

The regular monthly meeting of the Town of Denmark Town Board was held on June 17, 2024, at the Town of Denmark municipal building.

The meeting was called to order at 6:00pm by Supervisor Scott Doyle. Those present recited the Pledge of Allegiance.

Clerk Greene completed a roll call of the Town Board as follows:

| | |
|------------------------------|---------|
| Councilmember Fred Wadsworth | present |
| Councilmember Frank Fazio | present |
| Councilmember Peter Jones | present |
| Councilmember Darlene Rowsam | present |
| Supervisor Scott Doyle | present |

Also present:

Town Clerk Prudence Greene
 Supt. of Highways Pat Mahar
 Dep Supt. of Highways James Der
 Mike Alteri of BCA Architects & Engineers, exits meeting at 6:58pm.
 Mckenzie Lehman of BCA Architects & Engineers, exits meeting at 6:58pm.
 Paul Shepard of Tughill / RACOG

Councilmember Wadsworth made a motion, seconded by Councilmember Fazio, to accept the minutes of 05.20.2024 as prepared by Deputy Town Clerk Susan Kirch-Corey. Motion carried with all ayes.

Councilmember Fazio made a motion, seconded by Councilmember Jones, to accept the agenda for tonight’s meeting. Motion carried with all ayes.

Public Comment: None

Supervisor’s Report

Supervisor Doyle provided copies of the North Country CPA financial reports to the Town Board prior to the meeting. NYCLASS Interest Income for May was \$7,426.43 and year to date interest income is \$33,717.68. Supervisor Doyle noted that the Town has earned 56% of the \$58,794 budgeted as interest income for 2024.

Supervisor Doyle updated the Board on the Water Quality Improvement Grant process for the salt storage facility. The Lewis County Building Permit has been started. The Town is still waiting for project approval from the Office of the State Comptroller. Supervisor Doyle has spoken to Megan Kendall about the process for bonding funds. Atty. Kendall has found potential borrowing with 4.46% interest. Discussion was held about the reimbursement process for the State grant. Several municipalities have had difficulty with reimbursement.

Town Clerks Report

Clerk Greene reviewed information from the monthly financials provided by North Country CPA’s and recommended that the Town Board move \$22.00 to A7620.4. This budget code is used for the annual contribution to the Volunteer Transportation Office. The budget was adopted prior to the contract for the 2024 contribution and is short \$22.00. Supervisor Doyle noted that an error in the budget resulted in money not being designated for drug & alcohol testing. He recommends moving funds from the A1220.1 line to A1430.4 to cover those expenses. Discussion was held.

Councilmember Wadsworth offered resolutions, seconded for adoption by Supervisor Doyle as follows:

RESOLUTION __78__ of 2024: Transfer of funds to Budget Code A7620.4

| From Budget Code | To Budget Code | Amount to transfer |
|-------------------------|-------------------------|--------------------|
| Unexpended Fund Balance | A7620.4 Volunteer Trans | \$22.00 |

RESOLUTION _79_ of 2024: Transfer of funds to Budget Code 1430.

| From Budget Code | To Budget Code | Amount to transfer |
|------------------|----------------|--------------------|
| | | |

| | | |
|---------------------------|-------------------------------|------------|
| A1220.1 Supervisor Salary | A1430.4 Personnel Contractual | \$2,000.00 |
|---------------------------|-------------------------------|------------|

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye
 Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolutions 78 & 79 of 2024 adopted 6.17.2024.

Clerk Greene provided copies of her May 2024 Clerk’s Report and the final 2024 Tax Collector’s Report to the Town Board before the meeting. No questions were asked.

Clerk Greene spoke to the Town Board about the JCAP grant received by the Town.

Supervisor Doyle offered a resolution, seconded for adoption by Councilmember Wadsworth as follows:

RESOLUTION __80__ of 2024: Recognize JCAP Grant Award

The Town of Denmark Town Board hereby recognizes that the Town of Denmark Court has received a JCAP Grant in the amount of \$5,565.22 to be used for items described in the JCAP Grant application. The Town Board directs that the revenue be recognized as revenue code 3089 State Aid, other (JCAP) in the 2024 Town of Denmark General Fund Budget.

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye
 Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolution 80 of 2024 adopted 6.17.2024.

Clerk Greene provided the vouchers of bills to be considered for payment prior to the meeting.

Councilmember Wadsworth offered resolutions, seconded for adoption by Supervisor Doyle as follows:

RESOLUTION __81__ of 2024: General Fund Abstract 680, dated June 17, 2024

The Town of Denmark Town Board hereby approves payment of General Fund Abstract #680, dated June 17, 2024, representing new claims # 129 – 147, totaling \$13,586.45.

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye
 Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolution 81 of 2024 adopted 6.17.2024.

Councilmember Fazio offered a resolution, seconded for adoption by Councilmember Jones as follows:

RESOLUTION __82__ of 2024: Water District 1 Abstract 104, dated June 17, 2024

The Town of Denmark Town Board hereby approves payment of Water District 1 Abstract #104, dated June 17, 2024, representing new claims # 9-11 totaling \$17,725.00.

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye
 Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolution 82 of 2024 adopted 6.17.2024.

Councilmember Rowsam offered a resolution, seconded for adoption by Councilmember Jones as follows:

RESOLUTION __83__ of 2024: Highway Fund Abstract 722, dated June 17, 2024

The Town of Denmark Town Board hereby approves payment of Highway Fund Abstract #722, dated June 17, 2024, representing new claims # 66 – 74, totaling \$16,902.35.

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye

Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolution 83 of 2024 adopted 6.17.2024.

Town Board members were provided with the following:

- DCO Report for May, 2024
- Zoning Report for May 2024
- Planning Board minutes of May 7, 2024 and June 4, 2024
- Zoning Board of Appeals minutes from May 23, 2024

Clerk Greene reviewed with the Town Board work done by Deputy Clerk Susan Kirch-Corey to create an excel spreadsheet of the receipts written for Zoning and Planning matters beginning 04.07.1986. Now that we have the excel list to use as an index of the permits, Clerk Greene recommends the destruction of those that are no longer required to be retained under the adopted Schedule for New York Local Government Records.

Supervisor Doyle offered a resolution, seconded for adoption by Councilmember Wadsworth as follows:

RESOLUTION __84_ of 2024: Disposition of Planning and Zoning Receipt Books as Listed
 RESOLVED, By the Town Board of the Town of Denmark that pursuant to *Retention and Disposition Schedule for New York Local Government Records*, Article 57-A of the Arts and Cultural Affairs Law, adopted by the Town of Denmark by Resolution #57 in the year 2020, for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, the following Planning and Zoning Receipt Books listed offer no historic significance, are beyond the required retention period and having been indexed and logged to an excel searchable spreadsheet may be destroyed and disposed of:

| Book Entry Dates | Book Receipt #s | Book Entry Dates | Book Receipt #s |
|------------------------|-----------------|------------------------|-----------------|
| 4/7/1986 – 8/25/1987 | 401 – 450 | 3/1/2001 – 6/9/2003 | 1051 – 1100 |
| 8/28/1987 – 4/21/1988 | 3651 – 3700 | 6/9/2003 – 4/29/2004 | 1151 – 1200 |
| 4/23/1988 – 10/27/1988 | 1 – 50 | 5/3/2004 – 4/15/2005 | 1201 – 1250 |
| 11/7/1988 – 8/19/1989 | 51 – 100 | 4/22/2005 – 11/8/2005 | 1301 – 1350 |
| 8/23/1989 – 6/7/1990 | 150 – 200 | 11/9/2005 – 7/26/2006 | 1401 – 1450(a) |
| 6/13/1990 – 7/10/1991 | 201 – 250 | 7/31/2006 – 5/23/2007 | 1501 – 1550 |
| 7/13/1991 – 6/24/1992 | 251 – 300 | 5/24/2007 – 10/31/2007 | 1551 – 1600 |
| 6/26/1992 – 2/18/1994 | 351 – 400 | 10/31/2007 – 6/5/2008 | 1651 – 1700 |
| 10/25/1993 – 9/1/1995 | 401 – 450 | 6/23/2008 – 6/4/2009 | 1701 – 1750 |
| 9/1/1995 – 5/12/1997 | 501 – 550 | 6/5/2009 – 4/20/2010 | 1801 – 1850 |
| 5/16/1997 – 8/27/1998 | 651 – 700 | 4/26/2010 – 4/14/2011 | 1851 – 1900 |
| 8/28/1998 – 8/10/1999 | 751 – 800 | 4/25/2011 – 2/23/2011 | 1951 – 2000 |
| 8/25/1999 – 1/31/2001 | 801 – 850 | 3/14/2012 – 12/3/2012 | 2101 - 2150 |

Roll call vote recorded as:

Councilmember Wadsworth Aye
 Councilmember Fazio Aye
 Councilmember Jones Aye
 Councilmember Rowsam Aye
 Supervisor Doyle Aye Resolution 84 of 2024 adopted 6.17.2024.

The members were also provided with the RACOG Report for June 2024 and Circuit Rider Paul Shepard was present to answer questions and give updates to the report. BOCES has agreed to allow their facility to be used for The Civic Service Student Activity Program (CSSAP). The planned 2-day program will educate and encourage students to consider participation in local government activities.

Correspondence

- Renewal contract for UniFirst Uniforms & Rags was provided to the Board members prior to the meeting. The contract was reviewed by the Town Board.

Councilmember Fazio offered a resolution, seconded for adoption by Councilmember Jones as follows:

RESOLUTION __85_ of 2024: UniFirst Contract for Highway Department Uniforms

The Town of Denmark Town Board hereby authorizes Town of Denmark Supervisor Doyle to sign the contract as presented between the Town of Denmark and Unifirst for uniforms for the Highway Department Employees.

Roll call vote recorded as:

| | | |
|-------------------------|-----|--|
| Councilmember Wadsworth | Aye | |
| Councilmember Fazio | Aye | |
| Councilmember Jones | Aye | |
| Councilmember Rowsam | Aye | |
| Supervisor Doyle | Aye | Resolution 85 of 2024 adopted 6.17.2024. |

- Copies of a letter from the Federal Energy Regulatory Commission Re: Hydroelectric Projects were provided to the Town Board members. No action.

Brief discussion was held on the current website hosted by RACOG. Councilmember Rowsam is concerned that the site may not be ADA compliant. Clerk Greene will contact Mickey Dietrich and Brian Phelps for information on the site's compliance.

Superintendent of Highways & Special Districts

Superintendent Mahar provided an update on his department's activities including reprofiling the Fuller Road and the end of the Harris Road. The department will be paving Ridge Road in July. Roadsides have all been mowed once. The contractor for the new salt storage building will be here next week to determine the placement of the structure.

The water service to parcel 123.00-01-24.113 has been connected to the system. Supt. Mahar spoke to Peaches Libke who owns a parcel on Roberts Road about the possibility of that parcel joining the water system. Supt. Mahar informed her that she would be responsible for all of the costs associated with that connection if it is made. Ms. Libke will research the price and get back to the Town if she wishes to pursue connection.

Supt. Mahar reported that he has sent the information to NYS DOT for the fuel reimbursement.

Old Business

Mike Alteri of BCA discussed the project being developed for the possible connection of the Village of Copenhagen water system to the Village of Carthage / West Carthage system. The water is of better quality and will require less treatment than the current water and there is significantly more water available throughout that system than the current wells can supply in dry weather conditions. The Town is being asked to consider contacting the owners of the properties adjacent to where the proposed 2-mile-long transmission line is to see if they are interested in being connected. Supervisor Doyle reported that there are 24 tax parcels in that area. Discussion was held. The Town could try to add these parcels to the current Water District 1, which is a noncontiguous district, or form a new water district. Mr. Alteri felt the addition to the current water district was not a feasible option.

Any new connections would be at the expense of the owner of the parcel. Mr. Alteri will ask the Village of Copenhagen to share the information about the potential cost of the project and the engineering report with Denmark so the Town Board can review it and decide its next steps.

Mr. Alteri and Ms. Lehman exited the meeting at 6:58pm.

Supervisor Doyle provided a Solar Array Project Update. He expects the system to be completely installed by the end of July. The materials for the array, totaling \$120,000.00, have been delivered to the Town and Supervisor Doyle added their value to the town's insurance policy. When the project is completed Supervisor Doyle will notify NYMIR to have the coverage adjusted again. Supervisor Doyle will arrange to have the local fire departments come to the site to see the system before it goes live.

Discussion was held on the Comprehensive Plan being developed for the Town and Villages of Castorland and Copenhagen. The committee has developed an online survey for residents of the town. Postcards will be mailed on or around the 1st of July directing people to the online survey. Paper copies of the survey will

be available at the village and town offices. The cost for printing and mailing the postcards is estimated to be \$680.37. Discussion was held.

Councilmember Rowsam offered a resolution, seconded for adoption by Councilmember Fazio as follows:

RESOLUTION __ 86 __ of 2024: Approval of Coughlin Quote (EST-0001345)

The Town of Denmark Town Board does hereby approve Coughlin Quote EST-0001345 in the amount of \$680.37 payable to Coughlin for the creation and mailing of 830 post cards to residents in the Town of Denmark for their participation in the Comprehensive Plan Survey.

Roll call vote recorded as:

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| Councilmember Wadsworth | Aye | |
| Councilmember Fazio | Aye | |
| Councilmember Jones | Aye | |
| Councilmember Rowsam | Aye | |
| Supervisor Doyle | Aye | Resolution 86 of 2024 adopted 6.17.2024. |

Supervisor Doyle will be meeting with the NYS DOT to continue negotiating a Shared Services Agreement for the NYS DOT's use of the Denmark Highway Garage and equipment and for the salt structure owned and used by the NYS DOT.

Supervisor Doyle updated the Town Board on NYS DOT's response to repairing damage to the town's highway garage caused by an employee of NYS DOT. The repair will include replacement of metal sheeting, repair of blocks and electrical that were damaged.

Discussion was held about the budgeted cemetery contributions.

Councilmember Wadsworth offered a resolution, seconded for adoption by Supervisor Doyle as follows:

RESOLUTION __ 87 __ of 2024: Cemetery Contributions

The Town of Denmark Town Board wishes to support local Cemetery Associations within the Town of Denmark. In support of that cause, the Town of Denmark Town Board hereby directs that checks in the amount of \$ 1200.00 be sent to the following Denmark Cemeteries:

- | | |
|------------------------------|------------------------------|
| 1. <u>Hillside Cemetery</u> | 2. <u>Swinburne Cemetery</u> |
| 3. <u>Riverside Cemetery</u> | 4. <u>Union Cemetery</u> |

Roll call vote recorded as:

| | | |
|-------------------------|-----|--|
| Councilmember Wadsworth | Aye | |
| Councilmember Fazio | Aye | |
| Councilmember Jones | Aye | |
| Councilmember Rowsam | Aye | |
| Supervisor Doyle | Aye | Resolution 87 of 2024 adopted 6.17.2024. |

Clerk Greene reported that the legal for the utilization of the Cemetery Capital Reserve Fund was published on May 27, 2024 in the Watertown Daily Times. So long as no petition is received by the Town Clerk the funds will be available for use after June 27, 2024.

Councilmember Fazio exited the meeting at 7:15pm.

New Business

Discussion was held on the upcoming expiration of the fuel contract. The current contract with Christman Fuels expires on August 31, 2024. The Town Board reviewed the bid packet.

Councilmember Fazio reentered the meeting at 7:18pm.

Councilmember Wadsworth offered a resolution, seconded for adoption by Councilmember Fazio as follows:

RESOLUTION __ 88 __ of 2024: Fuel Bids

The Town of Denmark Town Board pursuant to provisions of the NYS General Municipal Law, Section 103, of the State of New York, hereby declares that the Town of Denmark will receive bids for FUEL: Unleaded gasoline (87 octane), ULS Diesel and Heating Oil to be delivered to the Town of Denmark Municipal

Building, 3707 Roberts Road, Carthage, NY 13619. Bidders shall agree to honor the bid amount for two (2) years with an option to extend the award another year. The term of the bid will be 9/1/2024 – 08/31/2026 with the option of an additional year ending 08/31/2027. Prices are to be exclusive of any applicable taxes and shall include delivery.

The bid must include a breakdown of the cents over rack price for each product. The Buckeye Brewerton and Maitland Ontario rack rates on 7/7/2024 are to be used in the bid. Unleaded gasoline capacity is 300 gallons and approximate annual usage of 2,800 gallons, ULS Diesel capacity is 3000 gallons approximate annual usage of 25,000 gallons, and heating oil capacity is 550 gallons with approximate annual usage of 7000 gallons. Delivery should be on an automatic basis.

Sealed bids must be received by the Town of Denmark Town Clerk no later than Thursday, 7/11/2024 at 4:00 pm.

The bids will be opened at 6:30pm, Monday, 7/15/2024 at the Town of Denmark regular monthly meeting. The bid will be awarded at the 8/19/2024 regular Town Board meeting.

Roll call vote recorded as:

| | |
|-------------------------|-----|
| Councilmember Wadsworth | Aye |
| Councilmember Fazio | Aye |
| Councilmember Jones | Aye |
| Councilmember Rowsam | Aye |
| Supervisor Doyle | Aye |

Resolution 88 of 2024 adopted 6.17.2024.

Clerk Greene will place an advertisement in the Watertown Daily Times and add the information to the website.

Discussion was held on a letter received from the Town Attorney's, Kendall, Walton & Burrows. Kathryn Harrienger will be a named partner effective June 17, 2024. The practice will now be identified as Kendall, Harrienger & Burrows. The hourly rate for attorneys will remain \$225.00 per hour and paralegal work will be billed at \$160.00 per hour.

Councilmember Jones offered a resolution, seconded for adoption by Councilmember Wadsworth as follows:

RESOLUTION __89__ of 2024: Attorney of Record for Legal Services

WHEREAS the Town Board is responsible for performing governmental functions as authorized by the NYS Constitution and applicable laws which may, from time to time, include the use of attorneys to achieve those ends; and

WHEREAS, the Law Office currently providing services will cease to exist as of June 15, 2024, while the individual attorneys who provide municipal services practice in a newly named Law Office and the same location; and

WHEREAS, the Town Board is authorized to retain attorneys upon such terms as it deems appropriate in pursuit of, and to accomplish, those objectives and desires to do so.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Denmark Town Board, hereby

1. Retains Kendall, Harrienger & Burrows to provide legal services for, and on behalf of, the Town of Denmark and to serve as its attorneys effective June 17, 2024.
2. The attorneys are hereby authorized to obtain the Town's files, electronic and otherwise, from the current attorneys and to take steps as would be necessary to represent the Town's interests.
3. This Resolution shall take effect immediately.

Roll call vote recorded as:

| | |
|-------------------------|-----|
| Councilmember Wadsworth | Aye |
| Councilmember Fazio | Aye |
| Councilmember Jones | Aye |

Councilmember Rowsam Aye
Supervisor Doyle Aye Resolution 89 of 2024 adopted 6.17.2024.

Discussion was held on proposed new OSHA requirements for volunteer firefighters. The new OSHA requirements will significantly increase the time required for training if it is adopted. The current standard of training is 160 hours for Firefighter 1, and the proposed regulation would increase that to 400 hours. Concerns were voiced about the potential this has to reduce the number of people willing to train to be firefighters and the impact that will have on volunteer departments. Supervisor Doyle would like to send a letter opposing this change. Further discussion was held. Councilmember Rowsam made a motion, seconded by Councilmember Jones to allow Supervisor Doyle to send a letter on behalf of the Town of Denmark opposing the proposed changes to the current regulations. Vote recorded as all ayes.

Supt. Mahar also informed the Town Board that a highway department employee has been terminated.

Being as there was no further business before the Board, Councilmember Wadsworth made a motion to adjourn the meeting. His motion was seconded by Councilmember Jones. Vote recorded as all ayes.

Meeting adjourned at 7:36pm.

Next regular meeting will be held July 15, 2024, at 6:00pm.

Prudence L. Greene
Town of Denmark Town Clerk

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