**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**AUGUST 19, 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 August 19, 2025, and the public were welcome to attend in person or via: GoToMeeting.

PRESENT: Cathleen Reusser-Supervisor

Jeffrey Allott-Councilperson

William Wright-Councilperson

Ben Morris-Councilperson

ABSENT WITH EXCUSE: Adam Bailey-Councilperson

GUESTS: Charley Moisan and Evan Reith with Sawteeth Carpentry. Megan Hall & George Saltamach via GoToMeeting

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

**MINUTES:**

**RESOLUTION NO. 127-25**

Motion to approve July 15, 2025, Regular Meeting Minutes offered by Councilperson Wright and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Morris

Councilperson Allott

**BUSINESS:**

1. CAPITAL WATER PROJECT-INTERVIEWING TOP 3 ENGINEERING CO, SDA, MJ, AES- 6 proposals were received for the Capital Water Project. They were scored and Suozzo, Doty & Associates, MJ and AES are the top 3. Suozzo Doty and AES were interviewed, and MJ will be interviewed tomorrow.
2. WASTEWATER TREATMENT-NYSEFC RESULTS, RES FOR OSC APPLICATION-The town did not have a Wastewater meeting last month due to the holiday. EFC did email and said that they did not award any of the projects because of issues around the Bill monies and the Federal government.

**RESOLUTION NO. 128-25**

A Resolution making certain determinations in relation to an application for State Comptroller approval of a proposed Sewer District, in the Town of Elizabethtown, Essex County, New York, to be known as the Sewer District No. 1 of the Town of Elizabethtown, Essex County, New York offered by Councilperson Allott and seconded by Councilperson Morris (see attached full wording). Roll call vote held.

Councilperson Wright-yes

Councilperson Allott-yes

Councilperson Morris-yes

Supervisor Reusser-yes

With 4 yes votes this motion carried.

-There will be a Wastewater meeting on Wednesday August 20th at 3PM

3. WINDSOR PARK GRANT-RES FOR RFP FOR ARCHITECT/LANDSCAPE ARCHITECT- Need to do an RFP for an Architect/Landscape Architect. The Windsor Park Grant is a $222,000.00 NYS Park and Recreations Grant. It’s a 50/50 match.

**RESOLUTION NO. 129-25**

Motion to go out for RFP’s for a Architect/Landscape Architect for Windsor Park offered by Councilperson Allott and seconded by Councilperson Morris. Councilperson asked if this grant would be for other parks in town. Discussion on this. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

1. DPW-JACK TO UPDATE- Supervisor Reusser stated that a bid was received for the 5500 Truck from Huttig’s. It’s the 2025 5500 regular cab for $89,000.00.

**RESOLUTION NO. 130-25**

Motion to accept the bid from Huttig’s for the 5500 Truck offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

1. COBBLE HILL GOLF COURSE-SEE ATTACHED REPORTS FROM 2024-2025-The Golf Course Superintendent Mr. Dunsmore, submitted a comparison sales report for 2024 and 2025. There are more tournaments coming up.

-Section 7 State Qualifying Meet wants to use the course on Friday November 7th

**RESOLUTION NO. 131-25**

Motion to allow Section 7 to use the Cobble Hill Golf Course on November 7th offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

1. SOLE ASSESSOR-4 APPLICATIONS RECEIVED-The town has received 4 applications for Sole Assessor, and the Supervisor offered for the Board to review them with her. They will make a decision once all have been reviewed.
2. NOBLE TERRACE-DEC & USACE PERMITS RECEIVED, H&T DESIGN ADVANCING-The town has received permits from the Army Corp of Engineers for the Noble Terrace Project. This is a FEMA-funded bridge replacement and there are restrictions on when work can be done in the river. The Supervisor explained.

**RESOLUTION NO. 133-25**

Motion to go out to RFP with the bid package as soon as the Supervisor receives it offered by Councilperson Allott and seconded by Councilperson Morris. Discussion on putting in a temporary military bridge. The Supervisor will look into this. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

-Paige Saltamach suggested a walking or biking bridge could be a temporary solution.

8. ETOWN DAY-HOW DID WE DO? HARVEY PUTMAN RESOLUTION- Councilperson Wright said that the events were well attended. A $900.00 profit was made which the Fire Department donated to Honor Flight. Supervisor Reusser would like to do a resolution in honor of Harvey Putnam but would like to get more information on his years of service.

9. BRONSON WAY MINE-ENGINEERING RESPONSE SUBMITTED TO DEC- The Supervisor said she had put out a call to Peter Gibbs but has not heard back from him.

10. CLIMATE SMART-LOI SUBMITTED-A letter of interest has been submitted to the Climate Smart Website initiating our interest in becoming a Climate Smart Community.

**RESOLUTION NO. 132-25**

Motion to update Resolution #94-25. A motion to adopt a Standard Work Day & Reporting resolution for Elected and Appointed Officials for Cathleen Reusser, Jack Pulsifer, William Wright, Ben Morris and Adam Bailey with the standard workday being between 6 and 8 hours. No Record of Activities were submitted. Motion offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

**COMMITTEES:**

11. YOUTH COMMISSION-They have received a resignation from Kathleen DiBartolomeo and would like to appoint Jessica Spaulding Tyson

**RESOLUTION NO. 134-25**

Motion to accept Kathleen DiBartolomeo resignation from the Youth Commission offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

**RESOLUTION NO. 135-25**

Motion to support the appointment of Jessica Spaulding Tyson to the Youth Commission as a Board member offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

12. TRAILS-The Supervisor asked if there was a date for a formal Grand Opening of the Hub but was told not yet and that Northern Forest would like to see something more formal. Northern Forest also picked Etown to be in their annual report. Councilperson Allott will look into this.

-Etown Beatdown is coming up.

-Otis Get Down is the 2nd weekend in September. There should be about 3000 people in town.

13. WATER DISTRICT-Discussed already.

14. BUILDINGS & CODES-No discussion.

15. PLANNING BOARD/ZONING BOARD-There is training on September 22nd.

16. GARBAGE-No discussion.

17. DCO-Has been very busy.

**COMMENTS:**

Evan Rieth from Sawteeth Carpentry spoke and said that Sawteeth likes to give back to the community. They offered to build a roof over the skating rink. They like to donate their time, tools and excess materials to community projects. Discussion on this topic and the rinks usage. Councilperson Allott said maybe grant monies with Sawteeth match and asked how the Town can help with materials.

-Councilperson Wright expressed the Town’s Court concern regarding its security and would like locks to be placed on the inside door. Also talked about the issue with the outside door leaking.

**FINANCES:**

TRANSFERS:

**RESOLUTION NO. 136-25**

Motion to approve the Transfers offered by Councilperson Wright and seconded by Councilperson Allott. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

SUPERVIORS REPORT:

**RESOLUTION NO. 137-25**

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

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

PAY ALL BILLS:

**RESOLUTION NO. 138-25**

Motion to pay all bills for Abstract #8 ABS 321-378 offered by Councilperson Allott and seconded by Councilperson Wright. All in favor. Motion carried.

AYES-4 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Wright

Councilperson Morris

Resolved that the following bills be paid:

Paid: Unpaid:

General Fund $72,277.97 $54,668.69

Highway Fund $30,000.00 $ 9,131.40

Sidewalk District $ 0.00 $ 0.00

Garbage District $ 0.00 $ 73.24

Lighting District $ 276.17 $ 1,267.95

Water District 3 $ 174.02 $ 16,984.76

This meeting was adjourned at 7:03 PM.

Respectfully Submitted.

Janet E. Cross,

Town Clerk