

REGULAR MEETING
September 12, 2022

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 12th day of September 2022.

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

Attended by: Ian Gilbert – Co. Legislator and Paul Smith - Assessor

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

RESOLUTION NO. 80 OF 2022
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 August 8, 2022 meeting are approved.

ASSESSOR

New laptops arrived at the county as per agreement. Once they receive payment from the Town, Assessor can pick it up. The bill is on tonight's abstract and check will be cut by the end of the week. Assessor Smith gave an update on exemptions, grievance and work completed since being appointed. Councilwoman Buell asked if he has set regular office hours. At this time, he is coming in on Tuesday's around 10 to noon or by appointment. The Board thanked him for the update.

REAL PROPERTY TAX EXEMPTIONS

Reviewed the current real property tax exemptions. Assessor Smith recommended they remain the same for 2023. After discussion, the following resolution was presented.

RESOLUTION NO. 81 OF 2022
REAL PROPERTY TAX EXEMPTIONS FOR 2023

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

RESOLVED, that the Real Property Tax Exemptions are to remain the same for the 2023 year for the Town of New Bremen, per recommendation by Assessor Smith.

*Copy of said exemption listing is incorporated at the end of these minutes.

COUNTY

Ian Gilbert, Legislator for District No. 4 briefed on the following:

- County building projects – there is a delay with construction due to back order of electrical panels.
- Sales Tax Apportionment – paying out approximately \$500,000 county wide. New Bremen's share \$38,694.00
- Rail to Trails – currently in discussions with GVT. Mr. Gilbert would like to see a surveyor discovery completed to determine the shape of the tracks. He feels a multi-use track would be great for the area; train and non-motorized.
- Striping of County Roads – Councilman Aucter raised the question as to why the striping is done in the fall and not the spring time? Would make more sense to stripe in the spring so as not to have the plows scrape it off so quickly. Ian will check with the Co. Highway Superintendent.



**RESOLUTION NO. 85 OF 2022
DCO MONTHLY REPORT**

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

RESOLVED, the Dog Control Officer’s monthly report is approved as submitted.

BOARD OF ASSESSMENT REVIEW

Received a letter of interest from Brittney Duflo to serve on the Board of Assessment Review. This is to fill the term vacated by Rodney Buckingham. After discussion, the following resolution was presented.

**RESOLUTION NO. 86 OF 2022
BOARD OF REVIEW APPOINTMENT**

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

RESOLVED, that Brittney Duflo is hereby appointed to fill the vacated term of office on the Board of Assessment Review. Term of office September 12, 2022 to September 30, 2024.

ARPA FUNDS

Discussed disbursing ARPA Funds to the Adirondack Mennonite Heritage Association (AMHA) as they submitted a letter of interest along with financials as requested by the Board. After further review, the following resolution was presented.

**RESOLUTION NO. 87 OF 2022
DISTRIBUTION OF ARPA FUNDS**

On a motion of Councilwoman Lyndaker, seconded by Councilman Schantz, the following resolution was
ADOPTED Ayes 4 Buell, Lyndaker, Schantz, Keys Recusal 1 Aucter Nays 0

RESOLVED, the New Bremen Town Board hereby approves disbursing \$6,000.00 of the American Rescue Plan Act Funding (ARPA) the Town received from NYS, to the Adirondack Mennonite Heritage Association.

FUEL TANKS

Supervisor Keys suggested getting updated quotes for new double-wall fuel tanks. Discussion followed. Will need RFP’s for the formal bidding process as per our procurement policy. Highway Superintendent Herzig will work on.

**RESOLUTION NO. 88 OF 2022
SUPERVISOR’S MONTHLY FINANCIAL REPORT**

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 Supervisor’s monthly financial report is approved as submitted.

**RESOLUTION NO. 89 OF 2022
AUDIT OF CLAIMS**

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

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #8 & #9 of 2022 and approved the report of prior to audit payments for insurance, utilities and comptroller fees for justice court.

General	Voucher #102 thru #114	\$4,149.66
Highway T-Wide	Voucher #75 thru #84	\$3,689.59
Highway T-Outside	Voucher #20 thru #22	\$151,985.26
H. Insurance - \$9,387.16	Utilities - \$1,706.13	Comptroller - \$1,029.00

BUDGET

Supervisor Keys submitted copies of the 2023 Tentative Budget to the Board. After discussion, the following resolution was presented.

**RESOLUTION NO. 90 OF 2022
BUDGET WORKSHOP MEETING DATE SET**

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

RESOLVED, the Town Board will hold a budget workshop on October 17, 2022 at 6:30 p.m. at the Town Municipal Office Building.

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

With no further business, on a motion of Councilwoman Lyndaker, seconded by Councilman Aucler, the meeting was adjourned at 8:34 p.m. Carried unanimously.

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