation effective September 30, 2020. He will be leaving the area. Motion by T. Stewart, seconded by L. Waite to accept the resignation of Justice Gary Rivers with regret and appreciation. Ayes-5, Nays-0. Motion carried.
- Planning Board/ZEO – P. LaBarge reported that site plans for Caskinette Ford, Riverbend Manor Apartments and U.S. Light Energy, a community solar project, have been approved. A number of permits were issued in August. Supervisor Ferguson stated that two solar companies are working with JCIDA to develop PILOTs for consideration by the county, town and school.
- Circuit Rider – The next scheduled RACOG meeting is September 15 at the V/West Carthage community room. The discussion will focus on LED street lighting in the participating communities.

Motion by H. Watkins, seconded by T. Stewart to approve the minutes of August 3, 2020 as presented. Ayes-5, Nays-0. Motion carried.

Motion by T. Stewart, seconded by H. Watkins to approve payment of the following bills as presented:

General #222-251.....	\$31,624.78
Highway #113-133.....	\$17,884.62
Con WD#1 O&M #19-20.....	\$659.19
WD#2,4&5 O&M #55-62.....	\$4,970.02
SD#1 O&M #7.....	\$26.00
SD#2 O&M #41-49.....	\$19,694.25

Ayes-5, Nays-0. Motion carried.

The Supervisor's monthly report was read and discussed. Motion by T. Stewart, seconded by H. Watkins to accept the report as presented. Ayes-5, Nays-0. Motion carried.

Supervisor Ferguson reviewed correspondence received. The State has reduced the reimbursement for PaveNY, Winter Recovery and CHIPs to 80% of the previously stated reimbursement funds. Jefferson County will hold a shared services partnership meeting on September 15th. T. Stewart noted that while the county highway

department has done work on the T/Rutland end of County Route 143 no work has been accomplished on County Route 47.

New Business

- Supervisor Ferguson compared the cost analysis presented by NYPA Energy Efficiency program and National Grid to convert thirty two (32) street lights in the Great Bend Lighting District. The NYPA plan is no longer cost effective at 90% design with a 22 year payback and upfront payment of approximately \$74,000. National Grid will convert the street lights to LED for a \$704.00 upfront cost and then reimburse the District \$1,825.00 through an Energy Efficiency grant. The annual electric savings is estimated at \$860.00. National Grid will continue to operate and maintain the street lights. M. Dietrich, RACOG Circuit Rider, encouraged the Board to attend a final design one-on-one meeting to understand the details of the design. Motion by L. Waite, seconded by T. Stewart to opt out of the NYPA Energy Efficiency program. Ayes-5, Nays-0. Motion carried. Motion by L. Waite, seconded by T. Stewart to authorize the Supervisor to forward a letter to National Grid requesting the lights in the Great Bend Street Lighting District be converted to LED and that National Grid continue to operate and maintain the lights and furthermore, to select to take advantage of the energy efficiency incentive program. Ayes-5, Nays-0. Motion carried.
- Motion by T. Stewart, seconded by L. Waite to advertise for letters of interest from persons seeking to be appointed as Town Justice. Ayes-5, Nays-0. Motion carried.

- Resolution offered by Councilman Stewart; seconded by Councilman Watkins:

RESOLVED, by the Town Board of the Town of Champion that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a) Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Supervisor Ferguson aye

Councilman Stewart aye

Councilman Watkins aye

Councilman Waite aye

Councilman Gump aye

Resolution adopted.

- Motion by L. Waite, seconded by T. Stewart to schedule a public hearing on the 2021 Town budget for October 5, 2020 at 7:00pm. Ayes-5, Nays-0. Motion carried.
- Motion by T. Stewart, seconded by H. Watkins to go into executive session to discuss a request for accommodation of a particular person. Vote: T. Stewart-aye, H. Watkins-aye, L. Waite-aye, M. Gump-nay, and Supervisor Ferguson-aye.

Motion carried. Executive session began at 8:47pm. Councilman Gump left the meeting at 8:48pm.

- Motion by T. Stewart, seconded by L. Waite to return to open session. Ayes-4, Nays-0. Motion carried.
- The Board agreed, by consensus, to deny the request for accommodation based on Section 802 of the adopted Town of Champion Employee Handbook due to the requestor's refusal to meet with the Town to discuss and identify the precise limitations resulting from the alleged disability and the potential accommodation(s) that the Town might make to help overcome those limitations and authorized the Supervisor to forward a letter to the requestor.
- Motion by H. Watkins, seconded by Supervisor Ferguson to adjourn. The meeting adjourned at 9:05pm.

Christina Vargulick

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Town Clerk