**REGULAR MEETING**

**TOWN OF ELIZABETHTOWN**

**MARCH 18, 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 March 18, 2025 and the public was welcome to attend in person or via GoToMeeting.

PRESENT: Cathleen Reusser-Supervisor

Jeffrey Allott-Councilperson

William Wright-Councilperson

Ben Morris-Councilperson

Adam Bailey-Councilperson

GUESTS: Charles Tutunjian, Charlie Mosian, Harry Gough, Evelyn Hatch, Mary McGowan, DPW Superintendent Jack Pulsifer, Paige Cotter-Saltamach and Deputy DPW Superintendent Saltamach via GoToMeeting

This meeting was called to order at 6:00 PM

1. Charles Tutunjian, PE, from H & T Engineering, PLLC spoke regarding the Noble Terrace bridge replacement. He gave a comparison of the cost and scope of work between a bridge or box culvert. He explained how putting a bridge in is less expensive as utility lines would not have to be moved, the river would not have to be diverted, and trees would not have to come down. He explained about the equipment that would have to be used to put in a box culvert.

Next step is a permit from DEC.

1. **RESOLUTION NO. 62-25**

Motion to approve the minutes from February 18, 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

**BUSINESS:**

1. REDUNDANT DRINKING WATER-Need to go into an executive session and will do this at the end of the meeting. Project is on budget. Application to APA has been made. DOH and Engineers are in discussion regarding the plan. Have received an invoice from Dodson for $20,000.00 and need to discuss it with the Board.
2. WASTEWATER TREATMENT-UPDATE ON PROJECT, CALENDAR OF UP-COMING PUBLIC INFORMATIONAL MEETING AND PUBLIC HEARING-Had a workshop March 4th. There will be a Public informational meeting on March 26th at 6 PM at the Essex County Supervisors Chambers. This will be an update from the Engineers regarding results from water testing.

The Supervisor said she has a calendar for upcoming meetings. March 26th at 6 PM, April 1st at 1:15 PM will be a public hearing with the regular Wastewater meeting at 1: 30 PM, April 15th doing a public hearing on the bond resolution for the Waste Water Project(no time set yet) and then May 13th (no time set yet) will be another regarding the Bond Resolution.

1. DPW-REQUEST FOR NEW TRUCK/ SPECIFICATIONS. RES.-

DPW Superintendent Pulsifer spoke about the Salt Reduction

rebate regarding the live edge for plow trucks. It helps to

reduce salt use. He explained about the blade. With

Grant monies this would only cost around $600.00 instead of

approximately $3,200.00. Would put on the newer truck.

Needs a resolution to purchase.

-The new Highway Maintenance policy is finished and needs to be adopted.

-He also presented a new maintenance sheet for culverts that will help with keeping track of when they are placed and their condition. This will help if FEMA is needed again.

-Want to upgrade the garbage truck. He recommends purchasing a new truck and using the old 2016 truck as the garbage truck. Would like to sell the old truck. Need a resolution to go out to RFP for this and he will investigate using CHIPS monies.

-Working on repairing potholes.

-Will work with Dan Wallace to put up the Hometown Hero’s Banners toward the end of April. Will take the Christmas wreaths down soon.

-Would like to get a quote for an excavator/ trailer.

-The Board thanked Mr. Pulsifer for all the good work the Highway did this winter.

6. COBBLE HILL GOLF COURSE-LIQUOR LICENSE, INS.-They are interested in pursuing a liquor license. Just for beer and wine in single serving cans. There is a charge through insurance and is based on the yearly sale of alcohol. For an estimated $5000.00 in sales, it would add $750.00 to the town’s liability. About $35.00 to get the liquor license.

**RESOLUTION NO. 63-25**

Motion to discuss seeking a Liquor License for Cobble Hill Golf Course from May 1st to October 30th offered by Councilperson Allott and seconded by Councilperson Bailey.

-Councilperson Wright asked if it will be a vending machine and was told it would be a cooler. Discussed that selling this way reduces the Towns’ liability and people will be carded.

-Discussion on locking up, people being able to still bring their own alcohol, training the employees etc.

All in favor of CHGC getting a liquor license and selling single serving containers of beer and wine. Motion carried.

AYES-5 Supervisor Reusser NAY-0

Councilperson Allott

Councilperson Bailey

Councilperson Morris

Councilperson Wright

1. FISCAL ADVISORS-DOCUMENTS SUBMITTED-Fiscal Advisors is the company that the Town uses to update the 4.5 million dollar ban to cover some of the FEMA projects. The Annual Financial Report is needed, which is almost completed and will be sent out at the end of the week.
2. ELIZABETHTOWN SOCIAL CENTER-Laurie House, the new director, asked regarding a Grant for $3500.00, if the Town would be the Fiscal Sponsors. This monies would go toward a van and the Teen Rec Program.

**RESOLUTION 64-25**

Motion offered by Councilperson Allott for the Town to be the Grant Pass through for the $35,000.00 Grant from the Charles R. Wood Foundation for the Social Center. Seconded by Councilperson Wright. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Allott

Councilperson Wright

Councilperson Bailey

Councilperson Morris

**COMMITTEES:**

1. HIGHWAY DEPARTMENT-Discussed already.

10. WATER DISTRICT-No discussion.

11. BUILDING & CODES-Codes Officer Costin has completed all 5 courses and will do the 6th this coming week. After that he will have fully met the criteria for Codes & Fire & Safety Officer.

12. PLANNING BOARD/ZONING BOARD-There was training with Anna Reynolds that went well. Mr. Gough said that when applications are submitted, the Board needs to figure out when Building & Codes needs to be brought in.

13. COBBLE HILL GOLF COURSE-The Supervisor has the DOH Snack Bar permit which will be submitted tomorrow.

14. ESSEX COUNTY FAIR BOARD-A letter was sent out to each town offering pre-purchase of 100 Fair tickets at $13.00 each. The Board was not comfortable with spending taxpayers’ money to purchase these tickets.

15. ESSEX COUNTY FISH HATCHERY-The Supervisor explained that the Fish Hatchery has had a reduction in the type and number of fish they raise. It seems like there will be movement away from the County having it in Crown Point. Working on alternative business that would supply the County but would be something that would have to be paid for.

16. HOLIDAY WREATHS-The town has budgeted to purchase another dozen wreaths. The cost is $6500.00. 12 of the old ones will be phased out.

-Councilperson Bailey asked how many the town currently has and was told there were 50 old ones and 12 new ones. The Supervisor said she would like to get volunteers to help get a new Town Hill tree. Councilperson Wright felt the funds had already been set aside. He was told the funds for the park tree will be used but she would prefer not to use funds for the Town Hill tree as we do not own the property, and it is currently for sale.

**RESOLUTION NO. 65-25**

Motion to spend $6518.00 on the purchase of 12 new Christmas Wreaths with bows 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

17. CLEANING PERSON-The cleaning person has resigned, and the town has advertised for a new one. We have 2 applications. The Supervisor would like to increase the pay from $18.00 an hour to $22.00. They would be helping to open and close the Golf Course, clean the Town Hall, Trail Center and the Hut at the Town Field. Will choose a cleaner and vote on at the next meeting.

18. TRAILS-Councilperson Allott spoke. He said they had monthly trail meetings with about 10 people in attendance. Discussed how BETA will help support the town this year. They will supply 3 weeks with their trail building team here as well as organizing 2 volunteer days. Sawteeth Construction has offered to build a kiosk for the Blueberry Trail system with the Town supplying the materials at a cost of about $500.00. He explained where it would be placed.

Would like to consider putting in WIFI at the Trail Center.

-Discussed closing Bronson Rd and the Lord Road parking lot during the muddy season. Councilperson Allott will look into this.

-Councilperson Bailey asked if there was a formal process for booking a meeting or such at the Hub and was told not yet but need to do a sign-up calendar.

19. YOUTH COMMISSION-The Supervisor said that the town has their contribution to support Youth Commission listed in tonight’s invoices.

-Paige Saltamach spoke and said that Baseball and Softball sign ups have started.

**FINANCIALS:**

TRANSFERS

No Transfers to approve this month.

SUPERVISORS REPORT

**RESOLUTION NO. 66-25**

Motion to approve the Supervisors 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 Wright

Councilperson Morris

PAY ALL BILLS

**RESOLUTION NO. 67-25**

Motion to pay all bills for Abstract #3 ABS 87 to 134 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

Resolved that the following bills be paid:

Paid: Unpaid:

General Fund $ 96,297.91

Highway Fund $ 1,033.00 $ 13,818.20

Sidewalk District $ 32.75

Garbage District $ 56.32

Lighting District $ 1,258.79

Fire District $149,671.00

Water District 3 $ 5,691.91

Ambulance District $216,671.00

Total $367,375.00 $117,155.88

**RESOLUTION NO. 68-25**

Motion for the Town Highway Department to purchase a cutting-edge plow offered by Councilperson Wright and seconded by Allott. All in favor. Motion carried.

AYES-5 Supervisor Reusser NAYS-0

Councilperson Wright

Councilperson Allott

Councilperson Morris

Councilperson Bailey

**RESOLUTION NO. 69-25**

Motion to request RFPs for a new Highway truck with plow and sander 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. 70-25**

Motion for the Highway to adopt a Maintenance Policy

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

-Councilperson Wright asked where the town was on its Employee Policy and was told it is being worked on.

-He also stated that the town sidewalks need to be repaired. Discussion on this.

-Councilperson Morris questioned if an Excavator should be leased or purchased. Discussed leasing one.

**RESOLUTION NO. 71-25**

Motion for the Highway Department to request to lease an Excavator 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

-Discussion on road and sidewalk repair and purchasing a trailer.

20. NOBLE TERRACE BRIDGE-Discussed the pros and cons of putting in a bridge or a box culvert and if the bridge can be turned over to the County.

**RESOLUTION NO. 72-25**

Motion to go with a bridge that will be built, not a box culvert for approximately $875,000.00 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

**RESOLUTION NO. 73-25**

Motion to enter Executive Session at 8:24 PM to discuss the redundant drinking water project 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

**RESOLUTION NO. 74-25**

Motion to exit Executive Session at 9:00 PM 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

**RESOLUTION NO. 75-25**

Motion to do and RFP for Engineering for the Capital Water Project 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

This meeting ended at 9:03 PM.

Respectfully submitted,

Janet E. Cross,

Town Clerk