**REGULAR & ORGANIZATIONAL MEETING, TOWN OF COLUMBUS, JAN. 9, 2025**

A Regular and Organizational Meeting of the Town Board of the Town of Columbus, County of Chenango

and the State of New York was held at the Town Courtroom, 4340 State Hwy 80 in Columbus on

**JANUARY 9, 2025.**

Meeting called to order at 6:30 pm by Diane Scalzo, Supervisor, with the Pledge of Allegiance; and the Clerk called the roll.

BOARD MEMBERS PRESENT:

Diane Scalzo Supervisor

 Jane Prohaska Board Member

Alexis Wilcox Board Member

Judith Lowe Board Member

ABSENT: Gretchen Robinson Board Member

Kevin Cross Highway Superintendent

RECORDING SECRETARY: Elizabeth Vermeulen Town Clerk

**Supervisors Report by Diane Scalzo:**

* Reviewed deposits made in December.

**Board of Health:** Nothing to report

**REVIEW OF PRIOR MEETING MINUTES:**

Supervisor Scalzo mentioned the communication from the Clerk sent to the Board. Discussed the communication with the attorney regarding minutes, and the requirement that minutes be fair and accurate. Suggestion that we include a statement in future minutes that the audible recording of the meeting is available from the Town Clerk as a FOIL request.

Nov 14, 2024

Motion was made by Jane and seconded by Lexi to approve the minutes of the Nov 14, 2024 meeting.

Discussion. Clerk’s notes should be removed.

3 Ayes. 1 opposed. 1 absent

Motion carried and minutes were approved with noted change.

Dec. 12, 2024

Motion was made by Jane and seconded by Judy to approve the minutes of the Dec 12, 2024 meeting.

Discussion. Diane stated that on page 1, “ConnectALL attorney” should be corrected to “Bond Counsel”. Regarding the letter from the Mayor of Sherburne regarding EMS financial difficulties, Diane stated that there was no request for increased funding. Clarification on page 3: “We will need to use some Highway savings until CHIPS money comes in.” On page 5, under Old Business, it should say that the Sanitary Regulations be “repealed”, not “revoked”. On 2nd to last page, Gretchen’s motion should read that “the Town Board would prefer to enact a Battery Energy Storage Systems Local Law and avoid a BESS moratorium extension”.

All Ayes. Motion carried and minutes were approved with noted changes.

**Communications:**

Clerk read the following **2025 Proposed Legislative Program as submitted by the Association of Towns Resolution Committee**:

1. Preserve and Support Home Rule
2. Maintain and Increase Aid and Incentives to Municipalities Funding
3. Declare General Ambulance Service an Essential Service and Provide Service Funding
4. Increase the Salary Cap for Retired Public Officials Returning to Public Service
5. Reform Tier 6 of the NY State and Local Retirement System
6. Create a Dedicated Funding Source for Commercial Driver’s License (CDL) Training
7. Amend Civil Service Rules to Create a More Efficient Hiring Process for Public Employers
8. Provide Towns with Negotiation Authority in PILOT Agreements that Impact their Tax Base
9. Reform Inequities in the Real Property Tax Cap Formula
10. Support Highway, Bridge and Transportation Funding
11. Increase or Repeal the Tax Levy Limits for Highway Equipment Purchases
12. Provide All Towns with the Option to Set Speed Limits on Local Roads
13. Create a Dedicated Funding Program for Municipal Water and Sewer Infrastructure
14. Reform Public Service Law Article 8
15. Support Dedicated Funding for PFAS Testing, Remediation, and Prevention
16. Foster Opportunities for Smaller Scale Renewable Energy Development in Participating Towns
17. Provide Guidance and Resources for Battery Energy Storage Systems (BESS)

The complete wording for these 17 Resolutions is available for review.

The Supervisor received communication from the Norwich SPCA extending the agreement through March 2025. The Dec 23 inspection of that facility was all fine.

**Dog Control Report**: No report

**Committee Reports:**

**Communications Committee report** by Lexi Wilcox**:** Nothing to report

**Park and Highway report** by Jane Prohaska

* The new park sign looks good.
* People have been snow-shoeing on the walking path.
* The Highway crew has been very busy with snow plowing
* Discussed a recruiting bonus. Lexi will write up something.

**Infrastructure, Buildings and Facilities report** by Judy Lowe

* We will need to buy a new vacuum.
* She took old computers and monitors to the dump for recycling
* The chimney barrier was ordered; no estimate from Nick yet
* The motion sensor lightbulbs by the office door are working great.
* She would like to contact Jim Parks to get a quote for finishing the rug around the raised area in Highway Superintendents office and covering the new ramps in the hallway.
* Paperwork was submitted to Sherburne for a rebate on the thermostats we purchased.

**Legal and Finance by Diane Scalzo:**

Diane moved **Resolution #23 -2025 Budget Modifications and Adjusting Journal Entries**

**Whereas,** budget modifications are required from time-to-time to ensure adequate budget funding for

necessary expenditures, and

**Whereas,** adjusting journal entries are required from time-to-time to correct prior entries for accuracy,

and

**Whereas,** sufficient funds are available in the budget to make the modifications, and

**Whereas,** the particular expenditures are necessary for appropriate administration of town needs;

**Therefore, be it resolved** that December 2024 budget modifications be made to increase A7110.4 Park

Contractual $1,440.00 and increase A2680 Insurance Receipts $1,440.00; increase A8780.1 Broadband

PS $5,250.00, increase A8780.4 Broadband IMP CE $50,000.00 and decrease A1420.1 Attorney

$25,000.00, decrease A1990.4 Contingency $25,000.00 and decrease A9010.8 Retirement $5,250.00;

decrease A0599 Appropriated Funds $104,000.00, increase A1120 Sales Tax $51,000.00 and increase

A2401 Interest & Earnings $53,000.00; increase DA5142.45 Consumable Equipment $800.00 and

decrease DA5142.41 Fuel $800.00;

**Resolved** that December 2024 adjusting journal entries be made to increase A8020.1 Planning Board

$1,000.00 and decrease A8020.4 Planning Board Expenses $1,000.00; increase ConnectALL Account

Receivable $58,556.77 and increase A2297.1 ConnectALL Grant Reimbursement $58,556.77.

* The motion was seconded by Jane.
* Discussion and explanation as some related to 2024 expenses.
* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

Jane made a motion to shred old bank deposit books and checks for closed Acct # 9075. Lexi seconded the motion. Discussion:, blank and unused deposit slips and checks numbered 1051 through 1200 will be shredded.

All Ayes.

Jane made a motion to shred old bank deposit books for closed Acct # 6862. Lexi seconded the motion.

Discussion.

All Ayes.

Town attorney is working on the paperwork to repeal the Sanitary Law.

**ConnectALL**

* The date for the Bond Anticipation Note (BAN) is Jan 14, 2025.
* Intermunicipal Agreement not yet done.
* Frontier Pole Agreement. Similar to the NYSEG pole agreement from last year.

Diane moved **Resolution # 25-2025 Frontier Pole Agreement**

**Whereas**, the Town of Columbus has received a ConnectALL grant to build fiber broadband infrastructure throughout the town, and

**Whereas**, as part of the infrastructure build, the Town of Columbus will need to attach and maintain its telecommunications cables, equipment, facilities and attachments with necessary guys and appurtenances on Frontier Poles or Frontier joint-owned Poles, and

**Whereas**, Frontier is willing to permit, to the extent it may lawfully do so, the placement of said cables, equipment, facilities, and attachments on its Poles,

**Whereas**, the Frontier Pole Agreement is a necessary step in the pre-construction and make-ready phase of the fiber broadband project, and

**Therefore, be it resolved** that the Columbus Town Board authorizes the Town Supervisor to sign the Frontier Pole Agreement.

* The motion was seconded by Jane.
* Discussion .
* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

Diane moved **Resolution # 24-2025 Surety Bond**

At a Regular meeting of the Columbus Town Board of the Town of Columbus duly called on the 9th day of January, 2025, a quorum being present, the following Preamble and Resolution was adopted:

“WHEREAS, this Columbus Town Board is materially interested in matters or transactions in which the Town of Columbus has applied or may hereafter apply to UTICA MUTUAL INSURANCE COMPANY for surety bond(s); and,

“WHEREAS, UTICA MUTUAL INSURANCE COMPANY is willing to execute such bond(s) as SURETY upon being furnished with the written indemnity of this Columbus Town Board, therefore, be it

“Resolved, that Diane Scalzo, Columbus Supervisor is the proper executing officer of this Columbus Town Board authorized to execute on behalf of the Columbus Town Board any agreement or agreements of indemnity required by UTICA MUTUAL INSURANCE COMPANY as a prerequisite to the execution by it of the bond(s) for the Town of Columbus on behalf of Frontier in connection with the matters or transactions described in the agreement of indemnity required by the said UTICA MUTUAL INSURANCE COMPANY and the proper attesting officer of the Town of Columbus be and is hereby authorized to affix the corporate seal to such agreement or agreements of indemnity and subscribe his/her name thereto, attesting same.”

I, Elizabeth Vermeulen, Secretary of the Town of Columbus have compared the foregoing Preamble and Resolution with the original thereof as recorded in the Minute Book of said Town of Columbus, do certify that the same is a correct and true transcript therefrom and of the whole of said Preamble and Resolution.

SIGNED, SEALED AND DATED THIS 9th DAY OF January, 2025.

* The motion was seconded by Jane.
* Discussion. A bond amount of $75,000 was requested.
* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

Jane made a motion, which was seconded by Judy, to accept Joanne Smith as the Insurance broker for the Surety Bond. All Ayes. Motion passed.

**2025 ANNUAL ORGANIZATIONAL MEETING**

The Town Board moves the following resolutions 1-22 of 2025 (as a group) and is seconded as a group.

**Resolution #1-2025 Town Board Meetings**

**WHEREAS** The Town Board has met at the time and place specified for the purpose of the annual

organization;

**RESOLVED** that pursuant to Town Law §62, the 2025 regular meetings of the Town Board will be held at the Town of Columbus Court Room at 6:00 PM on the second Thursday of each month.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #2-2025 Designate Banks**

**RESOLVED** that pursuant to §64(1) of Town Law, the following institutions are hereby designated

depositories of all Town monies received by the Supervisor, Town Clerk/Tax Collector: NBT Bank and

Community Bank;

**ALSO BE IT RESOLVED** that General, Highway, Dog and Special Trust Funds may be deposited to the NBT Bank and Community Bank.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #3-2025 Official Newspaper**

**WHEREAS** no newspaper is regularly published in the Town of Columbus;

**RESOLVED** that pursuant to Town Law §64 (11), the Evening Sun regularly published in Norwich, NY in the County of Chenango, and having a general circulation in the Town, be and hereby is designated as the official newspaper of the Town.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #4-2025 Valuation of Fixed Assets**

**RESOLVED** that pursuant to GASB Governmental Accounting Standards Board (GASB) Statement 34, the minimum dollar valuation of fixed assets included in the Town of Columbus inventory be and hereby is established at $100.00.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #5-2025 Service and NSF Check Charges**

**RESOLVED** that pursuant to Real Property Tax Law §987(1), the Town of Columbus is hereby authorized and may impose a $2.00 service charge to cover the expense of mailing a Notice of Delinquency to taxpayers who pay their taxes after May 31 or the last day to pay taxes at the town;

**ALSO BE IT RESOLVED** that pursuant to GML §85, the Town of Columbus is hereby authorized and may impose a charge of $20.00 on each check tendered as payment and returned for insufficient funds or

other reasons.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #6-2025 Code Enforcement**

**RESOLVED** that Code Enforcement has been delegated to the County of Chenango. The Columbus Town Board will review this decision yearly and determine whether the Town of Columbus will continue this arrangement or return Code Enforcement to the Town of Columbus. The Town Board has considered this arrangement and elected to continue the arrangement with Chenango County Code Enforcement for 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #7 – 2025 Sanitation Enforcement**

**RESOLVED** that Sanitation Enforcement has been delegated to the County of Chenango. The Columbus Town Board will review this decision yearly and determine whether the Town of Columbus will continue this arrangement or return Sanitation Enforcement to the Town of Columbus. The Town Board has considered this arrangement and elected to continue the arrangement with Chenango County

Sanitation Enforcement for 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #8-2025 Investment Policies and Guidelines**

**RESOLVED** that the Columbus Town Board has reviewed and adopts the current Investment Policy, last updated and approved 5/5/2022.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #9-2025 Procurement Policy**

**RESOLVED** that the Columbus Town Board has reviewed and adopts the current Procurement Policy,

pursuant to GML §104(b), last updated and approved 10/27/2022, for 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #10-2025 Health Insurance Buyout**

**RESOLVED** that the Town of Columbus will offer a health insurance “buyout” of $2,000.00 per year to

eligible full-time employees who can demonstrate that they have other qualifying health insurance

coverage in effect continuously during 2025. The “buyout” will be paid in equal $76.92 installments

each payroll during 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #11 – 2025 Ethics Policy**

**RESOLVED** that the Columbus Town Board has reviewed and adopts the current Ethics Policy, pursuant to GML §104(b), last updated and approved 2/9/2023, for 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #12 – 2025 Employee Handbook and Policies**

**RESOLVED** that the Columbus Town Board has reviewed and reaffirms the Employee Handbook and all policies contained within the Employee Handbook including but limited to the: Title VI Anti-

Discrimination Plan (Title VI of Civil Rights Acts of 1964 / Civil Rights Restoration Act of 1987);

Harassment, Sexual Harassment & Discrimination (Title VII of Civil Rights Act of 1964, NYS Human Rights Law); Workplace Violence Prevention; Sick, Vacation and Personal Leave; Overtime; Expense

Reimbursement (mileage, travel, food, lodging); Use of Municipal Equipment.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #13-2025 Additional Town Policies**

**RESOLVED** that the Town of Columbus Board will create a schedule to review, propose updates as

appropriate and adopt current or updated Town Policies, over the course of 2025, as recommended by

the Association of Towns and consistent with State and Federal regulations and laws.

1. Broadband Plan (Federal)

2. Defense and Indemnification (Public Officers Law §18)

3. Local Comprehensive Emergency Management Plans (Executive Law §23)

4. Information Breach Notification Policy (Technology Law §208)

5. Information Technology Policies recommended by the State Comptroller (Local Government

Management Guide: “Information Technology Governance”

a) Use of and Access to Personal, Private and Sensitive Information

b) Wireless Security Policy

c) Password Security Policy

d) Internet, E-mail and Personal Computer Use

e) Mobile Computing and Storage Device Policy

f) Online Banking

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #14-2025 Deputies and Other Town Titles**

**RESOLVED** the following deputies, officers and other positions are appointed for 2025 with

appropriations as indicated in the Town of Columbus 2025 General and Highway Budgets.

|  |  |  |  |
| --- | --- | --- | --- |
| **TITLE** | **NAME** | **PYMT SCHEDULE** | **NOTE** |
| Deputy Supervisor | Jane Prohaska | Annual |  |
| Deputy Town Clerk  | Susan LaFever | Annual |  |
| Deputy Hwy Superintendent  | Arthur Roush  | Bi-Weekly |  |
| Court Clerk  | Theresa Anson | Monthly |  |
| Budget Officer | TBA  | Annual |  |
| Registrar of Vital Statistics | Liz Vermeulen | Monthly | Town Clerk |
| Handicapped ParkingPermit Issuing Agent  | Liz Vermeulen | N/A | Town Clerk: Vehicle & Traffic Law §1203-a (1) |
| Town Historian | Kay Winton | N/A |  |
| Planning Board Members | Five plus an alternate | Annual |  |
| Dog Control Officer | Carol Lawrence | Monthly |  |

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #15-2025**

**RESOLVED** the payroll schedule for elected officials and other employees will be as follows in 2025 with hourly wages or salaries as appropriated in the Town of Columbus 2025 General and Highway Budgets.

|  |  |  |  |
| --- | --- | --- | --- |
| **TITLE** | **NAME** | **PYMT SCHEDULE** | **NOTE** |
| Town Supervisor | Diane Scalzo | Monthly |  |
| Town Clerk | Liz Vermeulen | Monthly |  |
| Highway Superintendent | Kevin Cross | Bi-Weekly |  |
| Deputy Highway Superintendent | Arthur Roush | Bi-Weekly |  |
| Highway MEO | Leonard Lonzki  | Bi-Weekly |  |
| Highway MEO | TBD  | Bi-Weekly |  |
| Highway Mowing | Bruce Lobdell  | Bi-Weekly | Seasonal |
| Town Justice | Mike Anson | Monthly |  |
| Assessor | Mike Maxwell | Monthly |  |
| Other Per Diem Workers | Various | Monthly | Seasonal or as needed |
|  |  |  |  |

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #16-2025 Mileage Reimbursement Rate**

**RESOLVED** that the mileage reimbursement rate for eligible Town Officials, pursuant to Town Law §116, be the lower of either the Federal or NYS rates in 2025. The Federal mileage reimbursement rate has been set at $0.70/mile for 2025. New York State has not yet set the 2025 mileage reimbursement rate.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #17-2025 Highway Superintendent Equipment Purchases**

**RESOLVED** that the Highway Superintendent is authorized to purchase equipment, tools and

implements during the year without prior approval of the Town Board up to a maximum of $4,000.00

per item. Purchases that exceed $4,000.00 will require Town Board approval. All such purchases are to

be made consistent with the Procurement Policy and subject to available budget funds.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #18-2025 Training Schools**

**RESOLVED** that Officials of the Town of Columbus, pursuant to GML §77-b, are authorized to attend

training schools and conferences at Town expense, subject to the availability of sufficient funds in the

General Fund.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #19-2025 Town Supervisor Day-to-Day Administrative Powers**

**RESOLVED** that pursuant to Town Law §29(16), the Town Board of the Town of Columbus hereby

authorizes and delegates to the Town Supervisor powers and duties of day-to-day administration and

supervision of all town and special district facilities and employees consistent with and in furtherance of

any and all state and federal laws applicable thereto and with any and all local laws, resolutions and

policies heretofore or hereafter adopted by the Town Board.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #20-2025 Bookkeeping Services**

**RESOLVED** that, to provide adequate separation of duties and to ensure a minimum standard of

proficiency, AJF Accounting & Tax Services will continue to provide bookkeeping services during 2025; terms as per the contract authorized in September, 2021 with board approved hourly rate increases

from time-to-time.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #21-2025 Legal Services**

**RESOLVED** that Coughlin & Gerhardt will provide legal services during 2025.

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Resolution #22-2025 AUD Report Preparation**

**RESOLVED** that Michael Giovnazzo, CPA will provide accounting and audit services to prepare the 2024 Annual Update Document (AUD report).

* Roll call vote:
	+ D. Scalzo Aye
	+ J. Prohaska Aye
	+ A. Wilcox Aye
	+ G. Robinson Absent
	+ J. Lowe Aye
* Motion carried and Resolution passed.

**Town Board Committees for 2025** will be as listed below.

Committee Chairs are responsible for the work product of their committee and may work alone or with another Town Board member. Committee Chairs will submit a written report prior to each monthly Town Board meeting. Format of the report is at the Committee Chair’s discretion.

|  |  |  |
| --- | --- | --- |
| **COMMITTEE** | **CHAIRPERSON** | **COMMITTEE MEMBER** |
| Communication (website) & Community Engagement | Alexis Wilcox |  |
| Park |  Jane Prohaska | Gretchen Robinson |
|  Public Health &  Emergency Preparedness  | Gretchen Robinson |  |
| Infrastructure & Facilities  | Judith Lowe |  |
| Legal & Finance | Diane Scalzo |  |
| Highway | Jane Prohaska |  |

The Highway Superintendent will present the annual 284 Agreement for Town Board approval.

**Appointment of Planning Board officers and members:**

Officers will remain the same as last year with Kay Winton as Chair and Renie Brown as Vice Chair and Secretary. The Planning Board will need to reappoint anyone whose term has expired.

Jenifer Simons was previously the alternate member on a 1-year term which expired 12-31-24.

The Planning Board will need to confirm the dates of her new term.

Oaths are required within 30 days of Town Board approval.

**BESS Local Law**

The Town Board will need to schedule a Public Hearing on the draft of the BESS Local Law. The moratorium expires at the end of February. Jane made a motion to schedule the Public Hearing for Feb 13 at 6pm, with our regular town board meeting to follow immediately afterward. All Ayes.

**Audits**: Lexi made a motion, which was seconded by Jane for the following town audits:

* Audit of the Clerk & Tax Collector will be performed by Jane and Judy.
* Audit of the Town Justice will be performed by Jane and Gretchen.
* All Ayes

**REVIEW OF EXPENDITURES**:

Motion to Pay bills made by Lexi and seconded by Jane. All Approved.

GENERAL FUND – Abstract #1, Vouchers #1 - #22 for a total of $59,306.73

HIGHWAY FUND – Abstract #1, Vouchers #1 - #11 for a total of $9,071.42

Motion to adjourn the meeting made by Judy and seconded by Lexi. All Approved.

Meeting Adjourned at 9:15 PM.

Respectfully submitted,

Elizabeth Vermeulen, Town Clerk

NOTE: The Audible recording of the Town Board meeting is available from the Town Clerk as a FOIL request.