

# PLYMOUTH TOWN BOARD MEETING

## JULY 8, 2024

### 6:30PM

**PRESENT:** Supervisor Patricia Murray  
Councilwoman Kathryn J. Clemens  
Councilman Ray Elsworth  
Councilman Robert Oehme  
Councilman David Collier  
Highway Superintendent Louis Redenback

Supervisor Murray brought the meeting to order and led in the Pledge to the Flag. Ms. Murray asked the Board to make a motion to approve the minutes of May 7, May 28, and June 10 all together. There had been some corrections that had already been made on the June 10<sup>th</sup> minutes. There was also one more correction that was brought up at this meeting. Mr. Elsworth made a motion to approve all of the above mentioned minutes as corrected. Mr. Oehme seconded the motion. The Board was polled and the motion was passed with five yeses and no nos.

Mrs. April Ray was in attendance. She explained some of her reports.

Mrs. Ray recommended the following resolutions:

- Resolution 24 of 2024 – Amendment recommended for the 2024 Town General Fund Budget which increases line A2680, Insurance Recoveries by \$8,595.74. And increases line A7110.4 – Parks Contractual by \$8,595.74. for the purpose of accounting for the

insurance proceeds received to repair the roof on the building at the Town Park, and the expense related to the repair of such roof.

And recommending an increase in the 2024 Town Highway Fund Budget Line DA5130.2 by \$30,000.00. The purpose of which is to amend the budget to show that Highway Equipment Reserve funds were used to purchase truck on 2/8/2024.

She also recommended an increase in the 2024 Town Highway Fund Budget line DA5110.1 General Repairs by \$36,000.00. Also decreasing line DA5142.1 Snow Removal by \$36,000.00. Mrs. Ray said that could be changed at a later date if the money was needed in the Snow Removal line. The purpose of which is to cover the next 3 biweekly Highway payrolls.

Mr. Redenback had some confusion about the budget moves. Mrs. Ray said she would get back to him because she didn't have the right figures with her to answer his questions.

Mr. Collier read resolution 24 and so moved. Mrs. Clemens seconded the resolution. The Board was polled and the resolution was passed with five yeses and no nos. Mr. Elsworth was concerned about having enough money to cover the winter payroll. Mrs. Ray said more money would have to be found.

Mr. Collier read resolution 26 and so moved. Mr. Oehme seconded the resolution to increase budget line DA5110.1 General Repairs by \$36,000.00 and to decrease budget line DA5142.1 by \$36,000.00 for the purpose of covering the next 3 biweekly highway payrolls. The Board was polled and the resolution was passed with five yeses and no nos.

**DOG CONTROL OFFICER'S REPORT:** Mr. Brian Franklin reported on the following:

- 6/11/24 Dog killed chickens on Pigeon Hill Rd. Ticket given.
- 6/15/24 Dog on neighbor's property on the Reservoir Rd.
- 6/26/24 Dog at large on Co. Rt. 16. The owner was on the Owens Rd. Owner found. Ticket given.
- 6/27/24 Dog on neighbor's property on Liddle Lane. Ticket given.
- 7/3/24 Motor vehicle accident causing a dog to be lost. Dog and owner were found.

**CODE ENFORCEMENT OFFICER'S REPORT:** Mr. Steve Fox reported on the following:

- Had several phone calls from Chris Dareango asking about what he can build at 109 Travis Rd. Wants to do a camp and a pole barn.
- Complaint about junk in the road on German Hollow Rd. Did a site visit to Polie Donolly. He will get some help to clean up.
- Site visit to 330 Reservoir Hill Rd. Rosemarie Snell. Junk pile has gotten bigger. There is a camper in the driveway that is junk. Excuse was truck was broke down.
- Site visit to Quinton Kemp, Plymouth-N. Norwich Rd. He has cleaned up some of the junk and garbage. He also has removed two vehicles from the woods.
- Made contact with Josh Kisner, Plymouth-N. Norwich Rd. Spoke with him about the tank of oil for the Town Hwy. He is making it



- too difficult to bother with. He also has not done anything as far as cleaning up his property. Still waiting on a new court date.

**HIGHWAY SUPERINTENDENT'S REPORT:** Mr. Redenback reported on the following:

- Worked on ditches on the Bates-Wilson Rd., Pigeon Hill Rd., and the Cookhouse Rd.
- Changed culverts on Pigeon Hill Rd. and Plymouth-N.Norwich Rd.
- Patching roads.
- Turning a small section of Adams Road back to dirt.
- Hauling stone from Callanan in Canastota back to Fullers and #2 stone from Fullers back to the Town barn for the Pigeon Hill project.
- Truck #3 has been down for a month and just got back on July 8<sup>th</sup>.
- Will be grinding Pigeon Hill in the next few weeks followed by stone and oil on a bunch of roads if funds allow.

**PLANNING BOARD REPORT:** Mr. Tim Manwarren made the following report:

- The Town will provide training later this fall.
- Optional dates have been offered to Matt Gladstone from the Chenango County Planning Dept. to schedule a training session which will be open to the public. The date of the meeting will be posted.
- Received another comprehensive plan from another town to help with comprising a survey of their own.

- Voted unanimously to provide the Town Clerk with our agenda and approved minutes to be published on the Town's website.
- No new correspondence or requests.

Town Clerk Brown read a resignation from Linda Powell-Owens from the Joint Youth Project that was received on July 8, 2024. Mrs. Clemens made a motion to accept the resignation. Mr. Collier seconded the motion. The Board was polled and the motion was carried with five yeses and no nos. Ms. Murray suggested that the position be advertised for one day in the newspaper and for two weeks on the website and on the bulletin board outside the Town Hall. Mrs. Clemens recommended the insurance company be consulted about their requirements for her prospective replacement. Should that person be credit checked and background checked? Ms. Murray thanked Mrs. Powell-Owens for all her years of service.

Mr. Collier read Resolution 25-2024 Establishing Energy Benchmarking Requirements for Certain Municipal Buildings. Mrs. Clemens made a motion to accept this resolution. Mr. Oehme seconded the motion. The Board was polled and the motion was passed with five yeses and no nos.

Ms. Murray said the Town's attorney's retainer ran out at the end of June. Now the attorney will let the Town pay an hourly agreement between now and the end of the year at which time the Town may opt to use a retainer again. Mr. Oehme made a motion to discontinue using the retainer from July 2024 to the end of December 2024. Mr. Collier

seconded the motion. The Board was polled and the motion was passed with five yeses and no nos.

Mr. Oehme talked about ways to warn the public in case of a catastrophe. He found a company that would help with the task. It would cost about \$1,100.00 plus a setup fee. This would have to be brought forward during the next budget workshops. Ms. Murray also asked Mr. Collier to look into an electronic sign for Town announcements.

Mr. Elsworth made a motion to reject all quotes that had been presented to the Board for mowing Foster Park. Mr. Collier seconded the motion. The Board was polled and the motion was carried with five yeses and no nos.

Ms. Murray said Foster Park is open. She said it looked very nice. Mr. Elsworth said the NYSEG light needs to be fixed. Ms. Murray said she would call them on it.

There will be no Cleanup Day this year due to the lack of funds.

Town Clerk Brown brought up the issue of access to the Records Room. She provided the Board with copies of the law regarding this subject and she read it to the audience. The law states that only the Town Clerk is to have access to the Records Room.



**PUBLIC CONCERNS:** Mr. Brett Wightman brought up the subject of the Capital Reserve Fund. He read a portion of a letter from the attorney regarding the Type Capital Reserve Fund. He said money from this fund could be transferred to another reserve fund with the same tax base. He also pointed out a directive in the letter to a website where unexpended funds could be used. He said this was first brought up last year and nothing was done.

Mr. Wightman also said he found that raises for Town officers have to be discussed at a public hearing. Last year's were not. He questioned as to whether the raises were even legitimate. If not, the raises should be rescinded. Mr. Wightman asked why the 27<sup>th</sup> Resolution was not advertised. Ms. Murray said there was no 27<sup>th</sup> Resolution.

Mr. Tim Manwarren referred to a Special meeting that was held on June 27, 2024. In attendance was a representative from NBT Bank trying to aid the Town in acquiring a note of anticipation. Mr. Manwarren questioned whether anything was discussed about that at the current meeting. Ms. Murray said she had asked Mr. Redenback what he wanted to do. Mr. Manwarren said since the Special meeting, he had reached out to a Supervisor of another town to get his input on moving funds from the Capital Reserve Fund to aid the Town highway for the remainder of this year instead of applying for a bond through NBT. (He apologized for his incorrect terminology.) The other town's Supervisor said he believed there was a way to do it, but would dig deeper for sure. Mr. Manwarren explained that time was of the essence. That Supervisor reported to Mr. Manwarren that he had consulted his Town attorney and said he would do some research but he was sure there

was a way to do this. Mr. Manwarren asked if it required reaching out to the State Assembly. The Supervisor said no. He said that their town uses a law firm from Syracuse that specializes in municipal law. He had also reached out to the Association of Towns. Mr. Manwarren said that all this made him even more concerned that the issue may not have been presented correctly to our Town's banker and attorney. He said he was also uneasy about this because Ms. Murray had told him that she had called the Association of Towns again, so Mr. Manwarren took that as a sign that Ms. Murray was unsure about this herself. Ms. Murray said she had called the Association of Towns to ask about Mr.

Wightman's question about the Highway law. She said she was not asking about using Capital Reserve Fund money.

Mr. Eddie Pierno reminded the Board that at the last audit the Town was directed to guard everyone's personal information.

Mrs. Patty Collier said she was told she could go into the records room to get paperwork she needed as the Town Court Clerk. She said she wasn't sure, but she may have accidentally left the door unlocked. She assured everyone she wouldn't let it happen again.

Correction  
UEB

Mr. Brian Franklin said that when motor vehicle accidents, evictions, or deaths occur, and he is asked to pick up a dog, that is not his job.

Therefore, the Town should not be billed for it. It is the job of the police. He suggested that Ms. Murray and other Supervisors bring this situation up at the County level.

Mrs. Shelly Ciborowski asked if it was possible for the Board to temporarily appoint herself to the Youth Bureau to oversee the upcoming Water Safari trip and any other events until the Board could permanently appoint someone. Ms. Murray said she wanted to wait



until she could talk to Mrs. Powell-Owens. Mrs. Ciborowski asked if it could be addressed at a special meeting. Ms. Murray said if there was a special meeting, maybe this could be a part of it. But right at the moment, she did not have an answer for her. Mrs. Ciborowski said she agreed 100% with the back ground check for that position. She did object to the credit check. Ms. Murray asked her to draft a letter expressing her desire to work on the Youth Bureau committee. She said the Board would wait for 2 weeks to decide what to do.

Mrs. Gladys Branagan suggested that the lock on the Records Room be changed.

She also suggested that the Youth Bureau should be lead by more than one person. She asked how kids were informed about the events that the Norwich Youth Bureau offered. She asked if flyers were sent home with kids from school. Mrs. Clemens said no, that was not done anymore.

Ms. Rhonda Fairbanks thanked the firemen for their help during her recent accident.

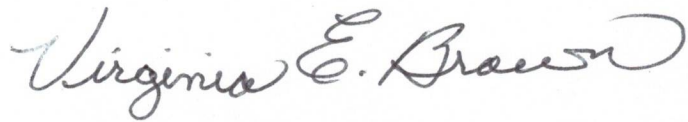
The Board reviewed and signed the bills.

Mrs. Clemens made a motion to pay the bills. Mr. Elsworth seconded the motion. The Board was polled and the motion was carried with five yeses and no nos.

Mr. Elsworth made a motion to adjourn the meeting. Mr. Collier seconded the motion. The Board was polled and the motion was carried with five yeses and no nos.

The meeting was adjourned at 8:50pm.

Respectfully submitted by

A handwritten signature in cursive script that reads "Virginia E. Brown". The signature is written in dark ink and is positioned below the text "Respectfully submitted by".

Virginia E. Brown

Plymouth Town Clerk

July 27, 2024