

REGULAR MEETING  
May 9, 2016

**DRAFT**

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 May 2016.

Town Officer's Present: Peter J. Keys, Supervisor  
David L. Becker, Councilman  
Joseph E. Aucter, Councilman  
Steven Brooks, Councilman  
Marcus Bush, Councilman  
Jonathan M. Bush, Hwy. Superintendent  
Elizabeth B. Jones, Clerk  
Errol A. Aucter, Justice

Attended by: Approximately 3 people

Supervisor Keys called the meeting to order at 6:02 p.m. with the Pledge to the Flag.

**RESOLUTION NO. 53 OF 2016  
APPROVAL OF MINUTES**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

WHEREAS, Councilman Aucter abstained from voting on Resolution No. 39 of 2016 – Approval of Variance for Stanley Jantzi at the April 11, 2016 meeting, now therefore be it

RESOLVED, the minutes of the April 11 and 25<sup>th</sup>, 2016 meetings are approved with the above correction to be made by the Clerk.

**PRIVILEGE OF FLOOR**

Councilman Brooks invited Adam Zehr, County IT Director, to come and explain what a cyber security policy is along with an electronic communications and device use policy. He discussed the purpose and importance of having these policies in place. The Board will review the counties policies and work on drafting our own.

Mr. Zehr also gave an update on Mohawk Networks and their progress in securing grant funding through Governor Cuomo's Broadband Initiative for improved broadband services in our area. The Board thanked Mr. Zehr for coming. He left the meeting at 6:18 p.m.

**COUNCIL MEMBER REPORTS**

Councilman Brooks stated the installation of the fencing at the New Bremen Rural Cemetery has been completed by Lowe's. Supervisor Keys signed for the installation and Clerk Jones will forward it on to Michael Seelman of the NYS Division of Cemeteries to complete the grant process.



**RESOLUTION NO. 54 OF 2016  
TOWN CLERK'S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

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

**RMC**

Supervisor Keys read a letter from the President of the NYSTCA recognizing Clerk Jones for her receipt of the certification as a Registered Municipal Clerk. The Board congratulated her for her achievement.

**RESOLUTION NO. 55 OF 2016  
NBCIA YOUTH RECREATION PROGRAM**

On a motion of Councilman Becker, seconded by Councilman Bush, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the New Bremen Community Improvement Association to provide structured educational activities for the youth of the Town of New Bremen for the 2016 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the New Bremen Community Improvement Association the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

**RESOLUTION NO. 56 OF 2016  
VILLAGE OF CROGHAN YOUTH RECREATION PROGRAM**

On a motion of Councilman Aucter, seconded by Councilman Bush, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the Village of Croghan to provide structured educational activities for the youth of the Town of New Bremen for the 2016 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the Village of Croghan the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

**HIGHWAY SUPERINTENDENT**

Terri Clark from the County attended their Highway Superintendent's meeting to review and explain the new accident investigation report form. Mr. Bush informed the Board he purchased a bucket truck for \$7,450 from J.J. Kane Auctioneers, as pre-approved by the Board, and arranged for pickup by the County with their trailer. He also gave a brief report of work being completed by the highway department.

**RESOLUTION NO. 57 OF 2016  
JUSTICES MONTHLY REPORTS**

On a motion of Councilman Bush, seconded by Councilman Aucter, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, the Justices monthly reports are approved as submitted.

**LC HUMANE SOCIETY**

Supervisor Keys received a shelter report from NYS Dept. of Agriculture & Markets. They are looking to obtain a copy of the shelter agreement with the Town. Councilman Brooks stated that the shelter's Attorney Ned Merrell, is working on a new agreement.

**POSTAGE**

Supervisor Keys discussed purchasing pre-paid and pre-addressed envelopes from USPS to be shared by all town officials instead of everyone buying postage separately and envelopes. It's approximately \$65 more per 1000 envelopes. Tabled at this time.

**NEW BREMEN RURAL CEMETERY**

Supervisor Keys spoke with Joel Kloster, Van Amber Road, pertaining to mowing the New Bremen Rural Cemetery once again this summer; he agreed to do it again. Superintendent Bush stated he has a BOCES intern that he will have rake at the cemetery this week.

**THANK YOUS**

Supervisor Keys received thank you notes from the Beaver River Senior Citizens and the Croghan Library for help in funding their organizations.

**CROGHAN AMBULANCE**

Supervisor Keys suggested purchasing a plaque for the Croghan Ambulance squad instead of a letter of thanks for providing ambulance service to the Town and its residents for over the past 40 or so years. After discussion, the following resolution was presented.

**RESOLUTION NO. 58 OF 2016  
THANK YOU FOR SERVICE PLAQUE**

On a motion of Councilman Becker, seconded by Councilman Bush, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized to purchase a plaque for the Croghan Ambulance squad thanking them for providing ambulance service to the Town and its residents over the years.

**RESOLUTION NO. 59 OF 2016  
SUPERVISOR'S FINANCIAL REPORT**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, the Supervisor's monthly financial report is approved as submitted.



**RESOLUTION NO. 60 OF 2016  
AUDIT OF CLAIMS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was  
ADOPTED Ayes 5 Becker, Aucter, Brooks, Bush, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #3 & #5 of 2016 in the following amounts.

General	Voucher #59 thru #74	\$5,833.08
Highway T-Wide	Voucher #60 thru #75	\$21,679.24
Highway T-Outside	Voucher #6 thru #9	\$20,516.99

**EMPLOYMENT & LIABILITY GUIDELINES**

Supervisor Keys suggested reviewing the Employment & Liability Guidelines for possible additions/changes. He asked that Councilman Aucter and Brooks get together and review the policy and get back to the board with their recommendations. He mentioned looking at exchanging laundry services for a clothing allowance.

**CEMETERY**

Supervisor Keys would like the Board to gather information from other cemetery associations for what they charge for burial plots, opening a grave etc. and work on creating a policy.

The next meeting of the Town Board of the Town of New Bremen will be held on June 13, 2016 at 6:00 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilman Bush, the meeting was adjourned at 6:59 p.m. Carried unanimously.

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Elizabeth B. Jones, RMC  
Town Clerk/Tax Collector