



SINCE 1884

**JOHN W. DANFORTH COMPANY**  
GENERAL CONTRACTORS FOR MECHANICAL SYSTEMS

Industrial Piping • Power Plants • Heating/Air Conditioning • Plumbing • Air and Water Pollution Control • Sheetmetal

March 10, 2023

JWD Quote #: DD 23-014R1

Town of Denmark  
3707 Roberts Rd  
Carthage, NY 13629

Attn: Scott Doyle

RE: Spare parts for HVAC system

### PROPOSAL

#### **Project Includes:**

- Provide the following spare parts for stock on site:
  - Taco Cartridge Assembly
  - Taco Water Seals
  - Taco 008-F6 Circulator
  - B&G 1/6hp pump motor
  - Taco 007-F5 Circulator
  - Taco 0012-F4-1 Circulator
  - Taco 0010-F3 Circulator
  - Auto Air vent
  - Becket oil burner control
  - 2.5 GPH oil nozzle

#### **Project Does Not Include:**

- New York State sales tax
- Any parts not listed on the attached break down
- Additional costs if warranty is not honored.
- Environmental remediation of any kind (i.e. asbestos, lead, mold, etc.).
- Special insurance.
- Does not cover any permits that may be required
- Does not cover any additional carpentry work needed ex. Drywall, trim, paint.
- Does not cover additional time needed due to isolation valves not holding
- Premium Time hours
- Pricing is based on conditions at time of bid. Danforth reserves its right for an

300 Colvin Woods Parkway • Tonawanda, New York 14150 • Tel: 716-832-1940 • Fax: 716-832-2388  
930 Old Dutch Road • Victor, New York 14564 • Tel: 585-924-7030 • Fax: 585-924-7916

**JOHN W. DANFORTH COMPANY**

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adjustment in contract time, price, or both, due to changing conditions relating to COVID-19, or any pandemic, epidemic, or disease outbreak.

**Investment:**

**TOTAL AMOUNT OF:**

**For Thousand Two Hundred Forty-Eight Dollars and 00/100.....\$4,248.00**

**Acceptance of Proposal:**

The above pricing, specifications, and conditions found within this proposal are satisfactory and are hereby accepted. The John W. Danforth Company is authorized to perform the work as indicated. Payment will be made as outlined above. The conditions above stand good for 15 days.

John W. Danforth Company

Presented By: David C. DeRue CNY Regional Service Manager

Accepted By: \_\_\_\_\_ [Date] [Position Title]

Tom Aubin General Contracting

MURK 26  
(4/17)

NEW YORK STATE DEPARTMENT OF TRANSPORTATION  
Agreed Price Worksheet - Prime Contractor

Contract: \_\_\_\_\_ Item No.: \_\_\_\_\_ Quantity: 1.00 Units: LS

Item Description : Town of Denmark sidewalks

(A) LABOR

Trade	Reg Hours	Wage Rate	Cost	Fringe Hours	Fringe Rate	Cost
Person 1	50.00	\$ 50.00	\$ 2,500.00			
Person 2	50.00	\$ 50.00	\$ 2,500.00			
Person 3	20.00	\$ 50.00	\$ 1,000.00			
Person 4	20.00	\$ 50.00	\$ 1,000.00			
Person 5	20.00	\$ 50.00	\$ 1,000.00			
Person 6	20.00	\$ 50.00	\$ 1,000.00			

Wages \$ 9,000.00

Fringes

If Fringes are paid in Cash, enter here:  
Worker's Compensation Rate (%):

Total of Wages and Fringes:	\$ 9,000.00
Workers Compensation:	\$ 0.00
Standard Labor Markup:	\$ 1,125.00
Fringe Benefit Markup:	\$ 0.00
<b>Labor Total:</b>	<b>\$10,125.00</b>

(B) MATERIALS

Description	Units	# of Units	Cost/Unit	Cost	Description	Units	# of Units	Cost/Unit	Cost
Cure & Form oil	ls	1.00	\$75.00	\$75.00	topsoil	cy	12.50	\$12.00	\$150.00
Wire Mesh	ea	26.00	\$32.00	\$832.00					
2 by 6 by 16's	ea	30.00	\$16.00	\$480.00					
Expansion joint	ea	10.00	\$5.00	\$50.00					

Materials Total: \$1,587.00

(C) EQUIPMENT

Description	Hours	FHWA Rate	Cost	Description	Hours	FHWA Rate	Cost
Cat 303	8.00	\$40.00	\$320.00	equipment trailer	8.00	\$10.00	\$80.00
Skidsteer	8.00	\$35.00	\$280.00	Plate tamper	4.00	\$10.00	\$40.00
Pickup	50.00	\$20.00	\$1,000.00				
dump trailer	8.00	\$10.00	\$80.00				

Equipment Total: \$ 1,800.00

(D) INSURANCE

Based on Payroll  Based on Total Sales

Insurance Rate % 0.0000 Wages + any Fringes Paid in Cash

Insurance Total: \$ 180.00

(E) SERVICES

Description / Type	# of Units	Cost / Unit	Cost	Description / Type	# of Units	Cost / Unit	Cost

Services Total: \_\_\_\_\_

(F) OVERHEAD & PROFIT

	OH & Profit %	Cost
Labor, Materials, & Equipment Total:	<u>5.00</u>	<u>\$ 675.60</u>
Services:	<u>0.00</u>	<u>\$ 0.00</u>

Overhead & Profit Total: \$ 675.60

Grand Total: \$14,367.60

Unit Price: \$ 14,367.60 per LS

Account#	Account Description	Fee Description	Qty	Local Share
A1081	Payment In Lieu of Taxes	Annual Payment	2	16,757.86
		<b>Sub-Total:</b>		<b>\$16,757.86</b>
A1255	Conservation	Conservation	1	10.02
		<b>Sub-Total:</b>		<b>\$10.02</b>
A160	Registrar Fees	Registrar	2	20.00
		<b>Sub-Total:</b>		<b>\$20.00</b>
A2544	Dog Licensing	Female, Spayed	13	117.00
		Female, Unspayed	4	68.00
		Male, Neutered	7	63.00
		Male, Unneutered	3	51.00
	late fee	late fee	5	25.00
		<b>Sub-Total:</b>		<b>\$324.00</b>
B1603	Registrar	Copies	2	20.00
		<b>Sub-Total:</b>		<b>\$20.00</b>
B2110	Planning Board Fees	Filing Fee	1	25.00
	Zoning Board Fees	Zoning Fee	1	60.00
		<b>Sub-Total:</b>		<b>\$85.00</b>
DA9060.8	DA health insurance contribution	DA health insurance contribution	2	1,331.38
		<b>Sub-Total:</b>		<b>\$1,331.38</b>
SW1-2140	Metered Sales	Useage Fee	1	102.11
		<b>Sub-Total:</b>		<b>\$102.11</b>
SW1-2144	EDU Charge	EDU	1	115.00
		<b>Sub-Total:</b>		<b>\$115.00</b>
SW1-2148	Penalties	late fee	1	13.29
		<b>Sub-Total:</b>		<b>\$13.29</b>

**Total Local Shares Remitted: \$18,778.66**

Amount paid to: NYS Ag. & Markets for spay/neuter program ..... 41.00  
 Amount paid to: NYS Environmental Conservation ..... 779.98

**Total State, County & Local Revenues: \$19,599.64**

**Total Non-Local Revenues: \$820.98**

To the Supervisor:  
 Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Prudence L. Greene, Town Clerk, Town of Denmark during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

*[Signature]*

Supervisor

Date

*[Signature]*

Town Clerk

*[Signature]* 3/1/2023

Date

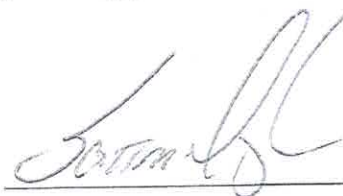
# Tax Collectors Report for February 2023


## Analysis of Collections by transactionDate

Page 1 of 1

3/2/23

Date	Qty	Taxes collected	Interest paid	Penalty paid	Daily total collected	Total overall collections
2/1/23	26	30,997.04	0.00	0.00	30,997.04	30,997.04
2/2/23	9	9,647.35	0.00	0.00	9,647.35	40,644.39
2/6/23	38	97,357.87	46.28	0.00	97,404.15	138,048.54
2/7/23	60	105,089.82	10.29	0.00	105,100.11	243,148.65
2/8/23	1	1,614.74	16.15	0.00	1,630.89	244,779.54
2/9/23	1	1,150.68	11.51	0.00	1,162.19	245,941.73
2/13/23	8	13,631.39	131.22	0.00	13,762.61	259,704.34
2/14/23	1	440.19	4.40	0.00	444.59	260,148.93
2/15/23	4	6,630.07	63.28	0.00	6,693.35	266,842.28
2/16/23	3	4,683.77	46.84	0.00	4,730.61	271,572.89
2/21/23	7	9,684.43	96.83	0.00	9,781.26	281,354.15
2/22/23	2	1,562.61	15.62	0.00	1,578.23	282,932.38
2/23/23	1	3,609.47	36.09	0.00	3,645.56	286,577.94
2/27/23	21	28,786.96	272.95	0.00	29,059.91	315,637.85
2/28/23	4	5,600.45	55.01	0.00	5,555.46	321,193.31
02.23	186	320,388.84	806.47	0.00	321,193.31	321,193.31
Totals:	186	320,388.84	806.47	0.00	321,193.31	321,193.31

  
 \_\_\_\_\_  
 Town Supervisor

  
 \_\_\_\_\_  
 Town Clerk / Tax Collector

**Floyd Lyng Post 723**  
**American Legion**  
**Copenhagen, New York**

February 22, 2023

Town of Denmark:

Dear Sirs:

Floyd Lyng Post 723 requests a donation of at least Two Hundred Fifty Dollars to help cover the cost of Cemetery Grave Flags for the veteran graves in the Denmark Township. This year we put flags on about 300 graves, Cemeteries included Brady's farm, Hillcrest, Roberts road, Wilson Rd, and other locations flags cost us approx. 90 cent each. We supply 3' x 5' Polyester flags for Riverside, St Mary's, Roberts Road, and Hillcrest Flags cost \$20.00 each. The Copenhagen 2<sup>nd</sup> graders and teacher's help flag Riverside and St. Mary's Cemeteries. We lead off all Copenhagen parades and provide military burial honors.

We thank you for your support,



James H. Koch Sr.

Adjutant Post 723

9746 Watson Rd

Copenhagen NY 13626

315-681-3566

**Prudence Greene**

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**From:** Jesse Lennox <jlennox@abstech.com>  
**Sent:** Monday, February 20, 2023 5:20 PM  
**To:** Prudence Greene  
**Subject:** IT Contract renewing in April  
**Attachments:** Advanced-Business-Systems-Denmark-Town-of.pdf; Contract Invoice sc10134-03.pdf; ScalePad-Proposal-2023-02-20.pdf; SQ1128.pdf

Hi Prudence,  
As your contract anniversary date of 4/14/2023 approaches we wanted to reach out to thank you for the trust you placed in us as one of your key vendors. We would also like to inform you of some of the analysis we perform as we near the anniversary of your contract start date. This annual analysis involves a review of the current users, workstations and servers, backup structure and coverage, and your Microsoft Office 365 licensing.

Rapidly rising costs have resulted in a larger than average adjustment in our per user rate. We have also introduced a Managed Threat Response (MTR) to our offering this year. This allows us to better meet the challenges of the evolving attacks that municipalities and other businesses face. Some municipalities have found that EDR and MTR product allow them to save money on their Cyber Insurance premiums. These changes are reflected in your per user rate of \$89/month.

The updated contract will take effect on the anniversary date.

Attached is a preview of the updated contract invoice. A DocuSign email will follow this one. Please review and sign the contract and keep a copy for your records.

We have also analyzed your current hardware assets. Overall, your hardware is in good shape with 2 computers at the 5-year mark. Now is a good time to budget for their replacement. They are both out of warranty, but we wouldn't recommend placing a warranty extension on them due to their age.

There are several other devices that are no longer under warranty that we would suggest buying an extended warranty for. The agreement with ABS covers the computers' operating system and software maintenance only, so the warranty assists us in making sure hardware issues can be resolved in a timely and cost-efficient manner. A report detailing your hardware assets and a warranty proposal are attached.

We have attached an estimate to replace the two older devices for your reference and planning.

We have also done an analysis of some critical security defaults and found that most of your users do not use a secondary authentication on their MS accounts. We suggest working with us to enable that for any user with an email address. We would like to open a ticket to work through that with each user.

Users	Servers	Workstations	Office 365	Workstation Backup	Server Backup	Sites
5	1	7	12	7	1	1

If you have any questions please call our IT Manager, Aaron Hall, at 315-788-7989 and he will be happy to assist.

Thank you,

**Jesse Lennox**



22811 County Route 51  
 Watertown, NY 13601  
 315-788-7989  
 www.abscopiers.com

# CONTRACT PREVIEW

**Preview Number:** PREVIEW 125971  
**Preview Date:** 2/20/2023

**Bill To:** DENMARK TOWN OF  
 3707 ROBERTS ROAD  
 CARTHAGE, NY 13619

**Customer:** DENMARK TOWN OF  
 3707 ROBERTS ROAD  
 CARTHAGE, NY 13619

Account No	Payment Terms	Due Date	Preview Total	Balance Due	
68844740	NET40	2/20/2023	\$445.00	<b>\$445.00</b>	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
SC10134-03	Prudence Greene 315-493-3846 X 1	\$445.00		4/15/2023	4/14/2024
Contract Remarks			Bill Code	Sales Consultant	
			Managed Network Services	Jesse Lennox	

**Summary:**

Contract base rate charge for the 4/15/2023 to 5/14/2023 billing period

\$0.00

	Quantity	Rate	
Per-Seat Managed Network Services	5	89.00	\$445.00
Advanced Threat Hunting	7	0.00	\$0.00
Advanced Care Team	1	0.00	\$0.00
Advanced Endpoint Management	7	0.00	\$0.00
Advanced Infrastructure Management	1	0.00	\$0.00
Advanced Recovery Center (Pooled 1TB)	2	0.00	\$0.00
Advanced Server Management	1	0.00	\$0.00
Microsoft 365 Business Standard	7	0.00	\$0.00
Office 365 Business Basic	7	0.00	\$0.00
			<b>\$445.00</b>

**Detail:**

**Equipment included under this contract**

**DELL/Dell Latitude 5480/5488**

Number	Serial Number	Base Adj.	Location
EQ9824	JR264M2	\$0.00	DENMARK TOWN OF 3707 ROBERTS ROAD CARTHAGE, NY 13619

**Advanced Network Care/IT**

Number	Serial Number	Base Adj.	Location
EQ9764	6884474	\$0.00	DENMARK TOWN OF 3707 ROBERTS ROAD CARTHAGE, NY 13619

A service charge of 1.5% per month or 18% per annum of the unpaid balance will be added to past due accounts. Minimum charge \$5.00

Preview SubTotal	\$445.00
Tax:	\$0.00
Preview Total	\$445.00
<b>Balance Due:</b>	<b>\$445.00</b>





# River Area Council of Governments

[www.racog.org](http://www.racog.org)

Municipal Management Consultant Monthly Announcements

## March 2023

### Next RACOG Meeting

May 24, 2023 at 6pm – TBD

Local Government Conference 2023 - <https://tughill.org/lgc2023/>

**RACOG Economic Visioning Summit** - The economic visioning summit will be on April 27, 2023 at the Howard G, Technical Center in Glenfield, NY. The culinary class will be doing the lunches for attendees. An agenda and registration link will be available soon. You can register here for the event: <https://tinyurl.com/racogsummit2023>

### RACOG UPDATES

- **University at Albany Policy Research Center** – April Roggio will be coming out for the economic visioning summit and RACOG board meeting.
- **Digital Radar Signs** – We have been meeting with the Governor’s Traffic Safety Council and law enforcement within both counties. The recommendation is to add a Traffic Safety Coordinator, which would be a fully grant funded position first, then apply for equipment come the second year.
- **Promotional Video** – The final videos are completed. Here is the link to the videos: <https://www.elocalink.tv/mlink/mlink2/code.php?id=w2aAQ4>
- **RACOG Economic Visioning Summit** –The summit is scheduled for April 27, 2023, at the Jefferson Lewis BOCES Howard G. Technical Center in Glenfield, NY from 9:00am to noon, followed by lunch.
- **Fort Drum Interns** – Christopher Barboza has been doing a great job and has been leading efforts with the digital radar signs. Kristle Hinola will be starting on March 24, 2023.
- **Associate Circuit Rider** – The RACOG board approved contracting out for an associate circuit rider to help with meeting coverage. It is a contracted-out position.
- **LED Lighting** – I am continuing to follow-up with NYPA to make sure communities lighting inventories are being completed and turned over to National Grid. We hope to start closing out the LGE grant soon.
- **Deferiet Solar/BOA Update** – NYSERDA, NYS DOS, Jefferson County, JCIDA, Sarah Bullock, and the Tug Hill Commission were all at the last board meeting for Deferiet. A presentation was done to the board and the public on the project. Questions about the project from the public were answered.
- **Wilna/Carthage/Deferiet Comprehensive Plan** – Both the town of Wilna and village of Carthage approved to move forward with the comprehensive plan. The village of Deferiet will have Matt Johnson present to their board on March 8, 2023.
- **Economic Resiliency and Recovery Plan** – The final plan is now available.
- **Community Choice Aggregation** – Lewis County is still looking for interested communities to take part in the Community Choice Aggregation. They have open not only to their municipalities, but also from other municipalities in neighboring counties that might be interested.

Mickey Dietrich • RACOG Municipal Management Consultant • Tug Hill Commission • 317 Washington St.  
Watertown, NY 13601

(315) 785-2380 • [mickey@tughill.org](mailto:mickey@tughill.org)

## TRAININGS/WORKSHOPS

To see more information on these trainings, go to <https://www.racog.org/grants-trainings/>

**Grant Writing Basics Webinar: March 9, 2023 – 9:00 AM**, The Cornell Local Roads Technical Assistance Program is sponsoring a webinar for anyone interested in learning how to tackle grant or funding applications, or for anyone who would like a refresher on the process, on Thursday, March 9 at 9:00 am. Register here: [https://cornell.zoom.us/webinar/register/WN\\_XqvtEakqQu-ehP40EDSwHw](https://cornell.zoom.us/webinar/register/WN_XqvtEakqQu-ehP40EDSwHw), *Cornell Local Roads Program*

**Energy Code Enforcement Training: March, 29, 2023 - 8:00 AM to 5:00 PM, Old Forge**, The Mohawk Valley Economic Development District, in cooperation with Newport Ventures and NYSERDA, is offering a free, in person, Energy Code Enforcement Training. [Register Here](#), *Mohawk Valley Economic Development District*

## GRANTS/ASSISTANCE

To see more information on these grants, go to <https://www.racog.org/grants-trainings/>

**NYSDEC Launches Green Purchasing Communities Program:** The program provides an easy to administer green procurement program for local governments and provides the community with recognition for implementing it. It's free and all local governments in New York State are eligible to participate. [webinar link](#), *NYS Department of Environmental Conservation*

**Preserve New York Grants:** Preserve New York (PNY) grants provide support to eligible municipalities and 501(c)3 nonprofit organizations for projects that identify, document, and preserve New York's cultural and historic buildings, structures, and landscapes.

<https://www.preservenys.org/preserve-new-york?bblinkid=266752415&bbemailid=45811693&bbejrid=-1684647973>, *Preserve New York*,

**Deadline:** Pre-Application: March 24, 2023.

**Urban and Community Forestry Grants Public Info Session:** The NYS Department of Environmental Conservation (DEC) Urban and Community Forestry Program will host an informational webinar on March 29 from 9:00 a.m. to 10:30 a.m. in advance of the release of the Round 16 Urban and Community Forestry Program Grant Request for Applications. [Register Here](#), *NYS Department of Environmental Conservation*, **Deadline:** Information Session: March 29, 2023

**FAST NY Shovel-Ready Grant Program:** Under the FAST NY Shovel-Ready Grant Program, Empire State Development will provide up to \$200 million in grants to prepare and develop sites to jumpstart New York's shovel-readiness and increase its attractiveness to large employers, including high-tech manufacturing, particularly semiconductor manufacturing, interstate distribution and logistics businesses. <https://esd.ny.gov/fast-ny>, *Empire State Development*

# RIVER AREA ECONOMIC VISIONING SUMMIT



**FREE EVENT  
REGISTRATION  
REQUIRED**

Thursday, April 27, 2023

9:00AM to Noon (Lunch to follow)

Jefferson Lewis BOCES Howard G. Technical Center

5836 NYS Route 12

Glenfield, NY 13343

Event is free, but pre-registration is required at <https://tinyurl.com/racogsummit2023> or by contacting Mickey Dietrich by phone (315) 681-5023 or by email [mickey@tughill.org](mailto:mickey@tughill.org).

## Agenda

**9:00 - Introduction/RACOG 2022 Summit Results/Discussion**

**9:15 - Events** (*Community events for the upcoming year.*)

**9:25 - Cybersecurity Training** (*Jason Wendt*)

**9:55 - Tug Hill Artisan Roasters** (*Cassandra Buell & Brittany Davis*)

**10:15 - Joint Economic Resiliency & Recovery Plan** (*Scott Burto & MRB Group*)

**10:35 – Maple Ridge Center** (*Erin Holmes*)

**10:50 - Deferiet BOA & NYSERDA Solar Farm** (*Carla Fowler, Tracy Darougar, and Sarah Bullock*)

**11:10 - Jefferson-Lewis BOCES Partnerships** (*Jeffrey Ginger & Mallory Douglas*)

**11:25 - Opportunities Jeopardy** (*A game of team jeopardy.*)

**12:00 - Lunch** (*Jefferson Lewis BOCES Culinary Class*)

**RIVER AREA COUNCIL OF GOVERNMENTS**

February 14, 2023

First Aid & Safety Products Proposal For

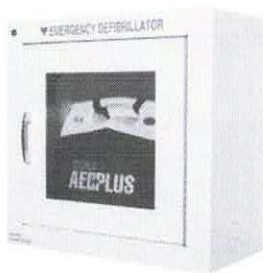
## Town of Denmark



103 Luther Ave. Liverpool, NY 13088

UniFirst Code	Item Description	Qty. Per Item	Unit Rate	Total Rate
CPR4	CPR/AED/FIRST AID TRAINING up to 10 people			\$ 995.00
\$75.00 per person extra for more if over 10 people				
2 year certification backed by the American Heart Association				
3264	ZOLL AED Plus	1		\$ 1,695.00
3255	AED Metal Wall Cabinet	1		\$ 199.00
PWS-100	AED Wall Sign	1		\$ 16.80
<b>Total:</b>				

*Cabinet Organized* N/C  
*Expiration Dates Checked* N/C  
*Cabinet Cleaned* N/C  
*Ancillary Charge* \$9.95



Territory Manager  
**Christopher Matteson**  
315-256-5755

*Thank you for the opportunity to earn your business!*

# February 2023 Zoning Officer Report

## Permit Applications

Zoning Permit 1/2023	Jacob Swarey SBL 124.00-01-07.310 3005 Roberts Road Copenhagen, NY 13626	30 x 34 House with 20 x 24 addition and 38 x 80 Barn.
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Town of Denmark  
Planning Board Meeting  
March 7, 2023

Members:  
Kevin Gaines.  
Kevin Sullivan  
John Williams  
Debra Der  
Mary Jones

Guests:  
Jim Der

Meeting was called to order at 7pm with the start of the Pledge of Allegiance by chairman Kevin Gaines.

A sub division for John Williams at tax parcel number 110.00-02-14.000 was looked over by members of the board.

A motion to accept the subdivision as written was made by Debra Der and seconded by Mary Jones.

Kevin Gaine - yes  
Kevin Sullivan- yes  
John Williams - yes  
Debra Der- yes  
Mary Jones - yes  
All in favor and moved

Next meeting will be April 4,2023 at 7pm.

A motion to adjourn the meeting was made by Kevin Sullivan and seconded by Debra Der.

Kevin Gaine - yes  
Kevin Sullivan- yes  
John Williams - yes  
Debra Der- yes  
Mary Jones - yes  
All in favor and moved

Minutes recorded by Secretary Amanda Clark.

# Jay R. Steiner

Town of Denmark

Animal Control Officer

315-523-1230

## OFFICE OF DOG CONTROL

Town of Denmark

3707 Roberts Road

Carthage, NY 13619

## Activity Report

March 2023

1. **Caller Name:** Don Dorchester **Phone #** 315-785-0971 **Time** 3:15 pm

**Date:** March 9, 2023 **Location;** 3906 Deer River Rd

**Action Taken:** I received a complaint from Don Dorchester about the neighbor's dog continually harassing their dog and urinating on their landscaping. I called the dog owner (Stephany Hancock) 3914 Deer River Rd, (315-608-0560) the following day. I asked for her side of the story and she said her dog has not been in the neighbor's yard in the last couple of months. I advised her that there is a Leash Law in the Town of Denmark and she must retain her dog to her property. I also advised her if the dog is found on the neighbor's property of running loose it will be picked up and she will be ticketed. This was her one warning. She said it will not happen again.

**Dog Information:** Mixed Yellow Lad (Remington)

**Mileage;** 0 miles

No Other Issues.



# LIBERTY ELECTRIC PRODUCTS

## QUOTE

TO:	FROM:
Scott Doyle	Edward Jordan
COMPANY:	DATE:
Town of Denmark	3/8/2023
EMAIL:	TOTAL NO. OF PAGES INCLUDING COVER:
supervisordoyle@townofdenmarkny.org	1
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
	Q#36504
RE:	CC:
Sidewalk Snow Melt – 24v System REV1: updated for 240/3p Updated pricing	

URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY     PLEASE RECYCLE

Scott,

I am pleased to offer the below quote. Thank you for this opportunity.

Qty	P/N#	Pricing
	<b>Heating Elements</b>	
145	EP-30-25W-24V Vinyl SnowMelt - Roof (37.6 W/ft)	
	<b>Power Supplies</b>	
N/A	EPI-LX-R-1000,240/24V,50/60hz Power Supply w/ Regulator	
N/A	EPI-LX-R-1500,240/24V,50/60 Power Supply w/ Regulator	
	<b>Controls</b>	
1	EPI-LX-TH Non-Programmable Thermostat (24V, Air Temperature Sensor)	
80	3-Conductor Signal Wire 20AWG	
	<b>Terminal Blocks &amp; Enclosures</b>	
N/A	T-Block (14 to 4AWG)	
	<b>Connectors &amp; Sealant Tape</b>	
10	Packs C&T-10 (10 Connectors w/ 15" Tape)	
	<b>Extension Wires</b>	
270	TCu12-Black Stranded Tinned Copper Wire 12AWG	
270	TCu12-Red Stranded Tinned Copper Wire 12AWG	

113 TWIN OAKS DRIVE  
SYRACUSE, NY 13206  
PHONE: 315.437.8100 \* FAX: 315.437.0681  
EMAIL: EJORDAN@LIBERTYELECTRICPRODUCTS.COM  
WWW.LIBERTYELECTRICPRODUCTS.COM



	<b>Securement Tape &amp; Floor Sensor</b>	
1	Roll PET-TAPE-10 – securement tape	
1	EPI-LX-SEN Floor Temperature Sensor (For Use w/ EPI-LX-TH/THPR)	
	<b>Additional Components</b>	
3	EPI ELEC 2500w-48v	
	NOTES: - Plus Freight - Any Applicable Taxes not included	
	<b>TOTAL</b>	\$8,657.00/LOT
	<b>OPTIONAL ADDERS</b>	
1	<b>Eaton SPD1 Surge Protection Device, 120-600Vac, 50kA</b> Control Panel point of use: 200A	\$259.00 each
1	<b>HIOKI IR4056-20 Digital Insulation Tester:</b> 50/125/250/500/1000v Vide Link: <a href="https://www.youtube.com/watch?v=hy6eSTIDehM">https://www.youtube.com/watch?v=hy6eSTIDehM</a>	\$359.00 each

**Notes:** 1) This quotation is based on Liberty Electric Products interpretation of the information provided and is subject to customer confirmation upon receipt of order.

2) Liberty Electric Products assumes that the purchaser has determined product suitability for their requirement.

**Freight:** Plus Freight

**Lead Time:**

**Validity:** 30-days

30'-0"

#1	522W@10.9A-48vdc 27ft lead	14'6"	T1
#2	522W@10.9A-48vdc 27ft lead	14'6"	T1
#3	522W@10.9A-48vdc 27ft lead	14'6"	T1
#4	522W@10.9A-48vdc 27ft lead	14'6"	T1
#5	522W@10.9A-48vdc 27ft lead	14'6"	T2
#6	522W@10.9A-48vdc 27ft lead	14'6"	T3
#7	522W@10.9A-48vdc 27ft lead	14'6"	T3
#8	522W@10.9A-48vdc 27ft lead	14'6"	T3
#9	522W@10.9A-48vdc 27ft lead	14'6"	T3
#10	522W@10.9A-48vdc 27ft lead	14'6"	T2

5'-0"

# 230020 - Liberty Electric Products - Denmark REV 1



SINCE 1884

**JOHN W. DANFORTH COMPANY**  
GENERAL CONTRACTORS FOR MECHANICAL SYSTEMS

Industrial Piping • Power Plants • Heating/Air Conditioning • Plumbing • Air and Water Pollution Control • Sheetmetal

March 10, 2023

JWD Quote #: DD 23-014R1

Town of Denmark  
3707 Roberts Rd  
Carthage, NY 13629

Attn: Scott Doyle

RE: Spare parts for HVAC system

### PROPOSAL

#### **Project Includes:**

- Provide the following spare parts for stock on site:
  - Taco Cartridge Assembly
  - Taco Water Seals
  - Taco 008-F6 Circulator
  - B&G 1/6hp pump motor
  - Taco 007-F5 Circulator
  - Taco 0012-F4-1 Circulator
  - Taco 0010-F3 Circulator
  - Auto Air vent
  - Becket oil burner control
  - 2.5 GPH oil nozzle

#### **Project Does Not Include:**

- New York State sales tax
- Any parts not listed on the attached break down
- Additional costs if warranty is not honored.
- Environmental remediation of any kind (i.e. asbestos, lead, mold, etc.).
- Special insurance.
- Does not cover any permits that may be required
- Does not cover any additional carpentry work needed ex. Drywall, trim, paint.
- Does not cover additional time needed due to isolation valves not holding
- Premium Time hours
- Pricing is based on conditions at time of bid. Danforth reserves its right for an

**JOHN W. DANFORTH COMPANY**

Page 2

adjustment in contract time, price, or both, due to changing conditions relating to COVID-19, or any pandemic, epidemic, or disease outbreak.

**Investment:**

**TOTAL AMOUNT OF:**

For Thousand Two Hundred Forty-Eight Dollars and 00/100.....\$4,248.00

**Acceptance of Proposal:**

The above pricing, specifications, and conditions found within this proposal are satisfactory and are hereby accepted. The John W. Danforth Company is authorized to perform the work as indicated. Payment will be made as outlined above. The conditions above stand good for 15 days.

John W. Danforth Company

Presented By: David C. DeRue CNY Regional Service Manager

Accepted By: \_\_\_\_\_ [Position Title]  
[Date]

## CITIZEN COMPLAINT PROCEDURES

Scott M. Doyle, Supervisor  
(315) 767-5368

Prudence L. Greene, Clerk.  
(315) 493-3846 Ext: 1

Patrick Mahar, Superintendent of Highways  
(315) 493-3846 Ext 2

*Town of Denmark  
3707 Roberts Road  
Carthage, NY 13626*

Council Members

Fred Wadsworth

Frank Fazio

Darlene Rowsam

### CITIZEN COMPLAINT/RESOLUTION PROCEDURES:

The purpose of this policy is to provide guidance to the Town Board, Supervisor, Town Officials, and citizens of Town of Denmark for filing, investigating, and researching complaints. The policy's intent is also to establish a formal procedure affording public officials and Town staff an opportunity to remedy or determine a resolution to the matter, if and when applicable.

The Town of Denmark is committed to maintaining quality of services; professionalism; integrity; teamwork; diversity; empowerment; and improvement of relationships between Town Board members, Supervisor and the Citizens.

The Town of Denmark is very concerned about those items that might impact the citizens of our community. It is the policy of the Town of Denmark to seriously consider matters which are brought to the attention of the board. When appropriate, effective action will be taken to address and correct the complaint.

Definition of a Complaint: It is important to recognize the difference between a complaint and a suggestion, observation, question, or simply a call pointing out a hazard or safety issue. The elected official(s) fielding the complaint will need to determine whether or not a complaint exists.

Examples of complaints include:

- 1) Infraction Complaint • A citizen's complaint against a fellow citizen because he or she feels a town ordinance is being violated.
- 2) Non-Infraction Complaint • A complaint against the Town as the result of a policy or ordinance deemed unfair. • A complaint against the Town because of what a citizen feels is inaction or an inappropriate response to a situation.
- 3) Misconduct Complaint • A complaint filled out by a citizen against a town employee or an elected official.

Who Can File a Complaint? Any citizen of the Town of Denmark can file a complaint against the Town, a Town employee or an elected official.

Filing a Complaint can be done by going to <https://denmark.racog.org> and clicking on the Public Complaint/Concern Box. Once you have completed the form, press submit and the form will be forwarded to the Town Clerk and the Supervisor.

Once the elected official or staff member determines that there is a complaint, Council Members, when involving the Highway Department or Water District, Superintendent of Highways & Special Districts, Supervisor, Clerk/Treasurer Town Office Number (315) 493-3846, will be advised. Town Attorney will be advised if the complaints warrant legal advice. Complaints will be unsubstantiated if a formal complaint form is not completed and signed. Unsubstantiated complaints will warrant no action by the Town Board, or Department Heads. The form must include the name of the complaint and be signed and dated by the individual filing the complaint. The Town Supervisor, Town Clerk, a Council Member must also sign and date the complaint form. The person following up on the complaint and the date of follow up should also be included. A copy of the completed complaint form will be mailed to the complainant and copies will be made for the Town Board for their information. The original completed complaint form will be filed at the Town Hall.

Adopted March 20, 2023

## CITIZEN COMPLAINT PROCEDURES

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### Responding to a Complaint:

All complaint forms filled out will be turned over to the Supervisor who will work with appropriate Department determine the validity of the complaint. Once determined, the Supervisor or respective Department Head will communicate to the complainant, in a timely manner, the course of action. Matters not found to be valid will be dismissed without action. Complainants will be notified of the Town's decision not to pursue a complaint and the reason.

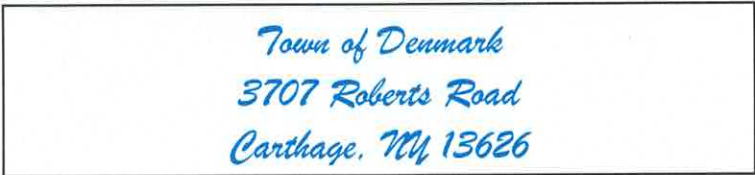
- 1) Infractions Complaint • For complaints involving municipal infractions, the Supervisor and Respective Department Head will review the complaint and complaint form. Complaints will be investigated for validity and resolution. • If found valid:
- 2) If this is the first complaint received, the corrective action will be delivered or sent to the complainant and the action required to be in compliance with the ordinances of the Town of Denmark/County of Lewis/State of New York. Notices will also include a reasonable time frame for the corrective action.
- 3) In the event that the corrective action has not occurred in the time frame previously outlined or in the event of a second complaint, after the first corrective action date has expired. A follow-up discussion will take place between the appropriate parties and corrective action plan will be developed in writing, including dates for actionable items. The Supervisor will follow-up all parties and follow through on seeing that the corrective action is taken.
- 4) Should the issues be outside the realm of capabilities or responsibilities of the Town of Denmark, the complainant will be advised that it outside the Town's scope of control.
- 5) Should the recipient dispute any portion of the corrective action or validity of the complaint and advises Town Officials of their dispute the Town will seek the advice of Legal Counsel for appropriate response.
- 6) In cases referred to Legal Counsel, the Attorney will become the contact responsible for responses to the complainant after Town Board approval.
- 7) Non-Infractions Complaint • Steps will be taken on non-violation issues to be resolved by the appropriate body. Example, matters involving highway repairs will be reviewed by the Superintendent of Highways. • The matter will be directed to the Town Board in the event that simple resolution is not possible, and the Town Council will be kept informed of issues in progress.
- 8) If the Complaint involves a neighbor complaining of his neighbor's property, that complaint will be transferred to the Lewis County Building & Codes Department. Lewis County Building & Codes will notify the appropriate people and they will become responsible for all investigation and follow up with both parties

CITIZEN COMPLAINT PROCEDURES

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**CITIZEN COMPLAINT FORM**

Please complete the following information by filling in the so that the Town can investigate your complaint. Once complete, press submit and the form will be directed to the responsible individual.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date of Incident: \_\_\_\_/\_\_\_\_/\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street Address/P.O. Box City State Zip Code

PHONE NUMBER: \_\_\_\_\_ / \_\_\_\_\_  
Home # Cell #

If requested, will you attend a Town Board Meeting to explain your complaint? YES:  NO:

Nature of Complaint: (Include the date, time, place and facts of your complaint)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain how you feel the complaint should be resolve:

\_\_\_\_\_  
\_\_\_\_\_

Would you like to opt out of making this complaint an open public record? YES:  NO:  (If you check Yes it is possible that the Town will not take any action on your complaint)

NAME: \_\_\_\_\_  
Your typed name will be considered signature.

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**TOWN OF DENMARK USE ONLY** COMPLAINT No: \_\_\_\_\_  
Received by: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Copies to: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Supervisor/Department Head Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# Proposed Town of Denmark Local Law 1 of 2023

## Community Choice Aggregation Program

**Section 1.** The Code of the Municipality is hereby amended by adding a new Chapter entitled “COMMUNITY CHOICE AGGREGATION PROGRAM,” to read as follows:

### ARTICLE 1

#### §1. Legislative Findings; Intent and Purpose; Authority.

- A. The Municipality supports the policy of the State of New York to reduce costs and provide price certainty for the purpose of consumer protection and economic development, to expand access and opportunities for customers in retail energy markets and promote the sustainability and resilience of energy systems through the proliferation of renewable energy, energy efficiency, and Distributed Energy Resources (“DER”).
- B. Among the initiatives that may advance these objectives is Community Choice Aggregation (“CCA”). CCA is a policy that, taking into account local resources, priorities, and challenges, empowers local governments, among other things, to select default energy offerings on behalf of its residents and small businesses. Energy delivery shall remain the responsibility of the Distribution Utility.
- C. By establishing a CCA Program, it is the Municipality’s goal to provide Participating Customers with the potential to lower and stabilize their energy costs, to spur local clean energy innovation and investment, to reduce environmental impact and to help achieve New York State’s goals set forth in the Reforming the Energy Vision initiative (“REV”) and the Climate Leadership and Community Protection Act; thereby, fulfilling the purposes of this Chapter and fulfilling a public purpose.
- D. The Municipality may choose to collaborate with other local governments to form an intermunicipal CCA Program.
- E. This Chapter establishes the authority for the Municipality, to implement a CCA Program to the full extent authorized by the State of New York Public Service Commission Case No. 14-M-0224, Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs (issued April 21, 2016) as may be amended from time to time, including subsequent orders of the Public Service Commission issued in connection with, or related to, Case No. 14-M-0224 (collectively, the “CCA Orders”), which shall include, without limitation, acquiring utility data and selecting one or more Energy Supplier(s) on behalf of Participating Customers.
- F. The Municipality hereby implements this COMMUNITY CHOICE AGGREGATION PROGRAM pursuant to Section 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law and to the full extent authorized by CCA Orders.
- G. This Chapter shall be known and may be cited as the “COMMUNITY CHOICE AGGREGATION PROGRAM Law of the Town of Denmark.”

#### §2. Definitions.

For purposes of this Chapter, and unless otherwise expressly stated or unless the context otherwise requires, the terms in this Chapter shall have the meaning indicated herein:

- A. AGGREGATED DATA means information aggregated and anonymized at the municipal level that are used to support Program design and solicitations for energy offerings.



- B. CCA ADMINISTRATOR means the third-party duly authorized to administer the CCA Program including without limitation to request Aggregated Data and Customer Specific Data; to solicit Energy Offerings on behalf of Default Customers; and to offer Participating Customers additional opportunities to participate or enroll in programs or projects related to DER. The CCA Administrator shall be responsible for program organization, administration, procurement, communications, and for meeting all requirements for program implementation specified in the CCA Orders, unless otherwise specified.
- C. CCA ORDERS means the PSC's Order Authorizing Framework for Community Choice Aggregation Opt-Out Program, issued on April 21, 2016 in Case 14-M-0224, "Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs," as it may be amended from time to time, including subsequent orders of the Public Service Commission issued in connection with, or related to, Case No. 14-M-0224
- D. COMMUNITY CHOICE AGGREGATION PROGRAM or CCA PROGRAM means the Community Choice Aggregation Program enabled by this local law.
- E. CUSTOMER-SPECIFIC DATA means personal data and utility data for Default Customers including without limitation customer of record's name, mailing address, account number, and primary language, if available, and any customer-specific alternate billing name, and address.
- F. DEFAULT CUSTOMER means a customer of electricity and/or natural gas services eligible to participate on an opt-out basis in the CCA Program (as set forth in the CCA Orders) or a customer who subsequently becomes eligible to participate in the CCA Program.

To the extent permitted by the CCA Orders, the Municipality may further limit Default Customers to specific geographic areas, specific service classes or otherwise defined segments of the Municipal population.

For the avoidance of doubt, a Default Customer must reside or be otherwise located within the geographic boundaries of the Municipality, as such boundaries exist as of the date an Energy Contract goes into effect.

- G. DER PROVIDER means a provider of products and/or services related to Distributed Energy Resources.
- H. DISTRIBUTED ENERGY RESOURCES or DER means local renewable energy projects, community distributed generation (e.g., community renewables), energy storage, peak demand management, energy efficiency, demand response, community resilience microgrid projects, and other clean energy projects and initiatives that reduce cost of service for Participating Customers, optimize system benefits, and/or address infrastructure and demand challenges within the geography of the CCA Program.
- I. DISTRIBUTION UTILITY means the owner or controller of the means of distribution of electricity or natural gas in the Municipality. The Distribution Utility also serves as the default supplier of electricity or natural gas preceding the establishment of a CCA Program.

- J. ENERGY CONTRACT means an agreement to provide a default Energy Offering to Participating Customers as entered into by and between the Energy Supplier, Municipality and/or CCA Administrator.
- K. ENERGY OFFERING means any product or service authorized by the CCA Orders to be part of a CCA Program, including without limitation electricity or gas supply; community distributed generation; demand response or load management; energy efficiency; or other DER.
- L. ENERGY SUPPLIER means an ESCO, DER Provider, or a provider of other energy products or services that provides a default Energy Offering for Participating Customers in connection with this Chapter.
- M. ESCO or ENERGY SERVICES COMPANY means an entity duly authorized to conduct business in the State of New York as a generator of electricity and/or natural gas or other entity that procures and resells electricity or natural gas.
- N. MUNICIPALITY means the Town of Denmark.
- O. PARTICIPATING CUSTOMER means a Default Customer of the CCA Program who has not opted out, and a non-Default Customer of any service class who has voluntarily enrolled in the CCA Program.
- P. PUBLIC SERVICE COMMISSION or PSC means the New York State Public Service Commission.

**§3. Authorization of a Community Choice Aggregation Program.**

- A. A Community Choice Aggregation Program as set forth more fully herein, is hereby authorized by the Municipality, which the Municipality may implement to the full extent authorized by the CCA Orders.
- B. The Municipality may enter into Energy Contracts with one or more Energy Supplier(s) on behalf of Participating Customers.
- C. The Municipality may enter into one or more agreements with other municipalities, non- profits, consultants, and/or other third parties to: i) develop and implement the CCA Program; ii) act as CCA Administrator and/or iii) develop offers of DER products and services to Participating Customers.
- D. The operation and ownership of the utility service shall remain with the Distribution Utility. The Municipality's participation in the CCA Program constitutes neither the purchase of a public utility system, nor the furnishing of utility service. The Municipality shall not take over any part of the electric or gas transmission or distribution system.

- E. The Public Service Commission supervises retail and DER markets and participants in these markets through regulatory authority, which includes rules relating to the eligibility of participating ESCOs and DER Providers, the operation by which they provide energy services, and the terms on which they may enroll customers.

**§4. Eligibility.**

- A. All Default Customers shall be enrolled in the CCA Program on an opt-out basis. Such Default Customers will have the right to opt-out of the CCA Program before an Energy Contract goes into effect or dis-enroll any time thereafter with no penalty. Such Default Customers who do not opt-out before the Energy Contract goes into effect will be enrolled automatically.
- B. The CCA Administrator shall issue one or more solicitation(s) to Energy Suppliers to provide a default Energy Offering(s) to Default Customers and may then award an Energy Contract(s) in accordance with the CCA Program, this Local Law, and the CCA Orders.

**§5. Opt-Out Process.**

- A. The CCA Administrator shall cause the mailing of a program notification letter, printed on municipal letterhead, to Default Customers at least 30 days prior to customer enrollment. The letter shall include information on the CCA Program and the Energy Contract executed with the selected Energy Supplier(s) including specific details on rates, price, benefits, services, contract term, and methods for opting out of the CCA Program. The letter shall explain that Default Customers who do not opt-out will be enrolled in the CCA Program under the Energy Contract terms and that information on those customers, including energy usage data, will be provided to the Energy Supplier.
- B. After the initial 30 day opt-out period, all Participating Customers shall have the option to dis-enroll from the CCA Program at any time without penalty.

**§6. Data Protection Requirements.**

- A. CCA Administrator may request Aggregated Data and Customer Specific Data from the Distribution Utility.
- B. Customer-Specific Data shall be protected in a manner compliant with, collectively, (i) all national, state and local laws, regulations and other government standards relating to the protection of information that identifies or can be used to identify an individual Default Customer or Participating Customer that apply with respect to the Municipality or its representative's processing of confidential utility information; (ii) the Distribution Utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify an individual Default Customer or Participating Customer that apply with respect to the Municipality or its representative's processing of confidential utility information; and (iii) the CCA Orders and PSC rules, regulations and guidelines relating to confidential data.
- C. The CCA Administrator shall enter into an agreement with the Distribution Utility that obligates each party to meet the above provisions of this paragraph.

**§7. Administration Fee.**

The CCA Administrator may collect, or cause to be collected, fees from Energy Suppliers and/or funds from Participating Customer payments to pay for administrative costs associated with operating the CCA Program.

**§8. Reporting.**

- A. The CCA Administrator shall prepare and file with the town board of the Municipality an annual report by March 31 of each year concerning the operations of the CCA Program for the previous calendar year.
- B. Each annual report shall include, at a minimum, the following: number of Participating Customers served; number of Participating Customers cancelling; number of complaints received; commodity prices paid; value-added services provided (e.g., installation of DER or other clean energy services); and administrative costs collected. The first annual report shall also include the number of customers who opted-out in response to the initial opt-out letter or letters.
- C. If an Energy Contract is scheduled to expire less than one year following the filing of an annual report, such annual report shall describe current plans for soliciting a new Energy Contract, negotiating an extension, or terminating the CCA Program.

**§9. Effective Date.**

This Local Law shall be effective immediately upon being filed with the New York State Secretary of State.

**§10. Severability.**

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

The Town of Denmark Accepts "Green Waste". Our policy is below. If you have questions or concerns you may call our Highway Superintendent @ 315-493-3846.

We accept "Green Waste" from Town of Denmark, private residences, not residents wood lots or property being cleared. Hours for drop off are Monday – Thursday 8:00 AM – 4:00 PM. The waste must be placed in the area designated by the Highway Department.

**Green Waste is defined as:**

Leave's  
Christmas trees  
Tree trimmings smaller than 6" in diameter.

**Not Acceptable:**

Entire tree's or limb's greater than 6" in diameter  
Tree roots dug or pulled from residential property  
Tree roots dug or pulled from commercial property  
Old Fences removed from property (nails, staples or unknown metals)  
Wood Chips

**Commercial Tree Service businesses are not permitted to deposit "Green Waste" on Town property.**