

Minutes of the Smithville Town Board
July 21, 2025

OPENING of Town Board meeting

6:30PM

ROLL CALL/PLEDGE/LATE ADDITIONS:

Supervisor John Cammarata
Clerk

ALSO:

Donna Marie Utter, Deputy Town

Board members: Dakota Warren, late 6:37

Vince Witkowski, Hwy Supervisor

Shane Butler

Bruce Kinney, Code Enforcement

Russell Wark

Fred Heisler

9 Community Members

CORRESPONDENCE

6:35PM

C1) Email received from Terrianne Jones, property owner, thanking the Highway Department for their quick response and all the work they are doing related to the recent storm damage.

C2) Message from Keith Sabin that Lindsay Equipment has dropped the John Deere Contract with them and it will be necessary to obtain John Deere parts from another dealer. SN Partners (formerly Cazenovia Equipment) is a John Deere dealer. Supervisor Cammarata will contact SN Partners to establish an account with them

C3) Financial Report from JRC received. Town Clerk and Supervisor have copies if anyone wants to review them.

Debra Mills presented the Board with a list of JRC Summer Program staff and students. 193 students are signed up for the program (27 from Smithville). They are averaging 160 students a day. Supervisor Cammarata stated that he is working with the County to have them pay the JRC directly so that the Town is no longer the "middle man". He also stated that a voucher needs to be submitted before funds are paid to the JRC.

NEW BUSINESS

6:45PM

NB1) Consider Resolution to purchase 2 new Dell 15 Laptops for the Assessor and Town Clerk, each to be paid from contractual/equipment accounts.

Current laptops are running on windows to 10 and need to be upgraded. There is money in the budget to cover the cost of 2 new laptops.

RESOLUTION #39 (2025): PURCHASE 2 DELL 15 LAPTOPS FOR THE ASSESSOR AND TOWN CLERK AT A COST OF \$749.99 EACH FROM CONTRACTUAL/EQUIPMENT ACCOUNTS.

On a motion by Mr. Heisler, 2nd by Mr. Butler, the following Resolution was ADOPTED

AYES: Heisler, Butler, Wark, Warren, Cammarata

NAYES: 0

RESOLVED, to purchase 2 Dell 15 laptops for the Assessor and Town Clerk at a cost of \$749.99 each from contractual/equipment accounts.

NB2) Consider Resolution re-appointing Town Assessor for a 5 year term Oct. 1, 2025-Sept. 30, 2030.

Faline Ward's current term expires September 30, 2025 and she has submitted a letter of interest.

RESOLUTION #40 (2025): RE-APPOINT FALINE WARD AS THE TOWN ASSESSOR FOR A 5 YEAR TERM (OCTOBER 1, 2025 - SEPTEMBER 30, 2030.

On motion by Mr. Heisler, 2nd by Mr. Butler, the following Resolution was ADOPTED

AYES: Heisler, Butler, Wark, Warren, Cammarata

NAYES: 0

RESOLVED, to re-appoint Faline Ward as the Town Assessor for a 5 year term beginning October 1, 2025 through September 30 2030.

OLD BUSINESS (UPDATES IF ANY)

6:50PM

OB1) Reconsider Resolution authorizing late/unlicensed fee on dog licenses

The Town Clerk is requesting per the Dog Licensing and Control Local Law #5 2021, pg 2, that a \$5.00 fee be imposed for delinquent dog licenses 30 days past due date. The law allows the Board to set the fee annually by Town Board Resolution and posted on the Town Fee Schedule. If a fee is not going to be charged, the law will have to be amended.

RESOLUTION #41 (2025): RESOLUTION AUTHORIZING LATE/UNLICENSED FEE ON DOG LICENSES

On motion by Mr. Wark, 2nd by Mr. Warren, the following Resolution was TABLED

AYES: Heisler, Butler, Wark, Warren, Cammarata

NAYES: 0

RESOLVED, to **table** the resolution until the August 18, 2025 meeting when Town Clerk Owens will be present and further information as to the need/benefit of a late fee can be discussed further.

OB2) Discussion of NB4 of June 16, 2025 meeting. Bookkeeper could not make the transfer (Resolution # 34)

Supervisor Cammarata stated that the check was reposted and payment was made for the trees as authorized.

OB3) Discussion on addition to Town Offices

Supervisor Cammarata has now received corrected and complete plans from Principle Designs and they are sufficient to prepare a building permit.

Board member Fred Heisler asked if the Board now moves forward - is it a top priority.

Board member Butler stated that any Records Retention Grants available are for upgrading current storage facilities, not building a new structure.

The new building plans will be scanned and sent to Board members for their review.

OB4) Continued discussion on water system for the Flats

The Board discussed how best to proceed on the water project.

Next Steps:

- Move forward with applying for the CDBG Grant which is due by July 31, 2025 and will be written at no additional cost by Lamont Engineering.
- If the grant is not received the Town will not proceed further with the project.
- A door to door survey of all property owners within the hamlet must be done to get a more accurate accounting on whether the **majority** of residents are in favor or against the water project. Board members indicated they would be willing to help with a door to door survey.
- A list from the County of all property owners within the hamlet, which will aid in the door to door survey.
- If the grant is received, then a review of the survey results will be reviewed before a final decision on proceeding further with the project is made.
- It was noted that the project can be stopped at any point, even if the grant is approved.

RESOLUTION #42 (2025): RESOLUTION AUTHORIZING WRITING AND APPLYING FOR CDBG GRANT MONIES FOR A HAMLET WATER SYSTEM AND COMPLETING A DOOR-TO-DOOR SURVEY OF PROPERTY OWNERS REGARDING THEIR POSITION ON A HAMLET WATER SYSTEM

On motion by Mr. Butler, 2nd by Mr. Warren, the following Resolution was ADOPTED

AYES: Heisler, Butler, Wark, Warren, Cammarata

NAYES: 0

RESOLVED, to proceed with Lamont Engineering writing and applying for CDBG Grant monies for the Town of Smithville Hamlet water system and to proceed with a door-to-door survey of property owners.

REPORTS

7:10 PM

R1.) Highway: report submitted

- Fixed flood damaged roads - \$20,000 for fill to repair washouts
- Repaired culvert pipes
- Calcium coming to continue applying - cannot apply if raining
- New grader arrived - demonstration on operation
- Grading to complete on a number of roads
- Someone interested in helping Groundskeeper with weed wacking, but does not turn 18 until September

Teri Whitmore offered to help Groundskeeper Keith Sabin with any weed wacking. She will stop in the Town Office to get needed paperwork filled out.

Board member Fred Heisler received a complaint from Tera Whittaker on Robins Road that her road was promised calcium to control dust and has not been done yet. Without a Comprehensive Road Plan he was unable to tell her approximately when her road was scheduled.

Highway Supervisor Witkowski responded that due to flood repairs, calcium delivery had to be rescheduled and should arrive this week. The plan is to continue applying to roads not completed yet, working around any rain days.

Mark Fisher called Highway Superintendent Witkowski regarding extending his road. The cost for any extension would fall on the property owner and he would need to go through the Planning Board for their approval.

R2) Assessor: no report submitted

R3.) Enforcement Officer: no report submitted, EO was present and gave a brief verbal report

- Working on a couple building permits - acreage does not require Planning Board review

R4.) Planning Board: no minutes submitted

R5.) DCO: no report submitted;

R6.) Reminder from the Justice Court that the grant funds have to be used by September

Supervisor Cammarata stated that the new air conditioners purchased with the grant funds (\$28,000) will be installed this week.

R7.) Justice: no report submitted

R8.) Custodian/Groundskeeper: no report submitted

R9.) Playground Committee: no report submitted. Donation check has been submitted by the Grange to be used in the Park fund. As per OB2, the Bookkeeper has said this kind of transfer cannot take place

R10) Town Clerk: report submitted

- Complaint regarding Mr. Fisher's cows that are not fenced in. NYS Town Law requires fencing of livestock.

Alison will draft a letter to Mr. Fisher setting forth the NYS Town Law requirements.

R11) vacant

R12) Supervisor's Report: submitted

- The year-end financials have been corrected and submitted. The discrepancy of \$1498 for the fire department came from monies received from Brisben in connection with their dissolved fire service. Monies went to Greene.
- Grader Financing - The grader is being paid for through CHIPS funds with no cost to the Town.
- September 9th reimbursement of \$235,885 will be transferred to the road account to be spent this year.
- F-600 truck is at Palmers for installation of box and plow - should be completed in next 2 weeks.
- Board member Shane Butler had requested a list of purchased equipment. Supervisor Cammarata prepared and shared a list of purchased equipment and payoff dates with Board members for their information.
- Add to purchased equipment list - fuel shed - paid \$24,000.00

The meeting proceeded with the approval of the Supervisor's Report, moved by Mr. Butler, 2nd by Mr. Warren. All 5 Board members in favor, motion carried.

MINUTES APPROVAL for June 16, 2025

7:15 PM

After review of the minutes of June 16, 2025, a motion to approve them was made by Mr. Butler, 2nd by Mr. Warren, with the following corrections: on page 7, OB1, Miscommunication/Misunderstanding, first bullet - **Mike Becker** from Principle Designs, should be changed to **Mike Riley**; and the same change on page 8, second bullet. All 5 Board members in favor, motion carried.

WARRANTS

7:17 PM

General Warrant # 7, Vouchers # 89-105 in the amount of \$4404.13 submitted for payment were reviewed. A motion to pay these claims was made by Mr. Heisler, 2nd by Mr. Butler. All 5 Board members in favor, motion carried.

Highway Warrant # 7, Vouchers # 79-96, in the amount of \$333,935.40 submitted for payment were Reviewed. A motion to pay these claims was made by Mr. Heisler, 2nd by Mr. Butler. All 5 Board members in favor, motion carried.

EXECUTIVE SESSION

7:20 PM

There was no Executive Session, and no additional business.

Motion made by Mr. Heisler, 2nd by Mr. Butler to adjourn the meeting. All 5 Board members in favor, motion carried. Meeting adjourned at 7:20 PM

Smithville Deputy Town Clerk

Donna Marie Utter