

Town of Middlefield

March 12, 2024

Page 1

The regular meeting of the Middlefield Town Board was opened by Town Supervisor, David Karl at 7:00 pm. The minutes of the last town meeting held February 13, 2024. A Motion to approve was made by Jeff Woeppel and second by Peg Leon. Ayes – 3 Nays-0. Motion carried. The minutes of the special Meeting on February 27, 2024. A Motion was made by Kelly Branigan and second by Jeff Woeppel. Ayes -3 Nays -0. Motion carried.

Present: Town Supervisor Dave Karl, Council Members Kelly Branigan, Jeff Woeppel, Peg Leon. Town Attorney David Clinton, Highway Superintendent Brendan Kraham, Zoning / IT Officer Neal Newman, Sydney Waller, Maureen Murray, Mary Leonard.

Privilege of the Floor. Mary Leonard presented plans that had been reviewed by Planning Board for a bathroom construction in the current Food Truck foot print at Origins Café. The bathroom is for current customer convenience. Motion to approve was made by Kelly Branigan second by Peg Leon. Ayes – 3 Nays – 0. Motion carried.

Highway Superintendent's Report. Brendan gave information on CHIPS and will give an update next month. Brendan provided detail of a plow truck accident, which will be submitted to insurance after review by mechanic. Brendan plans to investigate stolen road signs.

Financial Report

Deposits and Receipts report - Not distributed.

Financial report from bookkeeper – distributed to board members The bookkeeper proposed Budget transfers from 2023 budget. Motion made by Kelly Branigan, second by Peg Leon. Ayes – 3 Nays – 0. Motion carried.

Planning Board Report – Chairwoman Sydney Waller gave a report to the Board. PDD changes by Mary Leonard that was presented during Privilege of the Floor. Eileen Murphy presented to the Board. There may be changes to lot subdivisions and lot line changes. More information pending next meeting. Attorney Clinton hopes to meet with the Planning Board members who worked on ADU proposal as he has some concerns, questions, and recommendations. The meeting will be scheduled.

Zoning Officer's Report – Neal Newman gave a report to the Board. The Art Garage Zoning Issue has been resolved. Attorney Clinton concluded that the previous ZBA determination was null and void as there was no valid Public Hearing. Attorney Clinton has sent a letter to the ZBA Chair.

IT Officer's Report – Officer will post the Meeting agenda on the Web site. Agenda changes may not be posted in time for Web posting. OEConnect Fiber Optic Internet connection occurred as of March 7, 2024.

Attorney's Report – Nothing further per ADU and The Art Garage. Attorney Clinton continues to wait for the Association of Towns to respond

about the HR reporting question.

Page 2

Committee Report

Watershed Supervisory - No report

Planning – No report

Highway – Peg Leon is scheduled to meet with Brendan Kraham about equipment life span.

Finance – Town Supervisor’s audit noted a possible disconnect with bookkeeper report and Supervisor’s bank deposits. The Town Supervisor will reconcile quarterly.

Bldg./Grounds – waiting for recent contractor to give an approximate cost of repairs.

Union - no report

Climate smart community – Written report submitted.

ARPA Committee – Peg Leon distributed the recent report. Kelly noted that we should move With pending projects/ plans Motion made to move forward with Beaver Meadow speed signage by Kelly Branigan, second by Jeff Woepfel Ayes – 3 Nays- 0 Motion carried Jeff Woepfel to coordinate project. Motion made to purchase AED for Town Hall by Kelly Branigan, second Peg Leon. Ayes – 3 Nays – 0 Motion carried.

Old Business

Septic System – Budget Change order presented by Town Supervisor. Motion to approve change Order made by Jeff Woepfel, second Kelly Branigan. Ayes – 3 Nays -0 Motion carried.

ZBA Candidate – Board continues to find a candidate.

Clerk and Supervisor Annual Audits – completed Motion to approved audits made by Peg Leon, second by Kelly Branigan. Ayes – 3 Nays – 0 Motion carried.

New Business – No new business.

Temporary special Permits

Brewery Ommegang – Concert in June – Motion to approved by Peg Leon, second Kelly Branigan. Ayes – 3 Nays – 0. Motion carried.

B O Dee Aviation – Pancake Breakfasts – May 18, June 15, July 20, August 19, 2024 Motion to approve by Jeff Woepfel, second Kelly Branigan. Ayes -3 Nays – 0. Motion Carried

The Art Garage – April Events – Motion to approve made by Peg Leon, second Jeff Woepfel. Ayes – 3 Nays -0. Motion carried.

Page 3

Monthly Bills

Highway bills. Abstract 3. Vouchers 27-38 \$11,573.25. Motion to approved made by Kelly Branigan, second Peg Leon. Ayes – 3 Nays – 0 Motion carried.

General Bills. Abstract 3 vouchers 39-61 \$ 35,846.04 Motion to approved made by Jeff Woeppel, second Kelly Branigan. Ayes -3 Nays – 0. Motion carried.

Comments, announcements and other business – none.

A motion to adjourn at 7:58 pm made by Jeff Woeppel, second Kelly Branigan. Ayes – 3 Nays -0. Motion carried.

Jean Schifano
Town clerk