

**TOWN BOARD MEETING  
ONE CANAL STREET  
SHERBURNE, NY 13460  
July 8, 2020**

**Regular meeting of the Sherburne Town Board was held on Wednesday, July 8, 2020. Due to COVID-19, the Town Board Meeting was held at the Town Offices parking lot. Present: Supervisor Mastro; Councilpersons: Dave Wern, Ed Meyer, Glen Bagnall, Rowena Krum, and Town Clerk McDaniel, Highway Superintendent Chase Winton.**

**► MINUTES JUNE 10, 2020**

**Motion by Bagnall and seconded by Meyer to approve the minutes of the June 10th Town board meeting. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried**

**► SUPERVISOR’S REPORT, HIGHWAY REPORT & TOWN CLERK’S REPORT**

- a. Supervisor’s Report**
- b. Town Clerk’s Report**
- c. Highway Report**

**Highway Superintendent Winton reported on the Palmer Road Bridge Project. A preconstruction meeting is set for Tuesday, July 14<sup>th</sup> at 11:00 am. There is a possibility of a starting date of July 20<sup>th</sup>. Discussion held on West Hill project. Will not be able to bid on this project until permits are obtained. May wait until fall on advertising for bids. Discussion held on Highway excavator. Motion by Bagnall and seconded by Meyer to authorize an upgrade to a bigger excavator for highway. The plan will be to pay \$40,000.00 up front and (2) payments of 25,000.00 under lease. Monies for this upgrade will come out of Equipment Reserve Fund. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried**

**Motion by Wern and seconded Bagnall to accept the Supervisor’s and Town Clerk’s Report. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried**

**► NEW BUSINESS**

- a. Budget Modifications – Brynley Wilcox Account Clerk**

**Motion by Meyer and seconded by Wern to authorize Account Clerk Brynley Wilcox to implement the budget modifications as presented. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried**

- b. Budget 2021**

**Supervisor Mastro discussed the 2021 Budget and the possibility of meeting with Budget Officer Carol King for pre-budget numbers instead of a September pre-budget meeting due to COVID-19.**

**► OLD BUSINESS**

**a. Code Enforcement**

**A Public Health Tech that works at the County will be hired to do code enforcement for the village. He is also willing to do the town code enforcement. Training for the code enforcement position and salary discussed. Motion by Wern and seconded by Bagnall to authorize a salary of \$4,000 per year for the town code enforcement position. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried. Supervisor Mastro to discuss the salary with possible new hire.**

**b. Contract with OCCA for Comprehensive Plan**

**Motion by Wern and seconded by Meyer to authorize Supervisor Mastro to sign the OCCA Contract for the comprehensive plan. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried**

**c. Equalization Rate – 75%**

**Supervisor Mastro discussed the equalization rate dropping to 75%.**

**d. NYCLASS**

**\$90,000 has been invested in NYCLASS. The interest paid thus far is \$19.17.**

**e. Library Update**

**Due to COVID-19, Library is now opened by appointment only and (3) people at a time allowed into library.**

**f. Historic Park**

**Supervisor Mastro discussed opening the Historic Park (Historian's Office) by appointment only.**

**► APPROVAL OF JULY 2020 BILLS**

**Motion by Mastro and seconded by Bagnall to approve the July 2020 bills. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried. Councilman Wern to approve August 2020 bills.**

► BOARD REPORTS

NO BOARD REPORTS AT THIS TIME.

Motion by Bagnall and seconded by Meyer to adjourn meeting. Supervisor Mastro – Aye; Councilpersons Wern – Aye; Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried. Meeting adjourned at 7:55 pm. Next regular meeting is scheduled for Wednesday, August 12th 2020 at 7 PM in the Office of the Supervisor.

Respectfully submitted,

*Kathy McDaniel*  
*Town Clerk*