



9097 Daylight Drive - West Bloomfield, NY 14585

MINUTES

Town of West Bloomfield – Board Meeting

July 13, 2022 | 7:00pm

Present – Supervisor Todd Campbell, Council-members- Scott Harman, Bill Travis, & Kevin Carey. Absent: Bob DeSanctis. Also Present – Town Clerk Brenda Giglia, Highway Superintendent Jeff Ball, Sue Boardman & Mike Borgeest.

Supervisor Todd Campbell called meeting to order at 7:00pm

Resolution #68 - Minutes

Supervisor Campbell asked for a resolution to approve the June 8, 2022, minutes. Councilman Harman made the resolution to approve the June 8, 2022, minutes seconded by Councilman Travis.

Adopted: Ayes – Campbell, Carey, Travis, Harman– Nays, None

Resolves that the June 8, 2022, minutes are accepted as presented.

Resolution #69 - Supervisor Report

The Supervisor's Report for June 2022 was distributed and discussed. Supervisor Campbell asked for a resolution to approve the June 2022 Supervisor report. Councilman Harman made the resolution to approve the Supervisor's report, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Travis, Harman. Nays – None

Resolves that the Supervisor's June 2022 report is accepted as presented.

Updates: Closing for Bond Anticipation Note 7/22/22, at rate of 3.19%. DASNY grant paperwork/forms requesting payment for Grant Projects 17013 (\$120,000), 7955 (\$50,000), and 15795 (\$250,000) were submitted. 2nd ARP funding payment due in within approximately 2 weeks – estimated at \$127,000.

Resolution #70 - Justice Report

Supervisor Campbell asked for a resolution to approve the June 2022 Justice report. Councilman Harman made the resolution to approve, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Travis, Harman. Nays – None

Resolves that the June 2022 Justice report is accepted as presented.

Resolution # 71 Vouchers – Payment of Bills

Supervisor Campbell asked for a resolution to approve the payment of bills on Abstract 7 for General and Highway for June 2022.

Councilman Harman made the resolution to approve the bills/vouchers as presented, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Travis, Harman, Carey - Nays, None

Resolves that the payment of bills on Abstract 7 is approved.

Resolution #72 – Highway Report

Highway Superintendent Ball provided Highway updates and distributed the June 2022 Highway report. New Truck 5 is in Watertown, NY, delivery is estimated for August. Guardrails have all been trimmed, discussion on possibility of spraying in the future to avoid risk (poison ivy/oak) to Highway personnel. County bid pricing is available for the spraying, Highway Superintendent to get quotes for the service. Storm on 6/21/22 caused damage, cleanup from the Storm took approximately 3 ½ days. Councilman Harman made the resolution to approve the Highway report, seconded by Councilman Travis. Adopted: Ayes – Campbell, Carey, Travis, Harman. Nays – None
Resolves that the June 2022 Highway report is accepted as presented.

John Deere tractor has been serviced and is back in service.

Resolution #73 - Code Enforcement Report

Supervisor Campbell asked for a resolution to approve the June 2022 Code Enforcement Officer's report. Councilman Harman made the resolution to approve the Code Enforcement Officer's Report, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Harman– Nays, None- Abstained – Travis
Resolves that the June 2022 Code Enforcement Officer's report is accepted as presented.

Resolution #74 – E-Contracts

E-Contracts System Shared Services Project – Documents Emailed to Board-members

It was mentioned during the last committee cycle, the County is exploring the opportunity to expand the County's e-contract software system to all towns, villages and cities within the county that are interested in utilizing this technology. To offset, or at least significantly reduce, any potential costs to the local municipalities that decide to participate in this program, the County will be applying for a New York State Department of State Local Government Efficiency Grant (DOS LGE) by the end of July to fund the majority of this implementation expansion effort as well as including this in the Shared Services Plan that will be drafted later this summer for potentially additional funding.

Supervisor Campbell asked for a resolution to confirm approval to support E-Contracts Shared Services Project. Councilman Harman made the resolution, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Harman, Travis– Nays, None

Resolution #75 –Clerk Positions

Supervisor Campbell asked for a resolution to implement \$15.00 per hour minimum wage for all Clerk positions. Councilman Harman made the resolution, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Harman, Travis– Nays, None
Resolves that the resolution for \$15.00 minimum wage pay for Clerks is accepted as presented.

Resolution #76 – Court Clerk Position

Court Clerk Position – Shelly Conradt applied. Supervisor Campbell asked for a resolution on behalf of Judge Whitesell to extend an offer to Shelly Conradt. Councilman Travis made the resolution, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Harman, Travis– Nays, None
Resolves that the resolution for extending offer/hiring of Court Clerk effective July 14, 2022, to Shelly Conrad is accepted as presented.

Resolution #77 – Credit Card Service

1. Municipay – Credit Card Service specializes in Municipalities
 - a. Towns in the area using this service – Bloomfield (Village) Bloomfield Town is in Process, Canandaigua, Victor
 - b. No Charge to the Town
 - c. \$229.00 start up for the card reader (not to exceed)
 - d. 2.65% to card holder \$1.50 minimum charge
 - e. Electronic Check - \$1.50 transaction fee

Supervisor Campbell asked for a resolution to implement Municipay as the provider for credit card services for the Town and approve the purchase of the credit card reader. Councilman Harman made the resolution, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Harman, Travis– Nays, None Resolves that the resolution to implement Municipay as the credit card provider for the Town is accepted.

Financial Review – Employee Benefits - Data Emailed to Board

- Town Comparison Data on Wages / Benefits
- Town Board asked to confirm Union membership for surrounding Highway Departments.

Town Code Update – Planning & Zoning Boards have been working with the Town Attorney on reviewing the Town Code to comply with new State Energy Codes implementation (due 12/31/22), as well as overall review of the Town Code.

Open House for Town Hall

Tentative timeframe for Open House at the Town Hall – October. Date to be confirmed in time to meet the September 2, 2022, deadline for the Community Focus Newsletter.

Sue Boardman – Thanked the Town Board for the quick action on the hiring of Dee DeSanctis as the Planning and Zoning Clerk.

Resolution #78 - Close Meeting

At 7:53 pm, Councilman Harman made the resolution to close the meeting, seconded by Councilman Carey.

Adopted: Ayes – Campbell, Carey, Travis, Harman - Nays, None

Resolves that the meeting is closed.

Respectfully Submitted,
Brenda Giglia – Town Clerk