

REGULAR & ANNUAL MEETING, TOWN OF RANDOLPH, January 3, 2024

A regular & annual meeting of the Town Board of the Town of Randolph, County of Cattaraugus and the State of New York was held at the Municipal Building, 72 Main Street, Randolph, NY on the 3<sup>rd</sup> day of January 2024.

PRESENT: Dale Senn ----- Supervisor  
Tim Beach ----- Council Member  
Nate Root ----- Council Member  
John Hale ----- Council Member  
Bob Learn ----- Council Member  
Cody Uhl ----- Superintendent of Highways  
Gretchen Hind ----- Clerk

ABSENT: Bridget Marshall ----- Attorney

OTHERS PRESENT: Don McElwain & Brett Payne –Water Dept; Jeff Greeley – Town Justice; Harry Uhl.

**ORGANIZATIONAL MEETING**

Supervisor Senn called the organizational meeting to order with the Pledge of Allegiance.

**OATHS OF OFFICE**

Clerk Hind performed the Oaths of Office for incoming Elected Officials.

**PUBLIC HEARING – PROPOSED AMENDMENT TO THE TOWN OF RANDOLPH ZONING LAW: SECTION 10.6**

Notice of the Public Hearing was published in the Post-Journal on December 22, 2023. On a motion by Councilperson Learn, seconded by Councilperson Beach, whereupon the Supervisor declared the Public Hearing on the Proposed Amendment to The Town of Randolph Zoning Law: Section 10.6 was now open and asked if there was any interested person who desired to be heard.

The following persons appeared in favor of the Proposed Amendment to The Town of Randolph Zoning Law: Section 10.6: NO ONE PRESENT

The following persons appeared in opposition to the Proposed Amendment to The Town of Randolph Zoning Law: Section 10.6: NO ONE PRESENT

The Town Clerk reported that no written communications had been received:

The Supervisor inquired as to whether there were any other persons present who wished to be heard. No one appeared, on a motion from Councilman Learn and seconded by Councilman Root, whereupon the Supervisor declared the public hearing on the Proposed Amendment to The Town of Randolph Zoning Law: Section 10.6 closed.

**ANNUAL AGREEMENTS**

RESOLUTION 1-2024

**INVESTMENT POLICY**

On a motion of Councilman Beach, seconded by Councilmember Learn the following resolution was

ADOPTED      Ayes    5            Beach, Senn, Root, Hale, Learn  
                     Nays    0

Resolved that the Investment Policy be approved as presented:

**INVESTMENT POLICY**

The objectives of the investment policy of this Local Government are to minimize risk, to ensure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds in:

Certificates of Deposits issued in a bank or trust company authorized to do business in New York State:

Savings Accounts or Money Market Accounts held in a bank or trust company authorized to do business in New York State.

The following banks are designated by the Town of Randolph as official depositories.  
Community Bank & NYCLASS

Collateral:

All deposits shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or obligations of the United States or obligations of federal agencies, the principal and interest of which are guaranteed by the United States or obligations of New York State local governments.

All banks designated as official depositories must file proof of a three-party custody agreement.

The Town Board of the Town of Randolph shall review and approve the investment policy, at least annually and if practicable at the organizational meeting and members shall review and amend, if necessary, these investment policies.

The provisions of these investment guidelines shall take effect prospectively, and shall not invalidate the prior selection of any Custodial Bank or prior investment.

RESOLUTION 2-2024

**KENNEL AGREEMENT**

On a motion of Councilman Beach, seconded by Councilmember Root the following resolution was

ADOPTED      Ayes    5            Beach, Senn, Root, Hale, Learn  
                     Nays    0

Resolved that Supervisor Senn be authorized to sign the Kennel Agreement with the Town of Great Valley.

RESOLUTION 3-2024

PURCHASING AGREEMENT

On a motion of Councilman Root, seconded by Councilmember Hale the following resolution was

ADOPTED     Ayes    5            Beach, Senn, Root, Hale, Learn

              Nays    0

Resolved that the Purchasing agreement be approved as presented:

**Whereas**, Section 104-b of the General Municipal Law (GML) requires every Town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML, 103 or any other law: and

All information gathered in complying with the procedures of the Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

**Whereas**, comments have been solicited from those officers of the Town involved with procurement:

**Now, Therefore**, be it Resolved: that the Town of Randolph does hereby adopt the following procurement policies and procedures:

**Guideline 1.** Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML 103. Every Town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter purchases) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. The estimate shall include the canvass of other Town departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusion reached shall be documented and kept with the file or other documentation supporting the purchase activity.

**Guideline 2.** All purchases of a) supplies or equipment which will exceed \$20,000 in the fiscal year or b) public works contracts over \$35,000 shall be formally bid pursuant of GML 103.

**Guideline 3** All estimated purchases of :

\* Less than \$20,000 but greater than \$10,000 require a written request for a proposal (RFP) and written/fax quotes from 3 vendors.

\*Less than \$10,000 but greater than \$5,000 requires an oral request for the goods and oral/fax quotes from 2 vendors.

\* Less than \$5,000 does not require proposals or quotations.

All estimated public works contracts of:

\* Less than \$35,000 but greater than \$20,000 require a written RFP and fax/proposals for 3 contractors.

\* Less than \$20,000 but greater than \$10,000 require a written RFP and Fax/proposals from 2 contractors.

\* Less than \$10,000 does not require proposals or quotations.

Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.

**Guideline 4.** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

**Guideline 5.** A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

**Guideline 6.** Except when directed by the Town board, no solicitation or written proposals or quotations shall be required under the following circumstances:

- a) Emergencies
- b) Sole source situations
- c) Goods purchased from agencies for the blind or severely handicapped
- d) Goods purchased from correctional facilities
- e) Goods purchased from other governmental agencies
- f) Goods purchased at auction

**Guideline 7.** Where a written request for proposal is required the written request along with the written/fax quotes and vendors or oral/ fax quotes from vendors, and documentation of the estimate of the cumulative amount of the items of supply or equipment needed in a given fiscal year shall be vouchered with the invoice supporting the purchase activity.

**Guideline 8.** This policy shall be reviewed annually by the Town board at its organizational meeting or as soon thereafter as is reasonably practicable.

RESOLUTION 4-2024

**TOWN OFFICIALS TRAINING**

On a motion of Councilman Beach, seconded by Councilmember Hale the following resolution was

ADOPTED      Ayes    5            Beach, Senn, Root, Hale, Learn  
                     Nays    0

Resolved that Town Officials are authorized to attend training session connected to their position as allowed by the contractual budgeted amount and shall submit an expense voucher for process. The Town will pay expenses from each respective appropriation.

TOWN BOARD MEETING

January 3, 2024

5 | Page

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RESOLUTION 5-2024

**OFFICIAL APPOINTMENTS**

On a motion of Councilman Learn, seconded by Councilmember Hale the following resolution was

ADOPTED Ayes 5 Beach, Senn, Root, Hale, Learn  
Nays 0

Resolved that the following appointments be accepted as presented:

Official Newspaper (Post-Journal)

Official Depositories (Community Bank & NYCLASS)

Building Inspector (Tim Poitras) Deputy Hwy. Superintendent (Jason Beaver), Deputy Clerk 1 (Shelby Jones), Deputy Clerk 2 (Kelly Burdick) Tax Collector (Gretchen Hind), Deputy Tax Collectors (Shelby Jones & Kelly Burdick), Court Clerk (Julie Greeley) Town Historian (Nancy Olneziak) \$350/yr., Official mileage rate (IRS rate), Deputy Supervisor (Tim Beach), Town Attorney (Bridget McCue/Marshall \$7200 per year), Dog Control Officer (Eric Butler, Sample Hill Custodian (Cody Uhl), Registrar – Gretchen Hind, Deputy–Kelly Burdick, Sub – Shelby Jones; Marriage Officer – Gretchen Hind

Regular meeting night is to be the second Wednesday of the month. The Budget meeting in November is to be held on the first Wednesday after the election, Organizational meeting first Wednesday of January not falling on a holiday.

**WAGES** Councilman Root requested an executive session to discuss employee wages. Supervisor Senn stated that wasn't a valid reason for executive session. Councilman Root stated based on the research he did, executive session can be entered into to discuss contracts and wages.

RESOLUTION 6-2024

**EXECUTIVE SESSION**

On a motion of Councilman Root, seconded by Councilmember Hale the following resolution was

ADOPTED Ayes 5 Beach, Senn, Root, Hale, Learn  
Nays 0

Resolved that the Board enter into Executive Session at 7:38 to discuss employee wages.

RESOLUTION 7-2024

**RETURN TO REGULAR SESSION**

On a motion of Councilman Root, seconded by Councilmember Hale the following resolution was

ADOPTED Ayes 5 Beach, Senn, Root, Hale, Learn  
Nays 0

Resolved that the Board return to Regular Session at 8:26PM.

RESOLUTION 8 -2024

**2024 EMPLOYEE SALARIES**

On a motion of Councilman Beach, seconded by Councilmember Learn to approve submitted salaries as follows:

TOWN BOARD MEETING

January 3, 2024

6 | Page

---

ADOPTED    Ayes    5            Beach, Root, Senn, Hale, Learn  
                 Nays    0

Resolved that the salaries be approved as follows:

**Hourly**

Shelby Jones	\$	17.48	Deputy Clerk 1
Kelly Burdick	\$	15.94	Deputy Clerk 2
Julie Greeley	\$	20.00	Court Clerk Records
Library Aides x7	\$	15.00	
Pat Oyer Jr.	\$	25.72	
Jason Beaver	\$	25.46	
Jeremy Ling	\$	21.00	
Ken Miller	\$	24.87	
Clay Weaver	\$	21.00	
Ashton O'Brien	\$	21.81	
Brett Payne	\$	18.54	
Cleaners	\$	15.00	

**Salary**

Mary Johnson	\$	20,800.00	Head Library Aid
Julie Greeley	\$	26,000.00	Court Clerk
Don McElwain	\$	69,556.38	Water/Sewer Superintendent
Gretchen Hind	\$	6,655.79	Water/Sewer Clerk
Sonya Chadwick	\$	8,491.89	Assessor
Kristina Barry	\$	4,289.60	Assessor Clerk
Gretchen Hind	\$	1,306.00	Registrar
Tim Poitras	\$	7,107.00	Building Inspector
Cody Uhl	\$	500.00	Sample Hill Sexton
Cody Uhl	\$	1,000.00	DPW Supervisor
Nancy Olneziak	\$	350.00	Historian
Eric Butler	\$	3,914.00	Dog Control

**Elected Official**

Supervisor	\$	4491.00
Justice	\$	21,067.00
Town Board (4)	\$	1,291.00
Town Clerk	\$	41,431.00
Highway Superintendent	\$	58,650.00

Furthermore, in addition to the above salaries, Town Clerk Deputies are to receive PTO as follows: for every 96 hours worked, they are to receive 4.5 hours PTO. Up to 8 hours may be carried over to the next calendar year. PTO hours not to exceed 54 hours; Brett Payne is to receive an immediate increase to \$20 per hour if he obtains his CDL or any water or sewer

TOWN BOARD MEETING

January 3, 2024

7 | Page

---

license; Highway starting wage is to increase to \$19 per hour with CDL. After 90-day evaluation, new highway employee shall receive \$19.50 per hour; after a six-month evaluation performed by the Highway Superintendent (6 months from hire date), employee shall receive \$20 per hour.

RESOLUTION 9-2024

**TOWN OF RANDOLPH APPOINTED BOARDS**

On a motion of Councilman Root, seconded by Councilmember Learn, the following resolution was

ADOPTED      Ayes    5            Beach, Hale, Senn, Root, Learn  
                     Nays    0

- **ZONING BOARD OF APPEALS**

Resolved that Dan Senn be reappointed to the Zoning Board of Appeals as the alternate for a one-year term and Jason Beaver be reappointed for a five-year term to expire 12/31/28.

- **PLANNING BOARD**

Planning Board has two vacant positions TBA

There being no further annual organizational business, the organizational meeting was closed.

**REGULAR MEETING**

Supervisor Senn called the meeting to order.

RESOLUTION 10-2024

**MEETING MINUTES**

On a motion of Councilmember Root, seconded by Councilmember Learn, the following resolution was

ADOPTED      Ayes    5            Beach, Senn, Hale, Root, Learn  
                     Nays    0

Resolved that the Board approves the meeting minutes from December 13, 2023 as submitted.

**REPORT OF TOWN OFFICIALS**

**TOWN JUSTICE**

Justice Greeley provided the Board notification that his records for 2023 for ready to be audited.

**CODE ENFORCEMENT**

No Report.

**RACDC**- NO REPORT

**Monthly Report of the Supervisor** – The December 2023 Financial Report was submitted to the Board from BLB.

TOWN BOARD MEETING

January 3, 2024

8 | Page

---

CLERK

Clerk Hind submitted the monthly report for December 2023 to the Board. The local shares were Town-\$330.00; Supervisor - \$117.47.

SUPERINTENDENT OF HIGHWAYS – NO REPORT

WATER/SEWER

Don McElwain reported monthly activities to the Board

SAMPLE HILL

No activity.

HISTORIAN

The 2023 Historian report was submitted to the Board.

COMMUNICATIONS – NONE

OLD BUSINESS

Bi-Centennial – No discussion

NEW BUSINESS

AUDIT OF TOWN BOOKS

The Audit of the Clerk and Justice books will be February 14<sup>th</sup> at 6:30 pm. The Town Audit with Treasurer/Bookkeeper is TBA.

CDBG GRANT – SEWER PROJECT

RESOLUTION 11-2024

MUNICIPAL SOLUTIONS CONTRACT

On a motion of Councilperson Learn, seconded by Councilperson Beach, the following resolution was

ADOPTED	Ayes	5	Learn, Senn, Hale, Beach, Root
	Nays	0	

Resolved that the Board approves the contract and authorizes Supervisor Senn to contract documents with Municipal Solutions for work in connection with the Wastewater Treatment UV Disinfection Project.

RESOLUTION 12-2024

ESTABLISHING THE TOWN OF RANDOLPH SUPERVISOR AS THE FAIR HOUSING OFFICER, LABOR STANDARDS COMPLIANCE OFFICER, AND SECTION 3 COORDINATOR

On a motion of Councilperson Beach, seconded by Councilperson Root, the following resolution

**WHEREAS**, the Town of Randolph (the “Town”) is committed to furthering Fair Housing; and

TOWN BOARD MEETING

January 3, 2024

9 | Page

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**WHEREAS**, the Town is committed ensuring full compliance with all federal and state labor standards; and

**WHEREAS**, the Town must appoint a Fair Housing Officer, Labor Standards Compliance Officer, and Section 3 Coordinator;

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor of the Town of Randolph is hereby designated as the Town's Fair Housing Officer, Labor Standards Compliance Officer, and Section 3 Coordinator;

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

ADOPTED      Ayes    5            Learn, Senn, Hale, Beach, Root  
                     Nays    0

RESOLUTION 13-2024

**CDBG BANK ACCOUNT**

On a motion of Councilperson Root, seconded by Councilperson Hale, the following resolution was

ADOPTED      Ayes    5            Learn, Senn, Hale, Beach, Root  
                     Nays    0

Resolved that the Board authorizes opening a checking account for the Sewer Project.

RESOLUTION 14-2024

**CATTARAUGUS COUNTY CONTRACT – WIC SITE SPACE**

On a motion of Councilman Root, seconded by Councilman Beach, the following resolution was

ADOPTED      Ayes    5            Learn, Hale, Beach, Senn, Root  
                     Nays    0

Resolved that the Town authorizes Supervisor Senn to sign the contract with Cattaraugus County for WIC site space.

RESOLUTION 15-2024

**SAFE ROUTES TO SCHOOL TAP PROJECT 5763.56 – CPL PAY APP NO. 27**

On a motion of Councilmember Root, seconded by Councilmember Beach, the following resolution was

ADOPTED      Ayes    5            Senn, Beach, Learn, Root, Hale  
                     Nays    0

Resolved that the Board approves the payment for the Safe Routes to School TAP Project 5763.56 to CPL for Pay App #27 in the amount of \$7,147.93.

RESOLUTION 16-2024

AMENDMENT TO ZONING LAW SECTION 10.6

On a motion of Councilmember Beach, seconded by Councilmember Hale the following resolution was

ADOPTED      Ayes    5            Senn, Beach, Learn, Root, Hale  
                     Nays    0

Resolved that the Board approves the amendment to the Town of Randolph Zoning Law, Section 10.6 as follows:

**Purpose:**

- The town of Randolph is fortunate to have several well operated short-term rentals. It is recognized that these businesses provide our community with a much needed and very essential service.
- The purpose of this regulation is to support the continued growth of this business service while adopting simple, sensible and enforceable regulations.

**Definition – Short-Term Rental:**

- All Property Rentals occurring for 30 Days or less

**Short-Term Rental Application and License Requirements:**

- A Short-Term Rental Applications must be completed and approved and a license issued by the Town of Randolph Code Enforcement Officer before any short-term rentals commence on any property within the Town of Randolph
- The operator of a licensed short-term rental property shall comply with local maintenance laws (i.e. parking, garbage, lawn cutting, property maintenance, noise) applicable to the property.
- The operator of a licensed short-term rental property shall not allow occupancy of the short-term rental property exceeding the occupancy indicated in the license.

**Vehicle Parking:**

- The motor vehicles of all occupants of the short-term rental property shall be parked only on the site of the short-term rental property as approved on the license. No motor vehicles shall be parked on the lawn or landscaped areas of a short-term rental property, or in the public street or right of way adjacent to the short-term rental property without approval of the property owner
- No RV's or trailers are allowed to be parked on a short-term rental property without the property owner's approval.

**No Nuisance Noise Allowed:**

- Be Considerate of Your Neighbors – Keep Noise To A Minimum – No occupant(s) of a short-term rental property shall make, cause or control noise upon the short-term rental property which is unreasonably loud to any neighboring property any time of day.

- All quiet time will be from 10:00PM to 8:00AM Daily. Unreasonable noise during quiet hours (10:00PM to 8:00AM) is defined as noise loud enough to disturb the peace, quiet and comfort of neighboring inhabitants. Examples of unreasonable noise during quiet hours are:
  - The firing or discharging firecrackers, firearms, or other explosive devices,
  - The playing of unreasonably loud music
  - Loud signaling devices (except for emergency vehicles)
  - Any continuous loud animal noise such as persistent barking,
  - Continuous yelling, shouting or hooting,

**Licensing Requirements:**

- Homeowner to Provide the Town of Randolph with Local Contact information: At the time of application and the issuance of the license the licensee shall provide to the Town the name, address and telephone number of a local (within 15 miles) contact person who is authorized by the licensee to receive communications from the Town concerning the short-term rental property. The local contact person may be a management company, rental agent or other person employed or engaged by the licensee to manage, rent or supervise the short-term rental property.
- The local contact person must be available for contact at all times and shall maintain a residence or permanent place of business within 15 miles of the licensed property.
- All neighbors to a short-term property rental shall be provided with the rental property owners and the authorized local contact's cell phone number and email address.
- The designated local contact person may be changed by the licensee from time to time throughout the annual term of the license. To effect such change, the licensee shall notify the Code Enforcement Officer of the change in writing and shall, at the time, provide the Town with the name, address and telephone number of the licensee's replacement contact person. Any replacement contact person shall meet the requirements of this paragraph.
- Short-term rental of a single-family residence is permitted once the property owner obtains a short-term rental license. Single-family residences that are rented short-term must maintain the existing residential character of the neighborhood.

**Enforcement and Penalties**

- Penalties for the non-compliance with the above regulations are listed in the Application and are subject to change, from time to time, with Town Board approval. Any violations of this Town law must be presented to the Code Enforcement Officer, in writing, and signed by the complainant. Penalties for non-compliance at a licensed short-term rental property shall be as follows:
- Short-term rental of a property without a license: First instance shall receive a warning from the Code Enforcement Officer, then a \$1,000.00 fine per Instance.

- No local contact or change without notice of rental management contact – \$250 fine per instance.
- Over occupancy and parking violations – \$1,000.00/ per-instance.
- Storage and disposal of all trash and garbage from a short-term rental property shall comply with the requirements of Town of Randolph Zoning Code.
- Verified neighborhood complaint: there shall be a \$500 fine per instance and loss of license after a third incident of a verified neighborhood complaint.

RESOLUTION 17-2024

**EMPLOYEE RESIGNATION**

On a motion of Councilmember Learn, seconded by Councilmember Beach the following resolution was

ADOPTED      Ayes    5            Senn, Beach, Learn, Root, Hale  
                     Nays    0

Resolved that the Board approves the resignation of Town Highway employee Tyler Walker, effective December 29, 2023.

RESOLUTION 18-2024

**BUDGET MODIFICATIONS & TRANSFERS**

On a motion of Councilperson Learn, seconded by Councilperson Hale, the following resolution was

ADOPTED      Ayes    5            Learn, Senn, Hale, Beach, Root  
                     Nays    0

Resolved that the Board authorizes the following budget modifications & transfers:

**General Fund**

**BUDGET MODIFICATION:**

We resolve to increase the 2023 General Fund expenditure budget due to the use of ARPA Funds for the metal roof at 17 Wadsworth. This will increase accounts A4089 – ARPA REVENUE and A3989.49 – OTHER PUBLIC SAFETY – ARPA by \$33,000.

We resolve to increase the 2023 General Fund expenditure budget due to the use of ARPA Funds for the water line stall on the Walk Path. This will increase accounts A4089 – ARPA REVENUE and A3989.49 – OTHER PUBLIC SAFETY – ARPA by \$2,543.

**BUDGET TRANSFERS:**

\$32 FROM A1990.4 – SPECIAL ITEMS – CONTINGENT  
\$32 TO A1220.4 – SUPERVISOR – CONTRACTUAL  
\$73 FROM A1990.4 – SPECIAL ITEMS – CONTINGENT  
\$73 TO A1410.4 – TOWN CLERK – CONTRACTUAL  
\$437 FROM A1990.4 – SPECIAL ITEMS – CONTINGENT  
\$437 TO A1680.4 – CENTRAL DATA PROCESSING – CONTRACTUAL

**TOWN BOARD MEETING**

**January 3, 2024**

**13 | Page**

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\$93 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$93 TO A3510.1 - ANIMAL CONTROL - PERSONAL SERVICES  
\$365 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$365 TO A5132.4 - GARAGE - CONTRACTUAL  
\$165 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$165 TO A7110.4 - PARKS - CONTRACTUAL  
\$3,327 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$3,327 TO A7410.1 - LIBRARY - PERSONAL SERVICES  
\$251 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$251 TO A7410.4 - LIBRARY - CONTRACTUAL  
\$575 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$575 TO A8810.1 - CEMETERY - PERSONAL SERVICES  
\$1,671 FROM A1990.4 - SPECIAL ITEMS - CONTINGENT  
\$1,671 TO A8810.4 - CEMETERY - CONTRACTUAL

**HIGHWAY**

**BUDGET TRANSFERS:**

\$5,750 FROM DA5110.2 - GENERAL REPAIRS - EQUIPMENT  
\$5,750 TO DA5110.1 - GENERAL REPAIRS - PERSONAL SERVICES  
\$507 FROM DA5110.2 - GENERAL REPAIRS - EQUIPMENT  
\$507 TO DA5110.4 - GENERAL REPAIRS - CONTRACTUAL  
\$5,318 FROM DA9060.81 - EMPLOYEE BENEFITS - INSURANCE BUY-OUTS  
\$5,318 TO DA9060.8 - EMPLOYEE BENEFITS - HOSPITAL & MEDICAL

**WATER**

**BUDGET TRANSFER:**

\$4,904 FROM SW8320.2 - SOURCE SUPPLY - EQUIPMENT  
\$4,904 TO SW8320.1 - SOURCE SUPPLY - PERSONAL SERVICES  
\$4,462 FROM SW8320.2 - SOURCE SUPPLY - EQUIPMENT  
\$4,462 TO SW8320.4 - SOURCE SUPPLY - CONTRACTUAL  
\$2,221 FROM SW8320.2 - SOURCE SUPPLY - EQUIPMENT  
\$2,221 TO SW9060.8 - EMPLOYEE BENEFITS - HOSPITAL & MEDICAL  
\$268 FROM SW8320.2 - SOURCE SUPPLY - EQUIPMENT  
\$268 TO SW9189.8 - EMPLOYEE BENEFITS - CLOTHING ALLOWANCE  
\$350 FROM SW9750.2 - BUDGET NOTES - INTEREST  
\$350 TO SW9750.1 - BUDGET NOTES - PRINCIPAL

**SEWER**

**BUDGET TRANSFER:**

\$249 FROM SS8110.2 - SEWER ADMINISTRATION - EQUIPMENT  
\$249 TO SS8110.1 - SEWER ADMINISTRATION - PERSONAL SERVICES

**REFUSE**

**BUDGET TRANSFER:**

\$39 FROM SR9010.8 - EMPLOYEE BENEFITS - STATE RETIREMENT  
\$36 TO SR8989.1 - MISC HOME & COMMUNITY SERVICE  
\$3 TO SR9030.8 - EMPLOYEE BENEFITS - SOCIAL SECURITY

**STREET LIGHTING**

**BUDGET TRANSFER:**

\$67 FROM SL5182.1 - STREET LIGHTING - PERSONAL SERVICES

\$67 TO SL5182.4 - STREET LIGHTING - CONTRACTUAL

RESOLUTION 19-2024

**AUDIT OF BILLS**

On a motion of Councilman Root, seconded by Councilmember Beach, the following resolution was

ADOPTED      Ayes    5            Beach, Senn, Hale, Root, Learn  
                      Nays    0

ABSTRACT #13 including an invoice received from BLB for \$989 that was not included on the General Fund Unaudited Abstract

General Fund	No. 324-338	\$12,160.06
Street Lighting District		840.00
Refuse District		0
Debt District		0
Snow Removal		0
Highway Fund	No. 214-219	1,797.74
TAP CAPITAL PROJECT	No. 17	7,147.93
Sewer Fund	No. 131-138	24,983.62
Water Fund	No. 221-229	10,159.03

ABSTRACT #1

General Fund	No. 1-6	\$30,414.00
Street Lighting District		0
Refuse District		740.24
Debt District		0
Snow Removal		0
Highway Fund	No. 1	36,120.00
TAP CAPITAL PROJECT	No.	0
Sewer Fund	No. 1	4,200.00
Water Fund	No. 1	13,440.00

With no further business, on a motion from Councilman Hale, seconded by Councilman Root the meeting was adjourned at 8:56PM. Carried unanimously.

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Gretchen A. Hind, RMC/CMC, Town Clerk