

**The Fine Town Board** held their regular and organizational meeting on Wednesday, January 8, 2025, at the Municipal Office Building in Star Lake. Attendance was taken and a quorum was present. The meeting was called to order with the Pledge of Allegiance at 6:30 PM.

Board Members	Present	Absent	Late	Arrived
Supervisor Jeremy Thompson	X			
Councilman Philip Giardino	X			
Councilman Carlton Kerr	X			
Councilman Samuel Bryant	X			
Councilwoman Gigi Hayden	X			

Town officials present:	Present	Absent
Hope Dolan, Town Clerk	X	
Mark Hall, Water Superintendent	X	

**Guests:** County Legislator, Larry Denesha, and Chris Cook (on the phone).

**Committees 01/2025-1** Moved by P. Giardino, seconded by C. Kerr that the town board acknowledge that the Town Supervisor has designated the following committee appointments for the year 2025. Officials appointed to committees are responsible for gathering information and working with others to ensure efficient operation of such program or facility and to communicate back to the full town board recommendations for policy approval and money appropriations. The town board's basic statutory responsibilities are not abdicated to the committee.

1. CF Arena	Carlton Kerr & Melissa Streeter
2. CF Community Center	Phil Giardino
3. CF Golf Course	Jeremy Thompson & Herb Snider
4. Fine Town Hall	Samuel Bryant
5. Youth Commission	Samuel Bryant
6. Deferred Compensation	Philip Giardino, Jeremy Thompson, Carlton Kerr
7. Oswegatchie Cemetery	Carlton Kerr, Gigi Hayden
Ayes: 5	Noes: 0
	Carried.

**Payroll 01/2025-2** Moved by S. Bryant, seconded by C. Kerr that the town board authorizes the town supervisor to pay the fixed salaries of officers, compensation of employees, payroll taxes and other payroll related expenses prior to audit for the year 2025. Also, moved to set the pay for the following town officials and employees:

POSITION	SALARY
Town Supervisor	\$ 16,887.00
Town Board (4) ea	\$ 2,816.00
Town Clerk	\$ 34,805.00
Town Justice	\$ 10,494.00
Highway Superintendent	\$ 67,339.00
Assessor	\$ 25,000.00
Code Enforcement Officer	\$ 14,187.00
Board Assessment Review (3) ea	\$ 400.00
Dog Control Officer	\$ 4,338.00
Historian	\$ 500.00

Public Safety Admin	\$ 2,093.00
Records Mgt Officer	\$ 1,670.00
Sewer Plant Operator	\$ 7,648.00
School Tax Collector	\$ 4,590.00
Tax Collector	\$ 4,590.00
Water Superintendent	\$ 51,814.00

POSITION	RATE of PAY
Heavy Equipment Operator (2)	\$ 28.08 /hr.
Motor Equipment Mechanic (1)	\$ 28.08 /hr.
Motor Equipment Operator (3)	\$ 23.58/hr.
New Highway MEO	\$ 23.58/hr.
New Highway HEO	\$ 28.08/hr.
New Highway Laborer	\$ 19.79/hr.
Water District Laborer (on call)	\$ 21.19 /hr.
BTI Technician	\$ 17.30 /hr.
BTI Applicator	\$ 15.50 /hr.
Court Clerk	\$ 17.10 /hr.
Court Officer	\$ 15.50 /hr. VACANT
Custodian	\$ 16.50 /hr.
Deputy Town Clerk	\$ 17.10 /hr.
Deputy Town Supervisor	\$ NO SALARY
Golf Club House Attendant (2)	\$ 15.50 /hr.
Golf Grounds Manager	\$ 18,983.00
Golf Grounds Laborer (2)(30 hrs./wk.)	\$ 15.50 /hr.
Golf Course Fertilizer Applicator	\$ 17.00/hr.
Registrar of Vital Statistics	\$ Fees Collected
Youth Commission Director	\$ 2,500.00
Arts & Crafts Co-Directors	\$ 20.00/hr.
Recreation Attendants	\$ 15.50 /hr.

Ayes: 5                      Noes: 0                      Carried.

**Mileage 01/2025-3** Moved by P. Giardino, seconded by S. Bryant that the compensation rate for town officers and employees using their personal automobiles in the performance of their official duties be established for the year 2025 at the current federal rate.

Ayes: 5                      Noes: 0                      Carried.

**Meetings 01/2025-4** Moved by C. Kerr, seconded by P. Giardino that regular monthly Town Board meetings will, throughout the year 2025, be held at 6:30 pm on the Second (2<sup>nd</sup>) Wednesday of each month in the Municipal Office Building located at 4078 State Highway 3 in Star Lake.

Ayes: 5                      Noes: 0                      Carried.

**Newspaper 01/2025-5** Moved by S. Bryant, seconded by P. Giardino that the official newspaper of the town for the year 2025 be the St. Lawrence edition of the Watertown Daily Times.

Ayes: 5                      Noes: 0                      Carried.

**Returned Check Fee 01/2025-6** Moved by P. Giardino, seconded by G. Hayden that the town board impose a charge of \$ 20.00 on each check tendered as payment and returned for insufficient funds.

Ayes: 5                      Noes: 0                      Carried.

**Supervisor's Duties 01/2025-7** Moved by C. Kerr, seconded by P. Giardino that the town board impose on the town supervisor the power and duties of administration and supervision of town and special district functions on behalf of the town board, allowing the town to function between town board meetings for the year 2025. By this delegation, the town board does not abdicate to the supervisor or surrender to her the board's basic statutory responsibilities.

Ayes: 5                      Noes: 0                      Carried.

**Bill Payment 01/2025-8** Moved by P. Giardino, seconded by S. Bryant that the town board authorizes the town supervisor to pay claims for public utilities, postage, freight & express charges, principal and interest on indebtedness and amounts becoming due on contracts which exceed one year prior to audit for the year 2025.

Ayes: 5                      Noes: 0                      Carried.

**Post Roads 01/2025-9** Moved by C. Kerr, seconded by P. Giardino that the town board authorizes the town highway superintendent to post roads as needed for the year 2025.

Ayes: 5                      Noes: 0                      Carried.

**Bid Openings 01/2025-10** Moved by G. Hayden, seconded by P. Giardino that the town board authorizes any two of the following specific town officers be present to open advertised competitive bids on public works and purchase contracts. The authorized officers for the year 2025 are the town supervisor, town clerk, attorney for the town, superintendent of highways and the deputy supervisor.

Ayes: 5                      Noes: 0                      Carried.

**Conferences 01/2025-11** Moved by C. Kerr, seconded by S. Bryant that the town board authorizes appropriate town officials to attend conferences / meetings and authorizes payment of their "actual and necessary" expenses for proper town charges for the year 2025. The following conferences and meetings are approved: NYS Association of Towns, Adirondack Association of Towns (AATV), Adirondack Park Agency (APA), St Lawrence County government meetings, Adirondack Common Ground, Adirondack Partnership, Adirondack Park Local Government (Lake Placid), Local Government Conference (Potsdam), Local Government Conference (Tug Hill), Highway Superintendent School (Ithaca), Highway Superintendent Fall Conference, NYS Town Clerk's Association, Assessor's Conference, Town Supervisor's Association, Code Enforcement Conference, and the NY Rural Water Conference.

Ayes: 5                      Noes: 0                      Carried.

**Planning Board 01/2025-12** Moved by G. Hayden, seconded by P. Giardino to reappoint John Brooker to a five-year term on the Town of Fine Planning Board. The term will begin on 1/1/2025 and will expire on 12/31/2029.

Ayes: 5                      Noes: 0                      Carried.

**Attorney 01/2025-13** Moved by C. Kerr, seconded by P. Giardino to appoint Henry Leader as the Attorney for the Town for a 2- year term beginning 01/01/2025-12/31/2026.

Ayes: 5                      Noes: 0                      Carried.

**Board of Assessment Review – 01/2025-14** Moved by P. Giardino, seconded by C. Kerr to reappoint Hope Dolan to the Board of Assessment Review for a 5 years term beginning 10/01/2024-09/30/2028.

Ayes: 5                      Noes: 0                      Carried.

**Board of Assessment Review – 01/2025-15** Moved by P. Giardino, seconded by S. Bryan to appoint Ann Marie Brewer to the Board of Assessment Review to fill the unexpired term of John Perrault from 01/01/2025-09/30/2026.

Ayes: 5                      Noes: 0                      Carried.

**Code Enforcement Officer – 01/2025-16** Moved by P. Giardino, seconded by S. Bryant to appoint Craig Demmon as the Code Enforcement Officer for the Town of Fine.

Ayes: 5                      Noes: 0                      Carried.

**Dogs** – The Dog Control Officer report and the State Inspection report for the DCO's temporary dog shelter were presented to the board.

**Codes** – The Codes Report for December was submitted to the board. Craig is now the appointed Code Enforcement Officer, as he has passed enough of his classes to do so. The board wanted to express their appreciation to Darren Richards for being the interim code enforcement officer and for all that he has done to assist the town over the last few months.

**Agreement – 012025-17** Moved by C. Kerr, seconded by P. Giardino to authorize the signing of the Shared Services Agreement with the New York State Department of Transportation.

Ayes: 5                      Noes: 0                      Carried.

**Authorization – 01/2025-18** Moved by P. Giardino, seconded by C. Kerr to adopt the attached resolution pertaining to the State-aid of \$665,000 for the Youngs Road Bridge Project.

Ayes: 5                      Noes: 0                      Carried.

**Authorization – 01/2025-19** Moved by P. Giardino, seconded by S. Bryant to authorize the Town Supervisor to sign the Request for Equitable Business Opportunities log-in form.

Ayes: 5                      Noes: 0                      Carried.

**Water district** – Mark has been dealing with leaks in the system over the last few weeks.

**Report – 01/2025-20** Moved by C. Kerr, seconded by P. Giardino to accept the Town Clerk's Monthly Report as submitted.

Ayes: 5                      Noes: 0                      Carried.

**Service** – Mark suggested the board look into a service provided by Community Bank called Positive Pay with Payee Authentication. This service can protect the town against anyone fraudulently changing and cashing town checks.

**Minutes – 01/2025-21** Moved by C. Kerr, seconded by P. Giardino to accept the December 11<sup>th</sup> meeting minutes as presented.

Ayes: 5                      Noes: 0                      Carried.

**Reports – 01/2025-22** Moved by S. Bryant, seconded by P. Giardino to accept the Supervisor's monthly reports as presented.

Ayes: 5                      Noes: 0                      Carried.

**Budget – 01/2025-23** Moved by P. Giardino, seconded by G. Hayden to accept the attached budget amendments.

Ayes: 5                      Noes: 0                      Carried.

**Bills – 01/2025-24** Moved by C. Kerr, seconded by P. Giardino the town bills represented by Vouchers 24-475 through 24-512 and 25-1 through 25-11 be paid.

<i>General Fund -</i>	<i>\$ 56,609.61</i>
<i>Highway Fund -</i>	<i>\$281,171.85</i>
<i>Fire Prot. Districts -</i>	<i>\$ 36,395.00</i>
<i>Youth Commission</i>	<i>\$ 62.32</i>
<i>Golf Course</i>	<i>\$ 1,512.81</i>

<i>Sewer District -</i>	<i>\$ 1,244.86</i>
<i>Water District -</i>	<i>\$ 8,420.75</i>
<i>Fire District -</i>	<i>\$ 82,380.00</i>
<i>Total -</i>	<i>\$467,797.20</i>

Ayes: 5                      Noes: 0                      Carried.

**Sewer Bond Payments – 01/2025-25** Moved by S. Bryant, seconded by C. Kerr to authorize the automatic payment of the Wanakena Sewer Bonds in the amount of \$6,327.18 and \$2,673.43 on February 1, 2025.

Ayes: 5                      Noes: 0                      Carried.

**Insurance – 01/2025-26** Moved by P. Giardino, seconded by G. Hayden to authorize the payment of the Town of Fine General Insurance when the bill is received, since it will be due before the next town board meeting.

Ayes: 5                      Noes: 0                      Carried.

**Arena –** The arena financials were submitted to the board. The Town of Clifton may be hiring another individual to assist with taking care of the ice. Ryan has been directed to purchase a new starter for the tractor. The committee should compile a list of improvements that should be made to the arena. Carlton will notify the committee chairman that minutes for their meetings need to be submitted to the towns.

**Golf Course –** Club Grub is now up to date with their rent from 2024. They will let the town know in the spring if they plan to return.

**Action Plan-** The Action Plan was reviewed. When Jerney tried to have the two streetlights removed in Wanakena, National Grid informed him that it would cost the town approximately \$3,000. in penalties and fees. They said that shields can be installed to deflect the light. The board was not in favor of paying the fees. Jerney will call them to discuss other options.

**County –** Larry Denesha, our County Legislator was present to give an update on what is happening at the County level. The County has proposed to pave an additional 35 miles of county roads in 2025 over and above the 20-25 miles that they normally do. The money for this will come from fund balance. They have sent a request to the State Attorney General to look into why gas prices in St. Lawrence County with the exception of Star Lake are consistently higher than anywhere else in the surrounding counties.

**Demolition –** There is still no date for demolition by the County for two properties in the Town of Fine.

**Taxes –** There were eight towns in the county who had errors on their tax bills. The County will have a special meeting to address how to manage the situation. Fine was not one of the affected towns.

**Contract – 01/2025-27** Moved by C. Kerr, seconded by P. Giardino to authorize the signing of the 2025 contract with the Adirondack Park Local Government Review Board for \$300.00.

Ayes: 5                      Noes: 0                      Carried.

**Contract – 01/2025-28** Moved by C. Kerr, seconded by P. Giardino to authorize the signing of the 2025 contract with North Country Life Flight for \$1,000.

Ayes: 5                      Noes: 0                      Carried.

**Contract – 01/2025-29** Moved by P. Giardino, seconded by G. Hayden to authorize the signing of the 2025 contract with the Star Lake Rescue Squad for \$26,250.

Ayes: 5                      Noes: 0                      Carried.

**Safety Inspections** – The safety inspections of the town buildings were completed. A few minor issues were found and should be fixed soon.

**Court** - There was a discussion on the position of court clerk. It is now a full-time position. Jeremy will talk to the judge to see if we can post hours that she will be available to the public on the website. The board will also have to advertise for the position of court officer.

**Adjourn – 01/2025-30** Moved by C. Kerr, seconded by S. Bryant the meeting was adjourned at 7:58 PM.

Ayes: 5

Noes: 0

Carried.

Respectfully submitted,

Hope M. Dolan, Town Clerk

## **BUDGET AMENDMENTS AND TRANSFERS 12/31/2024**

### **BUDGET AMENDMENTS –**

#### **GENERAL FUND:**

Transfer \$1400.00 from A19904 Contingency to  
\$1328.00 for Town Justice Assistant A11101.1  
\$ 72.00 for Town Clerk PS Deputy A14101.1

#### **HIGHWAY:**

Transfer \$2.00 from Contingency DA19904 to Disability Insurance DA90558

#### **STAR LAKE WATER:**

Transfer \$5,014.00 from Contingency SW19904 and  
Transfer \$1,432.00 from Equipment & Capital Outlay to  
\$6,446.00 Contractual SW83104

#### **GOLF COURSE:**

Transfer \$22.00 from Contingency SPG19904 to Disability Insurance SPG90558

**TOWN OF FINE  
RESOLUTION NUMBER 01/2025-18**

**Authorizing the implementation, and funding in the first instance of the State-aid Program eligible costs, of a capital project, and appropriating funds, therefore.**

**WHEREAS**, a Project for PIN 7754.14 Youngs Road Over Little River Culvert, Town of Fine, St. Lawrence County (the Project") is eligible for funding under a New York State Program administered by the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, a sum not to exceed **\$665,000.00** in Program Funding is available to progress the project.

**WHEREAS**, the **Town of Fine** desires to advance the Project by making a commitment of 100% of the State share of the costs of Construction.

**NOW, THEREFORE, BE IT RESOLVED**, that the Fine Town Board hereby approves the above-subject project; and it is hereby further

**RESOLVED**, that the Fine Town Board hereby authorizes the Town of Fine to pay in the first instance 100% of the cost of Construction work for the Project or portions thereof; and it is further

**RESOLVED**, that the sum of \$665,000.00 is hereby appropriated from the Youngs Road Capital Fund and made available to cover the cost of participation in the above phase of the Project; and it is further

**RESOLVED**, that in the event the full state share costs of the project exceeds the amount appropriated above, the Fine Town Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Town Supervisor thereof, and it is further

**RESOLVED**, that the Supervisor of the Town of Fine be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for State Aid on behalf of the Town of Fine with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Municipality's/Sponsor's first instance funding of project costs and permanent funding of the local share and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

**RESOLVED**, that a Certified Copy of this resolution be filed with the New York State Commissioner of Transportation of the State of New York by attaching it to any necessary Agreement in connection with the Project between the Town of Fine and the State of New York; and it is further

**RESOLVED**, this Resolution shall take effect immediately.