



Plan for Cyclical Reassessments



Assessing unit Town of Denmark

Date plan submitted:

SWIS/CAP code 2322

Original _____

County Lewis

Amended _____

This Plan covers final assessment roll years: Years **must** correspond to first and last reappraisal years in the chart on page 3.

From 2026

To 2030

The plan must be submitted by the Assessor of the assessing unit, and the CEO of the municipality or constituent municipality of a CAP; if a CAP, please copy and insert the needed numbers of this page.

1 Plan development & commitment

Plan submitted by:

Scott Doyle

Chief Executive Officer's name (print)

Municipality name if in CAP

Signature

William Vargulick

Assessor's name (print)

William Vargulick
Signature

The above signatories acknowledge that the failure to implement a reappraisal pursuant to an approved Plan for Cyclical Reassessments will result in the repayment of the full amount of financial aid received for the assessment rolls following the roll for which the most recent reappraisal was implemented.

2 Assessing unit needs analysis**a. Assessing Unit or CAP Profile**

Roll year used:

2024

Is Article 19 (Homestead option) in effect? (Yes/No)

No

Is adoption of Article 19 (Homestead option) planned or being considered? (Yes/No)

No

Property summary:

Roll section	Property types	Number of parcels	Assessed value	Percent Total AV	Annual average number of valid sales
1	100 – Agricultural	346	38280600.00	11.677	6.00
1	200 – Residential	836	113365000.00	34.580	34.00
1	300 – Vacant	314	5164400.00	1.575	2.00
1	400 – Commercial	50	15946700.00	4.864	3.00
1	500 – Recreation	9	1819800.00	.555	1.00
1	600 – Comm. service	32	17346400.00	5.291	
1	700 – Industrial	6	2635600.00	.804	
1	800 – Public service	102	133116199.00	40.605	
1	900 – Private forest	8	157300.00	.048	
3	Taxable SOL	1	21600.00		
6	Public utility	50	6256847.00		
8	Wholly exempt	90	142332056.00		
Totals					

b. Complex Commercial and Industrial Property

If a Complex Advisory Appraisal was **not** requested for a complex or unique property, describe below how the assessor will obtain inventory data and determine a value.

Assessor reviews inventory and physical changes yearly. Assessor networks with other assessors. Assessor uses income capitalization. Assessor reviews similar properties that have been sold on NYS sales web.

c. Utility Property

If an Advisory Appraisal was **not** requested for any Utility Property, describe below how the assessor will obtain inventory data and determine a value.

Denmark has solar and wind projects, concerning the 80 MW wind the developer is content in following the original pilot. The solar valuation is more in tune with the NYSERTA model.

3 Current status of data collection/re-inspection requirement

Assessment roll year of last assessing unit-wide data collection or re-collection, if done	2019			
Is an assessing unit-wide data collection project currently underway? (Yes/No)	YES			
Complete the chart below only if data collection/re-inspection was performed over several years				
	Residential	Commercial	Vacant	Utility
Cumulative percentage of parcels that have been physically inspected within the last six (6) years	100%	100%	100%	100%

4 Plan length and reassessment timetable

The statute and rules require:

- Plan not less than four years
- Reappraisal in the **first** and **last** years of the plan
- A reappraisal at least every **four** years
- Inventory collection at least once every **six** years (all parcels **must** have been physically inspected at least once within the preceding six years of each assessment roll year in the plan)

Rules require that a *revaluation* in any year be a complete reappraisal in order to be eligible for State aid of up to \$5 per parcel (see *Guidelines* for details).

Complete each row in the table below, entering the following information for each year of the plan:

- **Assessment roll year for each year of plan only**
- **Reappraisal Cycle: Reappraisal or blank**
- **Inventory Collection** (physical re-inspection): **Assessing Unit-wide, Partial, or blank**

If there is intent to conduct a reassessment using methods other than a complete reappraisal in the *non-reappraisal* years, the assessor **must** notify ORPTS in writing no later than 180 days prior to the tentative roll (typically by November 1) - do **not** enter on chart.

Plan year	1	2	3	4	5	6
Assessment roll year	2026	2027	2028	2029	2030	2031
Reappraisal cycle	Reappraisal				Reappraisal	
Inventory collection	Unit wide	Partial	Partial	Partial	Unit wide	

Instructions – Submit this Application to your State Aid Representative:

NYSDTF/ORPTS Western Region Genesee County Building 2 3837 West Main Street Road Batavia NY 14020	NYSDTF/ORPTS Central Region 333 East Washington Street Syracuse NY 13202	NYSDTF/ORPTS Northern Region W A Harriman Campus Building 8A Albany NY 12227-0801	NYSDTF/ORPTS Southern Region 44 south Broadway, 6th Floor White Plains NY 10601
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Please see the example on the following page

Example

Guidelines:

- Plan must conform to the statute for plan length and reassessment (reappraisal) frequency.
- Plan chart must indicate a reappraisal in the assessment roll year of Plan Year 1.
- Plan chart should be blank after *final* reappraisal and page 1 must conform to chart.
- It is not necessary to indicate the last unit wide data collection prior to the first year of the plan in the chart; this is addressed elsewhere in the plan.

Example:

Assessing unit conducted a unit-wide data collection in 2010. They intend to perform a reappraisal for the 2011 assessment roll, and then do another reappraisal in 2014. Inventory collection will continue to be done over a multi-year period to ensure that all parcels are physically re-inspected again over a six-year period.

Following the guidelines above, the plan should indicate the following:

Page 1: This Plan covers assessment roll years: From: 2011 To: 2014

Page 3 Chart:

Plan year	1	2	3	4	5	6
Assessment roll year	2011	2012	2013	2014		
Reappraisal cycle	Reappraisal			Reappraisal		
Inventory collection	Partial	Partial	Partial	Partial		

The same plan should **not** be completed as follows:

Page 1: This Plan covers assessment roll years: From: 2010 To: 2015

Page 3 Chart:

Plan year	1	2	3	4	5	6
Assessment roll year	2010	2011	2012	2013	2014	2015
Reappraisal cycle	No	Yes	No	No	Yes	No
Inventory collection	Unit wide	Partial	Partial	Partial	Partial	Partial

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Town Clerk's Fees	misc	1	0.25
		Sub-Total:		\$0.25
A2544	Dog Licensing	Female, Spayed	8	72.00
		Female, Unspayed	1	17.00
		Male, Neutered	13	117.00
	late fee	late fee	5	25.00
		Sub-Total:		\$231.00
B1603	Registrar	Copies	1	10.00
	Registrar Fees	Registrar	1	10.00
		Sub-Total:		\$20.00
DA9060.8	A health insurance contribution	A health insurance contribution	1	1,021.89
	Yancey Health Insurance - Jan. 1 - Apr. 30 2024	DA 2024 Health Ins. - Yancey	2	1,376.46
		Sub-Total:		\$2,398.35
SW1-2140	Metered Sales	Useage Fee	8	1,311.55
		Sub-Total:		\$1,311.55
SW1-2144	EDU Charge	EDU	11	1,255.44
	Water Service Charge	Shut Off / Reconnection	1	25.00
		Sub-Total:		\$1,280.44
SW1-2148	Penalties	late fee	4	16.87
		Sub-Total:		\$16.87

Total Local Shares Remitted:	\$5,258.46
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Amount paid to: NYS Ag. & Markets for spay/neuter program

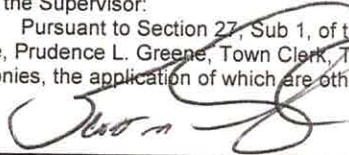
24.00

Total State, County & Local Revenues:	\$5,282.46 ✓
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Total Non-Local Revenues:	\$24.00 ✓
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To the Supervisor:

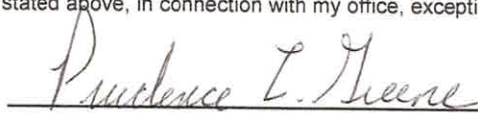
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Prudence L. Greene, Town Clerk, Town of Denmark during the period stated above, in connection with my office, excepting only such fees and monies, the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



Supervisor

1/9/24

Date



Town Clerk

Date

Town of Denmark

Dog Control Report

12/11/2024 - 1/16/2025

Total dogs for the month: 1

Redeemed: 1
Transferred: 0
Pending: 0
Euthanized: 0
Passed in Care: 0

Total dogs for the year: 22

Redeemed: 12
Transferred: 10
Pending: 0
Euthanized: 0
Passed in Care: 0

- **12/13/2024 4:00 PM (1.25 hr) - DDC attempt #1**
- **12/14/2024 4:00 PM (1.5 hr) - DDC attempt #2**
- **12/16/2024 9:30 AM (2 hrs) - meet with judge**
- **12/16/2024 5:30 PM (3 hrs) - Dangerous dog seizure**
- **12/18/2024 5:00 PM (1.5 hrs) - Dangerous dog hearing**
- **12/24/2024 7:15 PM (1.5 hrs) - Dog complaint - Dog was unidentified and at large - used my discretion to return dog to owner due to the holiday - dog is not licensed - owner is aware that I will be following up.**

Ongoing items:

- Fisk complaint - dog owner still has not licensed his dogs; recently sent a notice to comply 1/13/2025
- Yukon the chicken slayer - owner is dodging my attempts to serve tickets - I confirmed with Mr. Burrows, tickets do have to be served in person - How many attempts does the Town deem appropriate?
- Obtaining Bite reports from Lewis County Public Health continues to be a struggle - last update I have is that Mr. Burrows office was in touch with the County Attorney to obtain clarification

January 2025

MUNICIPAL MANAGEMENT MONTHLY ANNOUNCEMENTS

RACOG UPDATES

- **RACOG Economic Visioning Summit**

Looks like date will be changing to early April. The final draft of the program will be ready by the RACOG board meeting in January.

- **Civic Service Student Activity Program**

In May will be the field trips for the second day of the programming. Also, we are working on facilitating a meeting with other BOCES to offer something similar in those regions.

- **Student Board**

The student board has met twice so far. Currently, they are working on a survey to distribute to their peers in all regional schools toward the end of this month or beginning of February.

- **Recreation**

Several recreational projects are underway in Lewis County.

- Castorland is upgrading its park with Lewis County funding, potentially adding trails.
- Lowville seeks new ways to run its summer youth program.
- Carthage Park improvements are being explored by Wilna and Carthage.
- West Carthage is also planning park enhancements.
- Other communities are also discussing recreation projects.

- **Water/Wastewater Operator Training**

I will be on a conference all on December January 9th with BOCES and DEC about the wastewater certification program. I will have an update after that meeting on where things are currently.

- **Comprehensive Plans**

The following towns and villages are currently updating their comprehensive plans. The towns of Denmark, Wilna, and village of Carthage, Castorland, Copenhagen, and Deferiet.



UPCOMING

Next RACOG Meeting

January 23, 2025 @ 6:00 PM

Town of Wilna Municipal Building

Registration is Open! Tug Hill

Commission LGC

March 31 & April 1, 2025

Turning Stone Resort

Register Online: [Click Here](#)

NEW Quick Reference Cards For Local Governments Available

(Just contact your Circuit Rider)

MetroCount

If you are interested in having traffic counts on any of your roads for 2025, you can contact Chris Barboza at the Tug Hill Commission at chris@tughill.org or you can [click here](#).

TRAININGS

- **Ask Me Anything! SRF Technical Assistance & Office Hours**

Training: Ask Me Anything State Revolving Fund (SRF) Office Hours will expand your knowledge and enhance your ability to navigate the SRF. These sessions are tailored for state agencies, utility operators, and stakeholders who support water infrastructure projects.

Location: Webinar

Dates: Various

Website/Registration: [Click Here](#)

- **Asset Management for Green Infrastructure**

Training: Water, wastewater, and stormwater systems are often understaffed and underfunded. This leads to a conflict between the time and money it takes to complete all the basic tasks of the system, as well as the additional burdens of extraordinary events and the funding available.

Location: Webinar

Dates: January 23, 2025 from noon to 1:15 p.m.

Website/Registration: [Click Here](#)

- **Planning Board and ZBA Overview Webinars**

Training: The Division of Local Government Services Winter Webinar Series continues with planning board overview on Monday, January 6 and ZBA overview on Monday, January 13. Both webinars run from 6:00 – 8:00 p.m. and each provide two hours of training credit.

Location: Webinar

Dates: January 6 and January 13, 2025 from 6:00 to 8:00 p.m.

Website/Registration: [Click Here](#)

GRANTS

- **Plus One ADU Program**

The “Plus One ADU” is an initiative designed to support local governments and community development partners with the development of accessory dwelling units (ADUs) throughout the state, where municipalities allow for ADU development.

Due Date: January 15, 2025

Website: [Click Here](#) (Info December 10th Webinar) [Click Here](#) (Info on grant)

- **Local Government Records Management Improvement Fund (LGRMIF) Webinar**

Join State Archives’ staff for an informational webinar

Date: January 16, 2025 from 10 to 11a.m.

Register: [Click Here](#)

- **Community Reforestation (CoRe) Grant Program**

Eligible projects include tree planting, site preparation, and protection from deer browse.

Due Date: March 12, 2025

Website: [Click Here](#)

- **Cannabis Community Grants and Locator Maps Available**

The New York State Office of Cannabis Management (OCM) has announced availability of the first round of the Community Investment Program, funded by taxes on legal adult-use cannabis sales. In this first 2024 grant cycle, only 501(c)(3) nonprofit organizations who provide services for young people (individuals ages 0-24 years) in designated geographies of New York State are eligible to apply.

Due Date: Unknown

Website: [Click Here](#) or [Map Click Here](#)

TRAININGS

- **Cornell Local Roads Training**

Training: The NYS Local Technical Assistance Program hosted by the Cornell Local Roads Program has many webinars and online training courses available for those unable to attend in-person training programs.

Location: Various

Dates: November 12, 2024 to March 11, 2025

Website/Registration: [Click Here](#)

- **AOT Annual Training School**

Training: AOT Annual Training School

Location: NYC

Dates: February 16 - 19, 2025

Website/Registration: [Click Here](#)

- **Tug Hill Commission LGC**

Training: Local Government Conference

Location: Turning Stone Resort

Dates: March 31 - April 1, 2025

Website/Registration: [Click Here](#)

- **NYCOM Annual Meeting and Training School**

Training: NYCOM Annual Meeting and Training School

Location: Bolton Landing

Dates: May 28 - 30, 2025

Website/Registration: [Click Here](#)

GRANTS

- **NYS Council on the Arts Capital Projects**

Up to \$80 million in capital funding is now available to nonprofit arts and cultural organizations throughout the New York State Council on the Arts Capital Projects Fund.

Due Date: January 14, 2025

Website: [Click Here](#)

- **SBA Loan Assistance and FEMA Disaster Aid**

Homeowners, residents, and businesses in the North Country can now apply for loans through the U.S. Small Business Administration (SBA) to aid recovery from severe weather events, including the remnants of Tropical Storm Debby and the flooding on July 10.

Due Date: Physical Property Damage - November 8, 2024 and Economic Injury - June 9, 2025

Website: [Click Here](#)

- **Federal Grants for Energy Projects that Reduce Business Costs**

The Adirondack North Country Association (ANCA) has been awarded a \$137,000 technical assistance grant from USDA Rural Development to launch REAP ADK+, a new program aimed at assisting small businesses and farms navigate a federal grant program (REAP) regarding renewable energy and energy efficiency projects.

Due Date: Unknown

Website: [Click Here](#)

NYS Tug Hill Commission

34th Annual Local Government Conference

Turning Stone Conference Center – 5218 Patrick Road, Verona, NY 13478

Tuesday, April 1, 2025

7:30 a.m. to 4:15 p.m.

Monday, March 31, 2025

Two Optional Four-Hour Focused Sessions from 1:00 p.m. to 5:00 p.m.
followed by

Reception and Mixer from 5:30 p.m. to 6:30 p.m.

2025 Local Government Conference

Turning Stone Conference Center – 5218 Patrick Road, Verona, NY 13478

Tuesday, April 1, 2025 from 7:30 a.m. to 4:15 p.m.



Attend one of two focused sessions on Monday, March 31, 2025 from 1:00 p.m. to 5:00 p.m.

Reception on Monday, March 31, 2025 from 5:30 p.m. to 6:30 p.m.

All of this and more can be found at www.tughill.org/localgovernmentconference

TWO FOUR-HOUR FOCUSED SESSIONS (pick one)

Monday, March 31, 2025 1:00 p.m. - 5:00 p.m.

Budgeting and Accounting for Small Communities Mini-Course

Laird Petrie, Municipal Consultant, and representatives from the NYS Society of Municipal Finance Officers, will deliver this course about town and village requirements and regulations related to budgeting and accounting. Topics will be beneficial for elected town and village officials as well as bookkeepers, accountants, and comptrollers.

or

Tackling Vacancy, Blight, and Housing in Small Towns & Rural Communities

This solutions-focused workshop will address the separate yet connected challenges of housing shortages and vacant, dilapidated properties in upstate New York. In partnership with the New York State Conference of Mayors, multiple speakers will explore actionable strategies and funding tools related to housing and abandoned/neglected properties, with the goal of fostering community growth.

\$25

if postmarked by 2/28/2025

\$50

if postmarked 3/1/2025 or later

Two Ways to Register

Register Online
(credit card only)
lgc2025.eventbrite.com
Open through
March 7, 2025.

or

Register by Mail
(check only)
Complete this form and
mail
it back with your check.

RECEPTION

Monday, March 31, 2025
5:30 p.m. - 6:30 p.m.

This is your opportunity to mingle with exhibitors, sponsors, speakers, agencies, and other conference attendees. Hearty appetizers are included and a cash bar will be available.

\$20

if postmarked by 2/28/2025

\$40

if postmarked 3/1/2025 or later

FULL DAY of TRAINING

Tuesday, April 1, 2025
7:30 a.m. - 4:15 p.m.

Session Descriptions Here

The conference features four concurrent sessions, an individual class for assessors, breakfast, lunch, coffee break, and a printed program. Certificates of Attendance will be given to all attendees at the conclusion of the conference. Free parking is available in the covered garage.

\$90

if postmarked by 2/28/2025

\$180

if postmarked 3/1/2025 or later

Registrations will not be accepted over the phone or by fax or email.

Please call the Tug Hill Commission at (315) 785-2380 with any questions.

**ABSOLUTELY NO
REFUNDS AFTER
FEBRUARY 28, 2025**

TURNING STONE HOTEL INFORMATION

For overnight reservations, please call Turning Stone at 1-800-771-7711 by Friday, March 7, 2025. To ensure you receive the group rate, please tell the attendant you are booking under the **NYS Tug Hill Commission room block**. Rooms are limited, so please book early. Hotel rooms on-site at Turning Stone are \$149. Hotel rooms off-site at the Inn (\$80) or Sandstone Hollow Inn (\$104) are also available with free shuttle service to and from Turning Stone Conference Center.

Pre-register
by 2/28/25

Tuesday, April 1, 2025 – LGC Sessions

Complete session descriptions can be found on our website at
www.tughill.org/local-government-conference-presentations/

7:30 a.m.
Registration opens

7:30 a.m.
Breakfast with Exhibitors

8:30 a.m.
Opening Remarks

Session 1 9:00 a.m. to 10:15 a.m.	Session 2 10:45 a.m. to 12:00 p.m.	Session 3 1:15 p.m. to 2:30 p.m.	Session 4 3:00 p.m. to 4:15 p.m.
LUNCH SERVED AT NOON			
(1A) Crime and Fidelity: Protecting Your Municipal Financial Assets Susan O'Rorke, New York Municipal Insurance Reciprocal	(2A) Code Enforcement: What Every Local Official Should Know Local Government Specialist, NYS Department of State	(3A) Fiscal Responsibilities of Governing Boards Staff, NYS Society of Municipal Finance Officers, and Laird Petrie, Municipal Consultant	(4A) Equalization Rates: What Are They and Why Do We Need Them Anyway? Warren Wheeler, NYS Assessors Association
(1B) Providing Fire Protection in Your Community Dan Acquilano, Office of the NYS Comptroller, and Katie Hodgdon, Association of Towns of the State of New York	(2B) Large Scale Renewable Energy Permitting and Local Governments Charles A. Voss, NYS Office of Renewable Energy Siting	(3B) Lessons Learned from Solar Farm Battery Fire and Considerations for Development Joseph Plummer, Jefferson County Emergency Services and Will Lipczynski, Chaumont Fire Department	(4B) Preparing for Grant Opportunities Jay Grasso, G&G Municipal Consulting and Grant Writing
(1C) Planning Board Basics Local Government Specialist, NYS Department of State	(2C) Land Use and SEQR Case Law Update Matthew Fitzgerald, Phillips Lytle LLP	(3C) Navigating the Haze: Regulating Cannabis in Your Town Sarah Brancatella, Association of Towns of the State of New York	(4C) Regulating Short-Term Rentals Charles Malcomb and Alicia Legland, Hodgson Russ LLP
(1D) Proper Use of Alternate Members of Planning Boards and Zoning Boards of Appeal Mark Schachner, Miller, Mannix, Schachner & Hafner, LLC	(2D) Public Participation: The Good the Bad and the Ugly Mark Schachner, Miller, Mannix, Schachner & Hafner, LLC	(3D) General Municipal Law 239 and County Referrals Kristin Campbell, Herkimer Oneida Counties Comprehensive Planning Program	(4D) Questions and Answers for Zoning Boards of Appeal Matthew Fitzgerald, Phillips Lytle LLP
(1E) Freshwater Wetlands Regulations Changes: An Overview Krista Spohr, NYS Department of Environmental Conservation	(2E) Powering the Fleet Forward - Alternatives to Gas and Diesel David Orr, NYS LTAP Center - Cornell Local Roads Program	(3E) Speed Limit Reduction – How to Establish Safe Speeds in Your Community Jesse Vogl, LaBella Associates	(4E) Abandoned Cemeteries and Municipal Responsibilities David Fleming, Jr. Featherstonhaugh, Wiley & Clyne
(1F) Basics of Electronic Records Management Michael Martin, NYS Archives	(2F) Hot Topics for Clerks Staff, Association of Towns of the State of New York	(3F) Employee Well Being in the Public Sector Michael Kenneally, Comp Alliance and Bob Blaisdell, Wright Insurance	(4F) Write This Down: The Basics of Conducting Meetings and Taking Minutes Wade Beltramo, New York Conference of Mayors and Staff, NYS Society of Municipal Finance Officers

Assessor Session: "Architectural Features That Influence Property Values" with Rob Bick, AIA, CSI, SCA

Assessors will receive 6 hours of CE credits for attending the entire session (9:00 a.m. – Noon and 1:15 p.m. – 4:15 p.m.).



KEEP THIS PAGE AND YOUR SESSION CHOICE, ONE PER COLUMN, FOR YOUR REFERENCE!



Town of Denmark Court

3707 Roberts Road

Carthage, NY 13619

Justice Sandra Dunn Justice Jason Hancock
Court Clerk Prudence Greene Deputy Court Clerk Rachael Vary
Phone: 315-493-3846 ext. 3
Fax: 315-493-4809

January 16, 2025

Dear Supervisor Doyle

Pursuant to Uniform Justice Court Act § 2019-a, it is the duty of every justice to present his/her records and docket, at least once a year and upon the last audit day of the town, to the auditing board of the town, which shall examine said records or docket, or cause same to be examined, and enter in the minutes of its proceedings the fact that they have been duly examined.

Consistent with Section 2019-a of the Uniform Justice Court Act, we hereby advise that the records and docket for the Town of Denmark Court for the year 2024 are available to be presented for such examination. We look forward to working with you to schedule such examination in an expeditious manner.

It is our understanding that OCA's Internal Audit Services (IAS) unit will be corresponding with you as well in the very near future in this regard. Subsequent to the audit or examination, please forward to the IAS unit the audit report, as well as the Board's resolution noting that the records have been duly examined, and that the fines therein collected have been turned over to the proper officials of the [Town/Village] as required by law. Such materials may be mailed to the following:

Internal Audit Services Unit
Attn: Joan Casazza
185 Jordan Road, Suite 1
Troy, NY 12180

In the alternative, such materials may be sent via email to: jcasazza@nycourts.gov

Thank you.

Very truly yours,

Justice Sandi Dunn

Justice Jason Hancock

cc: [District Supervising Judge]
[District Special Counsel]

January 2, 2025

TOWN OF DENMARK
Attn: Town Clerk

Pursuant to Section 550, Article 13 of the County Law, the following is a list of payments made to your Supervisor during the calendar year 2024.

Mortgage Tax	\$ 30,330.03
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Dated at Lowville, New York this 2nd day of January 2025.

Sincerely,


Eric Virkler
Lewis County Treasurer

EV/tn

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

Peter Jones

Denmark Water District Resident

December 17, 2024

We wanted to communicate with you regarding a proposed change to our Water Billing. The Town is looking at having to spend roughly \$21,000 of water district funds on billing software, maintenance, and licensing fees. Those fees were just the costs for the first year. The costs each year thereafter are estimated to be \$6,000.00. If we opt to go this route, it could impact the rate that you are currently paying the town.

We are working with the Village of Copenhagen seeking a shared services agreement. They are willing to assist the Town as part of the service we receive, saving Water District Taxpayers thousands of dollars annually.

We do have to make several changes for this to occur. We will have a Public Hearing, (Legal Notice will be posted accordingly) allowing residents of the Water District to come to the board with concerns. If approved we will revise our Local Law, changing it from Semi Annual Billing to Quarterly billing. Below is the billing cycle we would adopt so it matches the Village of Copenhagen:

1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
JANUARY 1 - MARCH 31 USAGE	APRIL 1 - JUNE 30TH USAGE	JULY 1 - SEPTEMBER 30 USAGE	OCTOBER 1 - DECEMBER 31 USAGE
THE BILL WILL BE MAILED:	THE BILL WILL BE MAILED:	THE BILL WILL BE MAILED:	THE BILL WILL BE MAILED:
APRIL 1ST	JULY 1ST	OCTOBER 1ST	JANUARY 1ST

Our goal would be to complete the legal process so that we would start the following the above billing cycle in the second quarter. It should be noted: where you pay your bill doesn't change, the amount you pay for Water & EDU doesn't change, the late fee structure will not change. EDU billing for taxpayers just paying for an EDU only, will be split over the quarterly billing period. It should make it easier for water district residents, as the bills will be split over 4 payments a year instead of two.

If you have any questions or concerns, please contact me at 315-767-5368. I will do my best to answer your questions.

Scott M. Doyle
Supervisor



Outlook

Fw: Lewis County Local Government Efficiency Grant - Request for Resolution and/or Letter of Support

From Scott Doyle <supervisordoyle@townofdenmarkny.org>

Date Mon 1/6/2025 11:27 AM

To Fred Wadsworth <councilmanwadsworth@townofdenmarkny.org>; Frank Fazio <councilmanfazio@townofdenmarkny.org>; Darlene Rowsam <councilpersonrowsam@townofdenmarkny.org>; Peter Jones <councilmanjones@townofdenmarkny.org>

Cc Scott Doyle <supervisordoyle@townofdenmarkny.org>; Prudence Greene <TownClerk@townofdenmarkny.org>; Patrick Mahar <Highwaysuper@townofdenmarkny.org>

 3 attachments (329 KB)

FINAL 2023 Lewis County Shared Services Plan .pdf; 01-LGE RESOLUTION DRAFT Municipal Co Applicants copy.docx; 02-Draft Municipal Letter of Support as Co-Applicant copy.docx;

Below is a message from Lewis County asking for Denmark support for shared services plan grant application. They are asking for passage of a resolution supporting this effort and letter of support.

This will be agenda item. I have edited the draft resolution and letter and inserted Denmark in the appropriate places.

Scott M. Doyle
Town of Denmark Supervisor
3707 Roberts Rd
Carthage, NY 13619

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From: Grace Metzler <gracemetzler@lewiscounty.ny.gov>

Sent: Monday, January 6, 2025 9:36:56 AM

To: Bob Johnson <greigsupervisor@gmail.com>; Brian Oullette <bouelle@yahoo.com>; Bruce Williams <townofmontagueny@gmail.com>; Dawn Zagurski

Subject: Lewis County Local Government Efficiency Grant - Request for Resolution and/or Letter of Support

Good morning,

I hope you are all well. Lewis County is submitting a Local Government Efficiency Program grant request for 3 pieces of equipment: a Grapplesaw truck, Hydro Vac Truck, and Loader-Mounted Snowblower, for shared municipal use. **We ask that you consider supporting the application as a co-applicant by passing the attached municipal resolution by January 23, 2025, OR, if you are unable to do so, by signing the attached letter of support.** While a resolution would be preferred, the grant program director said that letters of support will also be accepted; or, you may also complete both.

We will submit the county's application on or before January 24, 2025, at 4pm, if we receive responses from all municipalities before that time.

If we are successful and receive the grant, the equipment would then be available for shared use by all our towns, villages, and the county highway department. The more municipalities who sign on, the stronger our application will be to receive the equipment, so if you have any questions or clarifications to support the application, please don't hesitate to get in touch with me.

Two of the items (Hydro Vac Truck and Loader Mounted Snowblower) were identified as priority equipment in our 2023 Shared Services Plan which I have attached here, and the Grapplesaw truck was identified as a priority by John Reed, which is why we have selected these items to apply for. As stated in the draft resolution, the grant would be up to \$1,250,000, with a 10% match contribution from the County. The total projected savings for sharing equipment between municipalities, rather than multiple purchases or leasing, was \$830,000, between the Hydro Vac Truck and Loader Mounted Snowblower, so we could anticipate even higher overall savings with shared use of the Grapplesaw truck.

Thank you for your consideration!

Grace Metzler

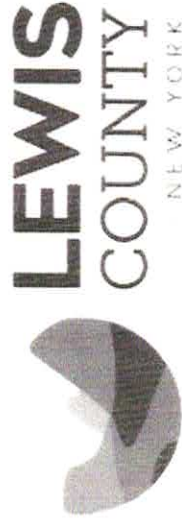
Grant Coordinator

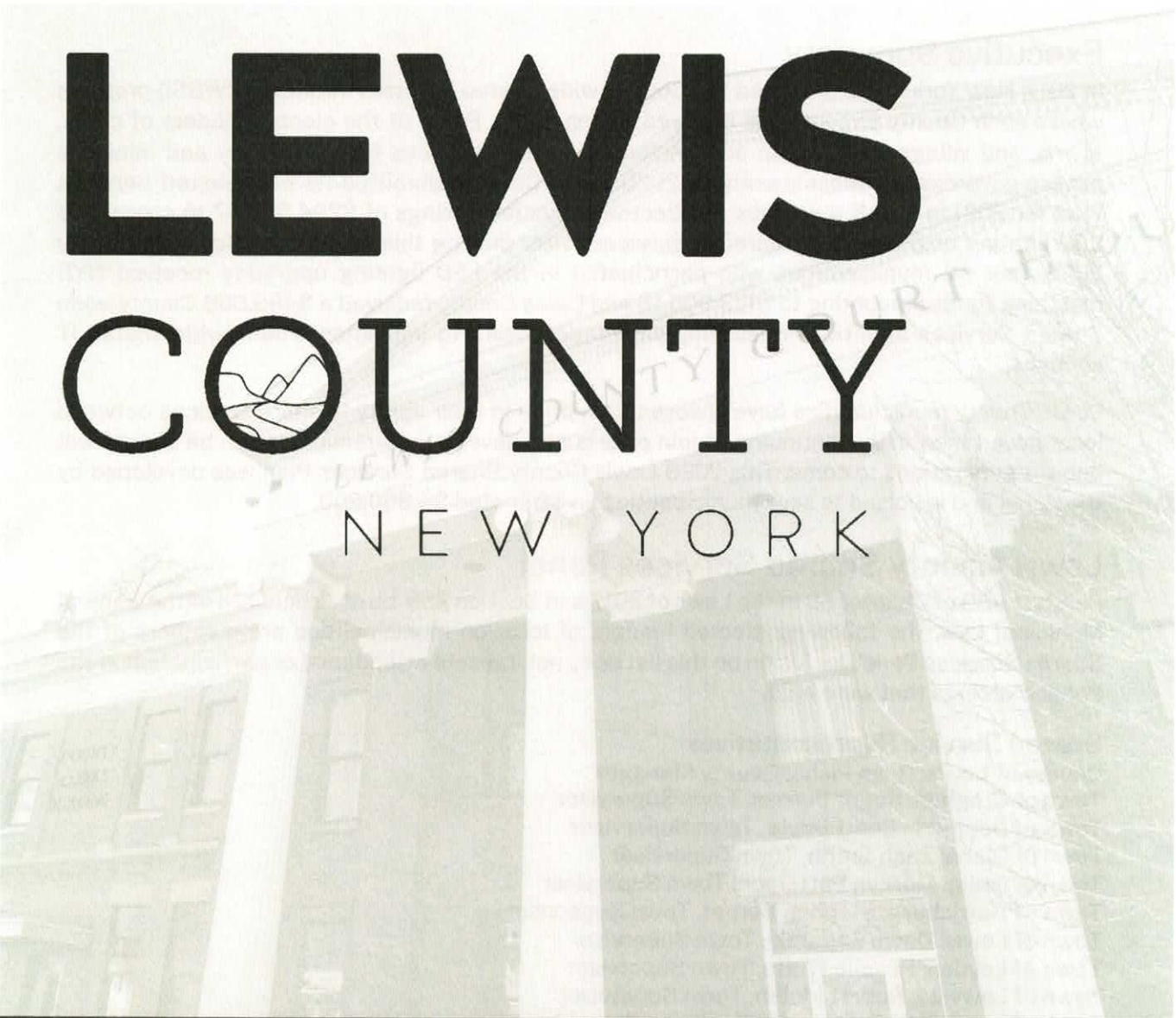
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LEWIS COUNTY NEW YORK

2023 Lewis County Shared Services Plan

Final Plan Submitted 12/29/2023

Executive Summary

In 2017, New York State launched the County-wide Shared Services Initiative (CWSSI) program where each County Executive is required to convene a Panel of the elected leaders of cities, towns, and villages to develop and implement shared services to save money and minimize excess government. Subsequently, in 2020 Lewis County submitted its first Shared Services Plan for 2021 in which there was a collective projected savings of \$294,572.67 to coordinate LED lighting upgrades and shared IT services. After putting this Plan into action, in February 2022, four (4) municipalities who participated in the LED lighting upgrades received NYS matching funds amounting to \$173,865.18 and Lewis County received a \$499,668 County-wide Shared Services Initiative Project Implementation Grant to implement countywide shared IT services.

Lewis County municipalities have always taken pride in their ability to share services between local governments. By continuing to join efforts and develop programs that can be shared will benefit generations to come. This 2023 Lewis County Shared Services Plan was developed by the Panel and is poised to save municipalities an estimated \$4,860,200.

Lewis County Shared Services Panel

Per Part BBB of Chapter 59 of the Laws of 2017 and Section 239-bb of Article 12-I of the General Municipal Law, the following elected leaders of location municipalities are members of the Shares Services Panel. Inclusion on this list does not indicate attendance or participation at the Panel meetings that were held.

Shared Service Representatives

County of Lewis: Ryan Piche, County Manager
Town of Croghan: Roger Burriss, Town Supervisor
Town of Denmark: Scott Doyle, Town Supervisor
Town of Diana: Zach Smith, Town Supervisor
Town of Greig: Marilyn Patterson, Town Supervisor
Town of Harrisburg: Stephen Bernat, Town Supervisor
Town of Lewis: Dawn Zagurski, Town Supervisor
Town of Leyden: Rosalie White, Town Supervisor
Town of Lowville: Robert Mullin, Town Supervisor
Town of Lyonsdale: Trevor Samson, Town Supervisor
Town of Martinsburg: Terry Thisse, Town Supervisor
Town of Montague: Bruce Williams, Town Supervisor
Town of New Bremen: Peter Keys, Town Supervisor
Town of Osceola: Francis Yerdon, Town Supervisor
Town of Pinckney: Sherry Harmych, Town Supervisor
Town of Turin: Jane Gillette, Town Supervisor
Town of Watson: Jeffrey Hoch, Town Supervisor
Town of West Turin: Edward Hayes, Town Supervisor
Village of Castorland: Mervin Moser, Village Mayor
Village of Constableville: Samantha Brown, Village Mayor
Village of Copenhagen: Mark Souva, Village Mayor
Village of Croghan: Julie Robinson, Village Mayor
Village of Lowville: Joseph Beagle, Village Mayor
Village of Lyons Falls: Donna Dolhof, Village Mayor
Village of Port Leyden: Shawn Smith, Village Mayor
Village of Turin: Josh Leviker, Village Mayor

Public Hearings

As required, three (3) public hearings were held on the shared service initiative and the draft Plan. Details regarding said public hearings are as follows:

First Public Hearing

The first public hearing was held on November 7, 2023 at 5:00 PM in the 2nd Floor Legislative Chambers of the Courthouse. Feedback was requested from the public for shared service ideas to be included in the Plan; however, no feedback was received.

Second Public Hearing

The second public hearing was held on December 5, 2023 at 5:00 PM in the 2nd Floor Legislative Chambers of the Courthouse. Feedback was requested from the public for shared service ideas to be included in the Plan; however, no feedback was received.

Third Public Hearing

The third public hearing was held on December 12, 2023 at 10:00 AM in the 2nd Floor Legislative Chambers of the Courthouse. Feedback was requested from the public for shared service ideas to be included in the Plan; however, no feedback was received.

Shared Services Panel Meetings

As required, two (2) Panel meetings with local officials representing each municipality in Lewis County were held. Details regarding said Panel meetings are as follows:

First Panel Meeting

All 25 municipal officials were invited to participate in the first Panel meeting held at the Lewis County Courthouse on October 5, 2023 at 2:00 PM in the 2nd Floor Legislative Chambers of the Courthouse. Ryan Piche provided the Panel with an overview of the CWSSI and asked for suggested projects that they would like included or discussed. The participating Panel members put together a list of projects that were to be researched, refined, and put into draft form for further Panel review and discussion. The draft Plan was distributed to the Board of Legislators on November 3, 2023 for review before the scheduled Panel vote on December 20th, 2023.

Second Panel Meeting

All 25 municipal officials were invited to reconvene in the second Panel meeting on December 20, 2023 at 1:00 PM via Microsoft Teams. Ryan Piche provided the Panel with the final Plan and asked that all Panel participants vote on the proposed 2023 Lewis County Shared Services Plan for projects planned for 2024. While a verbal vote was taken at the virtual meeting, Mr. Piche also requested that each official complete the provided form and submit it to the Lewis County Planning and Community Development Department by December 29, 2023.

2023 Shared Service Projects

Project Title	Project Scope	Participating Municipalities
Solid Waste Management – Radiation Scanner	Purchase of a portable Radiation Monitor/Scanner for Lewis County Solid Waste Facility. A shared municipal radiation waste detector enhances safety by detecting radioactive leaks or threats, allowing prompt response and protection of public health.	Lead Municipality: Lewis County Participating Municipalities: All
Total Projected Savings: \$30,000		
Shared ArcGIS Services	Lewis County will purchase 25 additional ArcGIS licenses and credits for municipalities to access through the Lewis County Real Property Department's contract.	Lead Municipality: Lewis County Participating Municipalities: All
Total Projected Savings: \$10,000		
Green Waste Tub Grinder	Purchase of a green waste tub grinder to be used/deployed to any Town or Village in need of equipment to grind brush, trees, and other green waste in-house versus contracting out the services each year. Equipment will be housed at the new Lewis County Highway garage.	Lead Municipality: Lewis County Participating Municipalities: All
Total Projected Savings: \$1,752,000		
Centralized Truck Technician	With the increased complexity of municipal highway equipment and the high expense of working with private companies to assess and repair this equipment, Lewis County's Highway Department would hire or contract with a Centralized Truck Technician to service all municipalities in Lewis County via IMA.	Lead Municipality: Lewis County Participating Municipalities: All
Total Projected Savings: \$70,000		
Medicare Advantage Alliance	Lewis County will pool the purchasing power with other municipalities to reduce costs, risks, and future rate instability for retiree health coverage by securing competitive coverage and rates for entities participating in the BCPA – Medicare Advantage and Prescription Drug (MAPD) program. This cooperative purchasing initiative is referred to as the "Broome Country Purchasing Alliance."	Lead Municipality: Lewis County Participating Municipalities:
Total Projected Savings: \$2,000,000		
Jet/Vacuuming Machine	Purchase of a combination jet/vacuuming machine to be used/deployed to any Town or Village in need of equipment to clean sewers and complete hydro excavation in-house versus contracting out the services for each. Equipment will be housed at the new Lewis County Highway garage.	Lead Municipality: Lewis County Participating Municipalities: All
Total Projected Savings: \$550,000		

Loader-Mounted Snowblower	Purchase of a loader-mounted snowblower to be used/deployed to any Town or Village in need of snowbank removal. Equipment will be housed at the new Lewis County Highway garage.	Lead Municipality: Lewis County Participating Municipalities: All
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Total Projected Savings: \$280,000

Real Property Department Assessor	In anticipation of multiple assessor vacancies across the County, Lewis County's Real Property Department will enter into an IMA with interested municipalities to provide assessor services. One position is estimated to serve 5 municipalities.	Lead Municipality: Lewis County Participating Municipalities: All Towns
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Total Projected Savings: \$70,000

Real Property Department Data Collector	There is an overwhelming lack of Data Collectors to support the needs of Assessors. Lewis County's Real Property Department will enter into an IMA with interested municipalities to provide Data Collector services to Assessors.	Lead Municipality: Lewis County Participating Municipalities: All Towns
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Total Projected Savings: \$60,000

Book De-binding Equipment	Lewis County's Solid Waste Department has seen an overwhelming need for shared book de-binding equipment. Currently, municipalities and recycling facilities utilize Library equipment to de-bind books; however, the process is cumbersome and the increased demand has resulted in a backlog. Lewis County would purchase a NorTech DB1000 to be used by any agency or municipality in need.	Lead Municipality: Lewis County Participating Municipalities: All
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Total Projected Savings: \$24,000

Water District Maintenance	The Village of Croghan will be cleaning out its municipal filtration beds in 2024 which will require the existing sand to be dug up, transported, and replaced. Rather than hiring a private contractor to complete this project, they will seek out the assistance of the Highway Departments from the Town of Croghan, Town of New Bremen, and Lewis County.	Lead Municipality: Village of Croghan Participating Municipalities: Town of Croghan, Town of New Bremen, and Lewis County
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Total Projected Savings: \$14,200

Total CWSSI Plan Savings: \$4,860,200

The Final 2023 Lewis County CWSSI Plan

The final 2023 CWSSI Plan was approved by the Shared Services Panel on December 20, 2023. With this Plan, Lewis County projects a total anticipated savings of \$4,860,200. All applicable documentation can be found in the Appendixes. In accordance with Section 7.d of the CWSSI law, Ryan Piche has released this Plan to the public and has transmitted it to the Secretary of State with the required certification and accuracy of the projected property tax savings.

RESOLUTION _____ of 2025

RESOLUTION AUTHORIZING THE TOWN OF DENMARK TO ACT AS A CO-APPLICANT WITH LEWIS COUNTY'S SUBMISSION OF A NYS DOS LOCAL GOVERNMENT EFFICIENCY GRANT PROGRAM APPLICATION

WHEREAS, the County of Lewis, as the applicant, and the Town of Denmark as the co-applicant, are eligible to apply for the 2024-2025 Local Government Efficiency Program administered by New York State Department of State and the Division of Local Government Services; and

WHEREAS, the Town of Denmark participated in the 2023 Lewis County Shared Services Plan (the Plan), which describes a shared need for a Jet/Vacuuming Machine and a Loader-Mounted Snowblower among the County of Lewis municipalities; and

WHEREAS, the Plan identified that a shared Jet/Vacuuming Machine can be used/deployed to any Town or Village in need of equipment to clean sewers and complete hydro excavation in-house versus contracting out the services for each municipality; and

WHEREAS, the Plan also identified the need for a Loader-Mounted Snowblower to be used/deployed to any Town or Village in need of snowbank removal; and

WHEREAS, the Plan identified that the equipment will be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the Lewis County Highway Superintendent has also identified the need for a shared Grapplesaw Truck to be used/deployed to any Town or Village in need, which can also be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the NYS DOS Local Government Efficiency (LGE) Grant is provided to municipalities as a funding opportunity to expand or develop new local service delivery initiatives that will reduce the cost of current or future municipal operations and incorporate enhanced technologies and processes to modernize the delivery of local services. The LGE program requires that local governments work together in these efforts to meet the current and emerging needs of their constituents; and

WHEREAS, Lewis County, in collaboration with other Towns and Villages, would be eligible for up to \$1,250,000 in NYS DOS LGE funding to purchase a shared Jet/Vacuuming Machine, Loader-Mounted Snowblower, and Grapplesaw Truck and would need to commit to a 10% cash match.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board authorizes the inclusion of the Town of Denmark as a co-applicant in the submission of a NYS DOS Local Government Efficiency Grant Program application in an amount not to exceed \$1,250,000 towards the costs of the Loader-Mounted Snowblower, Grapplesaw Truck, and Jet/Vacuuming Machine with the 10% cash requirement being contributed by the County.

Section 2. That the Town of Denmark will act as a Co-applicant with the County of Lewis for the 2024-2025 Local Government Efficiency Program.

Section 3. The Board authorizes Supervisor Scott Doyle is hereby authorized to be included as the point of contact for the Town of Denmark.

Section 4. That this resolution shall take effect immediately.

RESOLUTION _____ of 2025

**RESOLUTION AUTHORIZING THE TOWN OF DENMARK TO ACT AS A CO-APPLICANT WITH LEWIS COUNTY'S
SUBMISSION OF ANYS DOS LOCAL GOVERNMENT EFFICIENCY GRANT PROGRAM APPLICATION**

WHEREAS, the County of Lewis, as the applicant, and the Town of Denmark as the co-applicant, are eligible to apply for the 2024-2025 Local Government Efficiency Program administered by New York State Department of State and the Division of local Government Services; and

WHEREAS, the Town of Denmark participated in the 2023 Lewis County Shared Services Plan (the Plan), which describes a shared need for a Jet/Vacuuming Machine and a Loader-Mounted Snowblower among the County of Lewis municipalities; and

WHEREAS the Plan identified that a shared Jet/Vacuuming Machine can be used/deployed to any Town or Village in need of equipment to clean sewers and complete hydro excavation in-house versus contracting out the services for each municipality; and

WHEREAS, the Plan also identified the need for a Loader-Mounted Snowblower to be used/deployed to any Town or Village in need of snowbank removal; and

WHEREAS, the Plan identified that the equipment will be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the Lewis County Highway Superintendent has also identified the need for a shared Grapplesaw Truck to be used/deployed to any Town or Village in need, which can also be purchased and managed by the Lewis County Highway Department; and

WHEREAS, the NYS DOS Local Government Efficiency (LGE) Grant is provided to municipalities as a funding opportunity to expand or develop new local service delivery initiatives that will reduce the cost of current or future municipal operations and incorporate enhanced technologies and processes to modernize the delivery of local services. The LGE program requires that local governments work together in these efforts to meet the current and emerging needs of their constituents; and

WHEREAS, Lewis County, in collaboration with other Towns and Villages, would be eligible for up to \$1,250,000 in NYS DOS LGE funding to purchase a shared Jet/Vacuuming Machine, Loader-Mounted Snowblower, and Grapplesaw Truck and would need to commit to a 10% cash match.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Board authorizes the inclusion of the Town of Denmark as a co-applicant in the submission of a NYS DOS Local Government Efficiency Grant Program application in an amount not to exceed \$1,250,000 towards the costs of the Loader-Mounted Snowblower, Grapplesaw Truck, and Jet/Vacuuming Machine with the 10% cash requirement being contributed by the County.

Section 2. That the Town of Denmark will act as a Co-applicant with the County of Lewis for the 2024-2025 Local Government Efficiency Program.

Section 3. The Board authorizes Supervisor Scott Doyle is hereby authorized to be included as the point of contact for the Town of Denmark.

Section 4. That this resolution shall take effect immediately.

[DATE]

Mr. Mark Pattison
Deputy Secretary of State for Local Government
New York Department of State, Division of Local Government Services
One Commerce Plaza
99 Washington Avenue
10th Floor, Suite 1015
Albany, NY 12231-0001

Dear Mr. Pattison,

On behalf of the Town of Denmark, and as a member of the 2023 Lewis County Shared Services Panel, I am writing to express our support for the Local Government Efficiency Program Application for funding, which Lewis County is submitting as the Primary Applicant. As a Co-Applicant for funding, we support the County's efforts to secure the purchase of a Hydro Vac Truck, Loader-Mounted Snowblower, and Grapplesaw Truck for shared use by the Towns and Villages in the County.

The Town of Denmark, would benefit from the availability of these three pieces of equipment, both for cost savings and overall convenience of use. We would not be able to afford this equipment outright, nor would we have a viable location to store it when not in use, so the partnership with Lewis County is an ideal opportunity to ensure access to the benefits. By purchasing one set of equipment for shared use, we will ensure significant cost savings to our taxpayers, including both initial purchase costs and subsequent maintenance and storage costs over the lifetime of the equipment. Furthermore, leasing the equipment when needed would also be untenable due to the high cost and lack of timeliness when needed. Having the equipment located in the County will ensure that we have prompt, convenient access when needed, and sharing the equipment presents a valuable opportunity to eliminate duplicate costs of owning similar equipment in each municipality. According to the 2023 Shared Services Plan, the total projected savings between municipalities for sharing the Hydro Vac Truck and Loader Mounted Snowblower, in lieu of contracting out these services as needed or purchasing duplicative equipment, was \$830,000. We could anticipate even higher overall savings with shared use of the Grapplesaw truck.

In addition to preventative and typical roadway or infrastructure maintenance, each piece of equipment will prove valuable in response to severe weather events that have become more frequent due to climate change, improving our community's resiliency and ability to mediate severe damages. The Hydro Vac Truck will ensure that we are able to keep our drainage systems clear of debris, including clearing or minimizing buildup or blockages after storm events to improve flow and reduce possible damages. The Loader-Mounted Snowblower will assist in clearing roads and snowbanks both during and after storms, which reduce visibility at key intersections or parking areas throughout the community. This will improve public safety

outcomes during our frequent lake effect snow or winter weather events of heavy snowfall. And finally, the Grapplesaw Truck can be implemented to clear larger debris and tree blockages in our waterways and other critical locations to protect our roadways and infrastructure from additional flooding damages during and after severe weather events. This protects both community members and our employees, as using the Grapplesaw Truck to remove trees can be a much safer option than other methods.

We ask that you please give us your full consideration as a co-applicant for the Local Government Efficiency Program funding alongside Lewis County.

Sincerely,

Signature

Denmark Supervisor