

Tusten Town Board
 Special Meeting: Agenda Workshop
 February 4, 2020
 6:30 PM

Supervisor Ben Johnson	Present
Councilwoman Jane Luchsinger	Present
Councilwoman Jill Padua	Present
Councilwoman Brandi Merolla	Present
Councilman Bruce Gettel	Present
Others Present: Crystal Weston, Town Clerk; Danielle Jose (entered at 7:16 PM); Attorney for the Town Board; 4 members of the general public.	

1. OPENING ITEMS

1.1 Call Meeting to order

Supervisor called the meeting to order at 6:30 PM

1.2 Pledge of allegiance

Led by the Supervisor

1.3 Announcements:

THERE WILL BE NO PUBLIC COMMENT DURING THE WORKSHOPS- PLEASE FOLLOW UP WITH YOUR TOWN BOARD FOR FURTHER INFORMATION/QUESTIONS.

2. BOARD DISUCSSION ON PROPOSED AGENDA ITEMS

2.1 Dog Fees & Kennels

- Dog enumeration - when?
- CARE - what is the cost to house dogs from Tusten vs. town shelter
- *TABLE* - review any new information at March special meeting

2.2 Public Informational Meeting Re: Little Lake Erie Culvert Project

- Proposed date & Time - March 23 5:30 PM - 7:30PM
- NYS DOT & Schumaker engineer shall be present
- Do we need to contact surrounding homeowners?
- Set Informational Meeting at February Regular Meeting if all parties are available.

2.3 Community Hall: Bathroom

- Items that need to be completed: faucet, lights, floor
- Review progress at February Regular Meeting

- 2.4 Community Hall: Kitchen Stove
- Still smells – contact company
 - Councilwoman Jane Luchsinger & Supervisor Bernard Johnson to review grant funding/reimbursement for stove
 - *TABLED* until further information is gathered
- 2.5 Generators
- 14 weeks out
 - CEO Jim Crowley is looking to begin the preliminary engineering for the sewer plant & well #3
 - *TABLED* until further information gathered
- 2.6 SAM grant
- All SAM Grants are being reviewed for remaining funds
 - *TABLED* until further information gathered
- 2.7 Comprehensive Plan Contract
- 1st meeting to discuss sending out surveys to homeowners/property owners
 - Petere Manning \$18,000.00 – need to review and accept agreement at the February Regular Meeting
 - Cost for mailing? Compare to tax bill mailout.
- 2.8 Mass Gathering Law
- Supervisor Bernard Johnson had Jose & Ricciani LLC review section B of the Mass Gathering Law
 - *TABLED* until March Special Meeting
- 2.9 Zoning Re-write update
- February Regular Meeting set PH pending attorney review
 - Will need a 2nd 239 review (county review) due to changes being made since the most recent review.
- 2.10 Procurement Policy
- Needs to be updated every two years and accepted every year – the public works contract section needs to be reviewed and updated
 - Need to insert authorized purchasers – names & title/ position
- 2.11 Public Announcement System
- Supervisor Bernard Johnson has been looking into different system with Councilwoman Brandi Merolla & Sean Harrington. Sean will forward all quotes and information to the Supervisor once he receives them
 - Review quotes & purchase approval at the February Regular Meeting

3. OPEN BOARD DISCUSSION

- Town will no longer be using BoardDocs Agenda & Minutes program – have been unable to get a reduced price that is affordable for the town
- Municode has submitted a contract for Agenda and minutes to the Town Clerk for review and approval of the Town Board at the February Regular Meeting.
- ZBA – Jackie Ricciani has proposed doing a more in-depth training with the ZBA, a 1 hr ZBA 101 during the regularly scheduled meeting time if there are no items on the table
 - Accept / Decline at February Regular Meeting
- Review Parking on Bridge Street issues
 - *Tabled* until further information is gathered
- Wayne Bank – Title Search & Appraisal
- Electrical Work in Town Hall offices – review
 - *Tabled* until further information is gathered
- Scenic Byway – TO BE ON THE AGENDA FOR FEBRUARY REGULAR MEETING
 - Shall appoint Rep & Alt Rep. at February Regular Meeting
 - Shall approve contribution at February Regular Meeting
- Sullivan Renaissance Grant
 - Move forward with grant application YES / NO at February Regular Meeting
- Agreement for Ambulance Protection
 - Update & Accept at February Regular Meeting
- Agreement with Tusten Youth Commission
 - Update & Accept at February Regular Meeting
- Advertise for Highway Stone & Sand - review with Highway Superintendent Donald Neiger
 - Update & Accept at February Regular Meeting
- Set Municipal Clean Up dates
 - Update & Accept at February Regular Meeting
- Set Litter Pluck
 - *Tabled* until March
- Planning Federation
 - Approval to attend at February Regular Meeting

4. CLOSING ITEMS

4.1 Meeting reminders

Next Regular Town Board Meeting is scheduled for Tuesday February 11, 2020.

4.2 Adjournment

Motion to adjourn at 8:07PM on Supervisor Bernard Johnson, seconded by Councilwoman Brandi Merolla.