

TOWN OF CONCORD SPECIAL TOWN BOARD MEETING December 28, 2023
9:00 a.m.

MEETING CALLED TO ORDER BY PHILIP DROZD, SUPERVISOR,
at 9:00 a.m.

ROLL CALL: PHILIP DROZD, SUPERVISOR
CLYDE M. DRAKE, COUNCIL MEMBER
KENNETH D. ZITTEL, COUNCIL MEMBER
KIMBERLY S. KRZEMIEN, COUNCIL MEMBER

EXCUSED: WILLIAM F. SNYDER, III, COUNCIL MEMBER

ALSO PRESENT: STEPHANIE A. BACON, Deputy Town Clerk
BRIAN ATTEA, Town Attorney
RYAN MCCANN, Special Counsel
KEN KASSEL, Council Member-Elect

ITEM #1 EXECUTIVE SESSION

Motion by Supervisor Drozd, seconded by Council Member Zittel, to go into Executive Session at 9:00 a.m. to discuss pending litigation and personnel. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

Motion by Supervisor Drozd, seconded by Council Member Drake, to come out of Executive Session at 10:17 a.m. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

ITEM #2 HIGHWAY DEPARTMENT LABORER

Supervisor Drozd advised that the Board needed to confirm the hiring of the new Highway Department, Parks & Cemetery laborer. Drew Taylor is the candidate chosen to fill the position. The start date for the position will be January 7, 2024.

Motion by Council Member Zittel, seconded by Council Member Krzemien, to hire Drew Taylor as the new Highway Department laborer at the rate of \$23/hour for the first 6 months and to begin work on January 7, 2024. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

ITEM #3 KISSING BRIDGE/CRANE RIDGE SEWER PLANT

Supervisor Drozd informed the Board that he would like to make an offer to Ben Slotman for the position of Wastewater Treatment Plant Operator, with Josh Lantham as the Alternate Operator for the Kissing Bridge/Crane Ridge sewer plant. The salary for the positions would be \$65,000 for the Plant Operator and \$26,000 for the Alternate Operator.

Motion by Council Member Krzemien, seconded by Council Member Drake, to offer Ben Slotman the position of Wastewater Treatment Plant Operator and Josh Lantham the position of Alternate Operator for the salaries of \$65,000 and \$26,000, respectively. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #4 BRIDGE NY ENGINEERING FIRM APPOINTMENT

Supervisor Drozd said that we had an emergency work session yesterday (12/27/23) in order to discuss the applicants for the upcoming BridgeNY funding. The three firms were Schenne & Associates, Barton & Loguidice, and Foit-Albert Associates.

Supervisor Drozd, Council Member Drake & Council Member Zittel rated each firm based on four criteria. Foit-Albert came in as the highest rated.

Motion by Council Member Zittel, seconded by Council Member Drake, to appoint Foit-Albert Associates as the engineering firm consulting on the Ross Road BridgeNY project. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #5 BUDGET TRANSFERS

Budget transfers were discussed as required in the 2023 budget.

Motion by Supervisor Drozd, seconded by Council Member Zittel, to approve the budget transfers as presented. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

ITEM #6 AUDIT OF THE BILLS

Supervisor Drozd stated that these bills were audited by Council Member Krzemien, and reviewed by the Board.

Year 2023 Abstract 15:

General Fund A, abstract 15, \$12,794.77
General Fund B, abstract 15, \$91.24
Fire Protection, abstract 15, \$4,906.20
Joint Van, abstract 15, \$17.04
Craneridge Sewer, abstract 15, \$721.51
Highway DB, abstract 15, \$12,832.80
Kissing Bridge Water, abstract 15, \$150.00
Kissing Bridge Sewer, abstract 15, \$2,070.00

Motion by Council Member Krzemien, seconded by Council Member Zittel, to approve the bills as presented. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

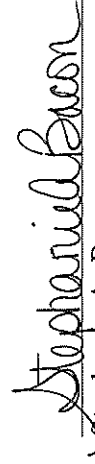
ITEM #7 BANK TRANSFER

Council Member Drake noted that on the Trust & Agency bank reconciliation, we have had outstanding checks totaling \$112 that have no detail information regarding issue date or check number. These checks predate his time as Supervisor. He spoke with the auditors, who advised that he should try to figure out where the money should go. With no detail, Council Member Drake feels the money should go back into the Trust & Agency Account to remove it from the reconciliation.

Motion by Council Member Drake, seconded by Council Member Krzemien, to move \$112 from outstanding in the Trust & Agency Account to the Trust & Agency Account. Council Members Drake, Zittel, & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder, excused. Carried.

ITEM #4 MOTION TO ADJOURN

Motion by Supervisor Drozd, seconded by Council Member Krzemien, and passed unanimously, to adjourn the meeting at 10:26 a.m.


Stephanie A. Bacon
Deputy Town Clerk