

Town of Denmark Agenda

April 21, 2025

Meeting Called to Order at 6:00 PM

Pledge – Led by Deputy Supervisor Wadsworth

Roll Call –Town Clerk Prudence Greene

Approval of March 17, 2025, Meeting Minutes.

Approval of tonight's agenda

Public Privilege of the Floor

Reports of Departments:

A. Supervisor's Report

a. North Country CPA

b. **Budget Resolutions: The following budget lines are overspent:**

1. A1910.4 Contractual – Unallocated Insurance
2. A3520.12 Payroll Deputy Dog Control Officer
3. A3610.42 Contractual Board of Assessment Review
4. DA9050.8 Employee Benefits – Unemployment

Resolution of 2025: Transfer of Funds to A1910.1

The Town of Denmark Town Board does hereby authorize a transfer from A1910.4 Supervisor Salary to A1910.4 Contractual – Unallocated Insurance to cover insurance premium actual vs estimated costs as follows:

From	To	Amount
A1220.1 Supervisor Salary	A1910.4 Contractual Unallocated Insurance	\$1477.00

Resolution of 2025: Transfer of Funds to A3510.12.

The Town of Denmark Town Board does hereby authorize a transfer from A1910.4 Supervisor Salary to A3510.12 Payroll Deputy Dog Control Officer as follows:

From	To	Amount
A1220.1 Supervisor Salary	A3510.12 Payroll Deputy Dog Control Officer	\$300.00

Resolution of 2025: Transfer of Funds to A3610.42.

The Town of Denmark Town Board does hereby authorize a transfer from A1910.4 Supervisor Salary to A3610.42 Contractual Board of Assessment Review Other as follows:

From	To	Amount
A1220.1 Supervisor Salary	A3610.42 Contractual Board of Assessment Review Other	\$30.00

Resolution of 2025: Transfer of Funds to DA 9050.8.

The Town of Denmark Town Board does hereby authorize a transfer from A1910.4 Supervisor Salary to DA9050.8 Employee Benefits Unemployment Insurance as follows:

Town of Denmark Agenda
April 21, 2025

From	To	Amount
A1220.1 Supervisor Salary	DA9050.8 Employee Benefits Unemployment Insurance	\$522.16

- c. NYCLASS Interest Income for February was \$7549.49. YTD we are at \$17,074.58, which is 38.6% of the total interest income budgeted.
- d. Justice Audits of 2024 are completed.

Resolution ___ of 2025: Justice Court audit of 2024

The Town of Denmark Town Board hereby acknowledges that the annual audit of the Town of Denmark Court's 2024 records for Justice Sandra Dunn was completed on 02.20.2025 by Councilmember Rowsam and Councilmen Jones and for Justice Jason Hancock was completed on 04.03.2025 by Councilman Fazio and Supervisor Doyle.

- e. Workshop with Rob Zereillo on May 5, 2025 at 5 PM. Mr. Zereillo is from Liberty Electric, he will discuss the electric heat pad systems for walks.
- f. Included in the general fund abstract is a 15% or \$74,299.65 payment for Hybrid Building Solutions. This leaves an outstanding balance of 10% or \$49,533.10.
- g. Supervisor Doyle wishes to thank the Highway Department & Superintendent for their work on the Salt Structure electrical work.

B. Town Clerk

- a. Clerk's Report
- b. Review of General Fund, Water Abstracts and Highway Fund Abstracts

Resolution ___ of 2025: Water District #1 Abstract 115 , Dated April 21, 2025

The Town of Denmark Town Board approves payments of Water District Abstract 115, Dated **April 21, 2025**. Claims # 3-5, Abstract total \$7,357.14.

Roll call vote.

Resolution ___ of 2025: General Fund Abstract 690, Dated April 21, 2025

The Town of Denmark Town Board approves payments of General Fund Abstract 690, Dated **April 21, 2025**. Paid prior claim 75 for \$78,154.00, Claims # 76 – 98 totaling claims \$84,443.24, Abstract total \$162,597.24.

Roll call vote.

Resolution ___ of 2025: Highway Abstract 733, Dated April 21, 2025

The Town of Denmark Town Board approves payments of Highway Department Abstract #733, Dated **April 21, 2025**. Claims # 41 - 61, Abstract total \$11,603.48.

Roll call vote.

- c. Dog Control Report for March – DCO Lindsey Hess will be present at the May meeting to clarify IMA discussions

Town of Denmark Agenda

April 21, 2025

- d. RACOG Report for April 2025
- e. Correspondence
 - 1. Letter from Assessor Vargulick- retiring 9.29.2025
 - 2. Letter from Eastern Shore Insurance – refund \$198.00 applied to budget line A1910.4

D. Superintendent of Highways & Special Districts

- a. Voucher report
- b. Update on department activities
- c. Agreement for the Expenditure of Highway Moneys (Section 284).

Resolution __ of 2025: Section 284 Agreement for the Expenditure of Highway Moneys

The Town of Denmark Town Board does hereby accept and approve the following Section 284 Agreement for the Expenditure of Highway Moneys as follows:

AGREEMENT between the Town Superintendent of the Town of Denmark, Lewis County, New York and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

- 1. GENERAL REPAIRS. The sum of \$ 150,000 shall be set aside to be expended for primary work and general repairs upon 35.01 center line miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or renewals thereof.
- 2. PERMANENT IMPROVEMENTS. The following sums shall be aside to be expended for the permanent improvement of Town highways:
 - (a) On the road commencing at Roberts Road and leading to County Route 55, a distance of 1.0 miles, there shall be expended not over the sum of \$121,000 + / -.

Type	<u>Reprofile and surface.</u>
Width of traveled surface	<u>22'</u>
Thickness	<u>3"</u>
Subbase	<u>6"</u>

Roll call vote.

- d. Declaration of 1979 as surplus. **Resolution**
- e. Discussion on getting rid of several old plow units, and culverts, transferring any funds received to equipment fund. **Resolution**
- f. Declaration of old copier as surplus so it can be disposed of at the transfer station.

Resolution __ of 2025: Declaration of Samsung MultiXpress K4250LX copier as surplus

The Town of Denmark Town Board does acknowledge that the Samsung MultiXpress K4250LX is no longer working and hereby declares that it is surplus equipment and may be disposed of at an appropriate facility.

Roll call vote.

E. Old Business

Town of Denmark Agenda
April 21, 2025

- a. Comprehensive Plan – no update, March meeting was postponed until April 17, 2025.
- b. Supervisor Doyle has contacted the NYS Dept of Labor about boiler repairs & maintenance, building & contracting, and the construction process for sidewalk and parking lot to receive project numbers and wage schedules. Supervisor Doyle has had discussions with Mr. Munn & Mr. Shambo about the process.
- c. The registration deadline for .gov domains has changed. Supervisor Doyle has been communicating with Brian Phelps from RACOG. Mr. Phelps has explained that RACOG can only register so many domains at a time. We need to have consensus on registering the domain address "TownofDenmarkNY.gov"

Resolution __ of 2025: Authority to register new domain address.

The Town of Denmark Board hereby authorizes Town Supervisor Scott Doyle to send a letter on Town letterhead to RACOG authorizing the establishment & registering of "townofdenmarkny.gov" as the Town's new domain address.

F. New Business

- a. ABS Contract for Superintendent of Highways copier. **Resolution**
- b. ABS Contract for IT Services for May 1, 2025 through April 30, 2026. **Resolution**
- c. Munn Mechanical Service Agreement Contract May 1, 2025 through April 30, 2026. **Resolution**
- d. Miller Turf Spraying quote for the water tower in June. **Resolution**
- e. Declaration of 1979 Mack. Superintendent and Supervisor have discussed, funds from the sale will go to equipment reserve fund. **Resolution to list on Auctions International**
- f. Press Release with photo for Water Quality Improvement Project completion. The Supervisor would like board input. He would like the Town Board, Highway Superintendent, Highway Employee's, Clerk Greene and extend an invitation to Hybrid Building Solutions Bryan & Mary Louise Markwa for a ribbon cutting, photo op and press release. Please pick a date & time during the 2nd week of May that the Highway Department Employee's can be there.
- g. Accept Rick Furgison estimate to fix the lawn for the upcoming mowing season. **Resolution**
- h. Supervisor Salary – **Resolution**

Resolution of 2025: Contract SC with Advanced Business Systems: The Town of Denmark Board hereby authorizes Town Supervisor Scott Doyle to sign a contract with Advanced Business Systems to enter a new contract providing for Superintendent of Highway's Printer at a rate of \$ per month to be billed monthly. **Need Information from ABS**

Resolution of 2025: Contract SC with Advanced Business Systems: The Town of Denmark Board hereby authorizes Town Supervisor Scott Doyle to sign a contract with Advanced Business Systems to enter a new contract providing for Superintendent of Highway's Printer at a rate of \$ per month to be billed monthly. **Need Information from ABS**

Resolution of 2025: Preventative Maintenance Contract for Boilers & HVAC System: The Town of Denmark Town Board approves the annual preventative maintenance contract for Boilers & HVAC systems for \$2,000.00 with Munn Mechanical for the period May 1, 2025, through April 30, 2026. This cost will be covered by A5132.4 Garage Contractual. **Need Information from Nick, we did it verbally on the phone 4/16/25**

Resolution of 2025: Preventative Maintenance Contract for Boilers & HVAC System: The Town of Denmark Town Board approves the annual preventative maintenance contract for Boilers & HVAC systems for \$2,000.00 with Munn Mechanical for the period May 1, 2025, through April 30, 2026. This cost will be covered by A5132.4 Garage Contractual. **Need Information from Nick, we did it verbally on the phone 4/16/25**

Resolution of 2025: Lawn Repair Estimate: The Town of Denmark Town Board does hereby approve the estimate submitted by Richard Furgison in the amount of \$900.00 for 2025, for lawn mowing repairs for damage done by the winter plowing & electrical service entrance for the salt barn.

Resolution ____ of 2025: Declaration of 1979 Mack V Plow as surplus: The Town of Denmark has a 1979 Mack V Plow that is no longer of use to the Town of Denmark and the Town Board of the Town of Denmark wish to declare it as a surplus item; and WHEREAS the Town Board believes that a wider group of potential buyers will see the item if it is posted on the Auctions International website, it is hereby RESOLVED, that the Town of Denmark declares the 1979 Mack V Plow turn as surplus; and it is further RESOLVED, that the surplus item will be listed for sale on Auctions International with the winning bid to be accepted at the May 19, 2025, meeting of the Town Board.

Resolution ____ of 2025: Supervisor Salary Adjustment: The Town of Denmark Board hereby approves the Supervisor's request that the monthly salary be decreased to \$1,150/month for the months of April – December 2025, for a total salary of \$10,350 for budget year 2025. The salary listed in the budget will remain \$18,000 annually for 2025.