

Town Board & Reorganizational Meeting - January 14, 2026

The meeting was called to order at 7:00 PM.

In Attendance: Wayne McGuire Supervisor, Councilman John Studley & Aaron Finch,
Jennifer McGuire Town Clerk

Absent: Councilman Dustin Hale & Ron Adams

Swearing in of Councilman Aaron Finch

Acceptance of Minutes

- Minutes from the previous meeting were accepted. (Councilman Studley made the motion, Councilman Finch seconded. All Ayes).

Correspondence

- **Karen Belt:** Sent a thank you card to the Town of Conewango for a gift certificate and Christmas arrangement and expressed pleasure in working with town employees. She endorsed Jennifer McGuire for new Town Clerk
- **Community Bank:** Noted the town's regular savings accounts yield 0.02%, money market accounts yield 2%, and a six-month CD offers 3.2%.
 - The board will investigate rejoining the CLASS investment group (3.61%) or Metropolitan (3.56%) to earn higher interest.

Public Participation

- No public participation was noted at this time.

Reports

- **Highway Superintendent:** Reported on new truck being paid for & insured but still needs upfitted, waiting on Randolph's bucket truck to help install new lighting in parking lot, and ongoing weather-related work.
- **Assessor Report (Roxanne Aucoin):** Working on exemption sales and splits, will start viewing properties soon. Office hours are Thursdays from 8:00 AM to 12:00 PM.
- **Building Code Officer:** Reported minimal activity. 1 permit issued, 12 phone calls received, 9 inspections, 1 fire and demolition noted.
- **Dog Control Officer (Sam Smith):** Eight incidents reported. Board requested a monthly email statement regarding dog control activities.
- **Clerk Report:** December revenue totaled \$78.00 (\$39.67 town portion) from one dog license, one certified copy, one marriage license, and one hunting license.

Town Board & Reorganizational Meeting - January 14, 2026

- **Supervisor Report:** Financials from Baggett, Laredo, and Baggett are on file and bank accounts match.

Old Business

- No old business was discussed.

New Business

- **Website:** The town website is now live at <https://conewangony.gov>, appearing on Bing but not yet Google.
- **Board of Assessment Review:** Dennis Carnahan was reappointed for a term ending September 30, 2030. (Motion by Councilman Studley and seconded by Councilman Finch. All Ayes)
- **Assessor's Assistant Title:** The "Deputy Assessor" title is a competitive Civil Service position with a residency requirement. The board will work with Assessor Roxanne Aucoin to create a job description for a non-competitive title, likely "Assessor Aide," for Kelly McLean.
- **Reorganization 2026:** The board approved all 2026 appointments, salaries, and policies, (Passed with all Ayes)
- **Resolution 1-2026 (Budget Transfers):** Approved year-end budget transfers for December. (Copy of Resolution and detail on file at the town office)
(Motion made, seconded by Councilman Studley. Roll call vote: Councilman Finch (Aye), Councilman Studley (Aye), Supervisor McGuire (Aye).)
- **Resolution 2-2026 (ARPA Funds):** Approved increasing the General Fund budget for federal aid ARPA Revenue Account A4089 and transfers to other funds expense account A9901.9 by \$170,705.07. Also increased the Highway Fund budget for Internal Fund Transfer Revenue Account DA.51.30 and machinery, equipment, ARPA expense DA.5130.29 by \$170,705.07. This modification utilizes remaining ARPA funding for a new highway truck.

(Motion made, seconded by Councilman Finch. Roll call vote: Councilman Finch (Aye), Councilman Studley (Aye), Supervisor McGuire (Aye).)

Town Board & Reorganizational Meeting - January 14, 2026

- **Resolution 3-2026 (S-284 Agreement to Spend Highway Funds):** Approved spending \$97,500 on the town's 46.23 miles of highway.

(Motion made, Councilman Studley & seconded by Councilman Finch. Roll call vote: All Ayes)

 - **Pope Road to Snow Hill (Harris Road - 1 mile):** \$19,360 for oil and stone (20 ft width, 0.25 inch thick, asphalt sub-base).
 - **Route 241 to Chapman Road (Northeast Road - 1.5 miles):** \$29,040 for oil and stone (20 ft travel surface, 0.25 inch thick, asphalt sub-base).
- **Resolution 4-2026 (Certificate of Designation - AOT Annual Meeting):** Designated Supervisor McGuire as the voting delegate and Councilman Studley as the alternate for the Association of Towns Annual Meeting in New York City on February 17, 2026.

(Motion made, seconded by Councilman Finch. Roll call vote: Councilman Finch (Aye), Councilman Studley (Aye), Supervisor McGuire (Aye).)
- **Resolution 5-2026 (Building Permit Fees):** A new fee schedule was approved, raising rates to better align with enforcement costs and other towns. effective immediately. (Motion made by McGuire, seconded by Studley. Roll call all ayes)

Action Items

- Research investment options (CLASS vs Metropolitan); **(Supervisor)**
- Research credit card payment options. **(Supervisor)**
- Investigate town website Google visibility and add it to county website. **(Clerk)**
- Draft Assessor Aide job description w/ Roxanne; submit to Civil Service **(Assessor)**
- Sign Phoenix Humane Society kennel lease IMA for 2026 **(Supervisor)**
- Future Board discussion re: raising highway health insurance max (\$650/mo) **(Supervisor)**
- Review of local dog law; send proposed changes to Jennifer **(DCO)**
- Schedule Feb public hearing on dog local law; advertise in Post-Journal + website **(Clerk)**
- Prepare door-to-door vs mailing dog census proposal; send to Jennifer **(DCO)**
- Meet Amy Shelters (Community Bank) re: municipal credit card. **(Supervisor)**