

**TOWN OF SULLIVAN  
TOWN BOARD MEETING  
DECEMBER 7, 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 December 7, 2022 by Supervisor John Becker.

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

Present were: Supervisor John Becker; Town Councilors Jeffrey Martin, John Brzuszkiewicz, David Montroy; and Daniel Gibbons; Attorney for the Town John Langey; Comptroller Beth Ellis; Code Official Larry Ball; Clerk to Highway Superintendent Mary Cate Voss; Deputy Comptroller Kelly Bassett; Clerk to Supervisor Dawn Cottet; Receiver of Taxes Katy Vanderwerken; and Deputy Town Clerk Jill Doss.

Also present were: Bruce Burke of PAC99; John VanDeusen; Ernie Hotaling; Kerry Ranger; Art Lelio; Thomas Kopp; Melinda Kopp; Stephen Brean; and Bridgeport Fire Chief Paul Smith.

Pledge to the flag was led by Supervisor John Becker.

**APPROVAL OF NOVEMBER 16, 2022 MEETING MINUTES**

A motion was duly made by Councilor Martin and seconded by Councilor Gibbons to approve the minutes of November 16, 2022 and, with no further discussion, the following vote was recorded to adopt the draft Town Board meeting minutes of November 16, 2022.

<b>JEFFREY MARTIN</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>DAVID MONTROY</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>JOHN BRZUSZKIEWICZ</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 BECKER</b>	<b>SUPERVISOR</b>	<b>VOTED</b>	<b>YES</b>

**APPOINTMENT FOR WILLIAM BLANDING -BOARD OF ASSESSMENT**

Supervisor Becker advised that the term for William Blanding who currently serves on the Board of Assessment Review has expired. Upon the motion made by Councilor Martin, seconded by Councilor Montroy, the Board unanimously approved the re-appointment of William Blanding to the Town's Board of Assessment Review for the term of September 30, 2022 through September 30, 2027.

**INSERT FOR 2023 TOWN TAX BILLS**

Supervisor Becker advised that the Town Board will authorize the insertion of tax payment information and instructions for the 2023 Town Tax Bill mailing from the County. The insert will contain information regarding credit card payments, payments in-person at the Town Office on certain days, payment drop off at the blue box in the front of Town Hall. Thereafter, the following resolution was offered by Councilor Martin, who moved its adoption, seconded by Councilor Brzuszkiewicz, to wit:

**WHEREAS**, the Town of Sullivan, previously on or about October 1, 2014 authorized the acceptance of credit card payments for purposes of Town and County taxes; and

**WHEREAS**, the Town of Sullivan has recently recognized the desire of the public to accept online payments for Town and County taxes; and

**WHEREAS**, the Town Board residents may take advantage of the use of electronic checks, credit cards and debit cards for the payment of Town and County taxes through the web based payment source [www.taxlookup.net](http://www.taxlookup.net); and

**WHEREAS**, such action constitutes a Type II action for purposes of State Environmental Quality Review and, as a result, no environmental impact is anticipated thus ending the environmental review process.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Sullivan Town Board hereby authorizes a notice to the public be issued relative to accepting online payments for Town and County taxes by way of the attached notice; and it is further

**RESOLVED** that the Town of Sullivan Town Board authorizes the inclusion of the attached notice on the Town's website and posting in any appropriate places determined by the Town Comptroller; and it is further

**RESOLVED** that the Town of Sullivan Town Board hereby authorizes the Madison County Real Property Department and/or Madison County Treasurer to include the attached notice in the mailing for Town and County tax bills.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>JEFFREY MARTIN</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>DAVID MONTROY</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>JOHN BRZUSZKIEWICZ</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 BECKER</b>	<b>SUPERVISOR</b>	<b>VOTED</b>	<b>YES</b>

## Town of Sullivan is now accepting online payments for the Town & County Taxes!

E-Check, Credit and Debit Cards can be used at:

[www.taxlookup.net](http://www.taxlookup.net)

Merchant Fees Apply (E-check \$1.50 and Credit/Debit 2.65%)

### Mail Payments to:

Receiver of Taxes  
7507 Lakeport Road  
Chittenango, NY 13037

**No Longer Accepting Tax Payments at Community Bank**

### In Person Payments can be made at:

Town of Sullivan  
"Entrance A – Courts"  
7507 Lakeport Road  
Chittenango, NY 13037

**Blue Secure Dropbox out front of Entrance A, Available 24/7**

### In Person Hours:

#### Early Pay:

Thursday December 29<sup>th</sup> 2022: 1 p.m. to 4 p.m.  
Friday December 30<sup>th</sup> 2022: 9 a.m. to Noon

#### January:

Fridays: 9 a.m. to Noon  
Saturdays: 9 a.m. to Noon

#### February 1<sup>st</sup> thru April 30<sup>th</sup>:

Thursdays: 9 a.m. to Noon

**SETTING BID OPENING FOR 2023 GASOLINE, DIESEL, PROPANE**

Supervisor Becker advised that Highway Superintendent Busa requested that a bid opening date be established for 2023 gasoline, diesel, and propane usage. The original date requested for the bid opening was December 21. Supervisor Becker commented that there has been discussion about not holding the December 21 Board meeting. Upon the motion made by Councilor Gibbons, seconded by Councilor Montroy, the Board unanimously approved a bid opening date of January 4, 2023 at 6 p.m. for gasoline, diesel and propane for 2023.

**PUBLIC HEARING FOR PROPOSED LOCAL LAW F-2022 -UPDATING  
CODE ENFORCEMENT PROGRAM**

Supervisor Becker advised that a public hearing is scheduled this evening for updating the Code Enforcement Program. Upon the motion made by Councilor Martin, seconded by Councilor Gibbons the Board unanimously approved the public hearing for proposed Local Law F-2022 to be opened. Supervisor Becker inquired if anyone from the audience wished to speak for or against the proposed legislation. Art Lelio commented that he did not see the proposed Local Law on the website or on the bulletin board. Attorney for the Town Langey provided a copy of the proposed legislation to Mr. Lelio and commented that the Board could keep the hearing open until the next meeting as there isn't a stated penalty for adoption later than December 31, 2022. The Board could adopt the legislation after January 1, 2023. There were no other comments or questions in regard to the hearing. Comptroller Ellis advised that she will get the notice on the website. The Board agreed to hold the public hearing open and the matter was continued to the January 4, 2023 Town Board meeting.

**BUDGET MODIFICATIONS**

Supervisor Becker advised that there is one budget modification being presented this evening as follows:

(Using ARPA Funds)

Transferring \$96,932.00 from AA.1990.4000 Contingent to Transfers to Other Funds AA.9901.9000 for Hamilton Brown Bushnell Shore Road water for pay application #3 to Highlander Construction.

Upon the motion made by Councilor Martin, seconded by Councilor Montroy, the Town Board approves the budget modification as outlined above in the amount of \$96,932.00 for pay application #3 to Highlander Construction.

<b>JEFFREY MARTIN</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>DAVID MONTROY</b>	<b>COUNCILOR</b>	<b>VOTED</b>	<b>YES</b>
<b>JOHN BRZUSZKIEWICZ</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 BECKER</b>	<b>SUPERVISOR</b>	<b>VOTED</b>	<b>YES</b>

**FIREFIGHTER APPLICATIONS**

An application for firefighter has been submitted from the Bridgeport Fire Department for Lonny S. Keach. The applicant is a life member of the Department and is returning to active membership. Upon the motion made by Councilor Gibbons, seconded by Councilor Brzuszkiewicz, the Town Board unanimously recommended approval of the application for firefighter to the Bridgeport Fire Department for Lonny S. Leach.

### **NEW HIRE HIGHWAY DEPARTMENT**

Supervisor Becker advised that Highway Superintendent has hired Jacob DeFrees in a part time position at the Highway Department effective December 1, 2022 at an hourly rate of \$20.00. Upon the motion made by Councilor Martin and seconded by Councilor Brzuszkiewicz the Town Board unanimously approves hiring Jacob DeFrees at the Town Highway Department in a part time capacity and pay rate of \$20.00 per hour effective December 1, 2022.

### **COMMUNITY ANNOUNCEMENTS**

Supervisor Becker advised that the BLCO Tree Lighting program was postponed from last Saturday to this Saturday, December 10, 2022 at 5 p.m. due to the inclement weather. All of the events that had been planned for last week will take place on the 10<sup>th</sup>. Please make plans to join the festivities.

Santa will be on the Fire Truck in the Bridgeport area as part of the fun.

The Nation will be holding a fireworks program at the conclusion of the Bridgeport Tree Lighting event on Saturday, December 10, 2022.

### **SHORT TERM RENTAL DISCUSSION**

Kerry Ranger asked the status of discussion and review on the short-term rental matter. Attorney for the Town Langey advised that three sets of sample legislation from three different municipalities were recently given to the Town Board members to review. Mr. Ranger asked the Supervisor if there is any idea of how many short-term rentals are in the Town. The Supervisor responded there are quite a few. A short discussion took place on the topic which the Town Board is not ready to discuss in detail at this time. Mr. Ranger has some information that he will send to the Board.

### **EXECUTIVE SESSION**

Upon the motion made by Councilor Martin and seconded by Councilor Gibbons, the Board unanimously approved going into an Executive Session at 6:18 P.M. for advice of counsel with no action anticipated to be taken after the Executive Session.

A motion was made by Councilor Martin, seconded by Councilor Gibbons and unanimously approved by the Board to come out of Executive Session at 6:40 P.M.

### **ADJOURNMENT**

With no further business and upon a motion made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board, the meeting was adjourned at 6:41 P.M.

Respectfully submitted,

Jill A. Doss  
Deputy Town Clerk