

**TOWN OF SULLIVAN  
TOWN BOARD MEETING  
MAY 4, 2022 AT 6:00 P.M.**

A regular meeting of the Town Board of the Town of Sullivan was convened at 6:00 P.M. on May 4, 2022 by Deputy Supervisor Jeffrey Martin.

The meeting was held at the Town Office Building located at 7507 Lakeport Road. The meeting was also streamed live via YouTube so the link and a passcode for the public to join the meeting were posted on the Town's website.

Present were: Deputy Supervisor Jeffrey Martin; Town Councilors David Montroy, John Brzuszkiewicz, and Daniel Gibbons; Attorney for the Town John Langey; Highway Superintendent Andy Busa; Clerk for the Highway Department Mary Cate Voss; Supervisor's Secretary Dawn Cottet; Deputy Comptroller Kelly Bassett; Receiver of Taxes Katy Vanderwerken; and Deputy Town Clerk Jill Doss.

Excused: Supervisor John Becker and Comptroller Beth Ellis

Also present were: Bruce Burke of PAC99; Steve Wells; two residents; Gary Sternberg; Tom Kopp; and Art Lelio

Pledge to the flag was led by Deputy Supervisor Martin.

**APPROVAL OF APRIL 20, 2022 MEETING MINUTES**

A motion was duly made by Councilor Montroy and seconded by Councilor Gibbons to approve the minutes of April 20, 2022. With no further discussion the following vote was recorded to adopt the Town Board meeting minutes of April 20, 2022:

<b>David Montroy</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Daniel Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John E. Brzuszkiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Deputy Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Excused</b>	<b>---</b>

**DISCUSSION NYS EZPASS AGREEMENT TO SELL E-ZPASS TAGS  
AT TOWN CLERK'S OFFICE**

Deputy Supervisor Martin asked Deputy Town Clerk Jill Doss to explain the request to sell E-ZPass tags at the Clerk's Office. Deputy Clerk Doss advised that the Town Clerk had made application to the NYS Thruway Authority to sell E-ZPass tags from the Town Clerk's Office as one location in the area had stopped selling and the Town Clerk thought it was a great opportunity to serve the Town residents. The Town Board would need to adopt a resolution to enter into an agreement with the NYS Thruway Authority. Once they receive the resolution, the Thruway Authority would review the application that has been submitted previously by the Town Clerk. If approved, the Thruway Authority E-ZPass would send to the Town three copies of the sales agreement and promotional materials to the Town for signature. The Town would purchase a minimum of 25 E-ZPass tags at a cost of \$21.00 each (\$525.00 which would be charged to the Town Clerk's budget - there are funds available). The Town Clerk's Office could sell them for a maximum of \$25.00 per tag. The tags are only for passenger vehicles. No returns would come to the Town Clerk's Office, the customer would need to return the E-ZPass tag to the NYS Thruway E-ZPass office in Staten Island for refund. The Town would keep \$4.00 per tag as revenue from each tag sold.

The Town Clerk's Office would order more tags as needed and pay for them upfront. Deputy Clerk Doss advised there are a few vendors in the 13037 and 13082 area that

sell E-ZPass tags, but not very many per the NYS Thruway Authority. The Board discussed the information presented.

**TOWN OF SULLIVAN  
NYS THRUWAY AUTHORITY  
AGREEMENT TO SELL E-ZPASS TAGS**

*RESOLUTION AUTHORIZING THE TOWN OF SULLIVAN TO enter into an agreement with the NYS Thruway Authority to sell E-ZPass tags.*

*WHEREAS, the Town of Sullivan Clerk's Office location wishes to retail E-ZPass Tags through the New York State Thruway Authority's E-ZPass On-the-Go Program;*

*WHEREAS, the Town of Sullivan Clerk's Office municipal location will purchase E-ZPass tags for the cost of \$21.00 per tag from the Thruway Authority and sell the tags at a cost of \$25.00 per tag, allowing the Town of Sullivan to keep \$4.00 per tag sale, and*

*THEREFORE, BE IT RESOLVED, that the Tow of Sullivan Town Board of the Town of Sullivan hereby authorizes the Town Clerk's Office municipal location to enter into an agreement with the New York State Thruway Authority to sell E-ZPass tags provided all legal requirements are complied with.*

Moved: Councilor Gibbons  
Seconded by: Councilor Montroy  
Ayes: 4  
Nays: 0  
Abstentions: 0

Upon the motion made by Councilor Gibbons, seconded by Councilor Montroy, the Town Board unanimously approves the resolution to proceed with the Town Clerk's Office entering into an agreement with the NYS Thruway Authority to sell E-Z Pass tags subject to the review of legal counsel.

**BID OPENING RESULTS FOR LAWN MOWING OF THREE CEMETERIES**

Deputy Supervisor Martin advised that no bids were received for lawn mowing of the three cemeteries in the Town. The bid notice has been published on two occasions and no bids have been received for either opening. The Town Board members discussed what should be done at this time. Attorney for the Town Langey suggested that the Town contact individuals or companies in the area that are authorized to do this kind of work ensuring that they have the needed insurance coverage. He recommended that at least three individuals or companies submit their quote for the work being requested. Highway Superintendent Busa asked if an emergency mowing would be allowed with the grass growing so rapidly at this time. The Board agreed an emergency mowing would be allowed. It was suggested that Supervisor Becker and Comptroller Ellis would have access to possible vendors to contact. The Town Board could review the quotes at the next meeting and make their determination at that time for an approved vendor.

**TOWN PARKS DEPARTMENT EMPLOYEES**

Deputy Supervisor Martin advised that the following Parks Staff is being recommended as new hires or returning staff for the Town Parks Programs beginning in the Spring and Summer:

- a) Approve – New Hire – Cindy Yates - \$15 per hour – Park Laborer – Start in May
- b) Approve – New Hire – Zoe Sauv  - \$16 per hour – Traveling Arts & Crafts Program/  
Playground Arts & Crafts – start in June
- c) Approve – Returning staff – Jason Driscoll - \$15 per hour – Park Laborer – start in May

- d) Approve – Returning staff –Joshua Boulter \$15 per hour – Park Laborer – start in June
- e) Approve – Returning staff – Andrea Stanek - \$16 per hour – Pre-School Playground – start in May
- f) Approve – Returning staff – Mary Jo Champlin - \$17.25 per hour – Playground – start in May

Councilor Brzuszkiewicz commented he is looking forward to these individuals working in the Town Parks’ spring and summer programs. He asked if the new hires need to have background checks. Attorney for the Town Langey advised that whatever has been the practice for hiring would be the same for these individuals. Attorney for the Town Langey commented if there is required training that would also need to be done as well. Upon the motion made by Councilor Brzuszkiewicz seconded by Councilor Gibbons, the Town Board unanimously approves the hiring of the above list of individuals for the Town Parks spring and summer programs.

### **BUDGET MODIFICATION**

No budget modifications presented at the meeting.

### **FIREFIGHTER APPLICATIONS**

There were no firefighter applications presented at the meeting.

### **TOWN PARKS NEW PICKUP TRUCK PURCHASE AND TOWN FORD F250 WITH PLOW TRADE- IN**

Deputy Supervisor Martin advised that the new Parks truck is ready for pickup at Don’s Ford in Utica. They have offered a trade-in of a 2014 Ford F250 (VIN 1FTBF2B63EEA61065) with plow from the Town Parks current fleet of vehicles of \$20,000.00 toward the purchase of the new Ford that the Town will be purchasing. The Town Board discussed at length whether the \$20,000.00 trade-in being offered was reasonable in light of the situation with new and used vehicles and their value in today’s market. Upon the motion made by Councilor Brzuszkiewicz, seconded by Councilor Gibbons, the Town Board approves and accepts the trade-in value of \$20,000.00 for the 2014 Town Parks Ford F250 (VIN 1FTBF2B63EEA61065) with plow toward the price of the new pickup truck being purchased from Don’s Ford in Utica, New York.

<b>David Montroy</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Daniel Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John E. Brzuszkiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Deputy Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Excused</b>	<b>----</b>

Motion carried.

### **WANDERER’S REST STRAY CAT AGREEMENT DISCUSSION**

Deputy Supervisor Martin spoke with the Board about the Stray Cat Agreement with Wanderer’s Rest. The Town Board agreed that they would like Animal Control Officer Kim Muehlenbein present to discuss this Agreement. Upon the motion made by Councilor Brzuszkiewicz, seconded by Councilor Montroy the Town Board unanimously agrees to table the discussion until the next meeting for the Wanderer’s Rest Stray Cat Agreement with Animal Control Officer Kim Muehlenbein being invited to be present for such discussion.

### **RESIDENT QUESTIONS**

Gary Sternberg appeared before the Board to ask about the Stray Cat Agreement. He commented on a neighbor issue from years ago involving a large quantity of cats at a neighboring property. He asked if there was a limit on the number of cats allowed per residence in the Town. Currently, there is no limit on the number of cats allowed. Attorney for the Town Langey commented that the Animal Control Officer for the Town does respond to complaints about cats and some of that information is in the Stray Cat Agreement, which will be reviewed at the next meeting.

Gary Sternberg asked about a drainage ditch along the side of his property. For years he cleaned out this ditch, but no longer is able. Because the ditch isn't clear, his yard floods and there are a great deal of mosquitoes at his property from the standing water. He'd like to have the County clean the ditch if possible. It will take a small piece of equipment to get into the area. Highway Superintendent Busa will investigate the area and then speak with Supervisor Becker to determine if something can be done to clear this area. Highway Superintendent Busa advised that due to NYSDEC regulations some drainage areas can't be touched.

### **EXECUTIVE SESSION**

Upon the motion made by Councilor Gibbons, seconded by Councilor Montroy the Board unanimously approved entering into Executive Session for advice of Counsel at 6:30 P.M.

A motion was made by Councilor Brzuszkiewicz, seconded by Councilor Gibbons and unanimously approved by the Board to come out of Executive Session at 7:32 P.M. No action was taken.

### **ADJOURNMENT**

With no further business and upon a motion made by Councilor Gibbons, seconded by Councilor Brzuszkiewicz and unanimously passed by the Board, the meeting was adjourned at 7:33 P.M.

Respectfully submitted,

Jill A. Doss  
Deputy Town Clerk