

January Organizational Meeting and December Makeup - Our Board meeting on January 11th served as our yearly organizational meeting and an opportunity to deal with business from December. Our December meeting was canceled due to a local outbreak of Covid-19. Meeting dates were set for 2021 and are listed in the table below. A number of operational items and appointments were tended to. Appointments included Deb Mathews who will continue as our Dog Control Officer, Lenora Applebee who will serve another term as Town Historian, Fred McAllister continuing in his roles as Code Enforcement Officer, Right-Of-Way Agent and Water District Agent, Edward Brockman as Legal Counsel, Jeanette Underhill as Bookkeeper, John Underhill as Deputy Town Supervisor, Steve Calderwood as Security Officer and Bill Reeser as Deputy Security Officer, along with some secondary appointments. Our legal newspaper continues to be the Corning Leader, our official banks are Community Bank and Five Star Bank.

Fred McAllister shared that he issued 75 permits in 2020. On December 10th there was an alarm at the pump house. There was a break in the filter tank. Over 10 inches of water on the floor. Fred called for assistance and actions were taken to assess and prevent further damage. The Department of Health was called and their guidance was followed. No boil water notification was required. Main breaks were later experienced on the 12th and 15th. It is believed those breaks were probably related to the issues experienced at the pump house. Insurance claims are being made. John Perry gave an update for the Highway Department. Discussions continue on how to proceed with the cleanup of the old Steuben Milk Plant. The Highway Department will be responsible for installing a section of culvert at the end of the system where water would be discharged. Additional winter work was completed including the installation of additional snow fence.

The Board further discussed M and T Bank's insistence on lowering its assessment on its now empty bank building. The cost of a commercial assessment and legal fees would be far greater than money lost from lowering the assessment. A motion was made and approved to lower the assessment. The town received a formal assessment of the timber located on the land fill property jointly owned by the Towns of Prattsburgh and Cohocton. 105 trees were marked that would result in 25,052 board feet of various species. Total value of a proper, maintainable harvest would be about \$10,000 (net). Discussion on the wind project continued. The discussion was sparked by Terra Gen's position that notice of its transition from Article 10 to 94-C was served to the towns long ago. However, official notice was served only recently by its legal team via its formal submission to the State's Department of Public Service. Details of safely holding a public hearing regarding changes to our Wind Law were discussed. A date for that meeting will be set at our regular January meeting being held on Thursday, January 21st. We were also joined remotely by Chris Costanza to discuss a New York State Consolidated Funding Grant for an Anchor Building Project. The grant would result in an investment of \$457,000 in our Main Street and include renovated apartment spaces and lower level retail space. A motion required to move forward with the grant application on Mr. Costanza's behalf was made and passed.

It's time for the town's annual review of the court. Councilman Underhill and Councilwoman Einwachter will be conducting the audit this year. Last, the Board made a decision to return to remote meetings for a bit. In light of that, the Board also made a motion to purchase licenses needed for either Google Meet or Microsoft TEAMS to accommodate participation, streaming and recording of future remote meetings.

January Regular Meeting - Highway Supervisor Perry reported that the Highway Crew sanded roads eight times and plowed and sanded roads twelve times. The crew also helped the County through its shared services agreement. In addition, the crew cut brush and some equipment maintenance was performed. Supervisor Perry also stated that they are ready to go with pipe and sluice on Fairgrounds Rd. once Steuben Foods restarts its cleanup effort at the old dairy plant.

Code Officer McAllister followed up on the discussion of the Steuben Foods dairy plant cleanup by stating that he believed storm drains and sewers are treated the same. If a minimum distance of ten feet from existing water mains can not be met, sewer and storm drain pipes must be encased. However, given the amount of free space on the property it shouldn't be an issue.

Meter reading on the existing water system is becoming an issue. Our hand held meter readers are not holding a charge. No money for a new meter reading system has been allocated in the 2021 budget. The town needs to commission an engineering report to determine water system maintenance cost moving forward, so that it can fairly determine future water rate increases required to support maintenance. The town water system utilizes about 285 meters. There was some debate as to whether replacing the meters would be a significant portion of the costs of upgrading the system. Given the quantity of meters involved, the cost of replacing them won't be incidental. Ed Brockman suggested that the system should be updated as a whole, and that

doing so would be cheaper than taking a piecemeal approach. Code Officer McAllister is going to reach out to folks in Hammondsport to get the details on their recent upgrades. Ed Brockman is going to reach out to officials in Penn Yan to do the same. The town will begin work with the Steuben IDA to look for funding. In the mean time, the town can rely on manual water meter reads to get by. The town will also look to the New York Rural Water Association as a resource. Fred McAllister closed by reporting that water pressure of over 200 psi is being measured at the Pump House. These are abnormally high pressure readings and are being investigated. Last, the water district pickup truck is due to be replaced. Councilman Byington inquired as to whether any research had been completed in preparation of that purchase. To date, the work has not been completed.

Supervisor McConnell's report was brief, focusing mostly on ongoing discussions with Cohocton about the harvest of timber from a landfill property jointly owned by Prattsburgh and Cohocton. The removal of timber could be cumbersome because of some obstacles in the path out of the property. The Board is in agreement that the harvest of timber from the property should be done in a sustainable manner and clear cutting should be avoided.

Because the meeting was held virtually, roll call votes were used to approve the financial report, and to approve appropriations. Councilwoman Einwachter and I volunteered to stop by the Town Hall and sign bills so that payments could get out on time. In old business, three new sections were proposed to be added to the town's wind law. The new sections add consideration for the protection of viewsheds, a ground water study and a natural gas safety study. The Board will need to complete a State Environmental Quality Review (SEQR) before the proposed changes can be sent to the County. I suggested that LaBella Engineering be included in the SEQR to protect the law from future challenges. The town also needs to schedule a public hearing on the proposed changes.

In new business, a viewshed analysis to be conducted by Terra Gen was discussed. I posted a request for potential locations from which a viewshed analysis should be conducted, but no responses were provided. Councilman Byington provided some locations and those will be forwarded to LaBella Engineering. Discussions resumed on cutting the town's contract with Aeromark for highway uniforms, but nothing new was really offered.

February Regular Meeting – Minutes of the May 2020 regular meeting were approved. The town is still trying to post meeting minutes and provide transcriptions from meetings held online to comply with the Governor's executive order made around the Corona virus. Highway Superintendent Perry provided his monthly report. Roads were plowed and sanded 27 times and just sanded one additional time. Vehicle maintenance was performed and a new plow shoe was put on the grader. The Town needs to look and see if there is a policy on work place violence in place. Superintendent Perry mentioned the issue because it will be provided as part of a training made available to highway staff. The Highway Department is also looking for a part-time hire to work on a call in basis for circumstances when more than one regular employee is out. A provision in town law exist to accommodate this, but money needs to be made available in the budget. A motion was made to approve 50 hours at \$16.61 per hour.

Supervisor McConnell diverted from the agenda to make his case against proposed changes in the Town's wind law. This created some confusion as Supervisor McConnell had been part of the process that created the proposed changes. At this point, Councilman Byington excused himself from the meeting. Supervisor McConnell's argument for making some elements of the wind law less restrictive centered on his belief that the Town needs the financial incentives the wind project sponsor is offering. He went on to say that the money could be used for a town barn and to support the Water District. No numbers relating to financial incentives or jobs created were provided to support his argument.

Councilman Underhill added that he fears elements of the proposed wind law will be thrown out as overly burdensome and argued that we should proactively lessen protections rather than have the State over-rule them. I pointed out that the tax cap formula reduces the town's tax levy by the amount of any PILOT payments, so the town would gain nothing. In fact, the PILOT would actually lower revenues down the road because future increase to the levy would be based on the reduced levy, not the reduced levy and the PILOT combined. Councilwoman Einwachter asked why Supervisor McConnell had so many issues with a proposed local law he participated in creating.

Code Officer McAllister reported that water samples had been taken and processed. He also reported another water main break on Main Street. That was our third break in less than a year. Ten repairs have been made to the line thus far. Fred McAllister

also reported that the cost of chemicals needed for water treatment will be going up. Fred has had discussions with a water systems vendor, Badger, regarding meters. Working with Badger will save the town a significant amount of money as we already have much of their system. Last, Fred is soliciting quotes on a truck from Rockwell and others.

Other items discussed included the proposed solar project on a landfill partially owned by the town. The County Industrial Development Agency is hopeful that some Federal money may be made available for the proposed sewer project. Another letter was sent to Steuben Foods regarding cleanup of the old Dairy Plant. Finally, Dave Peck was re-appointed to the Board of Assessor Review.

March - A motion was made and approved to waive a 30 day wait period for Dillio's Cafe liquor license. The same motion also formally acknowledged the Flower Shop portion of the business, so that the application can move forward. A bunch of meeting minutes from previous meetings were submitted for approval. The motion to approve those minutes was put on hold until such time as Board members had time to review them. Highway Supervisor, John Perry provided his report. Some surplus funds in the highway machine diesel account will be moved to machinery equipment account to cover needed purchases. Vehicle maintenance was performed and some road work was completed to open up roads for area maple syrup producers. Code Officer McAllister's report was also made. Fred issued a couple of permits and performed a few inspections. Training requirements for 2020 were not met. Fred also reported that LaBella Associates responded to our request for a water system assessment. Separately, the town needs to institute hourly rates for services and increase rates. There haven't been any rate increases in a decade. A public hearing on water rates is scheduled for the start of our regular meeting on April 19th. Supervisor McConnell mentioned that Steuben County Legislator, Michael Hanna made a visit to the landfill partly owned by the town where a solar project is being proposed. The Board is in agreement that we want to keep the County from clear cutting the land. A letter sent to the Board from the Prattsburgh Preservation Alliance was also discussed. The Town's lawyer, Ed Brockman, will meet with Fred McAllister and Supervisor McConnell to discuss about a dozen code violations that exist within town.

In other news, the Town submitted a grant application prepared by Chris Costanza through the Consolidated Funding Application process in September of 2020. Chris owns a couple of buildings on Main Street. On March 11th we received notification that the grant application made through the Housing Trust Fund Corporation and the Office of Community Renewal was approved for \$306,950. There is still some work to do to satisfy the conditions of the grant agreement, but that work has already begun. Once the required environmental reviews have been approved, work on the buildings can begin.

A special meeting was held on March 25th. Meeting minutes compiled from recordings of previous meetings were formally approved. Proposed changes to our wind law were reviewed. That process has taken longer than anticipated because of Terra Gen's decision to formally file the project under 94-C. To date Terra Gen was working under the guidelines set by Article 10, though they never formally filed the project under Article 10. Last, a motion was made and approved to hold a public hearing regarding proposed rate increase for the Town's water district at the start of our regular April Board meeting on April 19th.

Combined April/May Meeting update- This update includes information on topics addressed by the town council during April and May.

At the April meeting the Board discussed the drafting of an Emergency Plan that needs to be created. The State has provided a template, which will be utilized to craft the document. Councilman Scheid and Councilman Underhill will work on the plan. Our uniform contract with Aeromark was discussed. The highway department union, Teamsters 118, has worked with the town to create a new arrangement that will provide a stipend to highway department employees for the purchase of safety shoes and clothing. There were a number of reasons prompting the town to terminate its arrangement with Aeromark, cost chief among them. A motion was made and approved to accept the Main Street Development Grant. Signatories were appointed for business related to the grant. Discussions around the landfill jointly owned by Prattsburgh and Cohocton also continued. The proposed wind law was discussed further in preparation for formally adopting the changes and sending the amendment to the County for filing. The April meeting was adjourned near its completion when we ran into technical difficulties streaming and recording the meeting.

The bulk of our May meeting was spent meeting with representatives of firms that responded to our request for proposals to provide administrative services for the Main Street Development Grant. Hunt EAS, Labella Associates, Ostrander's Consulting,

and J. O'Connell & Associates all presented well. After careful consideration, the Board chose Hunt Engineers, Architects and Surveyors to administer the grant.

Highway Supervisor John Perry provided a detailed summary of work performed by the highway department. He also informed the Board that CHIPS funding got an unexpected increase. CHIPS is the Consolidated Local Street and Highway Improvement Program provided by the New York State Department of Transportation. It's a considerable source of funding for the highway department, so the increase is great news. Replacement of water meters and water meter reading equipment was discussed. A number of vendors were considered, Badger came in at the lowest cost, in part because we already own some of their products.

Combined June/July Update

Supervisor McConnell mentioned that the electric service in the Town Square Park is in need of major repair. A special meeting to address the wind law was set for June 3rd.

June: Supervisor McConnell was not able to attend the June meeting, so Deputy Supervisor Underhill lead the meeting. The Highway Department was busy as always. The department completed some stone work, cold patched some roads, performed some ditch work and dust control, along with some cutting. Highway Superintendent Perry checked in to survey progress being made at the site of the old creamery. His team also completed some repair work on their trucks and on their grader. The Board gave approval for the department to solicit quotes to have some roof coating and painting completed on the Highway Department buildings. The department has \$347,000 in Consolidated Local Street and Highway Improvement Program dollars. Superintendent Perry stated that there would be no restrictions on how the extra aid could be spent. The department is considering using the money for a payloader or grader. Delivery delays are likely if either were to be purchased.

Code Officer/Water District Officer Fred McAllister was also busy. Fred completed seven building inspections, issued four permits and dealt with one code complaint. Additionally, three meters were replaced, a leak on Fairgrounds Road was fixed, and a leak on a chlorine tank was addressed. Fred also reported that the department truck is reporting transmission codes.

Chris Costanza was in attendance as was Jennifer Vaughn (Hunt Engineering Grant Administrator). Chris gave some additional information on the Main Street Project. He is working with Arbor Housing to keep rents at prescribed levels. The Main Street grant requires that the apartments being renovated provide affordable housing for a minimum of five years. As of the meeting, the 16 Main Street commercial space was vacant. The old legion building at 24 Main Street came up in the discussion. It is not part of the current Main Street grant, but is estimated that renovation of the building could cost as much as \$300,000 if it were to be pursued.

Here's some trivia for you... you learn some interesting tidbits as councilman sometimes. All of the buildings on Main Street require that you step up to enter them, their entryways are elevated. That's because the entries are at horse carriage height. Who knew?

July: The July meeting started off with a public hearing regarding proposed changes to the wind law, which generally strengthened protections. Several comments were presented, some offered appreciation for the time spent by the Board on the issue, issues such as flicker and noise were raised as most significant, at least one person mentioned that it was the natural beauty of the area that drew them to Prattsburgh, and a resident living in Ingleside shared her experience living in the shadow of the Cohocton wind turbines.

Highway Superintendent Perry reported that his team had completed some ditch work, graveled some roads, and utilized shared services to perform some work on Italy Valley Rd and Block Rd.

The Board approved a motion to purchase a road grader at a cost of \$130,650. Aid money will be used to offset the cost of the purchase. The Board also approved a motion to move forward with the roof coating and wall painting of 3 Highway Department buildings and 1 Water/Code building at a cost of \$9,350. Last a motion was made to accept a USDA Rural Business Development Grant for \$288,496. The Town sought \$500,000, but the amount was reduced to \$288,496 because of the large number of grant requests received by the U.S. Department of Agriculture. The Town also stands to receive \$210,000 in aid from the American Rescue Plan. According to reports, one of the acceptable uses of American Rescue Plan aid is necessary investments in water, sewer, or broadband infrastructure, areas in which the town needs to make investments. The Board also approved the amendments to the wind law bringing an arduous process that lasted more than a year to a close. Last, the Board will be looking at creating local laws in response to the State's recent legalization of cannabis. The first step is a review of the State law.

A special meeting was set for July 26th to interview candidates for the Water/Code Officer position that will become vacant when Fred McAllister retires later this year. Two candidates were interviewed, and both interviewed well. In the end, Chris Underhill was chosen for the position. The other candidate will be encouraged to apply for a position soon to become open in the highway department due to a retirement there.

Combined August/September Update -

August The highway department has been busy dealing with regular duties and road damage caused by the excessive rain and downed trees caused by the high winds we had during the month of August. In August, Highway Superintendent Perry reported that they were busy mowing, and oiled and stoned 13 miles of road. They were also busy ditching and providing shared services elsewhere. Some work is delayed because of supply chain issues and the lack of available tile. Routine vehicle maintenance was also performed.

Supply issues also temporarily stalled progress at the site of the old creamery. Needed pipe was on backorder. Superintendent Perry also reminded the Board that our 2012 Road Use Agreement needs to be updated. The department received bids for a new payloader. All of the bids were refused as the equipment specified in the responses did not meet our requirements. A new RFP was issued. The subject of a new truck for the department was also raised.

Fred McAllister reported that he issued 7 permits, conducted 11 inspections and attended some code training. Routine water sampling was also completed.

Supervisor McConnell updated the Board on vandalism that took place at one of our cemeteries. The option of purchasing the town's copier which is coming off of its lease was also discussed. The list price was \$2,120. A motion was approved to purchase the copier for up to \$2,120. Councilman Byington suggested making a purchase offer at a lower price. We learned in September that we were able to acquire the copier for \$1,609. A motion was also made and passed to enter into a cooperative electricity bid.

The town's legal counsel, Ed Brockman reported that the updated wind law was filed with the State. Copies of the updated law and our road use agreement were provided to the wind developer, TerraGen. Mr. Brockman also advised the town not to respond to a letter received from the County regarding the landfill jointly owned by Prattsburgh and the town of Cohocton. He also reported that the proposed solar project planned for the landfill is stalled. No landuse change request has been filed yet.

September Weather woes continued for the Highway Department. The department dealt with downed trees and water damaged roads again in September. Regular work also continued as the team laid more gravel and oil and stoned a few more miles of road. Superintendent Perry introduced an online bidding service to the Board called Sourcewell. The Board will work with Ed Brockman (Town Attorney) to verify that Sourcewell satisfies the State's competitive bid requirement. My initial research indicates that it does. If so, our bids could have national exposure and possibly provide cost savings for certain items moving forward. The town did receive three bids in response to its request for pricing on a new payloader. We received bids from Volvo, CAT, and John Deere, ranging in price from \$135,346 to \$177,000. Volvo provided the lowest bid.

Fred McAllister issued 6 permits, performed 9 building inspections, and 1 stop work order. Water sampling, hydrant flushing, and bottle distribution for lead and copper testing were all completed. Fred attended water training in Hammondsport. Fred's soon to be successor, Chris Underhill, attended training in Corning. The earliest Chris could be certified to be the Operator in Charge of our water system is August of 2022. The town will have to retain the services of a certified Operator in Charge until Chris becomes certified. The Operator in Charge certification is managed by the NYS Department of Health and is required to maintain the safety of community water systems. There are six grades of certification, based on the size and complexity of the different water systems. Each operator is required to meet certain education, training and experience requirements to be certified. Chris will be busy! Last, a large tree needs to be removed near the pump house. The tree's height is an issue, and power and fiber network lines are in the immediate area. Two contractors called to survey the situation were unsure if their rigs could handle the job.

The sewer project is coming together. We are just waiting on confirmation of funding presumed procured by Congressman Tom Reed. Supervisor McConnell stated that the Main Street Grant work has resumed. It had stalled when the State Historic Preservation Office (SHPO) added the requirement of aluminum clad wood windows to the project, significantly raising costs. It was not clear to me how the issue was resolved. I'll reach out to the developer and report back in my next update. The electric service in the town square park is in need of an overall. It's an issue that should be addressed soon as it may pose a risk to the safety of those using the park. It will be discussed at upcoming budget meetings that will begin on October 4th.

October/November Update

Our October meeting was a bit light. In regular business, the Board's audit of bills and approval appropriations as put on hold until some questions could be answered. Highway Supervisor Perry reported that his crew worked on road aprons, made some repairs to a boom mower and put the snow plows back on the trucks. Water and Code Officer, Fred McAllister reported that he issued some compliance orders. He and Chris Underhill dealt with a main break near the intersection of County Route 74 and Fairgrounds Rd. A hydrant behind the Marketplace was replaced, and they responded to an alarm at the pumphouse. It's not clear what caused the alarm.

In old business, the Board was updated on some deck repairs at the town office building and Town Attorney, Ed Brockman, updated the board on the Steuben County Landfill situation.

Whereas our October meeting was relatively light, our November meeting had a very full agenda. We had three special guests. Lenora Applebee provided the 2021 Historical Report. Lenora reported that we lost 39 community members this year. She also gave us an update on the Museum House and reported that their Fall Dinner was a success. Last Lenora reported that there will be 35 trees setup in the park for this years Winter Festival.

Steuben County Legislator Mike Hannah and Steuben County Sheriff James Allard were also in attendance. Sheriff Allard provided a detailed update of the work his department is doing. I'll provide a bullet list here as there is a lot of good work happening in his department.

- Partnered with neighboring forces to boost DWI enforcement
- Completed a strategic analysis to improve public safety by identifying gaps related to opioids, intoxicated drivers and lives lost
- Taking a wholistic approach beyond enforcement which includes counseling, programs
- Spirit Program- inmates rehabilitate neglected dogs which are then adopted out
- Arson investigators showing results
- Jail Garden Program
- Veteran's Program and Veteran's Court- goal is to help, based on Monroe County programs
- Deputies are now trained as EMTs- 50 lives saved
- Evidence & Site Tech Program- 90% grant funded

Challenges:

- Bail reform hinders efforts because they don't see many who would benefit from available resources
- Recruitment

In old business, we will be pulling the DEC into meetings regarding the County landfill co-owned by Prattsburgh and Cohocton. Chris Underhill is working diligently on completing training required for code enforcement. Chris thinks he'll be done in January. Required training for water officer is still ongoing.

In new business, the Board set a hearing date for proposed changes within the water district. The Board also decided that no new work on lateral lines will be performed by water district personnel. Those lines are the responsibility of the home owner. A notice will be included in water district bills. The Board also discussed the electric service in the town square. It was decided that the service should be shut off for safety reasons. Last the Board discussed moving away from the free email service provided by Empire Access. A service like gmail will have calendar and app integration unavailable in a free service and would do a better job at complying with requirements like e-discovery and other legal requirements. Empire generates no income from the service.

December Update

The December meeting was relatively brief. Regular business was attended to. A public hearing was held for water rates. Rates had not been increased in more than a decade. The new rates bring the water district in line with water districts in surrounding municipalities and will put the water district on a better financial footing. The Board heard from a representative of Steuben Brewing and received an update on the Prattsburgh Gravel Classic. The Board also discussed an annual report for the landfill that needed to be filed. The Board was unsure of the report deadline, but later learned the report had been prepared by the County. A hearing on smoking laws on public properties will be rescheduled. Last, the Board's organizational meeting was set for January 3, 2022 at 6:30 PM.