

**Town of Sennett Special Board Meeting via Zoom
April 3, 2020**

Minutes of the Special Town Board meeting held on April 3, 2020 at 5:00 PM via Zoom.

Members Present: Thomas Gray, Supervisor
Edward Rizzo, Councilman
James Jeffers, Councilman
Richard Gagliardi, Councilman
Kristopher LaPointe, Highway Superintendent
Attorney Richard Andino - via phone connection

The meeting is opened with the pledge to the flag.

Supervisor Gray explains to possible listeners on Zoom different procedures.

Attorney Andino suggests to Supervisor Gray that take a roll call of members present for the record because it is a Zoom meeting. Roll Call: Mr. Rizzo, present; Mr. Jeffers, present; Mr. Gagliardi, present; Mr. Gray, present and Mr. Eades, absent.

Supervisor Gray starts the meeting by asking for any questions that anyone may have, staying away from any budgetary questions at the moment, giving updates if you need them and letting you know what information you have in front of you. The first thing you have in front of you is from the bookkeeper with the February financials. It lacks items on the second page which include items on the tax rolls, which will be added at a later date. Right now, she is working on the audit. Any questions on this? Any questions on the operations of the town? Councilman Gagliardi would like an update on who is working and who is not. Supervisor Gray states that the Bookkeeper is working from home and sometimes in the office, Codes is working every day, building permits are still coming in, Jerry VeVone is working from home, and sometimes in the office. The Assessor is here on Tuesdays from 3:00 PM to 7:00 PM and Wednesday mornings. The Town Clerk usually is here from 10:00 AM to 4:00 PM. The doors are locked, and we are keeping our distance from each other, The Water Department is working every other day (one is here every day). Highway Superintendent LaPointe explains the highway departments activities – two men are here every day, and two are home, they rotate. There is one person in the truck at a time, trucks are cleaned at the end of the shift and every time a driver gets out of the vehicle, they social distance, they maintain what they need to get done, it's a good time to get maintenance done, the streets are fine, the main concern of residents is "when are you picking up the brush", it is what it is, we will get it done at our convenience. The surrounding towns are available to assist us, and we

are available to assist them. Councilman Jeffers asks what this will do to road repairs, funding, etc. Highway Superintendent LaPointe replies that basically everything is on hold. He does think that the Emergency Recovery funding and the Pave NY funding will be gone, but he thinks they will get the CHIP's funding. He does not think they can do anything about that. He has his roads and prices on hold. There is discussion on if the funding can be rolled over for one year. Kris states that he does not like to do that because then the state would think that you do not need the funds. The town's roads are in good shape. Everything will depend on how long this pandemic lasts. There is more discussion. Councilman Jeffers asks if the highway department is getting paid? Yes. Regular pay? Yes. Should these questions be answered in Executive Session? No budgetary items. If there was a big windstorm this evening and they all had to come in – is it overtime? No. it is straight time, they have all agreed, no overtime. There are concerns about this in the future. Councilman Jeffers questions what happens if they are injured at home on their days off, but being paid, are they covered by Workman's Comp? Attorney Andino responds – he is not sure how that would work, he has not heard anything from the briefings, he will check on this question and get back to the board. Councilman Gagliardi questions how long will we pay these guys if they are not working? What does the state say? Where he works they are furloughing people. As it is right now they stay on the payroll, until the 16th of this month, unless something else changes. Unless they are laid off, and Kris is not going to do that. Kris and Ron both have told their employees that if they are home, you stay home, do not be working for anyone else. If they do get caught doing another job, there will be an issue. Kris talks to them every day to verify. This was also part of the Governor's recommendations also - remember to tell your employees. There is discussion on this depending how long the shutdown continues. It is costing the town approximately \$1000.00 per week with two employees on and two employees off. The money is in the budget for their salaries. The main concern is keeping everyone healthy. This is a brand-new experience for everyone. There is more discussion on unemployment, etc. As for the courts, the Seventh Judicial District, out of Rochester, has issued a forty-five day "Stay at Home" order effective on March 17th. After that Supervisor Gray received a call from Judge Timian stating that he was enforcing that order. Neither he nor Judge Riley or Court Clerk Debbie French would be in the office. Arraignments are not done here anymore, they are done at the jail, with all the Town Justices rotating the arraignments. This started a few months ago. There are three departments here, highway, clerk, and judges. The only control that the town board has over them is budget. (This has been clarified by the town's attorneys). Any changes in the court would have to be done by the judges. Attorney Andino believes that the hours, etc. are also controlled by the judges. There is more discussion on the essential, non-essential employees, numbers of each, etc. and who controls this. As stated by Attorney Andino, these orders from the Governor are not crystal clear and can be interpreted differently by anyone. The order for the court came from the

Judicial Department, separate from the governor's orders. There is discussion of different issues concerning working from home and what information can be taken home to work on, This will be determined at a later time. There is further discussion on the hiring and firing of employees (in all departments). Supervisor Gray explains his day at the office, times, different things that he does, communication efforts, etc. Items that he emails to everyone, items that needed to be signed, He explained the insurance policy that came due. It increased 2.3% our policy .3% and 2% was for new equipment. He is trying to email as much as possible. Regarding Mr. Eades - he takes it to his house and leaves it there for him. He also is working with the bookkeeper on various items. She has been working on the audit remotely and hopes to have it complete in six weeks. The water department is good, there salaries are covered by the water fees bills, etc. Also, we have a contingency plan if either of the employees are ill, Weedsport will help us out and we would help them if they needed assistance. This has been approved by the County. Plus, Bill Feocco is available to assist if needed. Councilman Gagliardi questions if the water department is considered essential? Yes, that is why one comes in every other day. There is discussion on this, assistance from other entities, etc. Councilman Jeffers asks when budget items will be discussed? How are we going to get through the next quarter, and the final quarter, where will the funding come from. Supervisor Gray states that the bookkeeper feels that the town is okay now. Sale tax should be okay for the first quarter, the next quarter – unsure. Councilman Jeffers feels that that is the reason we should start discussing it now. Supervisor Gray states that there is a substantial surplus now, but he also feels that budgets should not be based solely on sales tax revenue. The board agrees with this, but what are we going to do at the end of this quarter and next quarter? It is mentioned that we will probably be \$200,00.00 to \$250,000.00 less by the end of the year. Supervisor Gray would like Bookkeeper present when the board meets again to discuss finances. Also, he wants everyone to know that always has his phone with him, he always tries to get back to everyone and always shares the information hat he receives with the board. Call at any time. There is a meeting on the 16th and he would like to get the bookkeeper involved. That way when we start to work on the budget in the fall we will be ready with some information. Freeze on purchases is brought up by Councilman Jeffers. Supervisor Gray states that he felt it should be done. There is discussion on his. If we are fine with the budget why not purchase? Mainly large purchases of equipment (for example), if it can wait till next year then maybe the board should wait. For example, the water department would like to purchase a new truck/van. There is discussion on this - if the money is there, why not purchase it? We need to meet as a board and make these decisions – not just say no purchases. There is more discussion on this with different options that might be available. The Water project is discussed, should we put it on hold? Supervisor Gray updates the board on a recent phone conversation about that. Attorney Andino explains different options due to the pandemic –

bidding, contractor's work schedules, etc. there will be more information after checking with all involved parties (Engineers, Fiscal Advisors, Bond Counsel, etc.) Attorney Andino updates the board on the easement that is needed for the project. Due to the various offices that are closed, it is also on hold.

The meeting is adjourned.