

MINUTES OF THE SMITHVILLE TOWN BOARD  
August 21, 2023

**OPENING** of Town Board meeting  
ROLL CALL/PLEDGE/LATE ADDITIONS:

6:30PM

**ATTENDANCE:**

Supervisor John Cammarata  
Board members: Bob Whitmore  
Russell Wark, absent  
Shane Butler  
Pam Holcomb

**ALSO:**

Vince Witkowski, Highway Sup't  
Patty and Billy Castaldy  
Priscilla Vanderbunt, residents  
Town Clerk Alison Owens

**CORRESPONDENCE**

6:35PM

C1) note to the Town Board from Sue Hammond: thank you to the Town Board for the tree and shrub planting in memory of Jared and Vic Hammond. Supervisor Cammarata asked where Board members would like to put the \$100. Board members said to put it in the Playground account A7210.4.

**RESOLUTION # 29 (2023): ACCEPT THE \$100. DONATION FROM THE HAMMOND WITH THANKS AND PUT IT IN THE PLAYGROUND/RECREATION ACCOUNT A7140.4**

On a motion by Board member Butler, 2nd by Boardmember Holcomb, the \$100 Hammond donation will be put in the Playground/Recreation account A7140.4. Town Clerk Owens will write a note to the Hammond family.

AYES: Holcomb, Butler, Whitmore, Cammarata  
NAYES: 0  
Absent: Wark

Additionally, the \$25 donation recorded in the Town Clerk's report in July 2023 was also transferred to the Playground/Recreation account A7140.4.

**NEW BUSINESS**

6:50PM

NB1) none at this time

**OLD BUSINESS (UPDATES IF ANY)**

7:00PM

OB1) updates on the 2002 transmission for the Volvo: The Volvo is awaiting a price to repair/replace the transmission from TNR and if accepted, can be done soon. The Gradall will have replacement parts put into it.

OB2) updates on the grant for the purchase of 2026 MACK truck. On Sept. 15th, the USDA will have funding back again for the trucks; paperwork will be done shortly after by Lamont Engineering. If the USDA paperwork is backed up and Smithville is too far down the list for a truck this year, then the Town may fund privately through a bank. It could be 2026/27 before the Town can get another truck

OB3) any further updates from the Planning Board on Cemeteries on private property. The Planning Board did not feel it fits in for Site Plan View and sent it back to the Town Board for a possible Local Law. Town Clerk Owens said she had emailed out 3 copies of Local Laws from other Municipalities but that some of them heavily involved an Enforcement Officer. She didn't feel those were a good fit for the Town of Smithville.

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OB4) Brisben Fire District: The Oxford Fire District will cover the 4-5 houses located in the Town of Smithville at no extra charge for the remainder of 2022. Board member Whitmore said Brisben has to do an inventory and then is required to sell everything. The Town of Greene has control of the property as it is located in the Greene township. Board member Whitmore also suggested a fund be opened to begin saving for a paid fire service in these three Towns as in the next few years volunteers will be difficult to get ahold of. He does not foresee volunteer Fire Departments lasting too much longer.

### REPORTS

7:20PM

R1.) Highway: report submitted

- Paving done on Williams Rd to the intersection of Buckley Hollow Rd. The company switched binders to correct errors from last year but Supervisor Cammarata noticed some splitting in the pavement and wondered about sealing. Hwy Supt. Witkowski said there would be no money to seal until next year.
- Beavers still remain a problem
- Yield and stop signs are being stolen
- The Highway employees are helping McDonough oil and chip Creek Rd; Hammerle to Chestnut
- Winter sand is being delivered

R2) Assessor: report submitted. Updates are being made to the role and sales are being transmitted to Norwich. Exemptions are being checked for removals and updates.

R3.) Enforcement Officer: no report submitted.

- Building permits from Smithville are lagging behind because code enforcement doesn't sign in a timely manner so the County has set up the policy that if it doesn't involve a septic or leach field they will dispense the building permit for the Town of Smithville. Town Clerk Owens indicated the County also needs to check for Site Plan Reviews as this is lost revenue for the Town if a property doesn't meet code through a \$50 SPR. The County also needs to make sure they send a copy of the building permit application to the Town for the Clerk, Assessor and Code Enforcement Officer.
- There is a building permit for the Paylul Retreat Center and for the Spanish Baptist Church, also for Prewitt's on Collyer Rd. There is also a SPR planned for Sept. 6th for an auto dealership in the hamlet.

R4.) Planning Board: July and August draft minutes submitted

R5.) DCO: no report submitted; verbally reported he received a dead dog report on State Hwy 41 but when he arrived the dog was asleep; more problems with dogs across the road from the fire station

R6.) vacant R7.) vacant

R8.) Custodian: no report submitted

R9.) Playground Committee: report submitted. Work is ongoing on the garden beds with the Grange symbol and flower planting afterwards. The volunteer committee may

R10) Town Clerk: report submitted late. Will include recommendation for records storage

- The records room is full and cannot handle any more boxes and the overflow areas are full as well. The records at the SHS are at risk due to the unheated building which is also not fire resistant. Town Clerk Owens has considered the limited possibilities for records storage in the area and has decided on 2 options being the best.
  - The first is a previously discussed addition to the Community Center west end. This would result in the Town Clerk's office being moved to that new space but would also give further expansion to the current records area. This was previously sent to Lamont Engineering but the sketch that came back did not meet the needs. Supervisor Cammarata adjusted it so it fits the requirements better. Town Clerk Owens said Fred Heisler, who designed the current addition to the Community Center, would be willing to work with the Town on the design and construction.
  - The second is a portable structure which could be used temporarily to store records in and/or house the Town Clerk's Office. Town Clerk Owens has the name and email of someone who looks for used classroom/office/storage units at a significantly reduced cost. This could be set up next to the Community Center or across from the parking lot. These can be obtained with heat/air/restrooms.

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- Board members commented on outside storage places or upstairs in the CC but Town Clerk Owens said anything offsite or upstairs would be difficult to get into and work on. Many of the SHS records need to be sorted through and put into Archival boxes. There are about 50 cu ft of records there. It is unknown what will happen to the SHS as there are only 3 officers at the present time. Board member Whitmore mentioned the possibility of storage at the fire station.
  - If the option to add onto the CC is chosen, the current Town Clerk's Office would become an office area for the Historian, Supervisor and Records Management Officer.
  - Board member Butler mentioned the possibility of microfilming the records so they would not require so much storage space. He said grants were available through the RC Smith Foundation that would help with that and offered to ask for more info. Town Clerk Owens said that would help with old Assessment rolls and with the minutes. Some of the old minutes have been scanned into the computer, some minute books have disappeared over time.
  - It was suggested to wait until the water system grant money survey info comes in to see if the Town qualifies for additional monies that might get us a whole new building with little or no cost to us.
- Town Clerk Owens has received notification that rates for the Town website domain for next year will be increasing about 10%. She can renew now at the old price before September 1st if the Board so wishes. This is attached to her credit card and that option will expire at the end of the year. Board members recommended renewing at the current price of about \$13.00 now.

### **RESOLUTION # 30 (2023): APPROVE RENEWING THE TOWN WEBSITE DOMAIN FOR ANOTHER YEAR AT THE CURRENT PRICE OF APPROX \$13.00**

On a motion by Board member Butler, 2nd by Boardmember Holcomb, approx \$13.00 renewal fee for the domain for the Town of Smithville website will be renewed at the current rate.

AYES: Holcomb, Butler, Whitmore, Cammarata

NAYES: 0

Absent: Wark

R11) vacant

R12) Supervisor's Report: submitted

- From the County: Supervisor Cammarata said the County has requested space in the Smithville Town Barn during the winter where the County can park a truck for snow plowing County Rd purposes. This is a cooperative, written agreement between the County and the Town of Smithville. Board members were ok with it.

### **RESOLUTION # 31 (2023): SIGN WRITTEN AGREEMENT TO HOUSE COUNTY TRUCK AT THE TOWN OF SMITHVILLE HWY GARAGE FOR THE SNOWPLOWING SEASON**

On a motion by Board member Butler, 2nd by Boardmember Whitmore, the Town Board authorized the approval to sign the cooperative agreement between Chenango County and the Town of Smithville to keep a County truck housed at the Town of Smithville Barn for the 2023-2024 plowing season.

AYES: Holcomb, Butler, Whitmore, Cammarata

NAYES: 0

Absent: Wark

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- Supervisor's report: Chips paperwork has been applied for; all budget items have been balanced;
- The front end loader 1st payment of \$40K was paid by ACH
- The Excavator has already been paid for
- The CHIPS monies will be coming in about the middle of September. \$201K in funds from the Extreme Winter Recovery will be used to pay down on the purchase of the \$238K new truck. A loan payment of approx \$16K will be used in November which will bring the balance for the new truck to \$21K. The \$143,000. from CHIPS will be divided equally into the CHIPS account and the Highway fund..
- The CD's the Town Board authorized last month were put into those accounts at NBT which will generate almost \$5K in interest
- NBT is giving 3.2% for Highway savings account which might be a good possible alternative
- Resident Priscilla Vanderbunt asked what the Town might need in the next 3-5 years and suggested to the Town Board to make a plan for it, how to accomplish those goals. Supervisor Cammarata said it was difficult to plan too far in advance because of the continual problems which crop up. The costs of doing business are going up exponentially right now and the Town can't plan for more than that. Insurance costs are going up 12-18%; health insurance costs 11% and employment through the Union up \$.50 per hour per person. It means that the Town will probably have to override the 2024 Budget by Local Law as we are only allowed a 2% increase per year.
- A motion to accept the Supervisor's report was made by Board member Holomb, 2nd by Board member Whitmore. All four Board members in favor, motion carried. Board member Wark was absent.

**MINUTES APPROVAL** for July 17th

8:05PM

The minutes of the July 17th Board meeting were reviewed. A spelling correction on p. 4 was noted and will be corrected. A motion to approve the minutes as corrected was made by Board member Butler, 2nd by Board member Whitmore. All four Board members in favor, motion carried. Board member Wark was absent.

**WARRANTS**

8:10PM

General Warrant # 8, Vouchers # 128-148 in the amount of \$8604.46 were submitted for payment

Early payments:

129, 130, 131, 134

It was noted that Voucher # to Mirabito is a duplicate and will be deleted.

Voucher # 128 was being held pending confirmation by the Town Board. This was a request by Court Clerk Rachel Raimo for the Town to pay \$1162.00 for a Court Clerk Conference in September at the Turning Stone Casino. Board members discussed whether this was a required Conference and considered the impact it would have on the Justice Contractual budget for 2023. They decided to offer to pay the \$100. Registration fee which would allow the Court Clerk to attend the Conference classes only and requested the Judge add this conference to his proposed expenses for next year's 2024 Budget.

**RESOLUTION # 32 (2023): AGREE TO PAY FOR THE REGISTRATION FEE FOR A COURT CLERK'S CONFERENCE**

On a motion

by Board member Butler, 2nd by Board member Holcomb, the Town Board authorized the approval to pay the \$100. Registration fee for the Court Clerk to attend classes at a Court Clerk Conference at the Turning Stone Casino in September 2023.

AYES: Holcomb, Butler, Whitmore, Cammarata

NAYES: 0

Absent: Wark

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If this is acceptable to the Court Clerk, a voucher would need to be drawn up by this coming weekend.

Additionally, Voucher # 101 on the Highway Warrant (fee to extend the building permit for the back-up generator) was transferred to the General Warrant, #149 in the amount of \$50.

A motion to pay General Warrant # 8, vouchers 129-149 except 128 &145, in the amount of \$7442.46 was made by Board member Whitmore, 2nd by Board member Holcomb. All four Board members in favor, motion carried. Board member Wark was absent.

Highway Warrant # 8, Vouchers # 102-120, in the amount of \$121,710.62 were submitted for payment (#101 went to General Warrant # 149). These were reviewed. A motion to pay these claims was made by Board member Whitmore, 2nd by Board member Butler. All four Board members in favor, motion carried. Board member Wark was absent

**NO EXECUTIVE SESSION**

8:25PM

**OTHER: Next monthly Board meeting is Sept. 18th  
Budget meeting work session tentative date will be Sept. 6th 6:30pm**

Priscilla Vanderbunt: Can water be put down on roads now that the calcium has been spread?  
Hwy Supt Witkowski replied it could not at this time.

**There was no other business to come before the Board. Supervisor Cammarata declared the meeting adjourned**

CLOSE: by Supervisor Cammarata

8:30PM

Alison Owens

Smithville Town Clerk