

REGULAR MEETING
May 8, 2023

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 8th day of May 2023.

Town Officer's Present: Peter J. Keys, Supervisor
Joseph E. Aucter, Councilman
Casandra M. Buell, Councilwoman
Alexis L. Lyndaker, Councilwoman
Thomas J. Schantz, Councilman
Douglas E. Herzig II, Hwy. Superintendent
Elizabeth B. Jones, Clerk

Also present: Nicholas Astafan – DCO, Paul Lyndaker, Joanne Dicob, Barry Lyndaker

Supervisor Keys called the meeting to order at 6:33 p.m. with the Pledge to the Flag.

RESOLUTION NO. 36 OF 2023
APPROVAL OF MINUTES

On a motion of Councilman Aucter, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, the minutes of the March 13th and April 10, 2023 meetings are approved.

FLOOR

Supervisor Keys opened the floor to Paul Lyndaker who appeared in front of the board to discuss the following:

1. Zoning Officer Dailey sent notification to Mr. Lyndaker he completed an inspection at 8718 Cut Off Road, Town of New Bremen on April 26, 2023, finding a portion of his 10,000 square foot garage being utilized for sale of household items, clothing and other belongings. This use is commercial in nature and would require a site plan review to change the occupancy status, if they so choose to continue said operation. Mr. Lyndaker informed the board that Art and Lisa Edick have pulled their sale signs and will be moving out of his garage.
2. Zoning Officer Dailey also completed an inspection of the Adirondack International Speedway after speaking with Mr. Lyndaker pertaining to a proposed expansion of the AIS facility with the inclusion of a dirt racetrack. Mr. Dailey opined it is a new use/land use activity and requires a new site plan review application. After discussion with the board, Mr. Lyndaker stated he will fill out and submit a new site plan for their review.

Mr. Lyndaker left the meeting at 6:44 p.m.

DCO

DCO Astafan reported on the following:

1. Ag & Markets has been discussing implementing a licensing system that would integrate microchipping all dogs along with, or instead of, license tags. Is in early stages and will keep the board updated as information is released.
2. Would like to purchase a microchip reader to aid in identifying dogs when being picked up while running at large. The cost would be \$249 through Countryside Vet Clinic and their vendor, which will be split between Lowville and New Bremen if both towns approve said purchase. After discussion, the following resolution was presented.

RESOLUTION NO. 37 OF 2023
APPROVAL TO PURCHASE MICROCHIP READER

On a motion of Councilman Aucter, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, that the DCO is authorized to purchase a Microchip Reader to assist with the identification of dogs. Funds for the expenditure are included in A3510.4 portion of the 2023 budget.

**RESOLUTION NO. 38 OF 2023
DCO MONTHLY REPORT**

On a motion of Councilwoman Buell, seconded by Councilwoman Lyndaker, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, the DCO monthly report is approved as submitted.

DCO COMPLAINT

Supervisor Keys and Councilman Aucter received a complaint from a resident whose dog was picked up by dog control and was very displeased with how it was handled. DCO Astafan explained he followed his normal procedures when picking up an unidentified/licensed dog running at large. No further discussion.

COUCIL REPORTS

Councilman Aucter reported on the following:

1. NBCIA – met with Robin Houppert and Highway Superintendent Herzig at the concession stand/ball field as she asked Mr. Herzig to turn the water on at the concession stand. Discussed whether the NBCIA is active, the beach area at Crystal Pond and the playground equipment located there which is located on the Kovach property which could be a liability issue for the Kovach's. Mrs. Houppert has purchased some new kitchen equipment and is getting ready to open for little league games. She also stated that her husband Todd and herself will be stepping down next year. Therefore, asked her to please get copies of the associations documents she should have in her possession, to the Clerk for the board's review. The water was turned on. Councilwoman Buell stated that Angie Grau is willing to continue with assisting with improvements at the ball field and the grounds. Will work on obtaining quotes for new lights, poles and fencing. Councilman Aucter will reach out to Mrs. Houppert if he doesn't hear back from her by the end of the week.

Councilwoman Buell reported on the following:

1. Community Mural – final decision was made to downsize the mural in order for it to fit and be placed on the New Bremen General Store.
2. BRAC – emailed Don Mooney on his resignation from the Beaver River Area Council board. No response yet.
3. BFWD – will be re-presenting their water improvement project in the possibility of receiving some of the ARPA Funds the town received. Been assisting them with their water tower project also.

Councilwoman Lyndaker reported on the following:

1. Black River Water Shed Conference – being held June 14th from 9am to 4pm at Zero Dock Street Restaurant and Bar in Carthage. Will send out the flyer with more information.

**RESOLUTION NO. 39 OF 2023
TOWN CLERK & TAX COLLECTOR'S MONTHLY REPORTS**

On a motion of Councilwoman Lyndaker, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, the Town Clerk and Tax Collector's monthly reports are approved as submitted.

CLERK

Clerk Jones reported on the following:

1. NYSTCA conference was excellent with great classes.
2. Received the \$200 scholarship from LCTCTCA and submitted to Supervisor Keys.
3. As of March 28, 2023, town clerks are now required to issue a one-day marriage officiant licenses in accordance with the Domestic Relations Law 11-d. The authority is limited to applicants who want to marry a couple to whom the town clerk issued a marriage license. There is a \$25 statutory application fee, with said fee being kept by the town. Created an application and posted all information to the towns website.
4. New BAR member Britney Duflo completed her required training.

HIGHWAY

Highway Superintendent Herzig reported on the following:

1. Truck #40 is back in for repairs.

- 2. Town will be receiving a total of \$450,534.18 in CHIPS funding this year, which includes the cumulative rollover balance. Planning to pave Deveines, Hoffman and a portion of the Adams Hill roads.
- 3. MEO – Brandon Atwood was in an accident and will be off work for approximately 8 to 12 weeks depending on his recovery.
- 4. Finished sweeping – made a few tweaks in the process which worked out very well as it took less hours and less broom bristles to complete.
- 5. Hauling stone for road work.

HIGHWAY

Supervisor Keys reported on the following:

- 1. Received the CHIPS reimbursement for the new tractor along with a check from the county for snowplowing as contracted.
- 2. Received a thank you note from the New Bremen First Mennonite Church for sweeping their parking lot.

KIRSCHNERVILLE ROAD

Discussed the guard rails installed by the county on a hillcrest on the Kirschnerville road. They are “very” close to the edge of the road and is concerning especially during winter months while plowing and meeting vehicles, as there will be no room to maneuver. Highway Superintendent Herzig will contact the county highway superintendent to discuss his concerns.

**RESOLUTION NO. 40 OF 2023
JUSTICES MONTHLY REPORTS**

On a motion of Councilwoman Lyndaker, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, the Justices monthly reports are approved as submitted.

SUPERVISOR

Supervisor Keys reported on the following:

- 1. Building upgrades – phase 1 is now complete with the bill coming in approximately \$1600 lower than estimated. Discussed replacing the old steel siding and try matching the color as close to the existing office building color. The board agreed to move forward with its replacement and agreed that if an issue is discovered during this process, that the Supervisor contact all board members via email or telephone explaining the issue and giving the go ahead to the contractors to save time instead of calling a special meeting.

**RESOLUTION NO. 41 OF 2023
SUPERVISOR’S FINANCIAL REPORT**

On a motion of Councilman Aucter, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

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

**RESOLUTION NO. 42 OF 2023
AUDIT OF CLAIMS**

On a motion of Councilman Aucter, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 5 Aucter, Buell, Lyndaker, Schantz, Keys Nays 0

RESOLVED, that the bills contained on Abstract #5 have been reviewed by the Town Board and are authorized for payment in the following amounts. The report of prior to audit payments for insurance, utilities and comptroller fees for justice court was also reviewed and approved.

General	Voucher #59 thru #69	\$3,456.46
Highway T-Wide	Voucher #53 thru #60	\$2,274.54
Highway T-Outside	Voucher #7 thru #8	\$7,128.14
H. Insurance - \$10,269.71	Utilities - \$2,046.84	Comptroller - \$1,126.00

(Regular Meeting of May 8, 2023 cont'd.)

DRAFT

The next meeting of the Town Board of the Town of New Bremen will be held on June 12, 2023 at 6:30 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Aueter, seconded by Councilwoman Buell, the meeting was adjourned at 8:13 p.m. Carried unanimously.

Respectfully Submitted
Elizabeth B. Jones, RMC
Town Clerk/Tax Collector