

The regular monthly meeting of the Town of Denmark Town Board was scheduled for January 21, 2025, but was rescheduled due to a snowstorm. The meeting was held on January 23, 2025, at 6:00pm, at the Town of Denmark municipal building.

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

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

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

Also present:

Town Clerk Prudence Greene
Supt. of Highways Pat Mahar
Dep Supt. of Highways James Der
DCO Lindsay Hess
Jessica Moser, Lewis County Legislator (enters at 6:03pm)

Councilmember Rowsam offered a motion, seconded by Councilmember Fazio, to approve the minutes of the December 16, 2024, meeting as prepared by Clerk Greene. Vote recorded as 5 aye, 0 no.

Councilmember Fazio made a motion, seconded by Councilmember Jones, to accept the agenda. Vote recorded as 5 aye, 0 no.

Reports of Departments:

Supervisor's Report

Financial reports including reconciliation of all accounts and budget vs. actual reports for December 2024 were reviewed. Several resolutions will be needed to transfer funds within the 2024 budget to balance lines. Those resolutions will be later in the meeting.

Supervisor Doyle discussed NYCLASS Interest Income earned in 2024 totaling \$75,841.41.

Supervisor Doyle reported that the Clean Energy Communities (CEC) Grant in the amount of \$5,000.00 was approved and has been received. It will be used for the parking lot / sidewalk project planned for later in 2025.

The boiler inspection has been completed, and a repair was made to a leaking pressure relief valve.

The West Carthage Fire Department has installed the KnoxBox for building access.

Discussion was held on the 2 plow trucks on order. The Town has been allowed to participate in a \$5,000 discount program for each truck, so the price of the trucks has been reduced to \$150,776.55 each and after adding the plow packages the total cost will be \$310,802.00 each. Supervisor Doyle has developed a plan for paying for the equipment that does not include any financing.

The 1st truck has been ordered and \$150,776.00 will be due within 30 days of its delivery to Viking/Cives which is anticipated in July of 2025. Money has been budgeted in the adopted 2025 Denmark Budget for this expense. The plow for the truck is an additional \$160,026.00 and is due at the time it is delivered to Denmark, anticipated in the summer of 2026.

The 2nd truck, if ordered, will be \$150,776.00 due in January 2026 when it is delivered to Viking/Cives. The plow will cost an additional \$160,026.00 due in February 2027 or within 30 days of delivery.

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

Resolution 1 of 2025: Purchase of Viking Reversible Butterfly 2 Stage Scarper Plow and LH/Rh Wings, Sanding Body described in Quote # JS00000256-A (attached) for a total cost of \$160,026.00. The unit will be ordered through Allegiance Truck and be installed on Truck# 2 ordered on August 19, 2024.

The Town of Denmark Town Board does hereby authorize Supervisor Doyle to proceed with the purchase Viking Reversible Butterfly 2 Stage Scarper Plow and LH/Rh Wings, Sanding Body for arrival and payment in January of 2027.

Roll call vote.

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 1 of 2025 adopted 01.23.2025.

Discussion was held about the planned revaluation of properties.

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

Resolution 2 of 2025: Revaluation for the 2026 Tax Roll

The Town of Denmark Board authorizes Town of Denmark Assessor William Vargulick, to Perform a Revaluation for the 2026 Tax Roll.

Roll call vote.

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 2 of 2025 adopted 01.23.2025.

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

Resolution 3 of 2025: Cyclical Reassessments

The Town of Denmark Board authorizes Town of Denmark Supervisor Doyle and Assessor Vargulick to sign an RP-1573_ACR-P form to commit to cyclical reassessments of properties in the Town of Denmark for the years 2026 – 2030.

Roll call vote.

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 3 of 2025 adopted 01.23.2025.

Councilmember Rowsam requested that Mr. Vargulick be allowed to participate in the grievance process in 2026 after he leaves office in Denmark to provide continuity to the process. Discussion was held.

Town Clerk's Report

Clerk Greene provided copies of her monthly clerk's report for December 2025 to the Town Board prior to the meeting. No questions were asked. Clerk Greene review the General Fund and Highway Fund Abstracts with the Town Board.

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

Resolution 4 of 2025: General Fund Abstract 687, Dated January 21, 2025

The Town of Denmark Town Board approves payments of General Fund Abstract 687, Dated January 21, 2025. Claims # 1 - 28, Total of paid prior claims \$34,292.00, Total of new claims \$21,012.42, Abstract total \$55,304.42.

Roll call vote:

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 4 of 2025 adopted 01.23.2025.

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

Resolution 5 of 2025: Highway Abstract 730, Dated January 21, 2025

The Town of Denmark Town Board approves payments of Highway Department Abstract #730, Dated January 21, 2025. Claims # 1-14, Abstract total \$45,387.79.

Roll call vote:

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 5 of 2025 adopted 01.23.2025.

Lindsay Hess, Denmark DCO, was present to review her monthly report and update the Town Board on her activities. She reviewed recent court cases and discussed ticketing issues. She continues to work with Atty. Burrows to gain access to information about bite victims. She also discussed her DCO positions in New Bremen, Wilna and LaRay and the possibility of IMA's (inter-municipal agreements) including Denmark in the future.

The RACOG Report for January 2025 was provided by Mickey Dietrich prior to the meeting and was included in the meeting materials packet.

The Clerk reviewed the following correspondence with the Board:

- 34th Annual Local Government Conference 4/1/2025, preregister by 2/28/2025. The Clerk's office will follow up with town officials on who plans to attend the training and the claim for the fees, associated will be included on the February general fund abstract.
- Letter from Justices Dunn and Hancock that the Court is prepared for the audit of their 2024 financial records. Councilmember Jones and Councilmember Rowsam will conduct the audit on 02.10.2025 and report their findings to the Town Board at the 02.18.2025 meeting.
- Letter from Lewis County Treasurer Eric Virkler, 2024 Mortgage tax paid to the Town of Denmark equals \$30,330.03.
- Information from the Association of Towns about their annual conference in New York City.

Superintendent of Highways

Superintendent Mahar provided his monthly voucher report and an update on department activities. A plow truck had an issue with its radiator and was repaired by the Highway Dept and another plow truck will need repair for a radiator issue. Supt. Mahar also noted that sand will need to be purchased this spring.

The contract to repair damage to the garage caused by NYS DOT has been reissued and the work should be completed in the spring.

Old Business

Discussion was held on having the Village of Copenhagen produce water bills for the town's water customers. No IMA is needed because it was originally intended that this would be part of Copenhagen's "shared services" for the grant received for the water district. The Town would need to change from

semi-annual to quarterly billing by amending the current town water law (Local Law 4 of 2017). Discussion was held. Bills would be mailed out and received by the Town. The Village of Copenhagen would only produce the bills.

Attorney Burrows prepared proposed Local Law 1 of 2025: Water District billing and the text was reviewed by the Town Board. Councilmember Fazio made a motion, seconded by Councilmember Wadsworth to hold Public Hearing of proposed Local Law 1 of 2025 at the next regular meeting of the Town Board on 02.18.2025 at 6:05pm. Vote 5 Aye, 0 No.

A letter to the water district 1 consumers, was drafted by Supervisor Doyle, and will be mailed to them to make sure they are informed about the public hearing. The letter is as follows:

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

January 27, 2025

We wanted to communicate with you regarding a proposed change to our Water Billing. The Town was 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 thereafter were estimated to be \$6,000.00 each year. If we did go this route, it would impact the EDU rate that you are currently paying the town.

Instead, we are working with the Village of Copenhagen. 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:

1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
January 1 st	April 1 st	July 1 st	October 1 st
-	-	-	-
March 31 st	June 30 th	September 30 th	December 31 st
Usage	Usage	Usage	Usage
The Bill Will be Mailed:	The Bill Will be Mailed:	The Bill Will be Mailed:	The Bill Will be Mailed:
In April	In July	In October	In January

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

Councilmember Fazio made a motion, seconded by Councilmember Rowsam, that the letter be mailed to all Water District 1 users. Vote recorded as 5 aye, 0 no.

Comprehensive Plan Update: Naturally Lewis attended the last meeting. Next meeting will be held 02.20.2025.

Clerk Greene informed the Town Board that Bailiff Joseph Greene will be retiring in February. Marcus Miller has attended court and met with court staff, he is willing to accept the position and the Justices would like him to be appointed to replace Mr. Greene.

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

Resolution 6 of 2025: Appointment of Bailiff Marcus P. Miller

The Town of Denmark Town Board does hereby appoint Marcus P. Miller as a Bailiff for the Town of Denmark Town Court from 1/22/2025 – 12/31/2025.

Roll call vote:

Councilmember Wadsworth Aye
Councilmember Fazio Aye

Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 6 of 2025 adopted 01.23.2025.

Supervisor Doyle provided an update on the WQIP Salt Barn grant. Insurance certificates have been submitted. Mr. Doyle continues to work with the State on the necessary submissions of information. The lighting and labor costs being paid by the town are still unknown as the project is not completed.

New Business:

The Highway Department Employee's & Superintendent have offered a "ride along" to any board member who wishes to observe the work done during the department during stormy conditions.

Lewis County has requested a letter of support and a resolution supporting the Lewis County Shared Services Plan. Discussion was held.

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

RESOLUTION 7 of 2025: Town of Denmark to be a Co-Applicant for Lewis County's submission of a NYS DOS Local Government Efficiency Grant Program

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.

Roll call vote:

Councilmember Wadsworth	Aye	
Councilmember Fazio	Aye	
Councilmember Jones	Aye	
Councilmember Rowsam	Aye	
Supervisor Doyle	Aye	Resolution 7 of 2025 adopted 01.23.2025.

Proposed resolutions 8 – 15 of 2025 were reviewed by the Town Board.

Councilmember Fazio offered resolutions 8 – 15 of 2025 as a slate, seconded by Councilmember Jones, as follows:

Resolution 8 of 2025: Transfer of Fund Balance from DB9060.8 to DB5110.1:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
DB9060.8 Medical Insurance	\$12,290.11	DB5110.1 Payroll Maint Roads

To cover the budget shortfall for Payroll – Maintenance of Roads.

Resolution 9 of 2025: Transfer of funds from DB5110.41 to DB5110.1:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
DB5110.41 Cont Main Roads	\$3,202.12	DB5110.1 Payroll Maint Roads

To cover the budget shortfall for Contractual Road Improvements.

Resolution 10 of 2025: Transfer of funds from DB5110.41 to DB5112.4:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
DB5110.41 Cont. Main Roads	\$12,412.99	DB5112.4 Cont Road Impr

To cover the interfund transfer to Contractual Road Improvements

Resolution 11 of 2025: : Increase Revenue Budget Code B599N-Appropriated Fund Balance and Increase Expenditure Budget Code B9901-Interfund Transfer:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
B599N Fund Balance	\$35,088.00	B9901 Interfund Transfer

Increase Revenue Budget Code B599N Appropriated Fund Balance and Increase Expenditure Budget Code B9901 – Interfund Transfer

Resolution 12 of 2025: Transfer of funds from DB5031 to DB5112.4:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

Increase	Amount	Increase
DB5301 Interfund Transfer	\$35,088.00	DB5112.4 Cont – Road - Impr

To increase of DB5301 Interfund Transfer Revenue and an increase of DB5112.4 Contractual Road Improvement to cover budget shortfall

Resolution 13 of 2025: Transfer of funds from A1410.12 to A1410.4:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
A1410.12 Payroll Deputy Clerk	\$94.63	A1410.4 Contractual Town Clerk

To cover the budget shortfall for Contractual Town Clerk.

Resolution 14 of 2025: Transfer of funds from A9030.8 to A9060.8

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
A9030.8 Social Security Medicare	\$988.68	A9060.8 Health Insurance

To cover the budget shortfall for Health Insurance.

Resolution 15 of 2025: Transfer of funds from SW915 to SW9030.8:

The Town of Denmark Town Board hereby directs that the following budget transfers be made in the 2024 budget:

From	Amount	To
SW8320.4 Contractual Source Supply	\$5.36	SW9030.8

To cover the budget shortfall for Social Security Medicare.

Roll call vote:

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

Resolutions 8 - 15 of 2025 are adopted 01.23.2025.

Proposed resolutions 16 – 20 of 2025 were reviewed by the Town Board.

Supervisor Doyle offered resolutions 16 - 20 of 2025 as a slate, seconded by Councilmember Wadsworth, as follows:

Resolution 16 of 2025: Dishonored check fee

The Town of Denmark Town Board hereby authorizes Town Clerk Prudence Greene to charge a \$20.00 fee for all dishonored checks paid to the Town of Denmark

Resolution 17 of 2025: Highway Department I-9’s

The Town of Denmark Town Board hereby authorizes Patrick Mahar to review I-9 forms and sign as authorized representative for all Highway Department employees.

Resolution 18 of 2025: General Fund I-9’s

The Town of Denmark Town Board hereby authorizes Prudence Greene to review I-9 forms and sign as authorized representative for all General Fund employees.

Resolution 19 of 2025: Designation of official newspapers

The Town of Denmark Town Board hereby names the Lewis County Journal & Republican and/or the Watertown Daily Times as the official newspapers for legal publications of the Town of Denmark for 2025.

Roll Call Vote.

Resolution 20 of 2025: Appointment of Deputy DCO Marisa Marsh

The Town of Denmark Town Board hereby appoints Marisa Marsh as the Town of Denmark Deputy DCO for a term of 11 months and 9 days, term of office 01/23/2025 – 12/31/2025.

Roll call vote:

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

Resolutions 16 - 20 of 2025 are adopted 01.23.2025.

The next regular meeting of the Town Board will be held on Tuesday, February 18, 2025, at 6:00pm.

Being there was no further business before the Town Board Councilmember Fazio made a motion to adjourn the meeting, seconded by Councilmember Jones. Vote recorded as 5 aye, 0 no.

Meeting adjourned at 6:56pm.

Prudence L. Greene
Town of Denmark Town Clerk