

Minutes

Town of Persia Regular Board Meeting

8 West Main Street, Gowanda, NY 14070

June 11, 2020

Workshop 6:00pm to discuss COVID-19 pandemic

Third month of lockdown

Supervisor John Walgus calls meeting to order at 7:00pm.

All stand for the Pledge of Allegiance.

Remember the Battle of Midway and D-Day

Fly your flags for Flag Day June 14th

Roll Call:

Supervisor: John T. Walgus: present

Councilperson: Theresa A. Girome: present

Councilperson: Gloria J. Tomaszewski: present

Councilperson: Robert O. Dingman: present

Councilperson: Seth H. Howard: present

Others present:

Highway Superintendent: Daniel H. Ackley: present

Town Clerk: Denise M. Trumpore: present

Jack Broyles

Supervisor John T. Walgus: *I have paid the pre-pays and have processed payroll. * I ask for a resolution to approve the Supervisors report and a resolution to accept the financial statement from Bahgat & Laurito Bahgat. * The county planning board has approved our updates to the town zoning law concerning kennels. Councilman Girome is sponsoring a resolution approving the county planning board's action. * The BAR met on June 2nd and they followed our re-entry protocols without any complications. I gave everyone a mask and hand sanitizer that we received from Cattaraugus County Emergency Services, like the one I am giving each of you tonight. I think the residents who had a grievance and came to talk to the BAR appreciated meeting them face to face, or should I say mask to mask. * In your packet's tonight is a letter from Dan Martonis, Director of Real Property Tax Services of Cattaraugus County on preparing for phase 3 re-entry and the return of assessors to the town hall. In speaking with Judge Schindler about the reopening of our court, he indicated that if the

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number of COVID-19 cases continue to “flatten out” the Office of Court Administration possibly will OK our court to be back in session on July 14th. With that information, I spoke with our assessor Kate Harrington explaining our protocols and what steps we are taking to be safe, agreed that July 14th could be the date that we would be having the assessor meeting people face to face again at the town hall. * Tonight, I am sponsoring a resolution for the record of our written Re-Entry Protocol, as required by the state in their NY FORWARD SAFETY PLAN. I have given every employee a copy of the plan and have it posted in the town hall for the public to read as required by the NYFSP. As required again by the NYFSP, each employee is required to fill out and sign a self-health assessment form every time we enter the building. Your self-health assessment form is in your packets tonight. Keep it in your mailbox so you can access it every time you enter the building. When the pandemic is over, they will be added to your permanent files. * At the beginning of May, I met with representatives of Verizon Communications and their engineers of Tectonic Corp. regarding installing a cell tower on the town hall. I gave them access to the roof to determine if it was possible. Actually, tower is a misnomer, if they decide to use our facility, it will be an antenna with a probable radius of cell service of approx. one mile because of the line of sight limitations but will improve cell service in the immediate area. I am waiting on their call back. * I would like a workshop next month on July 9th at 6:00 pm to discuss the COVID -19. * I made an executive decision and decided the town is not going to make our volunteer board members employees of the town. This month birthday wishes go out to Highway Superintendent Ackley who celebrated his special day on June 5th and Councilman Tomaszewski who will be celebrating on June 16th.

Highway Superintendent Daniel H. Ackley: * I heard that the town would receive 20% less money this year for CHIPS, Extreme Weather and Pave NY. * I plan on oil and stoning Nash Hill and Miller Road and part of Persia Road. * I will be listing the plow truck with Auctions International next week.

Councilperson Theresa A. Girome: * I would like a resolution acknowledging the support from the Cattaraugus County Planning Board on the Zoning Board dog kennel update.

Councilperson Robert O. Dingman: * The Chamber of Commerce put together gift boxes for each of the 85 students graduating this year. The railroad when we re open will be reducing our capacity from 200 to 76, I only mention this to show how this pandemic has affected small business. I have heard nothing on Thatcher Brook.

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Councilperson Seth H. Howard: * On May 19th, I attended the Gowanda Ambulance Board meeting via Zoom, of all the information disseminated, nothing pertained to the town of Persia. Our next scheduled meeting is Tuesday, June 16th. This is the last town board meeting that I will have gun Raffle tickets, should anyone want one. The cost is \$10, and the new date is at the end of August. Hopefully, it will happen. * On another note, the Nature Sanctuary of Western New York annual clean-up event to the big falls is scheduled for this coming Saturday June 13th at 10am. The more helpers, the merrier, as many hands make light work. This will also give the opportunity to see the falls, legally. If interested, meet at the 40 Road parking lot. Rod Utley is leading the event.

Councilperson Gloria J. Tomaszewski: * I talked with Paula Schueler about the BAR meeting, she stated they heard two grievances, one for a portable building and the other for an assessment on a house. * I did participate in Seth Howard's drive by birthday for his son Jared.

Assessor Kate Harrington: (by email) * The 2020 tentative roll was filed on May 1st. the roll is available on the County's website at <https://www.cattco.org/assessment-rolls> . * Corresponded with several property owners about their assessments, tax bills, and exemptions. * Added no property transfers for the month of May, they cannot be added until July 1st. * Grievance Day was June 2nd, more information to come in my June report.* The following is a letter from Real Property Director Daniel Martonis.

To the Supervisor, Town Board and Clerk,

We wanted to give you an update on the opening of the county building for phase 2. We have been tasked with making sure that our offices and COVID-19 compliant. That means the installation of Plexiglas, barriers between the public and the employees, signage so that the public understands what they need to do, cleaning schedules, etc. We are in the process of setting this up.

This means that your taxpayers will continue to have a place to go if they wish to have that face -to-face meeting. We will continue to inform all of the property owners of the ways they can get a hold of their assessor, which is through email, phone, and coming into the Little Valley offices Monday through Friday, 8am – 5pm.

We will be ready to return to your town hall when you deem it necessary. If that is a month from now, or not until a vaccine is created, we will leave that decision up to you. In the meantime, we will continue to have all the above avenues open for the taxpayer.

Thank you for your continued support and help throughout this pandemic.

Sincerely,

Daniel Martonis

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Director of Real Property Tax Services

Town Clerk Denise M. Trumpore: *

Total transactions for May - 70

Total Collected: \$ 1,073.00

Towns Portion: \$ **279.16**

*I ask for a resolution to accept the minutes from May 14th.

Public Participation

Jack Broyles: I was at the BAR meeting on June 2nd; there were two grievances, one for a house assessment and the other for a portable building . On the portable building assessment, the owners were told by the Village of Gowanda that even though it is a portable shed they must fill out a building permit, which would be taxable.

RESOLUTION # 50 Audit of Claims

On a motion of Councilperson Howard

Seconded by Councilperson Dingman

The following was

ADOPTED AYES – 5 Howard, Dingman, Girome, Tomaszewski, Walgus

NAYS – 0

RESOLVED that the bills contained on Abstract #6 for General and Highway have been reviewed by the Town Board and are authorized for payment in the following amounts:

Abstract 6 – General Vouchers # 83 to #98 Total: \$2,203.33

Abstract 6 – Highway Vouchers # 29 to # 36 Total: \$ 5,662.15

RESOLUTION #51 Approval of Minutes

On a motion of Councilperson Tomaszewski

Seconded by Councilperson Girome

ADOPTED AYES – 5 Tomaszewski, Girome, Howard, Dingman, Walgus

NAYS - 0

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RESOLVED to approve the minutes from May 14, 2020

RESOLUTION #52 Supervisors report

On a motion of Councilperson Tomaszewski

Seconded by Councilperson Dingman

ADOPTED AYES – 5 Tomaszewski, Dingman, Howard, Girome, Walgus

NAYS - 0

RESOLVED to accept the Supervisor report for May 2020.

RESOLUTION #53 Financial Report

On a motion of Councilperson Dingman

Seconded by Councilperson Tomaszewski

ADOPTED AYES – 5 Dingman, Tomaszewski, Howard, Girome, Walgus

NAYS - 0

RESOLVED to accept the financial report for May 2020.

RESOLUTION #54 Cattaraugus County Planning Board dog kennel support

On a motion of Councilperson Girome

Seconded by Councilperson Howard

ADOPTED AYES – 5 Girome, Howard, Tomaszewski, Dingman, Walgus

NAYS – 0

RESOLVED to acknowledge the support of the Cattaraugus County Planning Board regarding the Zoning Board dog kennel update.

RESOLUTION #55 Re-Entry Protocol

On a motion of Councilperson Howard

Seconded by Councilperson Girome

ADOPTED AYES – 4 Howard, Girome, Tomaszewski, Walgus

NAYS – 1 Dingman

RESOLVED to accept the written Re-Entry Protocol as required by the state in their NY Forward Safety Plan.

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TOWN OF PERSIA COVID-19

WRITTEN RE-ENTRY PROTOCOL

As part of the Phase 1 re-entry program, the following precautions and procedures will be followed as directed by the Town Supervisor and the Town Board.

PROCEDURES

All Town employees must wear a mask when dealing with other employees or the general public. No more than one (1) employee will be permitted in a town owned vehicle at any time, unless necessary, and then a mask must be worn by ALL town employees and passengers if any.

All town employees must practice safe professional and social distancing with a minimum of six (6) feet between co-workers whenever possible.

ALL town employees must sign the health assessment form at the start of their shift and midway thru their shift. Following the CDC guidelines any employee who indicates a fever will be excused from work and sent home immediately, will receive normal pay and not charged time off if it is COVID-19 related.

If an employee is feeling sick during their shift they are to report to their supervisor and are encouraged to go home and contact their primary care physician. Department Supervisors are to report the illness to the Town Supervisor Immediately.

CLEANING PROTOCOL

All town employees and cleaning staff will be responsible for disinfecting and cleaning surfaces, door knobs town vehicles and frequently used equipment at the beginning of their shift, the middle of their shift and at the end of each shift.

ALL Town employees are required to wash their hands multiple time a day, especially before and after lunch breaks or when dealing with the general public. Hand sanitizer will be provided to all town employees.

These instructions and protocols are required as part of the safety plan from the New York State Health Department **NY FORWARD RE-OPENING GUIDELINES.**

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RESOLUTION #56 Workshop

On a motion of Councilperson Tomaszewski

Seconded by Councilperson Girome

ADOPTED AYES – 4 Tomaszewski, Girome, Dingman, Walgus

NAYS – 1 Howard

RESOLVED

Hearing no objection, Supervisor Walgus adjourned the meeting in memory of William Tighe at 7:37 pm.

Respectfully submitted,
Denise M. Trumpore

Town Clerk