

REGULAR MEETING  
APRIL 9, 2012

The Regular Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 9<sup>th</sup> day of April 2012.

Town Officer's Present:     Peter J. Keys, Supervisor  
                                  David L. Becker, Councilman  
                                  Matthew E. Bush, Councilman  
                                  Ralph L. Bush, Councilman  
                                  Susan J. Sauer, Councilwoman  
                                  Elizabeth B. Jones, Clerk  
                                  Aimee L. Murphy, Deputy Town Clerk/Court Clerk  
                                  Charles Stevens, Town Justice

Attended by: Approximately 9 people

Supervisor Keys called the meeting to order at 5:15 p.m. with the Pledge to the Flag led by Justice Stevens.

**RESOLUTION NO. 54 OF 2012  
APPROVAL OF MINUTES**

On a motion of Councilman R. Bush, seconded by Councilman Becker, the following resolution was  
ADOPTED   Ayes 5   Becker, M. Bush, R. Bush, Sauer, Keys                   Nays 0

Resolved the minutes of the March 12 & 26, 2012 meetings be approved.

**RESOLUTION NO. 55 OF 2012  
TOWN CLERK'S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman M. Bush, the following resolution was  
ADOPTED   Ayes 5   Becker, M. Bush, R. Bush, Sauer, Keys                   Nays 0

Resolved the Town Clerk's monthly report is approved as submitted.

**RESIGNATION**

Clerk Jones read a letter of resignation from Aimee L. Murphy as the Supervisor's Part Time Account Clerk to the Board.

**HIGHWAY**

Supervisor Keys spoke with Superintendent Hall concerning payroll issues and withholdings on the highway payroll. He feels he is not in a position to take out extra withholdings without a W4 form from each employee stating how much extra they would like taken out and feels that if there was ever a time to have an accountant it is now.

## ACCOUNTANT

Supervisor Keys stated that there is a tremendous amount of “stuff” that goes along with an operation this large and feels that it’s time to hire an accounting firm. Councilman M. Bush disagreed stating that it should continue to be done by the Supervisor as in the past.

Supervisor Keys read a listing of duties he believes that Nagy & Croniser would do and are as follows: annual bookkeeping, annual report, monthly bill processing & payment, deposits, bi-weekly payroll, quarterly tax reports, weekly payroll deposits, retirement, annual W2’s, manage QuickBook files, bank reconciliation and payroll updates and will cost somewhere between \$3000 to \$3500 a year.

Councilman R. Bush pointed out that the Town just spent money on purchasing the QuickBooks program for the Supervisor to use for town accounting. He stated that it is the job the Supervisor is getting paid for and realizes it takes time to learn it.

Supervisor Keys informed the Board he is making two appointments, one to Supervisor’s Part Time Secretary and the other to Budget Officer. The name is Nagy & Croniser and this accounting system is moving to them after April 17<sup>th</sup>. The two budget line items for Budget Officer and Supervisor’s PT Time Secretary will cover the accounting fees.

Judge Stevens questioned the legality of the appointment. Supervisor Keys stated that according to the Municipal Law Book he read, those appointments are made by the Supervisor and they are to serve at the pleasure of the Supervisor.

Councilwoman Sauer made a motion to contract with Nagy & Croniser. No second.

### **RESOLUTION NO. 56 OF 2012 JUSTICES MONTHLY REPORTS**

On a motion of Councilman R. Bush, seconded by Councilman Becker, the following resolution was  
ADOPTED Ayes 5 Becker, M. Bush, R. Bush, Sauer, Keys Nays 0

Resolved the Justices monthly reports are approved as submitted.

### **RESOLUTION NO. 57 OF 2012 DOG CONTROL OFFICER’S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman M. Bush, the following resolution was  
ADOPTED Ayes 5 Becker, M. Bush, R. Bush, Sauer, Keys Nays 0

Resolved the DCO’s monthly report is approved as submitted.

**ZONING BOARD OF APPEALS**

Clerk Jones notified the Board that Mark Lehman does not want to serve on the Zoning Board of Appeals, therefore the office remains vacant. Sheila Buckingham was asked if she would be interested. After discussion the following resolution was presented.

**RESOLUTION NO. 58 OF 2012  
ZONING BOARD OF APPEALS APPOINTMENT**

On a motion of Councilman R. Bush, seconded by Councilman M. Bush, the following resolution was  
ADOPTED Ayes 5 Becker, M. Bush, R. Bush, Sauer, Keys Nays 0

Resolved that Sheila Buckingham is hereby appointed to fill the vacancy on the Zoning Board of Appeals.  
Term of Office - April 14, 2012 to December 31, 2014.

**SUPERVISOR'S MONTHLY REPORT**

Councilman M. Bush suggested to Supervisor Keys that he needs to generate a more accurate and detailed monthly report for the Board showing dates, beginning and ending balances, bank account balances, etc.

**RESOLUTION NO. 59 OF 2012  
SUPERVISOR'S MONTHLY REPORT**

On a motion of Councilman R. Bush, seconded by Councilwoman Sauer, the following resolution was  
ADOPTED Ayes 5 Becker, M. Bush, R. Bush, Sauer, Keys Nays 0

Resolved the Supervisor's monthly report is approved as submitted.

**RESOLUTION NO. 60 OF 2012  
AUDIT OF CLAIMS**

On a motion of Councilwoman Sauer, seconded by Councilman R. Bush, the following resolution was  
ADOPTED Ayes 5 Becker, M. Bush, R. Bush, Sauer, Keys Nays 0

Resolved that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #4 of 2012 in the following amounts.

General	Voucher #58 thru #70	\$3,429.69
Highway T-Wide	Voucher #51 thru #70	\$13,115.40

Councilman M. Bush received several complaints from vendors not receiving their payments in a timely manner and feels the checks should be written within 2 days after the board meeting.

**AIS**

Supervisor Keys asked to set the next public meeting date to discuss the situation with the AIS. Councilman Becker, M. Bush & R. Bush feel that these meetings are going nowhere and nothing is accomplished. Mr. Lyndaker's attorney needs to get the requested information to Attorney Burrows before this can move forward.

(Regular Meeting of April 9, 2012 cont'd.)

Supervisor Keys feels if we can put the information we know out to the public pertaining to AIS it could get the Town of New Bremen out from under it. No meeting date set.

The next regular meeting of the Town Board of the Town of New Bremen will be held on May 14, 2012 at 5:15 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilman M. Bush, the meeting was adjourned at 6:35 p.m. Carried unanimously.

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Elizabeth B. Jones, RMC  
Town Clerk/Tax Collector