

GLENBURN TOWN COUNCIL
REGULAR MEETING #14
January 04, 2024 at 7:00 PM
At the Glenburn Municipal Building 144 Lakeview Road

Minutes

PLEDGE OF ALLEGIANCE

a. ROLL CALL

Present were Councilors Chris Grotton, John Caruso, Chris Cookson, and Frank Roma. Maurice Day was absent.

b. CITIZEN INPUT - OPPORTUNITY FOR

No one in the audience chose to address the Council.

c. [1-24-01] Council discussion, to see what action the Town Council will take regarding the appointment of election clerks.

Chris Cookson motioned to appoint as election clerks everyone named on the list provided by Town Clerk April Braley dated January 4, 2024. The motion was seconded by John Caruso and unanimously approved with a 4-0 vote.

d. [1-24-02] Council discussion, to see what action the Town Council will take regarding appointing a Deputy Code Enforcement and LPI Officer for the town.

Mr. McClung stated that the town hired Jordan McLaughlin to ultimately assume the role of code enforcement officer when the current code enforcement officer retires. He has been taking his code enforcement exams with the State and doing an excellent job passing the exams. He has all of the certificates needed from the State to be appointed by the Town Council to be code enforcement officer and LPI (local plumbing inspector).

Chris Cookson motioned to appoint Jordan McLaughlin as Deputy Code Enforcement Officer. The motion was seconded by John Caruso and unanimously approved with a 4-0 vote.

Chris Cookson motioned to appoint Jordan McLaughlin as the LPI for the town. The motion was seconded by John Caruso and unanimously approved with a 4-0 vote.

e. [1-24-03] Council discussion, regarding the Q2 update from the Town Manager.

Mr. McClung stated that this is the financial update ending December 31, 2023 for the second quarter of fiscal year 2023 to 2024. He updated each department for the Council. The yearly budget is \$3,000,000.00, and the numbers shown are exactly what was approved at Town Meeting.

f. [1-24-04] Council discussion, to see what action the Town Council will take regarding approving the purchase of a new generator for the old municipal office.

Mr. McClung stated that having been in this new town office for over a year, it has been noted that the old municipal building has been utilized in different capacities. One thing is that Chief Lavoie has a tremendous amount of communications equipment in one of the offices in the old building. The other thing is that due to a design flaw for the new building, the pump for the water supply to the new municipal office and to the fire department runs through the breaker at the old building. When power is lost or shut down in the old building, power in Chief Lavoie's communications room is shut down, and the water to the new municipal office and to the fire station is also shut down. Therefore; the old building needs to be kept up and running 24/7 for multiple reasons including communications equipment being in the old building and to keep the water running to the new office and to the fire station. The heat also needs to be on in that building, and the facilities need to be kept operational. Mr. McClung suggests installing a Generac system for the old building so that the building can be kept up and running.

Chris Cookson motioned to approve the town manager to spend up to \$15,000.00 to install a Generac system for the old town office. The motion was seconded by John Caruso and unanimously approved with a 4-0 vote.

- g. [1-24-05] Council discussion, to see what action the Town Council will take regarding proposal of a new EMS vehicle.

Chris Cookson motioned to table Agenda Item G until the next meeting. The motioned was seconded by John Caruso and unanimously approved with a 4-0 vote.

- h. [1-24-06] Treasurer's Warrant #13 – APPROVAL OF, Treasurer's Warrant #14 – APPROVAL OF,

John Caruso motioned to approve Treasurer's Warrant #13. The motion was seconded by Chris Cookson and unanimously approved with a 4-0 vote.

John Caruso motioned to approve Treasurer's Warrant #14. The motion was seconded by Chris Cookson and unanimously approved with a 4-0 vote.

- i. [1-24-07] Minutes of December 7, 2023, Regular Council Meeting APPROVAL OF,

Chris Cookson motioned to accept the December 7, 2023 minutes as written. The motion was seconded by Frank Roma and unanimously approved with a 4-0 vote.

Manager/Council Items/Other Business

The Generac generator for the fire station and the town office is installed and waiting to be tested. The stone work and trim in the front of the building has been finished and looks good.

Mr. McClung has a preliminary garbage contract from Casella. The recycling and garbage has been combined into one contract, and Mr. McClung cannot do that. The two need to be separated, and he is working with Casella on that. Attorney Huber is in contact with the insurance company for the previous garbage contract, and any extra costs should be covered by the previous vendor.

The town and the school are interested in putting payroll out to a third party. The reporting issues with the federal government are getting exceedingly complex. Mr. McClung has a meeting with the school next week. The school operates a separate system than that of the town. The process is confusing, and it is not a uniform process. Mr. McClung sees potential of unintentionally misreporting some things.

Mr. McClung thanked the volunteers and businesses that helped out during the windstorm and with the windstorm cleanup. He also thanked the staff on duty here at the office who stopped what they were doing to help out. He provided the Council with a list of some of the individuals who showed up to help. He would like to give everyone on the list a bonus check for their work during that storm and for helping the town. The money could come out of the contingency account. John Caruso motioned to take money out of the contingency fund for the bonus amount to give to the individuals on the list. The motion was seconded by Chris Cookson and unanimously approved with a 4-0 vote. Mr. Grotton also thanked all those who helped and publicly recognized everyone by reading their names from the list. Councilor Roma also thanked all those who helped out.

Councilor Chris Cookson stated that the newly erected ice skating rink is almost ready to open and should be a great community winter activity. Mr. McClung stated that a grand opening is being planned with the rink lit up and the old town office being used as a warming station with a snack bar.

Mr. Grotton stated that in discussion with Superintendent Modery during the Santa's Breakfast a couple of weeks ago, the topic of school security was discussed. Mr. Grotton stated that the discussion was on the heels of discussion about security in the municipal building. He suggested to Mr. Modery that they consider getting together a small group of people to approach the security process as a campus even though the facilities are a few miles apart.

ADJOURNMENT

John Caruso motioned to adjourn. The motion was seconded by Chris Cookson and unanimously approved with a 4-0 vote, and the January 4, 2024 Town Council Meeting was adjourned at 7:35 PM.

A true record, as approved by the Town Council: February 15, 2024

Daniel McClung, Secretary to the Council