

**Town of Nichols  
Regular Meeting  
February 9, 2021**

Town Supervisor, Kevin Engelbert, brought meeting to order at 7:00pm in the Nichols Elementary School located at 139 Ro-Ki Blvd Nichols NY 13812

**Pledge of Allegiance**

**Roll Call;**

Councilperson Ray Thetga Sr. (present), Councilperson Bill Middleton (present), Councilperson Esther Woods (absent), Councilperson Barbara Crannell (present), Supervisor Kevin Engelbert (present).

Others present;

Ray Thetga Jr. (Buildings & Grounds), Will Heveland (Highway Superintendent) and Rose Cole.

**MINUTES**

Motion to accept the minutes as submitted by the Town Clerk from the January 12, 2020 board meeting made by K. Engelbert 2<sup>nd</sup> by B. Crannell.

Roll Vote;

Ray Thetga (aye), B. Middleton (abstain), B. Crannell (aye), K. Engelbert (aye).

Carried 3 aye- 1 absent- 0 No-1 abstain

**QUESTIONS COMMENTS & CRITICISMS FROM THE PUBLIC**

**NEW BUSINESS**

- Kem Hart-Baker would like the Town's permission to join the Association of Public Historians of NYS it is a nominal fee to join and she can get a lot of the resources they have to offer.

Motion to have Kem Hart-Baker join the Association of Public Historians of NYS. as a representative for the town of Nichols made by B. Crannell 2<sup>nd</sup> by B. Middleton.

Roll Vote;

Ray Thetga (aye), B. Middleton (aye), B. Crannell (aye), K. Engelbert (aye).

Carried 4 aye- 1 absent-0 No-0 abstain

- Stray Haven 2021 Dog Service Holding agreement came in, the difference is that there will be a fee of \$150.00 for each dog sized by the DCO this year, as opposed to the \$100.00 fee from last year.

Motion to accept Stray Haven Contract made by K. Engelbert 2<sup>nd</sup> by B. Middleton.

Roll Vote;

Ray Thetga (aye), B. Middleton (aye), B. Crannell (aye), K. Engelbert (aye).

Carried 4 aye- 1 absent-0 No-0 abstain

- Cancel the February 24, 2020 Board Meeting

The motion to cancel the Jan. 23, 2020 Board meeting, made by K. Engelbert 2<sup>nd</sup> by B. Middleton

Roll Vote;

Ray Thetga (aye), B. Middleton (aye), B. Crannell (aye), K. Engelbert (aye).

Carried 4 aye- 1 absent-0 No-0 abstain

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**ADDITIONAL NEW BUSINESS FROM BOARD MEMBERS**

K. Engelbert received an email from NYS Comptroller's Office regarding changes being made about the distribution of local sales tax revenue in Tioga County. This applies to the Town of Nichols as we have a sales tax sharing agreement with Tioga County. The new State Tax Law provisions will impact the amount of funds available for sharing.

An update on the bookkeeping department, things are starting flow. Pam is getting cooperation from the other departments. We have quotes from Williamson Law to update to a better bookkeeping system. Williamson Law recommends that the Town hire an accounting firm to audit the Bookkeepers office so they can properly set up the new system. Art Mayor has the Bookkeeper's new computer set up and it's a matter of transferring the data from the old computer to the new computer. Town of Barton bookkeeper has been consulting with Pam and Williamson Law will provide support when needed once the software is installed.

B. Crannell – I was talking with her and she seems to have limitations as to her working space.

K. Engelbert – Ray is going to get her a cabinet.

K. Hall – She can have the file cabinet from the Town Clerk's office closet.

R. Thega Jr. – I did order one and It was supposed to be arriving today. She wanted a longer one with 4 drawers.

B. Crannell – If that's put in will she have room for the desk.

R. Thega Jr – It will fit right at the end of the desk where the little "L" cove is it will fit right there perfectly. If we have to move the desk out, then we will.

B. Crannell – I was going to say that K. Hart-Baker is looking for something for a desk for the Historian's Office in the Cady Library and if Pam is not going to use that then that would be a good thing for Kem.

K. Engelbert – Once the old computer is cleared out then it will go to the Historian for use, plus in the records room we have a printer that will also go to the Historian's Office. We will have to buy and install Windows 10 on that computer, Kem will make good use of the old computer and printer.

K. Engelbert – One thing I wanted to let everyone know is that Pam is happy with the way things are going now and the help everyone is giving her and it makes a big difference.

The Town has received close to \$335,000, as of last week, from Tioga Downs gross gaming revenue and K. Engelbert Budgeted \$680,000. The Town is over halfway there with just over 5 weeks into the year. The Town will be in good standing to take on new projects.

**UPDATE FROM TOWN DEPARTMENTS/PERSONNEL**

Highway Department – W. Heveland

W. Heveland is waiting for the paperwork for the Hunt Creek Project from the engineer that details the scope of the work needed. As soon as he gets it then the Town can place a legal notice for a Request for Proposal for sealed bids.

The fuel tanks at the old Highway Garage have been pumped out and need to be scraped or sold, but according to the DEC they need to be removed from the property if the Town is not using them.



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*B. Crannell – Is there a deadline?*

*W. Heveland – We will still need to pay the registration fee for the tanks not being registered for 3 years.*

*B. Middleton asked even though the town isn't using them, we still have to pay for registration fee? W.*

*Heveland stated yes, that if they are on the Town property the Town would need to register them and if they ever leaked the Town of Nichols would be responsible. The Town board gave Will the option of scrap or sell. W. Heveland will sell them. K hall to put legal notice in Town papers for sealed bids to purchase a 1,000 gal and a 2,000 gal fuel tanks. Sealed bids are to be opened at the next Board meeting on March 9, 2021 at 7:10pm.*

*W. Heveland wanted to ask the Board opinion about highway guys taking vacation during snow days, regardless if they are approved ahead of time or not. He also mentioned that he only has 4 guys working and it is hard to have a man out during snow days.*

*B. Middleton - Initially in the past it was like, as long as it doesn't snow they could take the day off.*

*W. Heveland - That's how it was always told to me 12 yrs ago, that if you wanted time off that's fine, but if it snows you are expected to report to work.*

*B. Middleton - I would think that you could say to them that stipulation when they ask for the time off. Or you could be a hard nose and say sorry no time off because it might snow. Very few jobs you can ask for next week off for vacation and it's ok.*

*W. Heveland - If I had 30 guys it would be different.*

*K. Engelbert - Ray, what did you used to do?*

*R. Thetga - I would do the same thing just about. If i needed them there I would leave a message on their phone and they would tell me they were taking a sick day, so what do you do?*

*W. Heveland - Well I'm not talking about a sick day...*

*R. Thetga - It doesn't matter if it's sick or vacation..*

*W. Heveland - Yes it does...*

*At 7:20pm R. Thetga left the board meeting.*

*B. Middleton - If they are needed to plow for the safety of the community then they should come in and work.*

*K. Engelbert - I think it is different if someone is sick then you can't expect them to come in and you have to trust their word for it, but a vacation day I would tell them you can have it unless we need you to come in. They have an obligation to the people of this town to keep the roads clean. If they can't accept it then they need to look for another job.*

*K. Engelbert to put it in the Employees Handbook for next year so it is in writing. W. Heveland stated that he has been short a guy in his department. B. Middleton asked R. Thetga Jr. if he has gotten his CDL so he could assist Hwy. as needed. R. Thetga Jr. stated that he was working on it and had two appointments canceled at DVM due to Covid-19 restrictions. K. Engelbert said that if W. Heveland needed to hire another person, he should get together with K. Hall to get an advertisement for hire in the local papers. Whether it be full or part-time whatever you need.*

*Buildings and Grounds – R. Thetga Jr.*

*The electrical in the Historian's office in the Library is not right and needs to be fixed and there are holes in the wall that need to be fixed. If the holes are patched, R. Thega Jr. stated that he may not be able to replace the wallpaper that is in there.*

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*B. Middleton - Is there a place where you can find the same wallpaper pattern?*

*R. Thetga Jr. - I don't think so, not without it being expensive. Can I sheetrock it?*

*K. Engelbert - I don't see anything wrong with that, but we have to be careful because it is a historical building. But the room is becoming a museum so we do need to fix it up.*

*R. Thetga Jr. went on to say that the back ramp to the library is deteriorating and he is fixing that in the spring.*

*K. Engelbert added that it wouldn't be a problem and that the Town has money for capital repairs. B.*

*Middleton asked if the library hours are back to normal and R. Thetga Jr. stated that the library was by appointment only.*

*Planning Board – B. Crannell stated that the Planning Board hasn't met.*

**OLD BUSINESS**

*The light situation talked at the last board meeting will get looked at soon. B. Crannell found a wish list description of what the Highway Garage and New Town Hall would be like back in 2014 and gave it to K. Engelbert to put in his records.*

*K. Engelbert stated that we have someone coming in next week to audit GOSR and unfortunately Tioga School found another venue and will not be renting any rooms for their Youth Program or Wrestling Club.*

**ADDITIONAL OLD BUSINESS FROM BOARD MEMBERS**

**ACCEPT REPORTS AND PAY BILLS**

*Motion to accept the Reports and Pay Bills, made by K. Engelbert 2<sup>nd</sup> by B. Middleton*

*Roll Vote;*

*Ray Thetga (absent), B. Middleton (aye), B. Crannell (aye), E. Woods (absent), K. Engelbert (aye)*

*Carried 3 aye- 2 absent-0 No-0 abstain*

**EXECUTIVE SESSION**

**ADJOURN**

*Motion to Adjourn meeting at 7:40pm, made by K. Engelbert 2<sup>nd</sup> by B. Middleton*

*Roll Vote;*

*Ray Thetga (absent), B. Middleton (aye), B. Crannell (aye), E. Woods (absent), K. Engelbert (aye).*

*Carried 3 aye- 2 absent-0 No-0 abstain*

*Respectfully Submitted,*

**Karen Hall**

*Nichols Town Clerk*

*2/25/2021*