**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**JANUARY 21, 2025**

A Regular Meeting of the Town Board of the Town of Elizabethtown, County of Essex in the State of New York was held at the Town Hall, 7563 Court Street, Elizabethtown, NY 12932 on December 21, 2025, and the public was welcome to attend in person or via GoToMeeting.

PRESENT: Cathleen Reusser-Supervisor

Jeffrey Allott-Councilperson

Ben Morris-Councilperson

Adam Bailey-Councilperson

William Wright-Councilperson

GUESTS: Paige Saltamach, Charlie Moisan, Bruce Pushee and Mary McGowan. George Saltamach, Harry Gough and Megan Hall via GoToMeeting.

-**RESOLUTION NO. 41-25**

Motion to accept the minutes from the December 17, 2024, meeting was 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 Wright

Councilperson Bailey

-There were no minutes taken for the January 7, 2025, Wastewater meeting as there was not a quorum.

**BUSINESS**

1. REDUNDANT WATER-DEED UPDATE. RES: RFP CHLORINATION BLDG. -The deed for the property at Foot Bridge Lane will go before the County Ways & Means next Monday and then will be voted for adoption at the February 3rd Essex County Board of Supervisors Meeting. The Supervisor said she has been in conversation with Jack Dodson and was able to close the Bond on that project and is ready to request RFPs for the Chlorination Building. Discussion on decommissioning the old building and the time frame.

**RESOLUTION NO. 42-25**

Motion to advertise for the Construction of a Chlorination Building 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 Allott

Councilperson Wright

-Layne Construction will start the well soon and hopefully done by mid-summer.

2. DRINKING WATER-INSPECTION REPORT/JACK DODSON-The annual inspection was done. Had some critical violations but this will be remedied when the new redundant water is put in. Councilperson Wright asked about putting in a Master Meter and it was explained that is part of the project. The Supervisor explained about the relay problems that are happening at the present Water building. The Water Superintendent is filling the storage tank manually.

3. WASTEWATER TREATMENT-UPDATE-Councilperson Bailey said that the Engineering team is wrapping up the updated report. They will have it ready for the next Board Meeting. There will be a couple of Town Board decisions to make. The paperwork for SEQR and the bond are being worked on. In the next couple of months, the Engineering team will give a public presentation. Councilperson Allott expressed that there was public chatter about how confident we are in the district and his concern with not having the district finalized.

-Councilperson Morris asked, regarding the reservoir, shouldn’t Jack Dodson be brought in on the problems we are having. The Supervisor said that he is involved but she has been working with Todd Hodgson.

4. DPW-UNIFORM/JACKETS. ZERO TURN TRUCK, HIGHWAY MAINTENANCE POLICY-Looking into getting new hoodies that will have our new town logo on them.

-The garbage truck needs to be replaced. They are going to use the 550 in its place and would like to purchase a new truck. Councilperson Wright will work with the Highway Superintendent on this. Waiting on approximately 13-14 thousand from CHIPS.

-Working on a Maintenance Policy with DPW.

5. COBBLE HILL GOLF COURSE-P&L/MIKES LETTER-See attached Letter from Mike Dunsmore. Supervisor Reusser explained that they are $15,000.00 in the red but hopefully next year it will be less as a lot was done and repaired this year. The one employee that retired will not be replaced. Discussion on tree cutting and the tractor.

6. NOBLE TERRACE-BRIDGE/CULVERT. RES TO ADVERTISE RFP-Awhile back it was discussed having a culvert at Noble Terrace but ended up with a bridge potentially going in. The DEC is not saying which they want, bridge or culvert. If a bridge goes in, then the County could be responsible for it. The cost differences between a bridge versus a culvert were discussed. Discussion on what is the best option.

7. DCO-1 APPLICATION. PER DIEM POSITION-Had advertised for this position and received 1 application. Ed Roberts from Moriah is filling the position for now and has offered to help the new DCO when hired.

**RESOLUTION NO. 43-25**

Motion to appoint Michael McCarroll as Dog Control Officer 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

8. ARPA-In the account as of November 30, 2024, there was $116,000.00. Paid a couple large bills, one being the pump replacement for our drinking water. Williamson Law Financial Suite was purchased with water and wastewater billing added on. That leaves $59,360.00 which is in the Highway budget to help fund the truck.

9. FINANCIAL ADVISORS-RAFTELIS, MUNISTAT-The Supervisor said she was advised by Douglas Goodfriend with ORRICK who assisted the town with the proper legal notifications of the 6.5 million to fund all the FEMA projects. She said she interviewed 3 different companies, Fiscal Advisors, Municipal Solutions and MUNISTAT. All will work with the town on how to go about funding not only the FEMA project but also with the Wastewater project if/when it goes out for bonding. The Supervisor explained and would like a resolution to pursue engaging with either Fiscal Advisors or Raftelis. She has been working with a gentleman named Andrew Watkins. She explained that his company is fee based on the amount of what is issued. More discussion on this.

**RESOLUTION NO. 44-25**

Motion to offer services for financial advisement to Fiscal Advisors offered by Councilperson Morris and seconded by Councilperson Bailey. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Morris

Councilperson Bailey

Councilperson Wright

Councilperson Allott

10. ORRICK-The Supervisor received a bill from Doug Goodfriend. It was explained that the BAN has been closed, and we now have a BOND for the redundant water project.

**RESOLUTION NO. 45-25**

Motion to pay ORRICK for the redundant water services 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

-Councilperson Bailey asked if the hardship status income survey that was done, would be applicable to the drinking water monies with EFC.

11. JOHN “JACK” HANBY-ESSEX COUNTY FIRE INVESTIGATOR RETIRED-

**RESOLUTION NO. 46-25**

Motion to recognize and congratulate Mr. Hanby for his many years of service as Deputy Fire Investigator/Coordinator from 1984 to 2024. He was one of the first trained fire investigators in Essex County. This motion was offered by Councilperson Allott and seconded by Councilperson Morris. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

Councilperson Bailey

12. ASSOCIATION OF TOWNS

**RESOLUTION NO. 47-25**

Motion to appoint Supervisor Reusser the Elizabethtown Delegate for the Association of Towns 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 Bailey

Councilperson Allott

13. BRONSON WAY MINE-Peter Gibbs, who wrote the original permit, is going to help the town renew the Mining permit. Councilperson Allott explained about some issues with this permit. Councilperson Wright said it was less expensive to use the Mine than going to the quarry.

**RESOLUTION NO. 48-25**

Motion to engage Peter Gibbs of Engineering Ventures from Burlington and spend up to $3,000.00 to complete the Mining permit process 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 Morris

Councilperson Bailey

**COMMITTEES:**

14. HIGHWAY DEPARTMENT-Discussed.

15. WATER DISTRICT-Discussed.

16. BUILDING & CODES-No discussion.

17. COBBLE HILL GOLF COURSE-Discussed.

18.YOUTH COMMISSION-Paige Saltamach expressed that for the skating rink they would like a skate sharpener. Discussion on the cost and who would do it.

-The Youth Commission had a very successful skating party yesterday. They had a gathering there from 2-4 pm.

-Plan to start the Baseball field in the spring using mostly volunteer effort.

-Councilperson Morris said that the amount that the rink is being used is phenomenal. The weather has been great for it. He would like to help with the redesigning of the rink.

19. TRAILS-Councilperson Allott explained about closing out the Grant and hopefully it will be done by the end of the week. There has been various events at the Trail Center and discussed the various meetings and events that could happen there.

20. GARBAGE-No discussion.

**FINANCIALS:**

-The Supervisor explained about the transfer from NYCLASS ARPA to Budget line A168014 of $30121.25. This was for the Williamson Law Financial Suite

**RESOLUTION NO. 49-25**

Motion to move the above stated funds 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

TRANSFERS

**RESOLUTION NO. 50-25**

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

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Morris

Councilperson Wright

Councilperson Bailey

SUPERVISOR REPORT

**RESOLUTION NO. 51-25**

Motion to approve the Supervisors Report 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

PAY ALL BILLS

**RESOLUTION NO. 52-25**

Motion to pay all bills for Abstract # 1 ABS 1 to 44 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

Resolved that the following bills be paid.

General Highway $ 90,216.84

Highway Fund $ 15,236.39

Sidewalk District $ 0.00

Garbage District $ 101.98

Lighting District $ 2,476.95

Water District 3 $ 7,427.67

Water Capital 2020 $ 0.00

Recreational Grant $ 0.00

The Supervisor corrected the General Highway fund to remove a payment of $8,095.00 which adjusted the final total to $107,364.83.

21. PLANNING BOARD/ZONING-Bruce Pushee asked for Mark Scott to be appointed to the Planning Board as an alternate. Councilperson Wright said that the town will need a letter from him. After some discussion the Town Board made the following resolution.

**RESOLUTION NO. 53-25**

Motion to appoint Mark Scott to the Planning Board as an alternate 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.

**COMMENTS:**

-Bruce Pushee spoke about a list of Short-Term Rentals for Elizabethtown. The Supervisor explained that this is being discussed at the County level. Discussion on updating the Local Land Use Law to address this.

-Mr. Pushee also asked about the sewer project and when it might be put in because when he sells property with iffy septic, he would like to let them know if and/or when it will be put in. There is no definitive answer yet.

This Meeting was adjourned at 8:12 PM.

Respectfully Submitted,

Janet E. Cross,

Town Clerk