

January 10, 2024

The Town Board of the Town of Harpersfield held an organization meeting, regular meeting and public hearings on January 10, 2024.

Present were: Lisa M. Driscoll, Supervisor
Patrick F. Funk, Councilmember
Erik R. Reeve, Councilmember
Dwayne C. Hill, Councilmember

Also present: Russell Hatch, Supt. of Highways
Linda E. Goss, Town Clerk
Dean A. Darling, Chairman of the Planning Board
Laurel (Laurie) Bedford, Assessor

Others present: Rhonda Slicer
Carola Slicer
Ed Slicer
Matt Taylor
Donna Van Sickell
Thomas Van Sickell
Gloria Anderson
Elizabeth Page, Editor for The Mountain Eagle

The meeting was called to order at 7:02 PM by Supervisor Lisa M. Driscoll.

Supervisor Driscoll led the Board and those in attendance in the Pledge of Allegiance to the Flag.

A motion to appoint the following Town Officials was made by Patrick F. Funk:

Town Attorney – Allyson Phillips.

Town Bookkeeper – Karen Kropp.

Town Code Enforcement Officer – Thomas Little.

Deputy Town Code Enforcement Officer – Dale Downin.

Town Court Clerk – Joy Musella.

Town Dog Control Officer – Jeffrey Bell.

Town Historian – Thomas Giaguzzi.

Town Planning Board Chairman – Dean Darling.

Town Planning Board Member – Walter Keller.

Deputy Superintendent of Highways - Otis Schermerhorn Jr.

Registrar of Vital Statistics – Linda E. Goss.

Deputy Registrar of Vital Statistics – Diane S. Grant, Term: 01/01/2024 to 12/31/2024.

Seconded by Dwayne C. Hill. All voting Aye.

A motion made by Dwayne C. Hill seconded by Erik R. Reeve that in compliance with Open Meeting Law the regular Town Board meetings will throughout the year be held on the second Wednesday of the month at 7:00 PM at the Town Hall. All voting Aye.

Supervisor Driscoll informed the Board that in the past the Town has had an Equalization Committee made up of William Boyle Sr., James Eisel Sr. and Edward Pick Jr.. Supervisor Driscoll stated that after speaking to the Town Assessor and Town Clerk this Committee has never met. The Committee was formed to look into if there were fair assessments Town wide. Supervisor Driscoll continued that there is a process in place with the Town Board of Assessment Review and Grievance Day that does not include the Equalization Committee. She asked that the Equalization Committee be disbanded and if in the future there is a need for the Equalization Committee it could be appointed at that time. A motion was made by Patrick F. Funk to disband the Equalization Committee seconded by Dwayne C. Hill. All voting Aye.

A motion that the necessary bills be paid when due (Electric, Telephone, Fuel, Transfer Station, The Daily Star, Ace Hardware, Tractor Supply, Power Plan etc.) and audited by the Board at the next regular meeting was made by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye.

Patrick F. Funk moved seconded by Erik R. Reeve that when officials are on town business they be paid mileage at the rate of \$.67 cents per mile. All voting Aye.

Supervisor Driscoll informed the Board that they need to appoint the Highway Committee. Patrick F. Funk is currently on the Highway Committee. Erik R. Reeve asked what being on the Highway Committee entailed? Supervisor Driscoll answered helping Russell Hatch. Russell added just being a second pair of eyes when there is a problem. Linda E. Goss added that the Highway Committee sits in on the Union negotiations for the Highway Employees. The discussion continued. A motion to appoint Patrick F. Funk and Erik R. Reeve to the Highway Committee was made by Dwayne C. Hill seconded by Patrick F. Funk. All voting Aye.

Supervisor Driscoll informed the Board that she would represent the Town on the Catskill Rail Committee. A motion that Lisa M. Driscoll represent the Town of Harpersfield on the Catskill Rail Committee was made by Patrick F. Funk seconded by Erik R. Reeve. All voting Aye.

Patrick F. Funk moved seconded by Dwayne C. Hill that The Daily Star be the Town's Official newspaper. All voting Aye.

RESOLUTION NO. 001 OF THE YEAR 2024.

Councilmember Patrick F. Funk offered the following resolution and moved its adoption:

TITLE: INVESTMENT POLICY RESOLUTION.

BE IT RESOLVED, that investment in the Local Government of the Town of Harpersfield shall be undertaken in a manner which seeks to insure the preservation of capital. Each investment transaction shall see to avoid capital losses from securities, defaults of erosion of market value.

It is the intent of the Town of Harpersfield Local Government to maximize the returns on idle cash balances within the guidelines established by this policy.

This policy shall apply to idle monies in each of the various funds of the Town of Harpersfield. In accordance with State Law, the Supervisor and the Town Clerk/Collector are permitted to invest the Local Government's idle cash in the following instruments:

An Interest Bearing Account, Certificate of Deposit, Savings Account or Money Market.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

RESOLUTION NO. 002 OF THE YEAR 2024.

Councilmember Patrick F. Funk offered the following resolution and move its adoption:

TITLE: RESOLUTION DESIGNATING DEPOSITORIES.

WHEREAS, under Section 64 of the Town Law, it is provided that the Town Board shall designate the banks or trust companies by written resolution in which certain Town Officials shall deposit the monies coming into their hands by virtue of their offices.

NOW, THEREFORE, BE IT RESOLVED, that the NBT of Hobart Bank, the Wayne Bank or the Delaware National Bank of Delhi are hereby designated as depositories in which the Supervisor, the Town Clerk/Collector and the Town Justice shall deposit all monies coming into their office.

BE IT FURTHER RESOLVED, that this resolution be entered in the minutes of this Board.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

RESOLUTION NO. 003 OF THE YEAR 2024.

Councilmember Dwayne C. Hill offered the following resolution and moved its adoption:

TITLE: RESOLUTION ADOPTING A PROCUREMENT POLICY.

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt internal policies and procedures governing all procurement of goods and which are not required by law to be publicly bid.

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law #103. Every Town Officer, Board Member, Department Head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvas of other Town Departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$10,000.00 in the fiscal year or (b) public works contracts over \$20,000.00 shall be formally bid pursuant to General Municipal Law #103.

Guideline 3. The following method of purchase will be used when required by this policy in order to achieve the highest savings:

ESTIMATED AMOUNT OF PURCHASE CONTRACT:	METHOD:
0 TO \$5,000.00	Discretion of purchaser.
\$5,000.00 to \$7,000.00	Oral request for the goods and Oral/fax/email/quotes from two vendors.

\$7,000.00 to \$20,000.00	A written request (RFP – Request For Proposal) and written/fax/email/Quotes from three vendors.
ESTIMATED AMOUNT OF PUBLIC WORKS CONTRACTS:	METHOD:
\$500.00 TO \$3,000.00	Discretion of purchaser.
\$3,000.00 to \$10,000.00	Written Request For Proposals (RFP) and written/fax/email/proposals from two contractors.
\$10,000.00 to \$20,000.00	Written Request for Proposals (RFP) and written/fax/email/proposals from three contractors.

Any written Request For Proposal (RFP) shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of vendors from whom written/fax/email/oral quotes have been requested and the written/fax/email/oral quotes offered. All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Guideline 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the lowest bidder. For example, the second lowest bidder is a business in the Town, paying Town property taxes and their quote was within 5% of the low bidder which is an out-of-state business or supplier. If a bidder is not deemed responsible, facts supporting that judgement shall also be documented and filed with the record supporting the procurement.

Guideline 5. A good faith effort shall be made to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to procurement.

Guideline 6. Except when directed by the Town Board no solicitation of written proposals or quotations shall be required under the following circumstances:

- (a) Acquisition of professional services.
- (b) Emergencies.
- (c) Sole source situation.
- (d) Goods purchased from agencies for the blind or severely handicapped.
- (e) Goods purchased from another government agency.
- (f) Goods purchased from correctional facilities.
- (g) Goods purchased at auction.
- (h) Goods purchased for less than \$250.00.
- (i) Public Works Contract for less than \$500.00.
- (j) Insurance purchase.
- (k) Leases.

Guidelines 7. This policy shall be reviewed annually by the Town Board at its organization meeting or as soon after as is reasonably practicable.

Seconded by Councilmember Patrick F. Funk with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

RESOLUTION NO. 004 OF THE YEAR 2024.

Councilmember Patrick F. Funk offered the following resolution and moved its adoption:

TITLE: STANDARD WORK DAY AND REPORTING RETIREMENT RESOLUTION.

BE IT RESOLVED, that the Town of Harpersfield hereby establishes the following as standard workdays for Elected and Appointed Officials/Employees for the purposes of determining days worked reportable to the New York State and Local Retirement System.

This resolution will cover employees currently enrolled in the New York State and Local Retirement System.

Union Highway Department Employees – Full – Time – 8 hours standard work day – 5 days per week.

Transfer Station Employee – Full – Time – 8 hours standard work day – 5 days per week.

Town Supervisor – 5 days per month.

Superintendent of Highways – Full – Time – 8 hours standard work day – 5 days per week.

Town Clerk – Full – Time – 7 hours standard work day – 5 days per week.

Assessor, Chairman – 6.78 days per month.

Assessor – 5.83 days per month.

Councilmember – 1 day per month.

Building Code Enforcement Officer – 8 days per month.

Bookkeeper – 3 days per month.

Justice – 9.40 days per month.

Planning Board Chairman – 4.72 days per month.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

At 7:12 PM Supervisor Driscoll opened the Public Hearing for Local Law No. 001 of the Year 2024 regarding the adoption of a Local Law Changing to a Single Appointed Assessor for the Town of Harpersfield, Delaware County, New York. Supervisor Driscoll asked if anyone present would like to be heard. Edward Slicer asked for a copy of the proposed local law. Linda E. Goss gave Mr. Slicer a copy of the proposed local law. Mr. Slicer asked if the Town has a contract with the Assessor? Supervisor Driscoll informed Mr. Slicer that she was unaware of a contract that the Town would need for the Assessor. Mr. Slicer continued that the Town does not need to have a contract with the Assessor. He was just wondering if the Town had a contract with the Assessor. Supervisor Driscoll continued that the Town does not have a contract with the Assessor. She continued that Town Assessor Laurel (Laurie) Bedford has taken all the appropriate classes as required by the State. Councilmember Funk added that an appointed Assessor has requirements that need to be met, where an elected Assessor does not. Mr. Slicer continued that is why he asked if the Town has a contract with the Assessor. Most places have contracts with people that they hire. Supervisor Driscoll add we do not. Mr. Slicer continued that a contract protects both parties. Mr. Slicer asked will the Sole Assessor need to be appointed annually? Supervisor Driscoll answered no, the Sole Assessor is appointed for a six year term. Rudolph (Rudy) Tompkins the Town's second Assessor will be an assistant to Ms. Bedford. He will not be appointed. Ms. Bedford has the final say on everything. The discussion continued. Supervisor Driscoll asked those present if anyone else would like to be heard? No one else came forward to be heard. Supervisor Driscoll closed the public hearing at 7:15 PM.

At 7:16 PM Supervisor Driscoll opened the Public Hearing for Local Law No. 002 of the Year 2024 regarding the adoption of a Local Law Providing Real Property Tax Exemptions for

Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A of the Real Property Tax Law. Supervisor Driscoll asked if anyone present would like to be heard? Mr. Slicer asked for a copy of the proposed local law. Linda E. Goss gave Mr. Slicer a copy of the proposed local law. Ms. Bedford asked Supervisor Driscoll how this exemption is to be administered? Supervisor Driscoll answered that she has sent a letter to all four Fire Departments telling them that if they are considering anyone for this exemption, they will need to get that information to Ms. Bedford by the end of January. She has heard back from the Stamford Fire Department and the Hobart Fire Department. The Hobart Fire Department has one person that is considering applying for this exemption. Ms. Bedford continued that she is already administering this exemption for the County because they have already adopted this legislation. She has not heard if any of the Schools have adopted this legislation. Supervisor Driscoll also has not heard if any of the Schools have adopted this legislation. Councilmember Funk added that they probably won't. Supervisor Driscoll asked those present if anyone else would like to be heard? A discussion was had on the term dates of the Sole Appointed Assessor. Supervisor Driscoll asked those present if anyone else would like to be heard on the proposed local law for the Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers? No one else came forward to be heard. Supervisor Driscoll closed the public hearing at 7:20 PM.

Supervisor Driscoll informed those present that next on the agenda is ambulance service for North Harpersfield Fire Protection District. She has looked into Mr. Slicer's concerns about double paying for ambulance service. Hobart Fire Department has two ambulances. Davenport Fire Department has one ambulance. Stamford Fire Department has a fly car. Both ambulances in the Hobart Fire Department go out. They are both utilized. Through out the Town there are multiple ambulances going out. When a call goes out it is whatever ambulance is called upon and/or is closest that responds. Supervisor Driscoll continued that she has also spoken to Headwaters EMS. She asked them what the response time was before Headwaters EMS started as opposed to since Headwaters EMS has been up and running for the people in the Town of Harpersfield? It was a half an hour. It is now down to six minutes. Supervisor Driscoll continued that she applauds Headwaters EMS and the choice the Town has made as the response time going from a half hour to six minutes is fantastic. She has also heard of individuals who's lives have been saved because of the quicker response time. Supervisor Driscoll has also talked to the County. She was told that there are various Towns that contract with other districts that are not apportioned by COD. The amount of the North Hapersfield Fire District charges is not based upon assessed value. That is why an appointment is not done. Supervisor Driscoll continued that she has asked the County what Jefferson Fire Department's actual budget is and how they put it toward North Harpersfield Fire Protection District. She has not gotten that information yet. They had to look into it. The Town of Harpersfield portion of the North Harpersfield Fire Protection District budget has not gone up in a couple of years. The amount of North Harpersfield Fire Protection District's budget looks higher than other Fire Districts budgets. There is a lot that goes into the charges that are on a tax bill because of what is on those pieces of property. Supervisor Driscoll continued that she is still trying to get

information from the Jefferson Fire Department. When the Town agreed to have a paid ambulance service it was for the whole Town. Not for sections of the Town. The Town budget is not broken down by sections of the Town. The way that the budget is done currently it is not broken out by fire districts. The Town's budget has been approved. There is nothing that Supervisor Driscoll can do at this point on the budget. She told Mr. Slicer if he would like he can grieve his taxes with the Board of Assessment Review. Mr. Slicer stated that the Board of Assessment Review would only look into the Assessment on his properties. They would not be able to help him. The discussion continued. Laurie Bedford added that another thing that would need to be looked at would be the Town's equalization rate. Supervisor Driscoll agreed. The discussion continued. Supervisor Driscoll told Mr. Slicer when she has more information she will be in contact with him.

Supervisor Driscoll informed the Board that the annual Contract of Agreement between the Town and the Jefferson Fire District North Harpersfield Fire Protection District was in their packets. The budgeted amount is \$43,500.00 which has not gone up from last year. This agreement will go from January 1, 2024 to December 31, 2024.

AGREEMENT NO. 01 OF THE YEAR 2024.

Councilmember Patrick F. Funk offered the following agreement and moved its adoption:

TITLE: CONTRACT OF AGREEMENT BETWEEN THE TOWN OF HARPERSFIELD AND THE JEFFERSON FIRE DISTRICT, NORTH HARPERSFIELD FIRE PROTECTION DISTRICT.

THIS AGREEMENT made this 1st day of January 2024, by and between the TOWN OF HARPERSFIELD, Delaware County, State of New York, party of the first part, and the JEFFERSON FIRE DISTRICT of the Town of Jefferson, Schoharie County, State of New York, party of the second part, WITNESSETH:

WHEREAS, the NORTH HARPERSFIELD FIRE PROTECTION DISTRICT has been duly established in the Town of Harpersfield on the 29th day of December, 1954; and

WHEREAS, the party of the second part is the owner of motorized fire fighting equipment and maintains an organized Fire Department, and is willing to operate said equipment and provide firemen for the extinguishment of fires in the territory within the above mentioned Fire Protection District together with General Ambulance Service.

NOW, THEREFORE, the said party of the first part does engage the said party of the second part to furnish Fire Protection and General Ambulance Service to the said NORTH HARPERSFIELD FIRE PROTECTION DISTRICT and the party of the second part agrees to furnish such protection and service in the following manner:

1. The Fire Department of the said party of the second part shall at all times during the period of this agreement be subject to call for attendance upon any fire or general ambulance service

occurring in said district, and when notified by alarm or telephone call from any person within the District of a fire or general ambulance call within the District, such Department shall respond as promptly as possible except when the firemen and equipment are attending a fire or providing ambulance service in the Jefferson Fire District and attend upon the fire with suitable ladders, pumping and hose apparatus of the party of the second part. Upon arriving at the scene of the fire, the firemen of the party of the second part attending shall diligently and in every way reasonable suggested to the extinguishment of the fire and the saving of life and property in connection therewith.

2. In consideration of furnishing aid and the use of its apparatus as aforesaid, the party of the second part shall receive from the party of the first part the sum of Forty-three Thousand Five Hundred Dollars (\$43,500.00); such sum shall be assessed and levied upon the taxable property within the District known as the North Harpersfield Fire Protection District.

3. The party of the second part undertakes and agrees to maintain public liability insurance in the amount of not less than Ten Thousand Dollars (\$10,000.00) for property damage and Seventy-five Thousand Dollars (\$75,000.00) for personal injuries arising from the operation of said equipment within said District or in going to and returning from said Fire District.

4. It is understood and agreed that the party of the second part shall secure necessary insurance to insure the party of the first part against liability imposed against it by provisions of Section 290 of the General Municipal Law.

5. Said party of the first part will pay all legal fees and other expenses in connection with the operation of the said North Harpersfield Fire Protection District.

6. The party of the first part warrants that it is insured under a general policy of self-insurance held by the County of Delaware which covers all claims authorized by law for medical expenses, loss of wages, compensation benefits or other claims arising by reason of injury or death to a fireman or member of the Fire Department, Emergency Rescue Squad, Fire Police Squad or Fire Patrol sustained while answering, attending upon or returning from any such call, and in the case the said party of the second part shall be compelled or required to pay such claim, the party of the first part shall reimburse the party of the second part for the amount paid within thirty (30) days after making such payment.

7. All monies to be paid under any provision of this agreement shall be a charge upon the North Harpersfield Fire Protection District, to be assessed or levied upon the taxable property of said District and collected with the Town Taxes.

8. The period of this agreement shall be for one year from the date hereof, until the 31st day of December 2024 and shall continue on unless otherwise terminated at the end of any of the above periods by giving written notice thirty (30) days prior to the end of any period. Notices shall be served personally or by certified mail upon the Clerk of the Town of Harpersfield or upon any member of the Board of Fire Commissioners of the party of the second part.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

Supervisor Driscoll informed the Board that next on the agenda is the annual agreement between the Town of Harpersfield and the Delaware County Planning Board for the Town Planning Advisory Service which will be in effect from January 1, 2024 to December 31, 2024 in the amount of \$3,500.00.

AGREEMENT NO. 002 FOR THE YEAR 2024.

TITLE: AN AGREEMENT BETWEEN THE DELAWARE COUNTY PLANNING BOARD AND THE TOWN OF HARPERSFIELD AS SET FORTH IN ARTICLE 11-B OF THE GENERAL MUNICIPAL LAW.

Councilmember Patrick F. Funk offered the following agreement and moved its adoption:

WHEREAS, in accordance with Section 239-d of the General Municipal Law, Subsection 8, and Resolution No. 102, 1975, as amended, Delaware County Board of Supervisors, the Delaware County Planning Board is authorized to provide planning services to the communities within the County when its services are requested by the municipality, through the Town Planning Advisory Service Program, and to enter into local planning assistance agreements with communities desiring such services.

WHEREAS, this community hereby requests the Delaware County Planning Board to provide planning services to this community's Planning Board and agrees to appropriate municipal funds for the purposes of the Town Planning Advisory Service for the year January 1, through December 31, 2024, as follows:

- I. The total cost to the community is\$3,500.00
- II. For the purpose of providing these funds to carry out the provisions of this AGREEMENT, IT IS AGREED that the community will pay to the Delaware County Planning Board the sum of \$3,500.00.

Seconded by Councilmember Erik R. Reeve with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.

Supervisor Driscoll informed the Board that next on the agenda is a resolution adopting the Local Law entitled “ A Local Law Changing To A Single Appointed Assessor For The Town Of Harpersfield, Delaware County, New York”.

RESOLUTION NO. 005 OF THE YEAR 2024.

At the Organization Meeting of the Town Board of Harpersfield held on January 10, 2024 at 7:00 PM at the Town Hall Councilmember Patrick F. Funk offered the following Resolution and moved its adoption:

TITLE: RESOLUTION BY THE TOWN BOARD OF THE TOWN OF HARPERSFIELD ADOPTING LOCAL LAW ENTITLED “A LOCAL LAW CHANGING TO A SINGLE APPOINTED ASSESSOR FOR THE TOWN OF HARPERSFIELD, DELAWARE COUNTY, NEW YORK”.

WHEREAS, in the Matter of the Adoption of Local Law No. 001 Of The Year 2024 entitled “A Local Law Changing To A Single Appointed Assessor for the Town of Harpersfield, Delaware County, New York “; and

WHEREAS, this Local Law is adopted pursuant to the authority granted in Section 10 of the Municipal Home Rule Law; and

WHEREAS, the Town Board adopted a resolution on December 13, 2023, scheduling a hearing on the proposed Local Law for January 10, 2024; and

WHEREAS, the public hearing on the proposed Local Law was held on January 10, 2024, at the Town Hall; and

WHEREAS, the Town Board reviewed and considered all public comments received on the proposed Local Law; and

WHEREAS, the proposed Local Law was on file for inspection at the Clerk’s office prior to the hearing and during the review process; and

NOW, THEREFORE, BE IT RESOLVED, as follows by the Town Board of the Town of Harpersfield, Delaware County, New York:

The Town Board of the Town of Harpersfield hereby adopts this Local Law Changing to a Single Appointed Assessor for the Town of Harpersfield, Delaware County, New York, being Local Law No. 001 Of The Year 2024, and the Town Clerk is hereby directed to file said Local Law with the Office of the Secretary of State in accordance with State Law.

Seconded by Councilmember Dwayne C. Hill whereupon the Resolution was put to a vote and recorded as follows:

Supervisor	Lisa M. Driscoll	Aye.
Councilmember	Patrick F. Funk	Aye.

Councilmember Erik R. Reeve Aye.

Councilmember Dwayne C. Hill Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

TOWN OF HARPERSFIELD

LOCAL LAW NO. 001 OF THE YEAR 2024

A LOCAL LAW CHANGING TO A SINGLE APPOINTED ASSESSOR FOR THE TOWN OF HARPERSFIELD, COUNTY OF DELAWARE, NEW YORK.

SECTION 1. AUTHORITY.

The purpose of this Local Law is to permit the Town of Harpersfield, New York to change to a single appointed Assessor. It is adopted pursuant to New York Real Property Tax Law Section 328 and Municipal Home Rule Section 10.

SECTION 2. TERMINATION OF TERMS OF CURRENT ASSESSORS.

The terms of office for the present Assessors for the Town shall terminate on March 31, 2024 and from and after that date there shall be one appointed Assessor for the Town.

SECTION 3. APPOINTMENT AND TERM OF OFFICE OF APPOINTED ASSESSOR.

As set forth in Section 310 of the Real Property Tax Law, the single appointed Assessor shall be appointed by the Town Board. The term of office for the initial appointed Assessor shall be remaining current six (6) year term through September 20, 2025.

SECTION 4. SEVERABILITY.

The invalidity of any clause, sentence, paragraph or provision of this Local Law shall not invalidate any other clause, sentence, paragraph or part thereof.

SECTION 5. REPEALER; SUPERSESSION.

All Local Laws or Ordinances or parts of Local Laws or Ordinances in conflict with any part of this Local Law, including but not limited to Local Law No. 003 of the Year 2023, are hereby repealed.

SECTION 6. REFERENDUM CLAUSE.

This Local Law shall not be subject to a mandatory permissive referendum.

SECTION 7. INCONSISTENCY.

All other Local Laws and Ordinances of the Town of Harpersfield that are inconsistent with the provisions of this Local Law are hereby repealed; provided however, that such repeal shall only be to the extent of such inconsistency and in all other respects this Local Law shall be in addition to such other Local Laws or Ordinances regulating and governing the subject matter covered by this Local Law.

SECTION. SAVINGS CLAUSE.

If any clause, sentence, paragraph, work, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgement shall not affect, impair or invalidate the remainder, thereof, but shall be confined in its operation of the clause, sentence, paragraph, worked section or part thereof directly involved in the controversy in which such judgement shall have been rendered.

SECTION 9. EFFECTIVE DATE.

This Local Law shall take effect immediately upon filing in the Office of the New York State Secretary of State as provided by law.

Councilmember Funk thanked on behalf of the Town Board and Town Laurie Bedford for all of the hard work that she does. A discussion was had.

RESOLUTION NO. 006 OF THE YEAR 2024

At the Organization meeting of the Town Board of Harpersfield held on January 10, 2024 at 7:00 PM at the Town Hall Councilmember Dwayne C. Hill offered the following Resolution and moved its adoption:

TITLE: RESOLUTION BY THE TOWN BOARD OF HARPERSFIELD IN THE MATTER OF THE ADOPTION OF A LOCAL LAW OF THE TOWN OF HARPERSFIELD PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO SECTION 466-a OF THE REAL PROPERTY TAX LAW.

WHEREAS, New York State Real Property Tax Law Section 466-a authorizes a partial exemption for real property taxes on qualifying residential real property for volunteer firefighters and volunteer ambulance workers, as defined in Real Property Tax Law Section 466-a; and

WHEREAS, Pursuant to Section 466-a of the Real Property Tax Law, the Town of Harpersfield is authorized to adopt a local law establishing a partial exemption from the Town portion of real property taxes for volunteer firefighters and volunteer ambulance workers who own qualified residential real property within the Town of Harpersfield; and

WHEREAS, it is the desire of the Town Board of the Town of Harpersfield to provide for such exemption on Town of Harpersfield properties to volunteer firefighters and ambulance workers for their valued service to our community; and

WHEREAS, the proposed local law would provide that qualified property owners who are enrolled members of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service may apply to the Town Assessor for a real property tax exemption of ten percent (10%) of the assessed value of such qualified property; and

WHEREAS, the Town Attorney has proposed a local law providing that qualified property owners who are enrolled members of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service may apply to the Town Assessor for a real property tax exemption of ten percent (10%) of the assessed value of such qualified property; and

WHEREAS, the Town Board has reviewed and modified the proposed local law establishing the position; and

WHEREAS, the Town Board adopted a resolution on December 13, 2023, scheduling a public hearing on the proposed local law for January 10, 2024; and

WHEREAS, the public hearing on the proposed Local Law No. 002 of the Year 2024 was held on January 10, 2024, at the Town Hall; and

WHEREAS, the Town Board reviewed and considered all public comments received on the proposed local law; and

WHEREAS, the proposed local law was on file for inspection at the Town Clerk's office prior to the hearing and during the public hearing process; and

NOW, THEREFORE, BE IT RESOLVED, that Local Law No. 002 of the Year 2024, entitled " A Local Law of the Town of Harpersfield Providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-a of the Real Property Tax Law" is hereby adopted and the Town Clerk and Town Attorney are hereby directed to file said Local Law with the Office of the Secretary of State in accordance with State Law.

IT IS FURTHER RESOLVED, that the Town Clerk and Town Attorney for the Town are hereby directed to take such actions as are necessary to implement this resolution.

Seconded by Councilmember Patrick F. Funk whereupon the Resolution was put to a vote and recorded as follows:

Supervisor	Lisa M. Driscoll	Aye.
Councilmember	Patrick F. Funk	Aye.
Councilmember	Erik R. Reeve	Aye.

Councilmember Dwayne C. Hill Aye.

THE RESOLUTION WAS THEREUPON DULY DECLARED ADOPTED.

TOWN OF HARPERSFIELD

LOCAL LAW NO. 002 OF THE YEAR 2024

A LOCAL LAW OF THE TOWN OF HARPERSFIELD PROVIDING REAL PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO SECTION 466-a OF THE REAL PROPERTY TAX LAW.

Be it enacted by the Town Board of the Town of Harpersfield, in the County of Delaware, as follows:

SECTION 1. PURPOSE AND INTENT:

New York State Real Property Tax Law Section 466-a authorizes a partial exemption from real property taxes on qualifying residential real property for volunteer firefighters and volunteer ambulance workers, as defined in Real Property Tax Law Section 466-a.

Pursuant to Section 466-a of the Real Property Tax Law, the Town of Harpersfield is authorized to adopt a local law establishing a partial exemption from the Town portion of real property taxes for volunteer firefighters and volunteer ambulance workers who own qualified residential real property within the Town of Harpersfield. It is the desire of the Town Board of the Town of Harpersfield to provide for such exemption on Town of Harpersfield properties to volunteer firefighters and volunteer ambulance workers for their valued service to our community.

SECTION 2. ELIGIBILITY:

Real property owned by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service or such enrolled member and spouse residing in the Town of Harpersfield shall be exempt from taxation of up to ten percent (10%) of the assessed value of such property for Town purposes, if such enrolled member meets the following criteria:

- (a) The applicant resides in the Town of Harpersfield which is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service; and
- (b) The property is the primary residence of the applicant; and
- (c) The property is used exclusively for residential purposes, provided however that in the event any portion of such property is not used for other purposes, such portion shall be subject to taxation and the remaining residential portion shall be entitled to the exemption herein provided; and

- (d) The applicant is not already reaping the benefits of the local law, in the event that multiple individuals residing in the same household qualify for the benefits intended to be granted by this local law, only one tax exemption per household shall be granted; and
 - (e) The Fire District in which the volunteer works has certified that the applicant is an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service and has met the minimum service requirement of two (2) years of service.
1. Any enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service who accrues more than twenty (20) years of active service, and is so certified by the Fire Districts, shall be granted the ten percent (10%) exemption as authorized by this section, applicable to his or her property within the Town of Harpersfield for the remainder of his or her life as long as his or her primary residence is located within the Town of Harpersfield.

SECTION 3. UN-REMARRIED SPOUSES OF VOLUNTEER FIREFIGHTERS OR VOLUNTEER4 AMBULANCE WORKERS KILLED IN THE LINE OF DUTY:

Pursuant to Real Property Tax Law Section 466-a(4), any preexisting exemption claimed under this local law by a volunteer firefighter or volunteer ambulance worker shall be continued or reinstated to such deceased enrolled member's un-remarried spouse if such member is killed in the line of duty, provided that:

- (a) Such un-remarried spouse is certified by the Fire District as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service who was killed in the line of duty; and
- (b) Such deceased volunteer had been an enrolled member for at least two (2) years; and
- (c) Such deceased volunteer had been receiving the exemption prior to his or her death.

SECTION 4. UN-REMARRIED SPOUSES OF DECEASED VOLUNTEER FIREFIGHTERS OR VOLUNTEER AMBULANCE WORKERS:

Pursuant to Real Property Tax Law Section 466-a(5) any preexisting exemption claimed under this local law by a volunteer firefighter or volunteer ambulance worker shall be continued or reinstated to such deceased enrolled member's un-remarried spouse, provided that:

- (a) Such un-remarried spouse is certified by the Fire District as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and
- (b) Such deceased volunteer had been an enrolled member for at least twenty (20) years; and
- (c) Such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

SECTION 5. APPLICATION:

Applications for such exemption shall be filed with the Town Tax Assessor on or before the taxable status date on a form as prescribed by the Commissioner of the New York State Department of Taxation and Finance.

SECTION 6. EFFECTIVE DATE:

This local law shall take effect immediately upon filing in the office of the New York State Secretary of State.

Supervisor Driscoll informed the Board that next on the agenda is the Build Permit fees increase for 2024. She has spoken to Thomas Little, Code Enforcement Officer and the fee in question is .003% of the construction cost for a project. Mr. Little has a way to figure out what the construction cost of a project will be. Supervisor Driscoll feels that this answers the Town Board's question from last month. A motion was made by Patrick F. Funk to accept the new Building Permit Fee Schedule seconded by Erik R. Reeve. All voting Aye.

TOWN OF HARPERSFIELD
BUILDING PERMIT FEES

January 10, 2024

SINGLE AND TWO FAMILY DWELLINGS (NEW CONSTRUCTION) AND MODULAR HOMES:

- A. 0.003 % PER CONSTRUCTION COST.

MANUFACTURED AND MOBILE HOMES (NEW AND USED):

- A. SINGLE WIDE MOBILE HOMES – SLAB \$150.00
- B. SINGLE WIDE MOBILE HOMES – FOUNDATION \$200.00
- C. DOUBLE WIDE MOBILE HOMES – ONE FAMILY – SLAB \$200.00
- D. DOUBLE WIDE MOBILE HOMES – ONE FAMILY – FOUNDATION \$250.00

NON-COMMERCIAL GARAGES AND STORAGE SHEDS OVER 120 SQ FT, INCLUDING POLE BARNs AND SHEDS FOR RESIDENTIAL STORAGE ONLY (UNATTACHED FROM RESIDENCE):

- A. 120-350 SQ FT \$ 60.00
- B. 351-1000 SQ FT \$100.00
- C. 1001-2000 SQ FT \$150.00
- D. 2001 AND UP \$200.00

NEW CONSTRUCTION:

- A. COMMERCIAL AND BUSINESS \$0.10 PER SQ FT

- B. INDUSTRIAL, PUBLIC ASSEMBLY, INSTITUTIONAL, MULTIPLE RESIDENCES & ALL ADDITIONS TO ANY OF THE FOREGOING OCCUPANCIES OF THIS SECTION \$0.20 PER SQ FT
- C. COMMERCIAL STORAGE – 2001 SQ FT AND UP – ELECTRIC ONLY UTILITY \$200.00

ADDITIONS TO ONE AND TWO FAMILY DWELLINGS, EXCEPT PORCHES AND DECKS:

- A. 0 – 500 SQ FT \$100.00
- B. 501 – 1000 SQ FT \$150.00
- C. 1001 – 1500 SQ FT \$225.00
- D. 1501 AND UP \$300.00

ALTERATIONS AND CONVERSIONS OF USE OF EXISTING STRUCTURES FOR COMMERCIAL, MERCANTILE, ASSEMBLY, INDUSTRIAL, BUSINESS, COMMERCIAL STORAGE, INSTITUTIONAL, MULTIPLE RESIDENCES AND SINGLE FAMILY RESIDENCES:

- A. 0.003% PER CONSTRUCTION COST
- B. MAJOR CHANGE AND/OR CONVERSION OF A FOUNDATION \$ 50.00
- C. MINOR ALTERATIONS TO A STRUCTURE \$ 50.00
- D. INSTALLATION OF A NEW BATHROOM \$ 25.00

WELLS AND SEPTIC SYSTEMS:

- A. INSTALLATION OF A WELL \$ 75.00
- B. INSTALLATION OF A SEPTIC SYSTEM \$ 75.00

INSTALLATION OF CHIMNEYS, FLUES, GAS VENTS FOR SOLID FUEL BURNING DEVICES INCLUDING FIREPLACES AND WOOD STOVES, AND ALTERNATIVE ENERGY SOURCES INCLUDING RESIDENTIAL SOLAR PANELS, GEOTHERMAL AND OUTDOOR WOOD FURNACES:

\$ 75.00

PORCHES AND DECKS:

- A. PORCHES AND DECKS 200 SQ FT OR LESS, WITHOUT A ROOF OR A REQUIRED RAILING, LESS THAN 18 INCHES ABOVE GRADE \$ 25.00
- B. PORCHES AND DECKS GREATER THAN 201 SQ FT, ALL WITH A ROOF OR A REQUIRED RAILING, GREATER THAN 18 INCHES TO GRADE \$ 50.00

DEMOLITION PERMITS: \$ 50.00

CERTIFICATE OF OCCUPANCY OR CERTIFICATE OF COMPLIANCE:

- A. ALL CONDITIONS \$ 50.00

PERMIT RENEWAL: \$ 40.00

DAY CARE INSPECTIONS: \$ 10.00

POOLS:

- A. ABOVE GROUND \$ 25.00
- B. IN GROUND \$ 50.00

CELL TOWER PERMIT: \$1,000.00

WIND TURBINE PERMIT BASED ON ELEVATION OF TOWER: \$1,500.00 - \$2,000.00

COMMERCIAL SOLAR TOWER: \$1,000.00

BUILDING PERMIT FEES WILL BE DOUBLED IF THE PROJECT IS STARTED BEFORE A PERMIT IS ISSUED.

Supervisor Driscoll informed the Board that next on the agenda is the COLA increase review for low income senior exemption. She informed the Board that the COLA increase for 2024 will be 3.2%. As of last year, the Board had increased the income amounts for the Tax Exemption for Persons 65 Years of Age or Over. Supervisor Driscoll asked the Board their thoughts on increasing the income amounts for next year. She asked Laurie Bedford if the changes would take effect next year? Ms. Bedford answered she would turn in whatever percentage is approved by the Board. She is currently using the 2022 income for the low income seniors who are renewing their exemption. This is because many seniors will not have done their 2023 income taxes by the March 1st deadline. The discussion continued. Supervisor Driscoll suggested that the Board look at this again at the end of this summer. A resolution can be passed at that time which would giving Laurie plenty of time to get the changes implemented. The discussion continued. The Board agreed to wait until this summer to discuss raising the income levels for the Tax Exemption for Persons 65 Years of Age or Over.

Supervisor Driscoll informed the Board that Heartland payroll is going well. Heartland payroll was used for the first payroll of the year. There are a couple of tweaks that needed to be made. She is working with them to get Vacation and Sick Time in for the Highway employees. She is also going through the Union contract to make sure the information goes into the software properly. Heartland will send the information into QuickBooks which she will download. This will be good since all the information will be in QuickBooks. This will give up to date information to the Board at their meetings. It is an ongoing process.

Supervisor Driscoll informed the Board that one change that needed to be made to the payroll was previously the payroll went from Wednesday to Tuesday. We have not switched over to the iPads for the employees to sign in and out for their workday. They are still punching in and out on timecards at this point. Supervisor Driscoll continued that toward the end of the month she will go buy the iPads. Once they are in place the work week needed to be changed to Monday to Sunday to give her time to get to the bank. She has talked to Russell about this change. Russell has talked to the Highway employees about this change. Supervisor Driscoll has talked to the Transfer Station employees about the change. Monday the timecards will need to be turned in to process the payroll and get to the bank. The employees will still be

getting paid on Thursday. A motion to change the work week to begin on Monday and end on Sunday with the employees being paid on Thursday was made by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye.

Supervisor Driscoll informed the Board that QuickBooks is going well. She had a meeting with the Bookkeeper today and they went over some stuff. Russell will be entering his bills into QuickBooks. All the bills for tonight's meeting were entered into QuickBooks and were paid out of QuickBooks. There are a couple of tweaks that still need to be made. The Bookkeeper is going to look into a couple of things and just has to do a couple of things for Supervisor Driscoll in QuickBooks to get it set up properly. What has been helpful is the Bookkeeper was already using QuickBooks. She has brought in a lot of the information we are just adding to it at this point. Supervisor Driscoll has printed tonight's abstract. It will look a little different. There has been a lot of work that has had to be done up front, but it should get to be a lot easier and will save us some time.

Supervisor Driscoll recognized Dean Darling, Planning Board Chairman for his end of the year report. Mr. Darling reported to the Board that in 2023 they were involved with a couple of Solar projects that have taken a lot of time to do a lot of review. There has been a lot of public input. The Delaware River Solar project is located on Weaver Road and will be a 5 MW project located on a 29 acre site of the 235 acre parcel was approved in the fall of the year. They expect to start doing some construction in the spring of this year. The main concerns on this project were some ground water concerns and sight for neighbors. Mr. Darling thinks that the Planning Board has addressed these concerns as well as they could be addressed. There are people who live around these projects. The project has some buffers and the landscape where the project is going to be is a little bit isolated. The Planning Board has certain regulations that they have had to go by. The Blue Wave Solar project is located on Bruce Hill Road, is two sites, and will be a 5 MW & 3 MW projects located on a 29 acre site of the 230 acre plot. Bruce Hill Road divides the two sites. They expect to start doing some construction in the spring of this year. Blue Wave Solar has contacted the Planning Board about another solar project that they would like site plan approval for. This project will also be on the same property on Bruce Hill Road. Blue Wave Solar will be at the next Planning Board meeting with a few more plans for this project. Mr. Darling continued that the Planning Board has processed one minor subdivision on Colonel Harper Road. The Planning Board has continued to work on review of a site plan application for NY Safety Track. This project was submitted to the Planning Board in the fall of 2022. They have just completed their SEQRA review this past month. The Planning Board will again review their SEQRA at their next meeting. They may make a decision to pass the SEQRA on for a full SEQRA report. They have some continuing issues at the site with noise and some site aspects that have not been resolved. Mr. Darling continued that the Planning Board has been made aware of a possible site plan proposal for a telecommunications tower at the Harpersfield Town Hall location. The Planning Board has yet to receive a site plan application. Supervisor Driscoll informed Mr. Darling that she has signed contracts with them so that their engineers can come here and do the work that they need to do. She thinks that

they just need to get that in order and then they will submit a site plan application to the Planning Board. Supervisor Driscoll thanked Mr. Darling and the Planning Board for all of their hard work. She also thanked Walter Keller for coming forward to update the Town's Comprehensive Plan. Mr. Darling informed the Board that the Planning Board also gets a lot of help from the Delaware County Planning Department Advisor. They are a very good service for the Planning Board. It is good to work with the County Planning.

Councilmember Funk had some questions about the Town's official newspaper. He has seen that the County has selected The Mountain Eagle. He asked does the Town have to stay with The Daily Star? Councilmember Funk is concerned about the cost. Supervisor Driscoll answered that right now because we have public notices out in The Daily Star it would be a serious problem to change official newspapers. She thinks that the Board could look into The Mountain Eagle to see about the difference in costs. The discussion continued.

Councilmember Funk continued that during his time on the School Board this question came up a lot. The Town now has a Face Book page and website to get information out to the public. He also suggested the Town should look into the legal aspects of having to have an official newspaper. The discussion continued. Supervisor Driscoll asked a Town Board member to look into the costs and number of subscribers between the available newspapers. Councilmember Funk offered to do this research.

Councilmember Funk had a question on the Delaware County Board of Supervisors minutes. In those minutes they talk about returned school taxes. The minutes states '... there shall be in hereby be assessed and levied upon and collected from the lands of the several towns as listed herewith upon which the same were imposed the amounts of said returned school taxes as certified with a seven per centum therein addition as follows...'. Is that seven percent penalty only on the people who did not pay their school taxes or is that the entire Town? Linda E. Goss answered no, it is only on the people who did not pay their school taxes. The discussion continued.

Russell Hatch reported to the Board that he has spoken to the truck company. The person that he is dealing with has a speculative date of March 15, 2024, for the cab and chassis. He has also spoken to the outfitter about the plow gear, body and sander. He has told Russell it will take approximately thirty to sixty days. Russell is hoping to have the completed truck by October of this year. Councilmember Funk asked Russell how does that make you overall? Russell answered we are ok. Supervisor Driscoll added that the Town is going to use the CHIPs funds for some of the new trucks' costs. The discussion continued. Councilmember Hill asked Russell is Senator Oberacker going to be able to help with CHIPs? CHIPs funds currently cannot be used to repave roads for a ten year period. Russell answered that the Delaware County Highway Superintendent's Association has spoken to both Senator Oberacker and NYS Assemblyman Christopher Tague. He has been hoping that the two of them would work together to work out this problem. Russell continued that at the next Delaware County Highway Superintendents meeting they could reach out again to both the Senator and Assemblyman to get an update.

The State's budget is due to be adopted by April 1st. Russell continued that they have emails from high-ranking CHIPs officials from back around 2012/2013 stating that the Highway Superintendents could go ahead and use the five-year program with these type of surface treatments. It just never got put into the CHIPs program. The money in the CHIPs program is done on a ten-year bond. Now they are saying that whatever the Highway Superintendents do has to last for ten years. Senator Oberacker was hoping to change the time to seven years as that was in the program at one time. The Highway Superintendents would like it to go back to a five-year program.

Russell informed the Board that the Town has done well through the rain events. During the one heavy wet snowstorm when we lost power, they had some trees down but no major issues. There were no major mechanical issues with the equipment.

Councilmember Funk asked Russell when does he replace road signs? Russell answered that every year he goes over his sign budget. Currently when the Highway crew works on signs, they make a list of any signs that are in bad shape or missing. He can not afford to go through and replace all the signs. Linda E. Goss added that Russell has lately be inundated with a lot of missing signs. Russell continued yes, theft problems. In one weekend five road signs were stolen. A discussion was had.

Lisa Driscoll informed the Board that we have put up solar lights on the Town Court sign in front of the Town Hall. She continued that in the spring/summer the cobblestones leading up to the walkway will be replaced with concrete. This way wheelchairs will have an easier time accessing the building. Russell added that a rubber threshold has been added to the door to the left of the building. Again, to help with wheelchair access.

The abstract and vouchers were presented to the Board. Supervisor Driscoll informed the Board that the abstract is a new report. She informed the Board that the abstract also has payroll information on it. Councilmember Funk asked if voucher #4, The Daily Star, Legal Notices – 5, with the amount of \$279.38, could the total be divided by 5 for the amount of each legal notice. Linda E. Goss answered no, the cost of each notice is determined by how long the notice is and how many times it is published. A discussion was had. Councilmember Funk stated that he will contact both The Daily Star and The Mountain Eagle to get a cost sheet. Elizabeth Page added that due to timing issues, a notice has to be in the newspaper ten days before a meeting, a daily newspaper can handle publishing that better than a weekly newspaper can. Councilmember Funk asked can the Town have two official newspapers to work out the timing issue? Linda E. Goss answered that the Town could have two official newspapers. Laurie Bedford added that if the Town has two official newspapers than a public notice would have to then be published in both newspapers. A discussion was had. Supervisor Driscoll stated that she would like to see what the price difference is between The Daily Star and The Mountain Eagle before any decision is made. The Board agreed. A motion to pay the bills as presented was made by Dwayne C. Hill seconded by Patrick F. Funk. All voting Aye.

The Board decided to move its next regular meeting to Thursday, February 15, 2024 at 7:00 PM.

At 8:25 PM a motion was made to go into executive session for a personnel matter by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye.

At 9:06 PM a motion was made to come out of executive session by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye. No action was taken in executive session.

The meeting was adjourned at 9:07 PM.

The next regular meeting of the Board will be held on Thursday, February 15, 2024 at 7:00 PM.

Linda E. Goss

Town Clerk

