

Town Board Meeting 12.10.25

Attendance

- Present: Conewango Town Clerk Belt, Councilman Finch, Councilman Studley, Supervisor McGuire, Deputy Town Clerk Jennifer McGuire
- Absent: Councilman Hale, Councilman Adams

Ron's Health Update: Ron has been in and out of the hospital for heart issues for the past month and a half and is not doing well. He has not left the house much since before Thanksgiving.

Reports

- **Highway Superintendent Report:**
 - An employee returned to work after completing a SAP follow-up plan, including a 45-minute interview and a six-hour class. He will undergo supervised random drug testing in the future.
 - Snow removal runs have been busy so far this season.
 - The new truck bill is \$171,966.40. We need to make payment and put insurance on the truck.
- **Assessor Report:** No report provided
- **Building Code Report:** No report provided
- **Dog Control Report:** No report provided.
- **Clerk's Report (November Revenue):**
 - 3 dog licenses, 1 certified copy, 1 marriage license, 10 dump tickets, 4 hunting licenses.
 - Total revenue: \$310.00
 - Town's portion: \$55.74
- **Supervisor's Report:** Financials provided by Baggett, Laredo, and Baggett match and are on file.

Old Business

- **Last Meeting Minutes:** Minutes from November 5th and November 24th were accepted. (Motion made by Supervisor McGuire and seconded by Councilman Finch. All Ayes)
- **Amazon Account:** The account is set up and tax-exempt, but the Prime membership is not showing up. The Supervisor is emailing the account manager to resolve this.
- **Dog Control Law (Drafting Local Law 1 of 2026):** The board was hoping to discuss this with Sam (dog control officer) but she was not present.
- **Office Flooring:** Replacement of the office carpet was discussed in December of last year but has not been acted upon. The supervisor will look for decent flooring and look into installation.
- **Musty Smell in Office:** The persistent musty smell in the office (initially discussed in November) might be due to mold, as visible mold was found on a chair. The board will investigate further and consider an air exchanger and/or dehumidifier.

New Business

- **Town Clerk Appointment:**
 - Karen is retiring at the end of December.
 - **Motion:** Jennifer McGuire was appointed Clerk to fill the vacancy until the next election, effective January 1, 2026. (Motion made by Councilman Studley and seconded by Councilman Finch. All Ayes)
 - **Action:** Jennifer McGuire is authorized to open a new town clerk and Tax Collector Town Bank Accounts).

- **Tax Collector Appointment:**
 - **Motion:** The Clerk will continue to serve as the Tax Collector. (**Motion made by** Supervisor McGuire and seconded by Councilman Finch. All Ayes).
- **Court Clerk Appointment:**
 - Kalan Brown was appointed new Justice as of January 1, replacing Judge Johnson. Judge Brown has asked Jennifer McGuire to act as his court Clerk and she has accepted. (**Motion made by:** Councilman Finch seconded by Councilman Studley to accept Judge Browns Court Clerk assignment as Jennifer McGuire. All Ayes).
- **New Highway Truck Payment:**
 - **Cost:** \$171,966.40.
 - **Motion:** The bookkeeper will issue a check using available ARPA funds to pay for the truck, with the remainder to be financed through BMAC. (**Motion made by** Councilman Studley and seconded by Supervisor McGuire. All Ayes).
- **Budget Transfers (Resolution 20 – 2025):**
 - **General Fund:**
 - \$20: Clerk Equipment → Clerk Contractuals
 - \$1,590: Contingency → Attorney Contractuals
 - \$270: Code Enforcement Equipment → Code Enforcement Contractual
 - \$1,000: Registrar Contractuals → Registrar Personal
 - \$28: Sidewalk Contractuals → Garage Contractuals
 - **Highway Fund:**
 - \$8,892: Snow Removal Personal → General Repair Personal
 - \$800: Snow Removal Contractual → General Repair Contractual

(**Motion made by** Supervisor McGuire and seconded by Councilman Studley. All Ayes)
- **Exterior Security Lighting:** Concerns about poor exterior lighting creating a security risk for employees were raised.
 - Replace a faulty light fixture with a new LED (e.g., 2-pack, 1800 lumens, ~\$88).
 - Replace and add additional front and side lighting to the building
 - Research solar lighting options for the sand pile area for added security.
- **Reorganizational Meeting:**
 - **Motion:** The reorganizational meeting will be combined with the first regular meeting of January 2026, scheduled for the second Wednesday of January. The Clerk will advertise this in the newspaper. (**Motion made by** Supervisor McGuire and Seconded by Councilman Finch. All Ayes.)

Motion to Adjourn made by Councilman Finch at 7:59 pm