

The regular monthly meeting of the Town of Denmark Town Board was held on August 19, 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.

Deputy Clerk Kirch-Corey completed a roll call of the Town Board as follows:

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

Also present:

Deputy Town Clerk Susan Kirch-Corey
 Supt. of Highways Pat Mahar
 Dep Supt. of Highways James Der
 Mickey Deitrich – Tug Hill Commission

Councilmember Jones made a motion, seconded by Councilmember Rowsam, to accept the minutes of 07.15.2024 as corrected by Town Clerk Prudence Greene. Motion carried with all ayes.

Councilmember Rowsam made a motion, seconded by Councilmember Jones, to accept the Special Meeting minutes of 07.29.2024 as prepared by Town Clerk Prudence Greene. 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 Doyle advised that there are some funding transfers that need to be addressed.

Councilmember Fazio offered four resolutions, seconded by Councilmember Rowsam for adoption as follows:

Resolution 97 of 2024 Transfer of Funds in the 2024 Town of Denmark DA Fund Budget

The Town of Denmark Town Board authorizes the following budget transfer:

From Budget Code	To Budget Code	Amount of Transfer
DA 5142.1 Payroll Snow Removal	DA 9050.8 Unemployment Insurance	\$652.82

Resolution 98 of 2024 Transfer of Funds in the 2024 Town of Denmark DB Fund Budget

The Town of Denmark Town Board authorizes the following budget transfer:

From Budget Code	To Budget Code	Amount of Transfer
DB5110.1 Payroll Maintenance of Roads	DB9050.8 Unemployment Ins	\$652.82

Resolution 99 of 2024 Transfer of Funds in the 2024 Town of Denmark Water District Budget

The Town of Denmark Town Board authorizes the following budget transfer:

From Budget Code	To Budget Code	Amount of Transfer
Unexpended Fund Balance	SW 8310.4	\$550.00

Resolution 100 of 2024 Transfer of Funds in the 2024 Town of Denmark General Fund Budget

The Town of Denmark Town Board authorizes the following budget transfer:

From Budget Code	To Budget Code	Amount of Transfer
A1220.1 Supervisor Salary	A1010.41 Town Board contractual	\$500.00

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent
Councilmember Fazio	Aye

Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 97 – 100 of 2024 are adopted.

Supervisor’s Report

Supervisor Doyle provided copies of the North Country CPA financial reports to the Town Board prior to the meeting. Updated the board on the performance of NYCLASS for July and YTD.

Supervisor Doyle advised that the BAN is complete, and the money is in the Town’s account. Material for the Salf Storage building is scheduled to be delivered tomorrow morning, August 20, 2024.

Supervisor Doyle informed the Board that the Water Quality Improvement Grant process is complete, and he has been advised that a Project Manager has been assigned. Supervisor Doyle found the process in navigating the State Financial System is not as it was explained to him. He further expressed that navigating the States’ Financial System could be why Potsdam has experienced severe delays in States payments to them. Supervisor Doyle does not want to experience the same mistakes or delays in payments.

Town Clerks Report

Clerk Greene provided her July 2024 Clerk’s Report to the Town Board prior to the meeting. Deputy Clerk Kirch-Corey provided the abstracts and vouchers to the Board for their review.

Clerk Greene supplied the following meeting materials in a packet to the Town Board prior to the meeting.

- Records Retention update
- Dog Control Report for July 2024
- Zoning Report for July 2024
- Planning Board had no meeting in August due to lack of activity
- RACOG Report for July 2024
- Correspondence as follows:
 1. Thank you note from Castorland Union Cemetery
 2. Letter dated August 2024, Unifirst Corp.
 3. Upcoming Budget Workshops offered by Tug Hill Commission

Deputy Clerk Kirch-Corey asked if there were any questions about the Clerk’s Report, there were none.

Deputy Clerk Kirch-Corey explained mistakes found in the July 15, 2024, for the General Fund and Highway Fund Abstracts.

Supervisor Doyle offered the following resolution, seconded for adoption by Councilmember Rowsam:

Resolution 101 of 2024: Corrections General Fund Abstract 681, July 15, 2024

The Town of Denmark Town Board hereby acknowledges the corrections of July General Fund Vouchers #157, 159 and 165. Voucher 157, payable to First National Bank of Omaha, from \$2,449.98 to \$2,432.50. Voucher 159, correction of budget code from A1335.4 to A1355.4 and does not change the amount of payment. Voucher 165, payable to Prudence Greene, from budget code A1410.4 \$256.70 to \$256.89, also correcting the payable amount from \$374.00 to \$374.19, an increase of \$0.19. Further correcting the total of General Fund Abstract 681, total new claims \$11,855.94, Pre-paid claims remain \$4,800.00, Corrected Total of Abstract \$16,655.94.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 101 of 2024 is adopted.

Councilmember Rowsam offered the following resolution, seconded for adoption by Councilmember Fazio:

Resolution 102 of 2024: Correction of Highway Abstract 723, July 15, 2024

The Town of Denmark Town Board hereby resolves to correct Highway Abstract #723, dated July 15, 2024. Claim 86 payable to V.S. Virkler & Son, Inc in the amount of \$6,853.60 was paid previously and when removed from the approved abstract remaining claims #75 - #85, the total of claims is \$7,381.36.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 102 of 2024 is adopted.

Deputy Clerk Kirch-Corey advised that the Clerks’ office has continued working on the Records Retention Project. There are currently several years’ worth of receipt books that have been logged which are now searchable. Those receipt books are no longer retainable and have no historic value.

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

Resolution 103 of 2024: Disposition of 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 of 2020, for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, the following Back Taxes, Dog Control & Impoundment, Health Insurance, Sale of Scrap Metal, Sale of Equipment, Zoning Permits 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 disposed of.

Book Entry Dates	Book Receipt #s
5/21/1962 – 4/16/1976	1 - 50
1/14/1976 – 11/18/1985	51 - 97
11/20/1985 – 11/10/1988	351 – 400
11/10/1988 – 11/22/1991	101 – 150
12/3/1991 – 4/8/1996	301 – 350
6/4/1992 – 1/7/1995	143 – 184
2/28/1995 – 9/3/1998	521 – 562
4/8/1996 – 9/14/2005	601 – 650
9/3/1998 – 11/6/2001	563 – 604
11/9/2001 – 6/22/2005	1865 – 1906
* 12/5/2007 – 12/5/2007	1351 – 1352
8/21/2007 – 7/7/2011	1601 – 1650
* 12/1/2008	1735

* Loose Receipts, not bound in receipt book.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 103 of 2024 is adopted.

Deputy Clerk Kirch-Corey advised that notices have been posted for the upcoming Dog Enumeration for the Town, which will begin in September.

Zoning and Planning – There were no questions from board members.

Supervisor Doyle asked Mr. Dietrich to give his report for RACOG.

Mr. Dietrich advised that the next RACOG meeting will be in the Town of Wilna, where Chris Barboza will go over the results of the completed Traffic Survey Study.

He also informed the board that RACOG would like to hold a training session for the use of the RACOG website. He explained that each community using a RACOG website has complete control over the look and design of their website.

The LED lighting project has been wrapped up.

There will be a Town Budget Workshop offered on August 29 in Boonville. Supervisor Doyle added that Denmark had three people attending last year, adding that he is not available that day.

Deputy Clerk Kirch-Corey advised that a Thank You card had been received from Castorland Union Cemetery for the support received from the Town of Denmark.

Councilmember Rowsam offered three resolutions, seconded for adoption by Councilmember Jones as follows:

Resolution 104 of 2024: General Fund Abstract 682, August 19, 2024

The Town of Denmark Town Board approves payments of General Fund Abstract #682, Dated August 19, 2024. New claims # 175 - 193, Total of Abstract \$6,921.22.

Resolution 105 of 2024: Water District 1 Abstract 107, August 19, 2024

The Town of Denmark Town Board approves payments of Water District 1 Abstract #107, Dated August 19, 2024. New Claims #16-17, Total of Abstract \$296.00.

Resolution 106 of 2024: Highway Abstract 724, August 19, 2024

The Town of Denmark Town Board approves payments of Highway Department Abstract #724, Dated August 19, 2024. New Claims #86-103, Total of Abstract \$15,865.58.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolutions 104 – 106 of 2024 are adopted.

Deputy Clerk Kirch-Corey informed the Board that the Clerk's office has received a letter from Unifirst which advises there will be a price increase coming in August. Deputy Clerk Kirch-Corey advised that none of their invoices have reflected an increase.

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

Resolution 107 of 2024: 2024 Foreign Fire checks

The Town of Denmark Town Board hereby approves that the funds received for the Foreign Firefighter Insurance Fund of \$1,887.66 be split as follows: West Carthage Fire Department amount \$629.22, Town of Rutland Fire Commissioners amount \$629.22, Castorland Fire Company amount \$629.22 and directs that checks to be issued directly to each of these Fire Departments.

It is further directed that the payments be recorded by the Clerk as a paid prior on the September 16, 2024, General Fund abstract.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 107 of 2024 is adopted.

Superintendent's Report

Supt. Mahar gave an update of the Highway Department's activities. They have completed paving Fuller Road and Harris Road. Paving commenced on Ridge Road and has already been ruined. Supervisor Doyle asked what had happened. Supt. Mahar explained the road had been damaged before the pavement had cured and had tried to catch Suit Kote before they left that day but was unable to. Supt. Mahar is seeking a remedy.

Supt. Mahar advised he is still looking for someone with a Class B license. Discussion held.

Supervisor Doyle interjected that since additional information had been received that would affect resolution 95 of 2024 that additional consideration is warranted.

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

Resolution 108 of 2024: Rescind Resolution 95 of 2024

Purchase of 2026 HX520 SFA 6x4 Chassis Allison truck with Viking Plow Package

The Town of Denmark Town Board does hereby authorize Supervisor Doyle to proceed with the purchase of a 2026 Hx520 SFA 6x4 Chassis Allison for \$160,902.00 with a Viking Plow Package for an additional \$140,619.00 for a total delivered price of \$301,521.00 under the Onondaga County Contract #10914.

The Town of Denmark Town Board after receiving additional information affecting the purchase price of said road equipment hereby Rescind Resolution 95 of 2024.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 108 of 2024 is adopted.

Councilmember Fazio inquired what the difference in having a joystick in the plows versus levers. Supt. Mahar stated that four out of five of his employees prefer the joystick, as does he.

Councilmember Fazio asked about the difference in material spreaders that have been used in the past and the automated spreaders proposed for the new truck. Supt. Mahar informed that the old spreaders were manual, having less control over the amount of salt/sand distributed. The new spreaders track how much product is being dispersed, so there we should be able to see a decrease in the amount of salt and sand used. Discussion held. Sand and salt would now all be able to be tracked and calculated, allowing for better planning of materials needed from year to year.

Supervisor Doyle said he had forwarded all the truck figures to board members, so they all should have seen them. Discussion held.

Councilmember Fazio inquired if old trucks would be sold after the arrival of the new truck? Supt. Mahar explained that one of the old trucks would be sold.

Supervisor Doyle explained his thoughts on budgeting for the purchase of the trucks, providing a handout.

Truck Order Funding Plan	
	Balance
NYCLASS Equipment Fund	\$ 10,426.00
2025 Budget Amount	\$ 194,126.00
Interest for 2025 Est	\$ 10,000.00
2026 Budget Amount	\$ 190,000.00
2026 Add due to 1 Less Highway EE	\$ 68,000.00
Interest for 2026 Est	\$ 23,000.00
Total Equipment Fund	\$ 495,552.00
Truck #1 Complete Cost	\$ 320,928.00
Equipment Fund Balance after Truck #1	\$ 174,624.00
2026 Hx520 SFA 6x4 Chassis #2	\$ 160,026.00
Remaining Balance after Truck #2 Cha	\$ 14,598.00

Further explaining that a portion of the funds would come from a reduction in Highway staffing through retirement, not through layoffs.

Councilmember Rowsam inquired about repurposing one of the old trucks.

Supt. Mahar explained – Yes, they could take the plow and box for use on the second new truck, as it will be just a chassis and cab.

Discussion was held on when the next price increase is for the truck quotes received. Supt. Mahar made an inquiry of when the next increase will be on the quote for the trucks.

Old Business

Supervisor Doyle advised that National Grid has completed their inspections today of the new solar array. They require 14 days to complete the changeover, and the transformer must be shut off.

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

Resolution 109 of 2024: Fourth Coast – Final Payment of Solar Project

Whereas the Town of Denmark has received invoice 650.1-3 in the amount of \$97,488.00 from Fourth Coast Inc. for the final installment of the total cost of the Solar Photovoltaics – Roof Array, and

Whereas the Town of Denmark wishes to pay this bill upon National Grid change over, effecting the solar array system as online and operational, and payment being submitted with the next payroll requisition, and

It is now resolved by the Town of Denmark Town Board that a check in the amount of \$97,488.00 be issued from the General Fund checking account, budget line A5132.41 ARPA, payable to Fourth Coast, Inc. 745 Graves Street, Clayton NY, and

Further Directed that the payment be recorded by the Clerk as a paid prior on the September 16, 2024, General Fund abstract.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 109 of 2024 is adopted.

Supervisor Doyle announced that the survey for the Mud Street cemetery has been completed.

Discussion held about truck purchases.

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

Resolution 110 of 2024: (TRUCK #1) Purchase of 2026 HX520 SFA 6x4 Chassis Allison truck with Viking Plow Package

The Town of Denmark Town Board does hereby authorize Supervisor Doyle to proceed with the purchase of a **2026 Hx520 SFA 6x4 Chassis Allison** for \$160,026.00 with Viking Plow Package, and

OPTIONAL FINISH accepted:

BODY PAINT OPTION – High temp baked enamel for a cost net **deduction** of \$4,250.00, for a total delivered price of \$155,776.00 under the Onondaga County Contract #10914.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 110 of 2024 is adopted.

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

Resolution 111 of 2024: Acceptance of Fuel Bid 2024 – 2026

The Town of Denmark Town Board hereby resolves to accept the Fuel Bid submitted by Christman Fuel Service, Inc. having been provided with the complete RFP Fuel Bid including NYS Prevailing Wage determination PRC 2024900575 attached, for supply and delivery of Unleaded Gasoline (87-octane), ULS Diesel, 70/30 Winter Blend, and Heating Oil for a two-year term beginning September 1, 2024, and ending August 31, 2026, with a third-year option, expiring August 31, 2027, if accepted by both the supplier and Town of Denmark.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 111 of 2024 is adopted.

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

Resolution 112 of 2024: Payment 1 to Hybrid Building Solutions

Whereas the Town of Denmark has received invoice 1360 in the amount of \$123,832.75 from Hybrid Building Solutions for 25% of the total cost of the Salt Barn project, and

Whereas the Town of Denmark wishes to pay this bill in a timely manner,

It is now resolved by the Town of Denmark Town Board that a check in the amount of \$123,832.75 be issued from the General Fund checking account payable to Hybrid Building Solutions, 850 Main Rd, Corfu, NY, and

It is further directed that the payment be recorded by the Clerk as a paid prior on the September 16, 2024 General Fund abstract.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 112 of 2024 is adopted.

New Business

Supt. Mahar received an answer to his inquiry of next price increase on the quote for the trucks; it will be September 1st.

Supervisor Doyle inquired if the second truck should be purchased now, or wait? Discussion held. Councilmember Rowsam asked for clarification on when the trucks need to be paid for. Supervisor Doyle and Supt. Mahar agreed that the trucks are paid when delivery is taken. Discussion held.

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

Resolution 113 of 2024: (TRUCK #2) Purchase of 2026 HX520 SFA 6x4 Chassis Allison truck

The Town of Denmark Town Board does hereby authorize Supervisor Doyle to proceed with placing an order for a **2026 Hx520 SFA 6x4 Chassis Allison** for \$160,902.00, for purchase under the Onondaga County Contract #10914.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 113 of 2024 is adopted.

Supervisor Doyle inquired about responses to the Water District surveys. Deputy Clerk Kirch-Corey advised that they have been returned but have not yet been reviewed. Supervisor Doyle requested that they be scanned to board members and himself.

Supervisor Doyle asked about setting a date and time for the Budget Work Session for the 2025 Town Budget.

Discussion held. The 2025 Town Budget Work Session is set for Thursday, September 12th, at 6:30pm.

Supervisor Doyle mentioned the issue of lower-level flooding, adding that it is not fair to call upon the Cleaner to spend 20 plus hours with help from a family member on water mitigation and cleanup in the lower-level, later assisted by Clerk Greene and her husband.

Discussion held.

Supt. Mahar advised that there are two dehumidifiers in the mechanical room in the basement, though it is unknown if they work.

Supervisor Doyle recommends reducing the Supervisor's salary to \$15,000. Discussion held.

Supervisor Doyle asked if the Judicial Court Assistance Program request received from the justices is the same as the same grant they just received. Deputy Clerk Kirch-Corey advised it is not, this is for a new grant. Discussion held.

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

Resolution 114 of 2024: Justice Court Assistance Program Grant application 2024 – 2025

WHEREAS The Town Court is requesting authorization from the Town Board to apply for funding from the Justice Court Assistance Program (JCAP) during the upcoming grant cycle.

WHEREAS The Town of Denmark Town Board has determined that participation in the JCAP grant application is desirable, and is in the public interest, and

WHEREAS the maximum JCAP award is \$30,000.00 and may be used for a variety of purposes including office and security equipment, furniture, renovations, and

NOW THEREFORE BE IT RESOLVED, The Board of the Town of Denmark authorizes the Town of Denmark Town Court to apply for a JCAP grant in the 2024 – 25 grant cycle up to \$30,000.00.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 114 of 2024 is adopted.

Supervisor Doyle advised that he has received a quote from Tom Aubin for painting the front foyer and fixing the sidewalk for \$1,100.00.

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

Resolution 115 of 2024: Municipal Building Front Entry Work

The Town of Denmark Town Board does hereby authorize Tom Aubin of Tom’s General Contracting to paint two sets of entrance doors and repair sidewalks near the entrance of the Municipal Building for a total cost of \$1,100.00.

Roll Call vote recorded as follows:

Councilmember Wadsworth	Absent	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 115 of 2024 is adopted.

Supervisor Doyle briefly discussed a litigation case brought by Copenhagen Fire Department, naming the Town of Denmark and Town Assessor William Vargulick as defendants. Attorney Burrows has advised he has responded to each of the charges brought and there is nothing that the Town needs to do at this time.

Being as there was no further business before the Town Board, Councilmember Fazio made a motion, seconded by Councilmember Jones, to adjourn the meeting. Vote recorded as 4 ayes. Motion passed unanimously.

Meeting adjourned at 7:40pm.

Susan Kirch-Corey
Town of Denmark Deputy Town Clerk