**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**APRIL 15, 2025**

A Regular Meeting of the Town Board of the Town of Elizabethtown. County of Essex and State of New York was held at the Town Hall, 7563 Court Street, Elizabethtown, NY 12932 on April 15, 2025, and the public was welcome to attend in person.

PRESENT: Cathleen Reusser-Supervisor

Ben Morris-Councilperson

William Wright-Councilperson

Adam Bailey-Councilperson

Jeffrey Allott-Councilperson

GUESTS: Jack Dodson (PE), Jack Pulsifer (DPW Superintendent), David Dickinson (Water Superintendent), Charlie Moisan, Mike Dunsmore (CHGC Manager (PE) and Herb Longware.

This meeting was called to order at 6:30 PM.

**BUSINESS:**

1. CAPITAL WATER PROJECT-JACK DODSON, (PE) UPDATE-Mr. Dodson spoke at length about the history of the redundant water project and what needs to be done now to get this project to completion. The Board wants to see this project done ASAP.

**RESOLUTION NO. 78-25**

Motion to approve the Regular Meeting minutes for March 18, 2025, offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

Councilperson Allott

**RESOLUTION NO. 79-25**

Motion to approve the Wastewater Public Hearing and Regular Meeting for March 26, 2025 offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Wright

Councilperson Morris

**RESOLUTION NO. 80-25**

Motion to approve the Wastewater Public Hearing and Meeting for April 1, 2025, offered by Councilperson Morris and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Allott

Councilperson Bailey

Councilperson Wright

**RESOLUTION NO. 81-25**

Motion to approve the Workshop/Regular Meeting of April 1, 2025, offered by Councilperson Bailey and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Bailey

Councilperson Wright

Councilperson Morris

Councilperson Allott

1. The Supervisor asked Water Superintendent Dickinson to start the Meter readings.
2. DPW-SALT SHED, GRANT. TRUCK & EXCAVATOR-Highway Superintendent Pulsifer gave out copies of their proposed revised Personal Policy which the Board will review. Councilperson Allott would like to compare it to the old policy.

-He gave a quote for renting an excavator.

-Submitted 2 quotes for purchasing a trailer. And will use CHIPS monies to pay for this.

- An employee is leaving, and the position needs to be advertised 2 times in the Sun.

-Would like to try for a grant to replace the salt shed. Discussed doing an RFP to see what it will cost to replace.

**RESOLUTION NO. 82-25**

Motion to advertise for a CDL driver for the Department of Public Works offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Bailey

Councilperson Morris

-DPW Superintendent has priced out a zero-turn mower.

-One truck quote has come in.

-Waiting on CHIPS update.

-Need to build a new salt shed soon.

**RESOLUTION NO. 83-25**

Motion to expend $1920.00 for four months for an excavator offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-O

Councilperson Wright

Councilperson Bailey

Councilperson Morris

Councilperson Allott

**RESOLUTION NO. 84-25**

Motion to purchase a Trailor from Rock’s for $11,606.00 offered by Councilperson Morris and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Wright

Councilperson Allott

Councilperson Bailey

1. COBBLE HILL GOLF COURSE-MEMBERSHIP FEES FOR 2025-

Mike Dunsmore spoke and said May 2, 2025, is the opening date for the Club House and that the Course could open sooner. He showed the new score cards that 12 local businesses sponsored. He also discussed the new rates (see attached).

-Mr. Dunsmore stated that he took the NYS DEC pesticide exam, and he should know the results soon. He would like to spray the pesticide himself to help save money and he explained about this process. He said that the Course will be purchasing a used tow behind sprayer that holds 100 gallons. This will cost $200.00. The other option is the AuSable Golf Club will be getting rid of their sit-down sprayer. He is waiting on a price.

-The Hospital wants to hold their annual tournament at the Course again this year.

-He recently interviewed a gentleman named Jan Duuc who would like to work at the Club for 15 hours a week. He likes to work on and repair things.

-Councilperson Wright asked how many employees will be at the Course and was told Trevor Ratliff, Ed Marvin, Trish Baker and Louise Johndrow will be coming back and new hire Jan Duuc. Waiting to hear from Joe Ratliff if he is also returning.

**RESOLUTION NO. 85-25**

Motion to accept the increased prices at the Cobble Hill Golf Course (see attached) offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Allott

Councilperson Morris

-Brief discussion on the Liquor license application.

5.COURTS ANNUAL REPORT

**RESOLUTION NO. 86-25**

Motion to accept the Courts Annual Report offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Councilperson Wright

1. DRINKING WATER-ANNUAL DRINKING WATER QUALITY REPORT FOR 2024-District 1 (New Russia) and District 3 reports came back with no problems. This report will be sent with the water bills.
2. LAYNE-CHANGE ORDER-Layne submitted a change order because of the cost of the piping.

**RESOLUTION NO. 87-25**

Motion to approve Layne change order regarding the increase cost of piping from $451,000.00 to $475,540.00 offered by Councilperson Allott and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Wright

Councilperson Bailey

Councilperson Morris

1. ELIZABETHTOWN SOCIAL CENTER-JM McDONALD GRANT $13,500.00, YOUTH ENRICHMENT-The new Executive Director Laurie House has asked if the town will be the fiscal sponsor for the JM McDonald Foundation Grant. This is for youth enrichment.

**RESOLUTION NO. 88-25**

Motion for the Town of Elizabethtown to be the fiscal sponsor for the JM McDonald Foundation Grant for the Elizabethtown Social Center offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Councilperson Wright

9.FOOTBRIDGE LANE LACTATION LOCATION-NEW POLICY-The Supervisor wrote a policy for a grant to establish a Lactation Location at the Footbridge Lane. (See attached)

**RESOLUTION NO. 89-25**

Motion to accept the Footbridge Park Lactation Station Policy offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

Councilperson Allott

10.NOBLE TERRACE-H & T SCOPE SUMMARY-The Supervisor explained about the final design with the water pipe transmission going under the river which raises the price about $50,000.00. Still under a million.

**RESOLUTION NO. 90-25**

Motion to accept the updated scope summary from H & T offered by Councilperson Bailey and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Bailey

Councilperson Wright

Councilperson Allott

Councilperson Morris

11.FISCAL ADVISORS-BAN CLOSING 4/24/25-They went out to bid on the Town’s 4.5 million bond for the FEMA projects. The interest rate came in at 4.05%. This will be paid using 75% FEMA funds and 12.5% State funds. 12.5% is the local share.

**RESOLUTION NO. 91-25**

Motion to accept going to closing on April 24, 2025, for the BAN offered by Councilperson Bailey and seconded by Councilperson Allott. All in favor. Motion Carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Bailey

Councilperson Allott

Councilperson Morris

Councilperson Wright

12.TRANSFER STATION SHARED-SERVICE AGREEMENT-Years ago the towns of Etown and Lewis entered into an agreement regarding the Transfer Station. It needs to be updated.

**RESOLUTION NO. 92-25**

Motion to enter into an agreement to share expenses with Lewis for the Transfer Station (see attached) offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Allott

Councilperson Bailey

13.WASTEWATER TREATMENT-UPDATE, RES: There needs to be a Public Hearing for the Bond Resolution to update the SEQR for the Wastewater Project.

**RESOLUTION NO. 93-25**

Motion to call for a Public Hearing for the Bond Resolution to be held on May 13, 2025, at 6:30 PM offered by Councilperson Allott and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Councilperson Wright

14.NYSLRS-RES: ESTABLISHING A STANDARD WORKDAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS-

**RESOLUTION NO. 94-25**

Motion that the Town of Elizabethtown hereby establishes Standard Workday for the New York State & Local Retirement System (see attached) offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Allott

Councilperson Morris

15.CLEANER: SUZIE BULLOCK-The Town received 2 applications for the cleaning position and the Supervisor recommended Suzie Bullock for this job. This will include Cobble Hill Golf Course, the Hub, the Warming Hut and the Town Hall.

The rate is $22.00 per diem.

**RESOLUTION NO. 95-25**

Motion to hire Suzie Bullock as the cleaner for the Town of Elizabethtown offered by Councilperson Wright and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Bailey

Councilperson Morris

Councilperson Allott

16.WILMINGTON WHITEFACE 100K MOUNTAIN BIKE RACE, JUNE 8TH-LOS WRITTEN-The Supervisor wrote a letter of support for this race.

**FINANCIALS:**

TRANSFERS

There were no Transfers to approve this month.

SUPERVISORS REPORT

**RESOLUTION NO. 96-25**

Motion to approve the Supervisors Report offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Allott

Councilperson Bailey

PAY ALL BILLS

**RESOLUTION NO 97-25**

Motion to pay all bills for Abstract #4 ABS 135 TO 172 offered by Councilperson Bailey and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Bailey

Councilperson Allott

Councilperson Morris

Councilperson Wright

Resolved that the following bills be paid:

Paid: Unpaid:

General Fund $1,472.63 $39,088.85

Highway fund $1,075.00 $16466.68

Sidewalk District $ 0.00

Garbage District $ 84.48

Lighting District $ 1,749.60

Water District 3 $ 1,653.81

Total $4,639.04 $59,043.42

**COMMENTS:**

-Councilperson Wright asked about the $800.00 line item for the Chamber of Commerce being paid. Discussion on what they do. Was discussed that they will get these monies this year but would like them to do more for the Town.

-Councilperson Allott said that the Doc. Lopez run is on April 27th. There is good attendance every year.

-He also asked if the school got a permit for their new sign and was told no. Going to have Codes Officer Costin investigate this.

-Councilperson Allott asked about why the Verizon Coverage wasn’t great and was told they are doing an upgrade.

**RESOLUTION NO. 98-25**

Motion to go into Executive Session to discuss personnel matters at 8:40 PM offered by Councilperson Bailey and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-5 Supervisor Reusser nays-0

Councilperson Bailey

Councilperson Morris

Councilperson Wright

Councilperson Allott

**RESOLUTION NO. 99-25**

Motion to exit Executive Session at 9:35 PM offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Bailey

Councilperson Morris

This meeting was adjourned at 9:36 PM.

Respectfully submitted,

Janet E. Cross,

Town Clerk