**MINUTES OF THE MEETING OF THE TOWN BOARD**

TOWN OF SANDY CREEK
1992 HARWOOD DRIVE, PO BOX 52

SANDY CREEK, NEW YORK 13145-0052

**Date:** November 1, 2023

**Kind of Meeting:** Special Meeting **Place:** Town Hall

**Board Members Present:** Timothy D. Ridgeway  **Others Present:**

 John W. Wood, Jr. Tammy L. Miller

 Nola J. Gove-out @ 6:31pm Brittany M. Washburn

 Ruth E. Scheppard Michael C. Kastler

 Meg Sprague

**Absent:** Dave Warner Ron Fisher

 Rebecca Trudell-out @ 6:47 pm

 Julie Cronk-out @ 6:47 pm

**CALL TO ORDER:**

Supervisor Timothy D. Ridgeway called the meeting to order at 6:00 pm

Sole Assessor Rebecca Trudell and her Clerk Julie Cronk were present to answer questions from Town Board members regarding a town reassessment. Ms. Trudell stated that she was not asked to attend a specific meeting and that she did not refuse to attend a meeting. She asked what the board’s goal is in doing a reassessment. As of October 31st, there are 3,128 parcels in the town. NYS does have a state aid program providing an incentive for reassessment. It will reimburse $2 per parcel. The town has not done a reassessment since 2004. The previous assessors’ data needs updating. Ms. Trudell would like to collect data from every parcel, including new photos and measurements. The data will need to be entered into the RPS system before the reassessment. This needs to be done whether a reassessment is done or not. Ms. Trudell believes that she and Mrs. Cronk can complete the data updates in one year. Progress updates will be included in the monthly reports.

It was noted that the value of the STAR checks and exemptions have decreased due to the equalization rate falling.

GAR Associates is one real estate appraisal and analysis firm who can help with governmental reassessment. There are other companies that we can get a quote from.

Mrs. Cronk stated that she plans to retire on or before December 31, 2024. Ms. Trudell would like to start training a second clerk in January for one day per week and add more days in the spring.

It is also possible to trend assessment values based on sales analysis. The Town of Sandy Creek needs more neighborhood codes. There are currently only three; the villages, the pond area, and the rest of the town. The pond area has several different types of waterfront parcels that should have separate real property codes.

Mrs. Cronk does want a 5% raise for 2024. Although there is nothing official in writing yet, she wants a paid day off for October 25th. She was told by town board members that she would have 6 paid days off for the rest of the year when she went hourly mid-year.

**RESOLUTION 111-23**

On motion by Ruth E. Scheppard, seconded by Nola J. Gove, the following resolution was

ADOPTED - 4 Ayes Ridgeway, Gove, Wood, Scheppard

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek authorizes the bookkeeper to pay current part-time hourly staff for their allotted time off based on the days worked per week and the date the hourly pay began.

Councilwoman Gove left the meeting at 6:31 pm

**RESOLUTION 112-23**

On motion by Ruth E. Scheppard, seconded by Timothy D. Ridgeway, the following resolution was

ADOPTED - 3 Ayes Ridgeway, Wood, Scheppard

 0 No

 2 Absent Warner, Gove

**Resolved** that the Town Board of the Town of Sandy Creek will enter executive session at 6:32 pm for the purposes of discussing the privileged and confidential attorney-client communication regarding Creekside Associates of CNY, L.P. tax certiorari case. Supervisor Ridgeway invited Town Clerk Miller, Deputy Clerk Washburn, Bookkeeper Meg Sprague, Assessor Trudell, Clerk Julie Cronk, Superintendent Kastler, and Ron Fisher into executive session.

**RESOLUTION 113-23**

On motion by Ruth E. Scheppard, seconded by Timothy D. Ridgeway, the following resolution was

ADOPTED - 3 Ayes Ridgeway, Wood, Scheppard

 0 No

 2 Absent Warner, Gove

**Resolved** that the Town Board of the Town of Sandy Creek will exit executive session at 6:43 pm.

**RESOLUTION 114-23**

On motion by Ruth E. Scheppard, seconded by Timothy D. Ridgeway, the following resolution was

ADOPTED - 3 Ayes Ridgeway, Wood, Scheppard

 0 No

 2 Absent Warner, Gove

**Resolved** that the Town Board of the Town of Sandy Creek authorizes the Sole Assessor to obtain an opinion of value or an appraisal of Creekside if there are sufficient funds in the assessment-contractual budget.

Rebecca Trudell and Julie Cronk left the meeting at 6:47 pm.

Budget Officer Meg Sprague reviewed the budget edits with the Town Board. The public hearing will be held November 8th. The Annual Update Document was discussed. Ms. Sprague is working with the auditors to get it finalized and filed.

Mary Austerman of Great Lakes Coastal Community asked if the Town of Sandy Creek could be the case study community for a workshop on November 16th. The idea of the workshop is to provide an overview of a few state and federal programs and areas where those programs intersect. No one on the Town Board objected to the request.

**RESOLUTION 115-23**

On motion by Ruth E. Scheppard, seconded by John W. Wood, Jr., the following resolution was

ADOPTED - 3 Ayes Ridgeway, Scheppard, Wood

 0 No

 2 Absent Warner, Gove

**Resolved** that the Town Board of the Town of Sandy Creek authorizes Town Supervisor Timothy D. Ridgeway to sign the Architectural/Engineering Consultant Agreement with Barton & Loguidice, D.P.C. for the Replacement of the Skinner Road over Blind Creek.

**RESOLUTION 116-23**

On motion by John W. Wood, Jr., seconded by Timothy D. Ridgeway, the following resolution was

ADOPTED - 3 Ayes Ridgeway, Scheppard, Wood

 0 No

 2 Absent Warner, Gove

**Resolved** that the Town Board of the Town of Sandy Creek authorizes Town Attorney Courtney Hills to draft a local law matching the County of Oswego Local Law Number 3 of 2023, a local law allowing eligible volunteer firefighters and volunteer ambulance workers to receive a real property tax exemption under Real Property Tax Law (RPTL) S 466-a.

The Snow and Ice agreement with Oswego County was filed with the county today. IMAs for four pieces of highway equipment need to be reviewed and updated. The welcome signs do not meet NYS DOT specifications and will not be approved by them for any roads. The highway/water operator trainee position was discussed. Superintendent Kastler left the meeting at 7:42 pm.

**On motion** by Ruth E. Scheppard, and seconded by John W. Wood, Jr., and carried unanimously, the meeting was adjourned at 7:43 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk