## SPECIAL MEETING December 27, 2021



The Special 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 27<sup>th</sup> day of December 2021.

Town Officer's Present: Peter J. Keys, Supervisor

David L. Becker, Councilman Casandra M. Buell, Councilwoman

Douglas E. Herzig II, Hwy. Superintendent

Elizabeth B. Jones, Clerk

Absent - Joseph E. Aucter, Councilman and Alexis L. Lyndaker, Councilwoman

Attended by: Nicholas Astafan – DCO, Thomas Schantz

Supervisor Keys called the meeting to order at 6:30 p.m. with the Pledge to the Flag led by Councilman Becker.

This meeting was called to conduct end of the year business and other that comes forth.

## RESOLUTION NO. 128 OF 2021 APPROVAL OF MINUTES

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the minutes of the December 13, 2021 meeting are approved.

#### **COUNCIL REPORTS**

Councilman Becker gave his final farewell to his fellow Board members and Clerk Jones. We will greatly miss him, but wish him the very best.

Councilwoman Buell reported on the following:

- 1. Free Wi-Fi County approved free Wi-Fi access points to be installed within the county at no cost to the Towns, with most sites being located at local recreational areas. Ours is to be at our playground area and will have a 150' radius. This is to promote community development and tourism.
- 2. Planning Board now have four residents interested in serving on the Towns planning board. They were asked to submit a letter of interest to the Town Clerk.

#### **HIGHWAY**

Highway Superintendent Herzig reported on the following:

- 1. Part-time Laborer starting January 1<sup>st</sup>.
- 2. Building Improvements Discussed making improvements to the municipal office building such as painting, replace windows, refinish floors, ceiling tiles, etc.
- 3. New Pickup delivery is still unknown. Discussed checking on other possible options.

#### **ASSESSOR**

Gov. Hochul passed an executive order waiving the renewal for the Senior Citizens Exemption for the 2022 Assessment Roll. This is by local option. Assessor Ball requested the Town Board consider passing a resolution adopting the executive order and sent a copy of a sample resolution. After review, the following resolution was presented.

## RESOLUTION NO. 129 OF 2021 REAL PROPERTY TAX EXEMPTIONS FOR 2022 ASSESSMENT ROLL

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

WHEREAS, on December 26, 2021, the Governor of New York issued Executive Order 11.1, and

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WHEREAS, this Executive Order allows for the automatic renewal of the real property tax exemptions afforded in subdivisions 7, 7-a and 8 of Section 459-C of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c and 6 of Section 467 of the Real Property Tax Law if the assessing unit adopts a resolution directing the assessor to grant exemptions pursuant to such section on the 2022 assessment roll to all property owners who received that exemption on the 2021 assessment roll, and

WHEREAS, this would allow the Low-Income Senior/Disabled property owner to not have to file an exemption application with the Town of New Bremen Assessor in order to continue their exemption on the 2022 Assessment Roll, and

WHEREAS, this law also allows the governing body of the assessing unit to put a local option for when the assessor might require a renewal application, now therefore be it

RESOLVED, that the New Bremen Town Board, at the recommendation of the Government Operations Committee, allows the Town of New Bremen Assessor to automatically grant exemptions for RPTL 459-c and RPTL 467 as were received on the 2021 Assessment Roll onto the 2022 Assessment Roll, and be it further

RESOLVED, that the Assessor can review the 2022 income for property owner's whose income may have dropped in 2020 to ensure that the largest exemption is granted to the property owner if the income is provided by the federal deadline to submit income taxes with an extension, and be it further

RESOLVED, that the Assessor can require a renewal application to be filed by taxable status date, in instances where the Department has reason to believe that an owner who qualified for the exemption on the 2021 Assessment Roll may have since changed their primary residence, added another owner to the deed, transferred the property to a new owner, or died.

# RESOLUTION NO. 130 OF 2021 APPOINTMENTS FOR 2022

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, that the following appointments were approved:

- 1. Emily J. Zehr is hereby appointed as Court Clerk for the term of 1/1/22 to 12/31/22
- 2. Nicholas Astafan is hereby appointed as Dog Control Officer for the term of 1/1/22 to 12/31/22
- 3. John Young is hereby appointed as Deputy Dog Control Officer for the term of 1/1/221 to 12/31/22

## RESOLUTION NO. 131 OF 2021 APPROVAL FOR PAYMENT OF BILLS PRIOR TO AUDIT

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, Supervisor Keys has permission to pay certain utility bills (ex: health insurance, communications, electric, natural gas) prior to audit to avoid late fee charges.

## RESOLUTION NO. 132 OF 2021 RETURN CHECK FEE AND NIGHT DROP DEPOSITS

On a motion of Councilman Becker, seconded by Councilwoman Buell, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the Town Clerk/Tax Collector is hereby authorized to collect a return check fee of \$20 for checks returned for insufficient funds, and be it further

RESOLVED, the Town Clerk/Tax Collector, Town Supervisor and Town Justices are hereby authorized to use the night drop for deposits at Community Bank in Lowville for 2022.

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## RESOLUTION NO. 133 OF 2021 OFFICIAL NEWSPAPER

On a motion of Councilman Becker, seconded by Councilwoman Buell, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the Official Newspaper will be the Journal & Republican, and be it further

RESOLVED, to also post to the linkinglewiscounty website.

## RESOLUTION NO. 134 OF 2021 BANK DESIGNATION

On a motion of Supervisor Keys, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the Bank Designation will be Community Bank in Lowville.

# RESOLUTION NO. 135 OF 2021 MEETING DATES, TIME & PLACE SET

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the regular Town Board Meetings for 2022 will be held on the second Monday of the Month at 6:30 p.m. at the Town Municipal Office Building.

## RESOLUTION NO. 136 OF 2021 MILEAGE REIMBURSEMENT RATE

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, the mileage reimbursement rate will be the same rate as the federal/state government, which is currently set at .585 cents per mile for 2022.

#### **BUDGET TRANSFERS**

The accountants submitted a list of transfers for the 2021 budget year for accounts that were overspent. After discussion and review, the following resolutions were presented.

# RESOLUTION NO. 137 OF 2021 APPROVAL FOR TRANSFER OF FUNDS

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized to make the following transfers from A1990.4 - Contingent Fund to:

- 1. A1670.4 Central Printing & Mailing Contractual Fund in the amount of \$61
- 2. A9060.8 Health Insurance Fund in the amount of \$1100
- 3. A1620.4 Buildings Contractual Fund \$14.36

#### **SUPERVISOR**

Supervisor Keys reported on the following:

- 1. ARPA Funds Discussed making improvements to the highway garage to be used as usable living space in order to be covered under the ARPA funds.
- 2. Equipment Replacement Plan Discussed ordering new tandem in 2022.
- 3. Tractor Purchase Discussed possibly using CHIPS Funds to pay for a portion of the new tractor.
- 4. Sale of Tandem Received payment from Butler Creek Dairy Farm for the purchase of the 2003 Sterling LT9500 as approved at the December 13<sup>th</sup> meeting. The Board directed Supervisor Keys to deposit the \$16,000 into the Equipment Reserve Fund.

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5. Discussed transferring budgeted monies to building reserve fund from A9902.9 for improvements to the municipal office building.

After discussion, the following resolution was presented.

# RESOLUTION NO. 138 OF 2021 APPROVAL FOR TRANSFER OF FUNDS

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized to transfer \$30,000.00 from A9902.9 from 2021 budget to the Building Reserve Fund.

#### **AUDIT COMMITTEE**

Councilwoman Lyndaker and incoming Councilman Thomas Schantz both agreed to audit the 2021 books for Supervisor, Town Justice, Town Clerk and Tax Collector when records are available for inspection.

# RESOLUTION NO. 139 OF 2021 AUDIT OF CLAIMS

On a motion of Councilman Becker, seconded by Councilwoman Buell, the following resolution was ADOPTED Ayes 3 Becker, Buell, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #11 and #13 of 2021 in the following amounts.

General	Voucher #146 thru #147	\$133.50
Highway T-Wide	Voucher #115 thru #118	\$842.90
Highway T-Outside	Voucher #39	\$420.00

The next meeting of the Town Board of the Town of New Bremen will be held on January 10, 2022 at 6:30 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilwoman Buell, the meeting was adjourned at 7:22 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector