

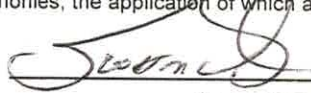
Account#	Account Description	Fee Description	Qty	Local Share
A1081	Payment In Lieu of Taxes	Annual Payment	2	18,533.83
			Sub-Total:	\$18,533.83
A1255	Conservation	Conservation	1	1.66 ✓
			Sub-Total:	\$1.66
A1601	Marriage License	Marriage License Fee	1	17.50
			Sub-Total:	\$17.50
A2544	Dog Licensing	Female, Spayed	13	117.00
		Female, Unspayed	2	34.00
		Male, Neutered	11	99.00
		Male, Unneutered	1	17.00
	late fee	late fee	2	10.00
			Sub-Total:	\$277.00
B1603	Registrar Fees	Registrar	1	10.00
			Sub-Total:	\$10.00
B2110	Planning Board Fees	Filing Fee	1	50.00
			Sub-Total:	\$50.00
DA9060.8	A health insurance contribution	A health insurance contribution	2	2,043.78
	Yancey 2025: Nov. 1 - Apr. 30	Yancey 2025 - Nov.1 - Apr. 30	1	721.89
	Yancey Health Insurance - Jan. 1 - Apr. 30 2024	DA 2024 Health Ins. - Yancey	1	688.23
			Sub-Total:	\$3,453.90 ✓
SW1-2140	Metered Sales	Useage Fee	2	462.68 ✓
			Sub-Total:	\$462.68
SW1-2144	EDU Charge	EDU	2	230.00 ✓
			Sub-Total:	\$230.00
SW1-2148	Penalties	late fee	2	42.40 ✓
			Sub-Total:	\$42.40
			Total Local Shares Remitted:	\$23,078.97
Amount paid to:	NYS Ag. & Markets for spay/neuter program			33.00
Amount paid to:	NYS Environmental Conservation			28.34
Amount paid to:	State Health Dept. For Mariage Licenses			22.50
Total State, County & Local Revenues:	\$23,162.81 ✓	Total Non-Local Revenues:		\$83.84

*Yancey
December +
January*

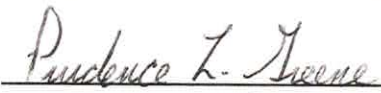
*P. Jones
March
April*

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

2-10-25
Date


Town Clerk

3/10/2025
Date

Analysis of Collections
by transactionDate

3/10/25

Page 1 of 1

Date	Qty	Taxes collected	Interest paid	Penalty paid	Installment Fees Paid	Daily total collected	Total overall collections
1/2/25	13	12,915.62	0.00	0.00	0.00	12,915.62	12,915.62
1/6/25	63	110,600.93	0.00	0.00	34.76	110,635.69	123,551.31
1/7/25	42	53,329.55	0.00	0.00	0.00	53,329.55	176,880.86
1/8/25	36	30,282.24	0.00	0.00	0.00	30,282.24	207,163.10
1/9/25	12	10,039.78	0.00	0.00	0.00	10,039.78	217,202.88
1/10/25	29	47,405.89	0.00	0.00	67.67	47,473.56	264,676.44
1/13/25	77	110,650.92	0.00	0.00	87.79	110,738.71	375,415.15
1/14/25	65	95,824.57	0.00	0.00	113.84	95,938.41	471,353.56
1/15/25	15	18,429.50	0.00	0.00	26.30	18,455.80	489,809.36
1/16/25	40	51,920.94	0.00	0.00	0.00	51,920.94	541,730.30
1/17/25	32	36,647.74	0.00	0.00	0.00	36,647.74	578,378.04
1/22/25	126	210,799.32	0.00	0.00	68.74	210,868.06	789,246.10
1/23/25	92	96,063.20	0.00	0.00	133.33	96,196.53	885,442.63
1/24/25	2	1,701.81	0.00	0.00	0.00	1,701.81	887,144.44
1/27/25	171	268,926.76	0.00	0.00	476.22	269,402.98	1,156,547.42
1/28/25	40	48,705.91	0.00	0.00	43.33	48,749.24	1,205,296.66
1/30/25	298	551,820.83	0.00	0.00	263.15	552,083.98	1,757,380.64
1/31/25	124	177,054.23	0.00	0.00	302.28	177,356.51	1,934,737.15
01.25	1,277	1,933,119.74	0.00	0.00	1,617.41	1,934,737.15	1,934,737.15
Totals:	1,277	1,933,119.74	0.00	0.00	1,617.41	1,934,737.15	1,934,737.15

Analysis of Collections
by transactionDate

3/10/25

Page 1 of 1

Date	Qty	Taxes collected	Interest paid	Penalty paid	Installment Fees Paid	Daily total collected	Total overall collections
2/3/25	47	93,941.76	36.72	0.00	17.39	93,995.87	93,995.87
2/4/25	2	3,129.74	31.30	0.00	0.00	3,161.04	97,156.91
2/5/25	5	6,422.46	51.52	0.00	0.00	6,473.98	103,630.89
2/6/25	2	635.55	1.89	0.00	0.00	637.44	104,268.33
2/10/25	32	95,248.89	198.53	0.00	52.36	95,499.78	199,768.11
2/11/25	2	4,626.52	46.27	0.00	0.00	4,672.79	204,440.90
2/14/25	2	1,954.98	19.55	0.00	0.00	1,974.53	206,415.43
2/18/25	7	12,994.17	129.93	0.00	0.00	13,124.10	219,539.53
2/19/25	6	4,037.11	40.37	0.00	0.00	4,077.48	223,617.01
2/20/25	2	5,238.25	52.39	0.00	0.00	5,290.64	228,907.65
2/24/25	4	9,428.64	94.28	0.00	0.00	9,522.92	238,430.57
2/25/25	7	5,434.50	54.34	0.00	0.00	5,488.84	243,919.41
2/27/25	13	22,194.57	218.20	0.00	0.00	22,412.77	266,332.18
02.25	131	265,287.14	975.29	0.00	69.75	266,332.18	266,332.18
Totals:	131	265,287.14	975.29	0.00	69.75	266,332.18	266,332.18

Scott J. C.

3-10-25

Purdence L. Neene

3/10/2025

Town Supervisor

Date

Town Clerk

Date

Voucher #	Vendor	Account	Amount	Purchase
30	Brenntag Lubricants	DA-5130.41	\$ 427.64	Grease
31	Farney's Inc	DA-5130.41	\$ 28.93	Cut Wheel-3 wire plug
32	Gillees Auto	DA-5130.41	\$ 587.31	light, flasher, cement caulk, disp gloves, wipers, pent oil pb bla
33	Tracey Rds	DA-5130.41	\$ 13.98	window switch
34	Triple Cities	DA-5130.41	\$ 79.78	1/2 x 1/2 valve
35	Whitesboro plow	DA-5130.41	\$ 857.08	front left spring
36	American Rock Salt	DA-5142.4	\$ 6,671.69	treated salt
37	Christman Fuels	DA-5142.4	\$ 23,904.72	Gas & Diesel
38	Tenco	DA-5142.4	\$ 35.96	o rings
39	Unifirst	DA-5142.4	\$ 140.18	Rags & Uniforms
40	Verizon Connect	DA-5142.4	\$ 122.15	GPS
Total			\$ 32,869.42	

**Town of Denmark
Dog Control Report
2/1/2024 - 2/28/2025**

Total dogs for the month: 1

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

Total dogs for the year: 1

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

- 5 calls for service; 2 calls after hours
- **#007-2025D** picked up on Zecher Rd. (Lewis/Jefferson County Line). Dispatch call reporting State Police had found a GSP running loose. The dog is ~65 lbs., intact male, black & white, ~ 3 years old
- 1 warning letter sent in the mail for 15 unlicensed dogs

On-going items

- Owner of the 15 dogs on SR3 have licensed 5 of the 15 this month.

Re: Wilna/LeRay IMA

From Dog Control <dogcontrol@townofdenmarkny.org>
Date Thu 3/6/2025 3:43 PM
To Scott Doyle <supervisordoyle@townofdenmarkny.org>
Cc Prudence Greene <TownClerk@townofdenmarkny.org>

Scott~

Regarding the IMA with Wilna & LeRay... I am a Town of Wilna employee that covers the Towns of Wilna & LeRay during the regular workday (and after hours when needed).

I am not interested in being an independent contractor for the very same reasons you stated in your email.

What would be beneficial, would be for me to have the ability to handle any/all Denmark calls during the same work day. Right now, (unless it's a true emergency) anything Denmark related isn't addressed until after 4 pm Monday - Friday. If the Town of Denmark is content with this arrangement, I'm happy to continue doing Denmark things after 4 pm.

This isn't a pressing issue at all. Merely, a topic of discussion that I'd like the Town of Denmark to consider.

~Lindsay



Lindsay Hess, DCO

3707 Roberts Rd.
Carthage, NY 13619
(315)775-8844

dogcontrol@townofdenmarkny.org

Serving the towns of Denmark, LeRay, New Bremen & Wilna

From: Scott Doyle <supervisordoyle@townofdenmarkny.org>
Sent: Monday, March 3, 2025 9:00 AM
To: Dog Control <dogcontrol@townofdenmarkny.org>
Cc: Prudence Greene <TownClerk@townofdenmarkny.org>; Scott Doyle <supervisordoyle@townofdenmarkny.org>
Subject: RE: Wilna/LeRay IMA

Ms. Hess,

I'm trying to understand what the reason for would be for this. Are they entering into a contract with you as an independent contractor?

After reviewing this I see several concerns:

If we follow as Leray did, you would no longer be a Town of Denmark employee. You would be an independent contractor. If you are an independent contractor, the deputies you have would work for you, not for the Town of Denmark.

You as an independent contractor would be required to provide proof of liability & compensation insurance, not just for you but for your employees. This is why we quit issuing 1099's for this position and made it a Town of Denmark "employee", instead of a contracted position. Mr. Astafan was an independent contractor, who had his own assistant. He paid his assistant, but we didn't have proof of insurance. The position being appointed protects the Town and the Dog Control Officer.

Denmark does not budget 3 years in advance, yet the IMA is for 3 years, listing the salary payable.

I can present to the board in March, however the employee vs independent contractor issue was based on discussion with the Town attorney several years ago. I am not currently in favor of the IMA.

Scott

From: Dog Control <dogcontrol@townofdenmarkny.org>
Sent: Friday, January 24, 2025 2:33 PM
To: Scott Doyle <supervisordoyle@townofdenmarkny.org>
Cc: Prudence Greene <TownClerk@townofdenmarkny.org>
Subject: Wilna/LeRay IMA

Scott~

As requested, please find attached to this email a copy of the IMA agreement between Wilna & LeRay. If anything further is needed please let me know.

~Lindsay



Lindsay Hess, DCO

3707 Roberts Rd.
Carthage, NY 13619
(315)775-8844

dogcontrol@townofdenmarkny.org

Serving the towns of Denmark, LeRay, New Bremen & Wilna

March 2025

MUNICIPAL MANAGEMENT MONTHLY ANNOUNCEMENTS

RACOG UPDATES

- **RACOG Economic Visioning Summit**

The summit will be on April 30, 2025 from 8:30 am to 2:00 pm. It will be located at Jefferson Lewis BOCES Howard G. Sackett Technical Center. Registration is free and you can register here: <https://tinyurl.com/racogeconomicsummit2025> (Agenda Included)

- **Student Activity & Outreach**

February 24, 2025 - Copenhagen Central School Board Meeting
February 27, 2025 - Lowville Academy Career Day - Mickey Dietrich, Jillian Lee, and Christopher Barboza
March 4, 2025 - AOT Seal of Civic Readiness Meeting
March 10, 2025 - Lowville School Board Meeting
March 20, 2025 - BOCES Career Day
? - Student Board Meeting
Student Survey - We have gotten about 45 surveys so far and have more coming from another school.

- **Water/Wastewater**

Wastewater Operator Training - Currently, BOCES is looking for an instructor to teach this course.
Water/Wastewater Operator - The village of Castorland is looking into a potential shared operator with other municipalities or to potentially hire a part-time operator.

- **RACOG Membership**

The village of Croghan has sent a letter to join RACOG and the town of Rutland has also expressed interest.

- **RACOG Associate Circuit Riders**

Paul Shepard is continuing as an associate for this year. Patrick Brady will be moving up to the commission staff in the near future. There has been interest from senior high school students in the position.



UPCOMING

Next RACOG Meeting

May 22, 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](#)

RACOG Economic Visioning Summit

April 30, 2025

Howard G. Sackett Technical Center

Register Online: [Click Here](#)

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

- **Wetland Webinar for Municipalities**

Training: The NYS Department of Environmental Conservation will host a wetlands webinar, Navigating New Waters: Understanding DEC's Freshwater Wetland Regulations for NY Municipalities,

Location: Webinar

Dates: March 5, 2025 10:00 a.m. to 11:00 a.m.

Website/Registration: [Click Here](#)

- **DEC Wetlands Regulations**

Training: The training session will provide an in-depth overview of the recent updates to the Article 24 Regulated Freshwater Wetlands Program regulations, which took effect on January 1, 2025.

Location: Lewis County Outdoor Services Building | 7356 East Rd Lowville, NY or Virtual

Dates: March 6, 2025 12:00 to 1:00 p.m.

Website/Registration: [Click Here](#) Virtual Registration

- **Erosion and Sediment Control Training**

Training: The Jefferson County Soil and Water Conservation District is hosting a NYS Department of Environmental Conservation (NYSDEC) approved Four-Hour Erosion and Sediment Control Training to help contractors and developers meet stormwater permit requirements.

Location: Gathering Barn at Old McDonald's Farm, 14369 County Route 145, Sackets Harbor

Dates: March 6, 2025 8:00 a.m. to 12:00 p.m.

Website/Registration: [Click Here](#)

- **RACOG Economic Visioning Summit**

Training: Economic Visioning Summit

Location: Howard G. Sackett Technical Center

Dates: April 30, 2025

Website/Registration: [Click Here](#)

GRANTS

- **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](#)

- **ConnectALL Digital Equity Grant Applications Open**

This competitive initiative will provide two-year grants to organizations and partnerships working to bridge the digital divide through high-quality digital literacy training, device access programs, digital privacy skills development and inclusive support services.

Due Date: March 24, 2025

Website: [Click Here](#)

- **DEC's School Seedling Program**

Schools and youth education organizations across New York are invited to apply for 25 free seedlings through the School Seedling Program until March 28 to plant with students.

Due Date: March 28, 2025

Website: [Click Here](#)

- **Records Management Grants**

The New York State Archives has announced that they are now accepting applications for the 2025-2026 Local Government Records Management Improvement Fund (LGRMIF) grant cycle.

Due Date: March 31, 2025

Website: [Click Here](#)

- **EFC Green Innovation and Wastewater Grants**

New York State Environmental Facilities Corporation (EFC) recently announced the application period is open for the Green Innovation Grant and Wastewater Infrastructure Engineering Planning Grant programs.

Due Date: April 11, 2025

Website: [Click Here](#)

TRAININGS

- **American Chestnut Research and Restoration Project**

Training: Join us for an exciting webinar with Dakota Matthews, molecular lab manager for the American Chestnut Research and Restoration Project at SUNY College of Environmental Science and Forestry, as we explore efforts to restore this iconic American tree.

Location: Webinar

Dates: March 12, 2025 6:00 p.m.

Website/Registration: [Click Here](#)

- **Small Wastewater Systems Funding**

Training: Join the Environmental Finance Center Network and their partners on March 18th.

Location: Webinar

Dates: March 18, 2025 1:00 p.m. to 2:00 p.m.

Website/Registration: [Click Here](#)

- **NYSLRS Record of Activities – Elected and Appointed Officials”**

Training: This webinar will explain how the New York State and Local Retirement System (NYSLRS) determines service credit for elected and appointed officials.

Location: Webinar

Dates: March 19, 2025 10:00 a.m. to 11:00 a.m.

Website/Registration: [Click Here](#)

GRANTS

- **Naturally Lewis Grant Applications**

Naturally Lewis has opened its 2025 grant applications for businesses, community organizations, school districts, and youth. Grant opportunities are available for projects that build business, support existing businesses experiencing unforeseen expenses, support startup entrepreneurs, small-scale projects, high school students, and vacant properties in downtown areas.

Due Date: Various Dates

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](#)

- **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

- **Community Roundtables: Advancing Agrivoltaics in New York**

Training: American Farmland Trust and the Tug Hill Commission are hosting a series of roundtables to discuss agrivoltaics - integrating solar energy development and farming on the same piece of land.

Dates/Location: Roundtable #3: Wednesday, March 26, 2025, 6:00-8:00 p.m. @ Cornell Cooperative Extension of Jefferson County, 203 N Hamilton St, Watertown, NY 13601

Roundtable #4: Thursday, March 27, 2025, 6:00-8:00 p.m. @ Howard G. Sackett Technical Center, 5836 NY-12, Glenfield, NY 13343

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](#)

- **NYS Town Clerk's Association Conference**

Training: Clerk's Association Conference

Location: Marriott Downtown Syracuse

Dates: April 27 - 30, 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

Rabies Clinic

Lewis County Public Health and Countryside Veterinary Clinic are sponsoring a rabies vaccination clinic for all dogs, cats and ferrets 3 months of age or older.



May 5, 2025	Constableville Fire Hall	7-8 PM
May 7, 2025	Copenhagen Fire Hall	7-8 PM
May 12, 2025	Harrisville Fire Hall	7-8 PM
May 14, 2025	New Bremen Fire Hall	7-8 PM
May 15, 2025	Osceola Town Barn	5-6 PM
May 15, 2025	West Leyden Fire Hall	7-8 PM
May 19, 2025	Lyons Falls Fire Hall	7-8 PM
May 21, 2025	Lowville Town Barn	7-8 PM

A \$15 donation per pet is suggested to defray the cost of the vaccine and clinic staffing.

Please have all dogs on a leash and cats & ferrets in a carrier or strong pillowcase/sack.

Please provide a record of previous vaccination.

All pets must be vaccinated (minimum 12 weeks old), even if an indoor pet.

received
3/4/2025 SKC

February 24, 2025

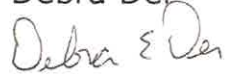
Town of Denmark Board,

It is with great sadness that I am writing this letter to inform you that due to my current medical condition I am unable to fulfill my duties as a planning board member and as a BAR chairman.

It has been my privilege to serve the community for many years. I will miss serving the town and community.

Sincerely,

Debra Der





NEWYORK-03

MTENNARD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Quantum Insurance Services LLC 760 Route 10 W Suite 201 Whippany, NJ 07981	CONTACT NAME: Kipp Case PHONE (A/C, No, Ext): (973) 813-3369 FAX (A/C, No): (973) 813-3242 E-MAIL ADDRESS: Kipp@quantuminsurancenj.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Markel Insurance Company	
NAIC # 38970	
INSURED	INSURER B :
New York State Snowmobile Association PO Box 134 Oakfield, NY 14125 Club: Barnes Corners Sno-Pals, Inc.	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES


CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A X	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> OTHER: <input type="checkbox"/>	X		MKM-00005504384-00	4/22/2024	4/22/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MKA-00005504383-00	4/22/2024	4/22/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
CERTIFICATE HOLDER IS INCLUDED AS ADDITIONAL INSURED, WITH RESPECT TO GENERAL LIABILITY COVERAGE, FOR OPERATIONS OF THE NAMED NYSSA CLUB ON THE CERTIFICATE HOLDER'S PREMISES.

CERTIFICATE HOLDER DISTRICT: Lewis TAX MAP ID: Town of Denmark Denmark 3707 Roberts Road Carthage, NY 13619	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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WE ARE YOUR DOL



Department
of Labor

BUREAU OF PUBLIC WORK A Guide For Contracting Agencies

RESPONSIBILITIES OF THE CONTRACTING AGENCY

A Contracting Agency (Department of Jurisdiction) includes:

- A state department, agency, board or commission
- A county, city, town or village
- A school district, board of education or board of cooperative educational services
- A sewer, water, fire, improvement and other district corporation
- A public benefit corporation
- A public authority awarding a public work contract

The Contracting Agency awarding a public work contract must obtain a Prevailing Rate Schedule listing the hourly rates of wages and supplements due the workers employed on a public work project. To obtain a schedule, submit by mail, fax, or online, a "Request for Wage and Supplement Information" form (PW-39) to the Bureau of Public Work. The Prevailing Rate Schedule must be included in the specifications for the contract to be awarded and is deemed part of the public work contract.

After the award of a contract, by law the Contracting Agency must furnish the following information to the Bureau:

- The name and address of the contractor
- The date the contract was awarded
- The approximate dollar value of the contract

To aid compliance with this provision of the Labor Law, a copy of the Department of Labor's "Notice of Contract Award" form (PW-16) is included with the original Prevailing Rate Schedule, and can also be submitted online.

The Contracting Agency must notify the Bureau of the completion or cancellation of any public work project. The Department of Labor's "Notice of Completion/Cancellation of Project" form (PW-200) is included with the original Prevailing Rate Schedule, and can also be submitted online.

HOURS

No laborer, worker, or mechanic in the employ of a contractor or subcontractor engaged in the performance of any public work project shall be permitted to work more than eight hours in any day or more than five days in any week, except in cases of extraordinary emergency.

PREVAILING RATE SCHEDULE

The Contracting Agency must provide complete copies of the Prevailing Rate Schedule to all prime contractors. They, in turn, must provide copies to each subcontractor and obtain an affidavit certifying the schedule was received.

The Commissioner of Labor makes an annual determination of the prevailing rates. This determination is in effect from July 1 through June 30 of the following year. All assigned Prevailing Rate Schedules automatically update to the newly determined annual rates on July 1.

Both the annual determination and the updated assigned Prevailing Rate Schedules are available on the Department of Labor web site: www.labor.ny.gov

OSHA 10-HOUR COURSE

All workers on public work projects of at least \$250,000 are required to have taken this safety course. The provisions of this requirement must be included in the bid and contract documents.

PAYROLLS AND PAYROLL RECORDS

Every contractor and subcontractor must keep original payrolls or transcripts subscribed and affirmed as true under penalty of perjury.

At a minimum, payrolls must show the following information for each person employed on a public work project:

- Name
- Social Security Number (last four digits)
- Classification(s) in which the worker was employed
- Hourly wage rate(s) paid
- Supplements paid or provided
- Daily and weekly number of hours worked in each classification

Every contractor and subcontractor shall submit to the Contracting Agency, within 30 days after issuance of its first payroll and every 30 days thereafter, a transcript of the original payrolls, subscribed and affirmed as true under penalty of perjury.

The filing of payrolls is a condition of payment. The prime contractor is responsible for any underpayments of prevailing wages or supplements by any subcontractor.

All contractors or their subcontractors shall provide to their subcontractors a copy of the Prevailing Rate Schedule specified in the public work contract.

The Contracting Agency is also required to collect and maintain payroll records for five years from the date of the completion of the work, as well as designate in writing an individual in their employ to be responsible to collect certified payrolls and review them for validity.

WITHHOLDINGS

The Contracting Agency is required to withhold and retain funds when directed by the Bureau. The funds may not be released until notified by the Bureau.

CONTACT INFORMATION

New York State Department of Labor
888-469-7365
www.labor.ny.gov

Bureau of Public Work and Prevailing Wage Enforcement
Utica District Office: Ben Little @ 315-793-2314

Amanda Fletcher

Public Work Contractor and Subcontractor Registry

Starting December 30, 2024, all contractors and subcontractors submitting bids or performing construction work on public work projects or private projects covered by Article 8 of the Labor Law are required to register with the New York State Department of Labor (NYSDOL) under Labor Law Section 220-i.

Private projects subject to Article 8 of the Labor Law include those covered by Labor Law Sections 224-a (public subsidy funded projects), 224-d (renewable energy systems), 224-e (broadband projects), 224-f (climate risk-related and energy transition projects, and roadway excavations).

The law defines a "contractor" as any entity entering into a contract to perform construction, demolition, reconstruction, excavation, rehabilitation, repair, installation, renovation, alteration, or custom fabrication. The law defines "subcontractor" as any entity subcontracting with a contractor to perform construction, demolition, reconstruction, excavation, rehabilitation, repair, installation, renovation, alteration, or custom fabrication, which is subject to Article 8 of the Labor Law. Contractors are responsible for verifying that any subcontractors they work with are registered.

Contractors need to register before submitting any new bids or commencing new work on a covered project on or after December 30, 2024. Subcontractors need to register before commencing new work on a covered project on or after December 30, 2024. NYSDOL encourages all contractors and subcontractors to register as soon as possible to obtain a Certificate of Registration to avoid negatively impacting a bidding period or project schedule.

For more information regarding public work and prevailing wage, scan the QR code or visit our website:

<https://dol.ny.gov/bureau-public-work-and-prevailing-wage-enforcement>



How to Access the Public Work Contractor Registry Database



Scan the QR code or visit <https://dol.ny.gov/public-work-contractor-and-subcontractor-registry-dashboard>

How to Access from labor.ny.gov

1. Visit labor.ny.gov.
2. Hover mouse/cursor over “Workforce Protection” and select “Public Work and Prevailing Wage Enforcement.”



3. Click on “Contractor Registry Info and Links.”



4. Scroll down 2/3rd and click “View Dashboard” on the right.



Utilizing the Database

1. Scroll down to the map and search for a location or a contractor’s name in the appropriate field



Search by Geography:

1. Select State or Province:


2. Select City/Town:

7,426 Active Certificates

Search by Business Name or Certificate Number:

Search by Business Name:

Search by Certificate Number:

2. Select the correct option from the drop-down menu. Click on the highlighted location on the map for a list of contractors in that area.
3. For more information, click the “i” to the right of the contractor’s name. 

Tip: You can select multiple zip codes by clicking on the map and dragging your cursor to create a selection



Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality: Denmark

Month Reviewed: January, 2024 Through December, 2024

Name of Justice:

Sandra Dunn

Review Performed By:

Darlene Rowsam
Peter Jones

Date:

2/20/2025
2/26/2025

Annual Checklist for Review of Justice Court Records

Yes No

Cash Receipts Book

- ▶ Are pre-numbered receipt forms issued for all collections? ✓
- ▶ Are duplicate receipts kept for court records? ✓
- ▶ Are receipts recorded up-to-date? ✓
Last recorded receipt:
 # 18910 Date 2/19/2025 Amount 150.⁰⁰
- ▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection? ✓
- ▶ Are deposits identified? ✓
- ▶ Are duplicate deposit slips kept for court records? ✓
- ▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)? ✓
- ▶ Are deposits recorded up-to-date? ✓
Last recorded deposit:
 Date 2/20/25 Amount 2558.⁰⁰
- ▶ Is the receipt book totaled and summarized at the end of each month? ✓
Last Month Totaled and Summarized December, 2024

Cash Disbursements Book

- ▶ Are pre-numbered checks used for all disbursements other than petty cash? ✓
- ▶ Are all checks signed by the Justice? ✓
- ▶ Are canceled checks (or check images) returned with bank statements and kept for court records? ✓
- ▶ Are checks recorded up-to-date?
Last recorded check:
 # 1082 Date 2/19/2025 Amount 997.⁰⁰

Bank Reconciliations

- ▶ Are bank accounts reconciled promptly after bank statements are received? ✓
Last Bank Reconciliation for Each Bank Account:
 Date Performed 2/5/2025 Month Ending 1/31/25

Additional Supporting Records

- ▶ Is a list of bail maintained? ✓
- ▶ Is a record of uncollected installment payments maintained? ✓

Annual Checklist for Review of Justice Court Records

Yes No

Dockets and Case Files

- ▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims? Yes No
- ▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address. Yes No
- ▶ Do dockets for disposed cases appear to be complete? Yes No
- ▶ Do dockets for disposed cases agree with amounts reported? Yes No

Cash Book Reconciliation

- ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? Yes No
- ▶ Does the cash book total agree with the bank reconciliation and supporting information? Yes No

Last Cash Reconciliation:

Date Performed 2/5/2025 Month Ending January 31, 2025

Reports to the Division of Criminal Justice Services

- ▶ Are reports made timely to the Division of Criminal Justice Services? Yes No
- ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ Yes No

Reports to the Justice Court Fund

- ▶ Are reports made timely to the Justice Court Fund? Yes No
- ▶ Do reported amounts agree with docket dispositions and case files? Yes No
- ▶ Do reported amounts agree with cash receipt and disbursement books?
Last report submitted: Month Ending _____ Date _____ Amount _____ Yes No
- ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ Yes No

Annual Checklist for Review of Justice Court Records

Yes No

Reporting to the Department of Motor Vehicles - TSLED Program

- ▶ Has the court received any notices regarding pending cases?
If yes, why were the cases pending and what corrective actions were taken, if any _____

Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- ▶ Are reports from TSLED to the court maintained and utilized?
Last TSLED Report Available: Date 1/31/2025

Note: Courts can access reports on-line from TSLED at any time.

- ▶ How many cases are shown as pending in the last TSLED report? _____

- ▶ Does the cash book total agree with the bank reconciliation and supporting information?

- Is the number of pending cases reasonable? _____
- How many cases are shown as pending for more than 90 days? _____
- What actions have been taken to dispose of these cases? _____

Overall Evaluation

Excellent records organization + bookkeeping process.
We appreciated the fact that Judge Dunn
was present during the audit process and was
able to address any and all questions +
concerns promptly + thoroughly.

2/20/25 Warlene Reusam
Council member
2/20/25 Peter Jones