

**Town of Lincklaen Board Meeting**  
**Tuesday, January 16, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Councilwoman Sharon Monro  
Highway Superintendent, Travis Hull  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

**Also Present:    Absent**

Supervisor Outwater called to order the 2018 Organizational meeting at 7 pm. All changes have been made and voted on as appropriate. Any changes are reflected separately in the minutes of the 2018 organizational meeting. Motion to close the 2018 organizational meeting at 7:07pm by Barry Monro, seconded by Patrick Holl.

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:08. Supervisor Outwater received one correspondence: National Grid notifying the Town of their own internal audit of billing to ensure accuracy. Any finding to be reported at a later date.

**Minutes from December 19, 2017 meeting**

Motion was made by Barry Monro, seconded by Sharon Monro to approve 12/19/17 meeting minutes. All in favor. Carried.

**Budget Report December 2017**

Motion to approve financial reports for November by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull discussed having the security system finalized by Monro boys possibly as early as this week. Supt. Hull also reported that no broom was purchased, however, possible used truck in future. Town of DeRuyter looking to sell a truck and could be replacement for 89 International. Possible price range \$15,000-\$40,000 depending on truck. Looking at Spring/early summertime frame.

**Clerk Report**

The clerk brought the following this month for consideration:  
The clerk has submitted to the board her 6-month report for the term July 2017 through December 2017. Motion to accept the 6-month report by Patrick Holl, seconded by Sharon Monro. All in Favor. Carried.  
Taxes collected to date are \$144,707.11 and General budget has been completed and highway begun.  
The clerk has reserved the Town Hall for an event on January 27, 2018 from 1-4:30  
The clerk reports that the dogs that have been due are in progress.  
The clerk will run an ad to reflect the closure of the clerk's office for February 10, 2018.

**Cemeteries**

All mowing has been concluded.

**Solvent Savers**

New activity noted.

**HUD Report**

Supervisor Outwater reports that all accounts are current.

**Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received word that Sandell has been served and will soon be brought into court for appearance regarding junk issues.

Supervisor Outwater states that new road law will require 239 review in the County and once paperwork is received, the clerk will run an ad for a public hearing.

Clerk to place ad seeking an interested party for the Dog Control/Constable positions.

Supervisor Outwater reports that a response to the state audit has been sent and a plan based on their recommendations will be submitted within their requested 90-day timeframe.

### **New business**

Supervisor Outwater reports receiving the 2018 SPCA contract, same terms as previous years. Motion to accept by Barry Monro, seconded by Patrick Holl. All in Favor. Carried.

Supervisor Outwater also received new contract from town attorney/firm for 2018. Terms are the same as with previous firm of \$160/hour attorney services and \$75-\$150/hr. for paralegal services. Motion made to accept and sign by Harold Baritell, seconded by Barry Monro. All in Favor. Carried.

Supervisor Outwater discussed the audit report /recommendations received from the OSC audit of 2016. Town board has been asked to consider the following response to the recommendations and bring any ideas for further response to the recommendations to the next meeting. #1. Cap the General fund reserves at \$500,000 and apply any excess to reduce the following years tax levy. Highway funds would be capped at \$300,000 and justification of these caps are to be able to cover any larger excessive expenses. #2. Supervisor Outwater to review the last 5 years budgets and adjust any line items accordingly. #3. Recommendation #1 will effectively reduce property taxes within the Town of Lincklaen. #4, 5, 6. Possibility of an outside annual audit of financial aspects. #7. Been requested, not furnished easily.

Supervisor Outwater and Supt. Hull discuss the Hotsy pressure washer being replaced. Motion made by Harold Baritell, seconded by Sharon Monro to declare this pressure washer as surplus. All in Favor Carried. Approx. value of \$800, Supt. Hull to make available for sale.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Patrick Holl to pay: General 1-10 the amount of \$9,109.37 and Highway #1-12 in the amount of \$18,274.47. All in favor. Carried.

Meeting adjourned at 8:12pm.

Mahaley Holl

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, February 20, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro

Councilman Harold Frank Baritell

Councilman Patrick Holl

Councilwoman Sharon Monro

Highway Superintendent, Travis Hull

Town Clerk, Mahaley Holl

Supervisor Wayne Outwater

**Also Present:**    **Absent**

Dewey Hakes

Robert Petley

Ken Angell

Ron Luchsinger

Luke (Manager of Barbland Farm)

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 6:50.

Supervisor Outwater received two correspondences: National Grid with results of their own internal audit of accuracy and found one pole with a 70hps light and determined it will have an additional cost of \$15.63 per year. Listing of all poles within the town was given to Highway Supt. Hull for future reference. Second correspondence was received from Chenango County DPW stating that the town has the standard annual \$250 credit for landfill use.

**Minutes from January 16, 2018 meeting and Organizational Meeting**

Motion was made by Barry Monro, seconded by Patrick Holl to approve both the 01/16/18 meeting minutes and the organizational meeting minutes. All in favor. Carried.

**Budget Report January 2018**

Motion to approve financial reports for January by Harold Baritell, seconded by Sharon Monro. Clarification was also made regarding the question on the December 2017 financials, being a \$13,000+ invoice from McKee Equipment was inadvertently placed in wrong account due to coding error. All in Favor. Carried.

Supervisor Outwater reports of Justice fees collected for 2017 was in the amount of \$689.00.

Supervisor Outwater at this time called to order the Public Hearing for the Proposed Road Law for the Town of Lincklaen at 7pm. Residents present are Robert Petley, Dewey Hakes, Ken Angel, Ron Luchsinger and Luke (Farm Manager of Barbland Farm). Supervisor Outwater opened the floor for public comment. Question was presented as to rational for proposing new road law, explanation was given as to the previous destruction of roads by logging companies whose blatant misuse and disregard for town roads has caused increasing issues in terms of excessive road repairs needed. Without law in place town has no recourse to hold those individuals legally accountable. Bulk of public comment was expressed in terms of ag concerns and how would affect the local farming community in terms of their heavy vehicles and equipment use on town roads, general consensus of public comment felt law would be too inclusive, however may support if was not inclusive of all town roads but seasonal only roads. It should be noted that only one resident in attendance had previously reviewed the road law as currently written. Supervisor Outwater requested that the clerk send a copy of the road law to those residents in attendance who did not already have one for review. Another Public hearing will be set for the March regular town board meeting for additional comment period. Motion made to close the Public Hearing on the proposed Road Law at 7:21 pm by Barry Monro, seconded by Sharon Monro. All in Favor Carried.

Supervisor Outwater will now continue with the regular meeting of the Lincklaen Town Board.

Supervisor Outwater seeks motion to move old funds to general and highway surplus accounts. \$10,892.64 in General checking, \$38,180.23 in General Savings to be moved to General surplus and \$2030.34 in Highway checking, \$51,154.90 in Highway saving to be moved to Highway surplus. Motion made by Barry Monro, seconded by Frank Baritell. All in Favor Carried.

Supervisor Outwater reports on 2018 Governor's proposed budget, and equalization rate freeze which would have definite impact on town and cutting wood lot exemption from ownership of 50 acres to only 25 acres. More information to come regarding these issues in months to come.

### **Hwy Supt. Report**

Superintendent Hull discussed shed being built at bottom of Paradise Hill, questioning whether has building permit, none applied for through clerk's office; Supervisor Outwater to contact codes with address.

Superintendent Hull discussed potential of purchasing 2008 International truck from DeRuyter, asking \$40,000 but still in negotiations, Ad to possibly be placed in April to sell 1989 International and replace with 2008 International.

Superintendent Hull states that all cameras/security system are now up and running. Can be monitored via cellphones.

Superintendent Hull request that town board review and consider revision of the employee policy due to some employee questions and concerns; will be brought to the next meeting in March.

Superintendent Hull submitted the payment received to Supervisor Outwater for the Hotsy pressure washer sold as surplus for \$800.

Superintendent Hull lastly presented the board with the Chenango County DPW shared equipment agreement, agreement allows the town to borrow County highway equipment for a one-time fee of \$300. Approval given to sign agreement.

### **Clerk Report**

The clerk brought the following this month for consideration:

The clerk has had no responses to the ad run for the DCO position, also has not received billing for the ad so will double check with Hi Neighbor to make sure the ad has been printed.

Taxes collected to date are \$401,918.82 and budget was completed in January and payments have begun to the County Treasurer.

The clerk has communicated with Ferrell Gas regarding incorrect rates per gallon, has obtained verification of credits being given and corrected billing amounts for current invoices for February payments.

The clerk reports that the dogs licensing progress for multiple dogs previously discussed has stalled and warning letter has been issued.

The clerk will contact the County Board of Elections regarding confirmation of the term expiration of the Town Justice as his position may be the only one that will be on the 2018 ballot.

### **Cemeteries**

All mowing has been concluded.

### **Solvent Savers**

Certified letter and received by both Supervisor Outwater and the clerk regarding and easement near the Town gravel bed property at 568 Union Valley Rd. As it is difficult to determine exactly how this affects the town, Supervisor Outwater will forward the paperwork onto the Town Attorney for clarification.

### **HUD Report**

Supervisor Outwater reports that all accounts are current.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received no word on Sandell junk issues, has placed call and has not heard back as of 2/20/18. Will make contact again.

Supervisor Outwater states another Public Hearing for the Road Law will be at the March regular meeting of the Town Board. Clerk to place and ad.

### **New business**

Supervisor Outwater discussed the audit report /recommendations received from the OSC audit of 2016. Supervisor Outwater has drafted the Town response addressing the following six actions: #1. Cap the fund balances at \$500,000 for General and \$300,000 for Highway. #2. Supervisor Outwater to review the last 5 years budgets and adjust any line items accordingly to the 5-year trend. #3. Surplus funds created by new fund balance cap would be used to reduce Town of Lincklaen real property taxes. #4. Long-term goals would to retain fund balances at the above levels so that any excessive repairs or construction of town buildings, new highway trucks would not be an expenditure to be passed along to the taxpayers. #5. Auditing by the Town Board to be conducted annually of any officials/employees whose position requires handling of town funds. #6. Internal controls currently in place in which bank statements are reviewed/reconciled to vouchers/abstracts, voucher system in place audited monthly by all board members, monthly and bi annual reports are reviewed by Supervisor and all board members. Town board feel these internal controls are more than adequate. Motion made to send response to OSC by Barry Monro, seconded by Frank Baritell. All in Favor Carried. Motion to adopt fund balance cap for General and highway funds by Frank Baritell, seconded by Sharon Monro. All in Favor Carried.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Frank Baritell, seconded by Sharon Monro to pay: General 11-19 the amount of \$8,319.60 and Highway #13-21 in the amount of \$4,154.28. All in favor. Carried.

Meeting adjourned at 8:16pm.  
Mahaley Holl  
Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, March 20, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl

**Also Present:** **Absent**

Loretta Hyer

Councilwoman Sharon Monro

Highway Superintendent, Travis Hull  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00.

Supervisor Outwater opened the floor for comments to be made by Loretta Hyer. Ms. Hyer presents for complaint regarding the road conditions near her residence. Has complaints about road not being plowed sufficiently and the school bus getting stuck in the snow one evening. States road conditions are very muddy and is a large hole in road described as a “sink hole”. Wanted to express that she feels the issue could be “personal”. This was refuted by Highway Superintendent Hull during the exchange. Supervisor Outwater stated that any concerns would be discussed with the Highway Department and any issues addressed.

Supervisor Outwater received three correspondences: First correspondence was from NYMIR in which an annual rebate was received in the amount of \$72.00. Second correspondence was received from Chenango County DPW stating that the town has the standard annual \$250 credit for landfill use. Third letter to be received was from the Office of the State Comptroller acknowledging the receipt of the Town’s audit response and action plan. Lastly, although not in the form of correspondence, Supervisor Outwater received information regarding NYS grant funds that will be in the amount of \$1,166,444.00 to install broadband service through the Town of Lincklaen, no other word on timeframe other than it should be installed by the end of 2018.

**Minutes from February 20, 2018 meeting**

Motion was made by Barry Monro, seconded by Patrick Holl to approve the 02/20/18 meeting minutes with the correction noted by Supervisor Outwater to include the information regarding the Governor’s equalization rate freeze and the 50 acre to 25-acre exemption is specifically dealing with State lands. All in favor. Carried.

**Budget Report February 2018**

Motion to approve financial reports for February by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull discussed potential of purchasing 2008 International truck from DeRuyter, asking \$50,000 but would include plow, wing, tires and other extras for the truck. Superintendent Hull to make a counter offer and come back to the April meeting with a definitive price. 89 International would be able to be sold in April, possible asking price of \$2500.

**Clerk Report**

The clerk brought the following this month for consideration:

The clerk has had no responses to the ad run for the DCO position. Supervisor Outwater will investigate what other surrounding towns are doing and see if other options are available.

Taxes collected to date are over \$452,000.00 and is at highest collection rate in many years.

**Cemeteries**

All mowing has been concluded.

### **Solvent Savers**

Certified letter and received by both Supervisor Outwater and the clerk regarding an easement near the Town gravel bed property at 568 Union Valley Rd. This correspondence has been turned over to the town attorney for review.

### **HUD Report**

Supervisor Outwater reports that all accounts are current.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received word on Sandell junk issues, has appeared in Town of Lincklaen Court in February and has been given 60 days to clean up junk on property and will be required to re appear in court in 60 days to report on compliance.

**Supervisor Outwater at this time called to order the Public Hearing for the Proposed Road Law for the Town of Lincklaen at 7:30pm.**

**Please see separate minutes for the March 20, 2018 Road Law public hearing.**

**Supervisor Outwater called for a motion to end the March 20, 2018 Road Law Public Hearing. Motion made by Barry Monro, seconded by Frank Baritell. All in Favor Carried. Public hearing closed at 8:27pm.**

Supervisor Outwater will now continue with the regular meeting of the Lincklaen Town Board.

### **New business**

Supervisor Outwater and Highway Superintendent Hull discussed the proposed 2018 summer season mowing contract received from Chenango County. County will pay \$50 per lane mile to mow roadsides on County Rt 12, County Rt 12b and C and County Rt 13, this would total \$1120 for the mowing, however it would be using our highway equipment and as Highway Superintendent Hull pointed out the total figure would cover salary only of employee doing the mowing, would not consider fuel, wear and tear etc. Superintendent Hull feels it would be best to approach County with counter offer of at least \$65 per lane mile and make the county aware that it would be a single pass with the 4-foot mower that the town possesses. Supervisor Outwater to contact Chenango County and report back in April.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Patrick Holl, seconded by Harold Baritell to pay: General 20-25 the amount of \$2,614.16 and Highway #22-33 in the amount of \$7,385.52. All in favor. Carried.

Meeting adjourned (including Public Hearing) at 9:01pm.

Mahaley Holl

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, April 17, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Councilwoman Sharon Monro  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

**Also Present: Absent**

Melissa Pearson

Highway Superintendent, Travis Hull

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00.

Supervisor Outwater greeted resident Melissa Pearson. Mrs. Pearson stated that after missing the public hearing in March she wanted to attend a board meeting for informational purpose.

Supervisor Outwater received two correspondences: First correspondence was from the Unified Court System requesting the Town Board's audit of the Town Justice 2017 financials. Supervisor Outwater has requested these financials and has contacted Justice Rice as he has a couple questions. Will report back to the board at the May meeting regarding the audit. The second correspondence was from Jacob Holl expressing interest in providing mowing service for the Town at Woodlawn Cemetery for the 2018 summer season. Supervisor Outwater and board agrees to continue Woodlawn service with Jacob for 2018.

**Minutes from March 20, 2018 meeting**

Motion was made by Harold Baritell, seconded by Barry Monro to approve the 03/20/18 meeting minutes. All in favor. Carried.

**Budget Report March 2018**

Motion to approve financial reports for March by Harold Baritell, seconded by Sharon Monro. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull absent.

Supervisor Outwater commented on truck for sale through the Town of DeRuyter and funds available. Highway has \$32,000 in equipment account, \$5000 in contingent and \$10,000 in fuel that can be used for total of \$47,000. Barry states has spoken to Superintendent Hull and DeRuyter willing to sell truck/plow and wing for \$45,000 and old 89 International has been sold for \$2500. Supervisor Outwater to speak with Superintendent Hull regarding the truck and motion made by Barry Monro, seconded by Patrick Holl for conditional approval if Superintendent Hull wants to proceed using funds described above. All in Favor. Carried.

Supervisor Outwater also discussed with the board putting the proposition back on the ballot for November to change the highway superintendent position to an appointed DPW position. Supervisor Outwater has had residents requesting that this be on the ballot again for voting. Motion made to re- introduce the proposition by Barry Monro, seconded by Sharon Monro. All in Favor Carried.

**Clerk Report**

The clerk brought the following this month for consideration:

The clerk states dog licenses are to date for most part with exception of old Ballard home which has had no further licensing even after sending notice.

Clerk discussed home burial email received from Isaiah Sutton at Chenango County Health Department from Bernard Peterson. Regulations will be investigated further and Supervisor Outwater will check with Dick Smith as well.

Taxes collected to date are over \$462,795.64.00 and is still being received at a steady pace.

Clerk noted that office will be closed on Thurs April 19 for vacation day.



### **Cemeteries**

Clerk to contact last year's mowing contractors to see if interested in mowing again for the 2018 season. Will report back at the May meeting

### **Solvent Savers**

Certified letter and received by both Supervisor Outwater and the clerk regarding an easement near the Town gravel bed property at 568 Union Valley Rd has been reviewed by the town attorney and he sees no issues with it. Only to be used if access is needed.

### **HUD Report**

Supervisor Outwater reports that all accounts are current.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received word on Sandell junk issues, not sure of when next court date, however, correspondence was received by the clerk via fax requesting a 30-day adjournment of the case due to weather difficulties. Fax was left for Justice Rice at his office door, no further word on new court date. Supervisor Outwater is still checking on options for finding a dog control officer for the town, no interest expressed by any resident. Otselic DCO not interested and Pitcher contracts out at a rather high cost. Supervisor Outwater will also check with Cuyler and DeRuyter in exploring options and report back at the next meeting. Supervisor Outwater stated that a counter offer has been made to the county for the prospective mowing contract at \$65 L/M rather than the \$50 offered. No response has been given at this point.

### **New business**

Supervisor Outwater discussed new broadband service to be installed throughout Lincklaen, provider will be Clarity. Has call in to discuss the particulars of when service will become available and at what cost. When more definitive information is available board feels good idea to put ad in Hi Neighbor to give all residents information. Supervisor Outwater discussed tax foreclosures in Lincklaen for 2018. Three properties will be on tax sale: Cummings property, McDermott property and Sucs property.

Supervisor Outwater discussed new road law and the comments made at the March 20 public hearing. Clear majority were over concerns that Ag business would be affected due to wording of "commercial activities". Supervisor Outwater stated that would make sure that is more specific to be understood to not encompass ag businesses. Discussed possibility of per axle weight limit and will vary depending on the road. Will need a copy of the NYS law and County law and possible to use axle limits and posting of roads. Law will be looked over and include the Town Board as entity to approve or deny permit issuance as well as the highway superintendent. Clerk to email copy of road law to Melissa Pearson and a copy of written statement from Dewey Hakes to board member Barry Monro for review.

Melissa Pearson request to comment at this time. First thanked the board for assistance with speed limit signs near her home and stated that they have been effective. She however, bring a complaint to the board as well. She was hoping to address this with Superintendent Hull but in his absence discussed with board the concern that the school bus turnaround past the old Craft farm has on at least three occasions not been sufficiently plowed out and Otselic Valley school busses have gotten stuck. Supervisor Outwater will bring this matter up to him and assures better maintenance in the future.

Melissa Pearson also has concerns over new culvert near James Staley home that has now settled and sunk. This creates a large "speed bump" issue in the road and feel it requires the highway dept to take a look at it.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Patrick Holl, seconded by Barry Monro to pay: General 26-34 the amount of \$1941.13 and Highway #34-43 in the amount of \$3833.36 All in favor. Carried.

Meeting adjourned at 8:35pm.

Mahaley Holl

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, May 15, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Councilwoman Sharon Monro  
Highway Superintendent, Travis Hull  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

**Also Present:    Absent**

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00.

Supervisor Outwater received two correspondences: First correspondence was NYS DOT regarding this years incoming CHIPS funds. 2018 total will be \$142,000 including the Emergency Winter Recovery funds. The second correspondence was received from NYS DEC regarding timber work that is to commence on Hyer Road. Entrance to work proposed to be at corner of Springer and Hyer roads. Work is to be finished by 2/15/21. Clerk to respond with letter acknowledging the contract information, insisting on no further extension beyond contracted finish date and reminder that roads to be used are seasonal roads; any/all plowing done privately to access the location will firmly place all liability for those roads on the contractor accessing the land.

**Minutes from April 17, 2018 meeting**

Motion was made by Barry Monro, seconded by Sharon Monro to approve the 04/17/18 meeting minutes with the following correction. Broadband is to be completed in 2019 and not 2018 as previously projected. All in favor. Carried.

**Budget Report April 2018**

Motion to approve financial reports for April by Patrick Holl, seconded by Harold Baritell. All in Favor. Carried.

**Hwy Supt. Report**

Supervisor Outwater commented that Ratville Rd needed attention, Superintendent Hull stated that highway employees have fixing potholes on Ratville up to the Lincklaen Town Line.

Supervisor Outwater also discussed with Superintendent Hull the placement of weight limit signs on seasonal roads. Superintendent Hull stated that 4 ton per axle limit should be sufficient and will get signage ordered so it can be posted on seasonal roads.

Superintendent Hull voiced concerns regarding the changing of the highway superintendent position to that of an appointed DPW Director. He understands will be placed on ballot for voting in November 2018. Has concerns regarding job description and other issues.

Superintendent Hull discussed the issues with road that Melissa Pearson voiced concern with at April 17, 2018 meeting. He states that he is aware of the issue and this is one of the sections of road that is scheduled to be paved this summer which will correct the problem.

Superintendent Hull stated that the new truck that was purchased from the Town of DeRuyter has been delivered as well as the plow and wing that came along with it. The old 1989 International has been sold for \$2500 and the only thing yet being waited on from the buyer is the roll off dumpster that was included in this deal so that scrap metal can be cleaned up at highway garage. This will also bring in a small amount of additional funds.

Superintendent Hull stated that the highway department was in process of getting the seasonal roads back in shape and opened for the year.

Superintendent Hull received word from DEC official Any Blum that they were interested in doing tree removal work on Johnson Road as there are some issues with older dead trees in the area.

Superintendent Hull also gave preliminary estimates on road work to be done for the summer which is scheduled for June 14. He is proposing to pave 2 miles of roads @ \$76,000 per mile including chip seal and sand. Supervisor Outwater advised that budget of \$100,000 cannot be exceeded and that need to take a closer look at the CHIPS budget in 2019 as to get a closer projection of annual cost for fixing roads so as not to lose any EWR (Emergency Winter Recovery) and rollover CHIPS funds. Superintendent Hull to contact Linda Halliburka at NYS DOT to see if anyway around not being able to use available DOT funds this year even if have not been added to budget for 2018 use. Supervisor Outwater also states roads should be posted as to when roadwork will begin and ad to be place two weeks prior to work commencement.

### **Clerk Report**

The clerk brought the following this month for consideration:

The clerk states dog licenses are to date yet still no action by owners at of old Ballard home. Not even sure if they are still in possession of the dogs.

Taxes collected to date are over \$473,810. Tax reconciliation appointment at the County Treasurer's Office scheduled for June 12, 2018.

Clerk will post signs for Monday May 21, 2018 as the clerk will need to open office slightly later than usual, by 3 pm instead of 2pm due to eye procedure taking place that day.

Clerk to send new copy of proposition to Chenango County Board of elections for addition to the ballot in November for appointed Highway position.

### **Cemeteries**

Clerk reports that all contracts to mow for the 2018 season have been signed and returned. Maintenance is now underway.

### **Solvent Savers**

No activity noted

### **HUD Report**

Supervisor Outwater reports that all accounts are current.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received word on Sandell junk issues that Mr. Sandell was a no show for his May 9 court appearance and the county attorney requested another adjournment for 30 days to give Mr. Sandell time to clear junk and re-appear in front of Justice Rice on approx. June 13, 2018. If Mr. Sandell does not appear at this time a warrant for arrest will be issued.

Supervisor Outwater is still checking on options for finding a dog control officer for the town, has a call into the DCO for the Town of German who may have interest in performing this duty for our town as well. Supervisor Outwater is awaiting a call back from her and will report back on any results at the next meeting.

Supervisor Outwater discussed a new roof for the town hall as it is in the 2018 budget to get bids for the job. Would require a new steel roof to be install along with any necessary work to replace underlayment under the steel on both new and old sections of the roof. Barry Monro to get specs required and once the information is received from Barry then an RFP can be done, and ad can be placed seeking bids on the job.

### **New business**

Supervisor Outwater discussed holding a whitegoods and tire collection day as well as the Lincklaen Town Garage Sales. Proposed to be held at same time and in July, Supervisor Outwater will look at calendar and make decision on date. Clerk will place and ad at the appropriate time.

Supervisor Outwater asked for volunteers to place flags on poles for the summer season, Patrick Holl and Frank Baritell will be helping and date set for Tuesday May 22, 2018 at 6:30.

Supervisor Outwater discussed new road law as he has met with Mr. Levy the town attorney to discuss as well and he is currently working on final language as board feels need to include blanket statement exempting agricultural activities of Lincklaen town residents from the law and only require over weight limit vehicles to follow same procedure as they would with obtaining Chenango County permit. Also, to require a committee of three (hwy superintendent, board member and farmer) to assess any damage done by local resident farmer in which then damage can be quantified by highway superintendent for repairs. Supervisor Outwater to inquire if all farmer required to carry umbrella policy? He will be in contact with town attorney about adding blanket statement regarding agricultural concerns and adopting the same policy/procedure into our law as Chenango County has in place for over weight limit annual permits.

**Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Sharon Monro to pay: General 35-42 the amount of \$2,468.82 and Highway #45-56 in the amount of \$56,343.65 All in favor. Carried.

Meeting adjourned at 8:32pm.  
Mahaley Holl  
Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, June 19, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Councilwoman Sharon Monro  
Highway Superintendent, Travis Hull  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

**Also Present: Absent**

Anthony Carruthers – Gilbert Farm

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00.

Supervisor Outwater opened the floor to Mr. Carruthers who owns the Gilbert Farm. Mr. Carruthers stated he has been in conversation with Travis regarding complaints made about brush being in the ditches. Mr. Carruthers stated that he is in progress of clearing this out currently and wanted to voice his opinion that he felt this was really a waste of time to respond to such complaints as he works hard to keep his property cleaned up. Wanted the board to be aware of this situation.

Supervisor Outwater continued the meeting with this month's correspondences: First correspondence was from NYS Ag and Markets regarding the open position of dog control. Letter was to serve as a warning that the Town is currently in violation of NYS law requiring this position within the town. Second correspondence was from Chenango County Real Property informing the town of the tentative equalization rate of 54.40; down from last years 54.80. The third correspondence was from the Chenango County Dept of health regarding the waste disposal system in question at the residence of Gary Marsh. Letter was sent to Mr. Marsh inquiring about the proper disposal of waste from the added residence on his property. And the fourth correspondence was from Chenango County DPW regarding the shared agreement for winter snow removal that was in place for the town of Greene last year, promoting the effectiveness of this program.

**Minutes from May 15, 2018 meeting**

Motion was made by Barry Monro, seconded by Sharon Monro to approve the 05/15/18 meeting minutes. All in favor. Carried.

**Budget Report May 2018**

Motion to approve financial reports for May by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull reported that all roads that were planned for paving have been completed and are planned for oil and stone at the end of July or beginning of August.

Superintendent Hull stated that the Massey Ferguson tractor has broken down and has no clutch. It will be going in for repairs next week but may take as much as two months to be fixed. He discussed with Supervisor Outwater previously the rental of a tractor with a mower for \$2200/week. Currently has the rental tractor committed for a two-week rental. Motion made by Harold Baritell, seconded by Sharon Monro to approve the two-week rental of the tractor.

Supervisor Outwater and Superintendent Hull discussed the weight limit signs to be ordered. Superintendent Hull stated that there is currently signage stating "no trucks" on seasonal roads, however, Supervisor Outwater feels this may not be enough to prevent truck traffic legally. Road law will provide avenue of enforcement in any case.

### **Clerk Report**

The clerk brought the following this month for consideration:

The clerk states dog licenses are to date for the most part, a few “regulars” that have allowed license to become overdue.

Total tax warrant collected was \$496,940.33 and \$2238.21 in interest. Tax reconciliation appointment has taken place on June 14, 2018.

Clerk has begun preparations for the Town Youth trip to Enchanted Forest and has confirmed reservations for August 9, 2018. Contact has been made with the DeRuyter Central for bus rental and just awaiting confirmation for that.

Clerk reports ads have been placed for Tire and White goods day as well as Town Wide Garage sales.

### **Cemeteries**

Maintenance is now underway. Supervisor Outwater has looked at the cemeteries and feel all are being well maintained.

### **Solvent Savers**

No activity noted

### **HUD Report**

Supervisor Outwater reports that all accounts are current.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater has received no further word on Sandell junk issues since Mr. Sandell ‘s next court appearance date of June 13, 2018. Supervisor Outwater does not know at this time whether he appeared in court. Supervisor Outwater has plans to compile a new updated list of properties currently in violation of junk laws and passing it along to the county for compliance.

Supervisor Outwater reported that since there has been no local interest in the DCO position, he has contacted Country Acres Shelter in Homer regarding this position. They contract with Cuyler and Pitcher for this service as well. They quoted a price of \$1950.00 for the remainder of 2018 to provide service of warning notices to late dog renewals, stray pick up, and issuance of tickets for delinquent licenses. They do not perform enumeration. Annual contract is \$325/month or \$3900 annually. Motion made by Harold Baritell, seconded by Barry Monro to sign contract with Country Acres. All in Favor Carried.

### **New business**

Supervisor Outwater reported that he hired local person(s) to perform clean up around town hall and out in playground area. Voucher for their payment will be passed with bills tonight.

Supervisor Outwater discussed RFP for new roof for the town hall. RFP gives detailed specifications for the job and will be advertised. Sealed bids will be received and opened at next month’s board meeting on July 17, 2018. RFP will also be mailed to local roofers for bid submission.

Supervisor Outwater discussed new road law and found that in Section XI item #3 needed to be corrected from 10 million to 1 million and it is felt by board members that there should be farm exemption added as an amendment to the road law including the stipulation of a committee to investigate any alleged damage that would be impartially made up of the highway superintendent, town board member and at least one resident farmer. Supervisor Outwater will request the changes by the Town Attorney and get it submitted for 239 review. Public hearing to be announced in future.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Patrick Holl to pay: General 43-56 the amount of \$7,759.15 and Highway #57-66 in the amount of \$16,093.95 All in favor. Carried.

Meeting adjourned at 8:27pm.

Mahaley Holl

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, July 17, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Councilwoman Sharon Monro  
Highway Superintendent, Travis Hull  
Town Clerk, Mahaley Holl  
Supervisor Wayne Outwater

**Also Present: Absent**

Christopher Freeman

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00.

Supervisor Outwater opened the meeting with this month's correspondences: First correspondence was from Chenango County DPW stating that the town has a \$250 credit to use at the County landfill. Supervisor Outwater received two other correspondences that will be discussed at the end of this meeting.

**Minutes from June 19, 2018 meeting**

Motion was made by Patrick Holl, seconded by Sharon Monro to approve the 06/19/18 meeting minutes with the correction in that Mr. Carruthers owns, not works at the Gilbert Farm. All in favor. Carried.

**Budget Report June 2018**

Motion to approve financial reports for June by Harold Baritell, seconded by Barry Monro. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull reported that has just under \$50,000 left in CHIPS funds that can be spent. Plans to chip seal roads that have been paved this year, possible bar patch to Factory Gulf and spend \$1700 to install shoulders to the roads done as well. Superintendent Hull will be speaking with salesman to get definitive idea of pricing and if can be covered in budget left in CHIPS.

Superintendent Hull contacted CNY regarding tractor still being outside and not being worked on. stated if no movement soon will be contacting AGCO regarding the tractor.

Superintendent Hull stated that was planning construction of salt shed for 2018. The cost of materials before roofing is approximately \$2500.

Superintendent Hull reported that seasonal road signs have been ordered and will be getting lettering put on both pick up truck and new truck. Stated that he has some lettering and another set will be made as well.

**Clerk Report**

The clerk brought the following this month for consideration:

The clerk states dog licenses are to date for the most part, a few have contacted the clerk's office regarding waiting to license until after this month's rabies clinic and have been given until the end of July to get the licenses renewed.

David Craine will be coming to meet in the clerk's office on July 23 for the annual review for the insurance renewal that will take place in August.

Clerk has completed preparations for the Town Youth trip to Enchanted Forest and has confirmed reservations for August 9, 2018, bus rental from DeRuyter School has been confirmed and tickets have been ordered.

Clerk reports that minutes can now be obtained by anyone on the town website and each month the minutes will be added to the website. An ad has been placed to also notify residents of this availability.

**Cemeteries**

Maintenance is now underway. Supervisor Outwater has looked at the cemeteries and feel all are being well maintained.

## **Solvent Savers**

No activity noted

## **HUD Report**

Supervisor Outwater reports that all accounts are current.

## **Appointments**

No new appointments

## **Old Business**

Supervisor Outwater has received word that Sandell junk issues should be in progress of cleanup. He has not checked on progress but will check in and make sure this is being done.

Supervisor Outwater reported that has need for additional cleanup around the Town Hall ditch area and would like to hire same young men who previously did this work in the rear area of the Town Hall. Supervisor Outwater also looking to possibly have tree next to town hall removed as it is overhanging the Town Hall area. Will look into obtaining bids to remove the tree.

Supervisor Outwater stated that no word yet from the town attorney on the road law but awaiting his incorporation of the agricultural amendment.

## **New business**

Supervisor Outwater now opened the floor to Christopher Freeman who is appearing at the meeting tonight. Mr. Freeman has appeared to express his concerns that his last paycheck from the Town was short as his pay rate was short by 70 cents per hour. This was in error and an additional check was mailed to him making up this amount. Mr. Freeman also expressed displeasure and disagreement with his termination of employment as he stated he had no warning that he was going to be terminated. Supervisor Outwater has previously discussed this issue with Superintendent Hull. At this time Mr. Freeman thanked the board for their time and exited the meeting.

Supervisor Outwater now commenced opening of the sealed bids for the Town Hall Roof Project. Three bids were received as follows: 1.) RL Yale Construction; bid of \$19,200. Followed RFP specs exactly, requires 50% down of project to begin. 2.) Lincklaen Community Church; bid of \$22,369, bid not to complete specs of RFP. 3.) Ladd Construction; bid of \$10,775. Bid again not to exact RFP specs.

Motion made to accept bid submitted by RL Yale Construction with conditions that all RFP specs were bid on, project to be completed prior to the winter 2018 season and the 50% deposit required will be paid when materials for the job are on site by Patrick Holl, seconded by Barry Monro. All in Favor. Carried. Supervisor Outwater to inquire of color samples for the steel so the Town Board may make the decision on color of the steel to be used in the project.

Supervisor Outwater discussed the remaining correspondences received with the town board. First was the letter of resignation from Mahaley Holl Lincklaen Town Clerk effective July 30, 2018. The clerk will be resigning due to increasing health issues. Motion to accept the clerk's letter of resignation by Patrick Holl, seconded by Sharon Monro. All in Favor Carried. Second correspondence received was the letter of resignation form Town Councilwoman Sharon Monro effective July 30, 2018. Motion made to accept the Councilwoman's letter of resignation by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

Supervisor Outwater now requested a motion to appoint Sharon Monro as new Lincklaen Town Clerk effective July 31, 2018. Motion made to appoint Sharon Monro to Lincklaen Town Clerk by Patrick Holl, seconded by Harold Baritell. All in Favor. Carried. Supervisor Outwater also discussed the option of transforming the Town Clerk position to that of an appointed 4-year position; motion made by Harold Baritell to proceed with a proposition to change the Town Clerk position from elected to an appointed position, seconded by Barry Monro. All in Favor. Carried. All required documents to be drafted and given to Supervisor Outwater to deliver to the County.



Supervisor Outwater also discussed the need for a person to fill the now vacant Town Council position. At this point position will remain vacant until the time of Republican caucus in August or September. Superintendent Hull discussed a tax issue that he has incurred from the 2014 tax year due to his HSA account being considered income and he now has been issued a tax liability. Wanted to inform the board and get suggestions on any recourse or ideas to figure out how the situation can be rectified.

**Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Patrick Holl to pay: General 57-68 the amount of \$4,225.56 and Highway #67-79 in the amount of \$52,375.14 All in favor. Carried.

Meeting adjourned at 8:20pm.

Mahaley Holl

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, August 21, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Wayne Outwater  
Councilman Barry Monro  
Councilman Harold Frank Baritell  
Highway Superintendent, Travis Hull  
Town Clerk, Sharon Monro

**Also Present**

Dave Craine  
Christopher Freeman  
Loretta Hyer  
Tracey Straight

**Absent**

Councilman Patrick Holl

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00 pm.

**Equipment and Property Insurance**

Supervisor Outwater opened the meeting with Dave Craine from Mang Insurance. Mr. Craine presented the new renewal for the equipment and property insurance coverage. All coverages were reviewed by the board. Mr. Craine stated that this year's renewal reflects a 1.7% increase in the premium. This year's renewal cost is \$27,139.04. Mr. Craine expressed interest in receiving a copy of the contract with Chenango County to review how the contract affects the insurance policy. He will call Chenango county directly to receive a copy.

**Concerns Expressed by Lincklaen Town Residents**

Mr. Chris Freeman, a former highway employee, expressed concern over a propane leak in the garage break room while he was employed. During his employment his concern was brought to Highway Superintendent Hull. Photographs of the breakroom were given to the board to examine. Supervisor Outwater stated that these concerns were now in the past. Ms. Loretta Hyer expressed concern over the turnover in the highway employees and the attitude and treatment towards the hired employees by the Highway Superintendent Hull. Ms. Hyer also expressed concern that there is no longer an accessible phone for Highway employees at the garage in case of an emergency, stating that cell phone services are not always reliable in the area.

Supervisor Outwater thanked the people for coming to express their concerns. He has spoken to Highway Superintendent Hull about the turnover of employees in the highway department, the no-smoking policy in the town garage and making sure that the phone and answering machine are in working order (which they now are). Supervisor Outwater stated that he had not previously been informed on the reasons for the concerns over a lack of an accessible phone to the employees. Supervisor Outwater stated that Highway employees are randomly selected for drug testing every 6 months. Supervisor Outwater stated that the Highway Superintendent is an elected position and is not answerable to the board – they can only make suggestions, but he is answerable to the people in the town of Lincklaen who have the option of re-electing the same highway superintendent or nominating a new highway superintendent.

Supervisor Outwater informed those present that an amendment was being proposed on the 2018 ballot to make the Highway Superintendent an appointed position whereby the Town board can then write a job description for said position. Ms. Hyer wished to know how to nominate a democratic candidate onto the ballot. Supervisor Outwater directed her to contact the board of elections to find out the due procedure of the Democratic Party.

**Letters Received**

A correspondence from NYSDTF with the 2018 assessed roll with a final equalization rate of 54.40

**Minutes from July 17, 2018 meeting**

Motion was made by Barry Monro, seconded by Harold Baritell to approve the 07/17/18 meeting minutes. All in favor. Carried.

**Budget Report July 2018**

Motion to approve financial reports for July by Harold Baritell, seconded by Barry Monro. All in Favor. Carried.

### **Hwy Supt. Report**

Superintendent Hull reported that all the CHIP work (oil & stone) was basically done.

Superintendent Hull picked up the tractor from CNY. The final repair bill needs to be adjusted before the town receives it due to some issues over the repair work completed.

Superintendent Hull stated that all the weight limit signs were up. Supervisor Outwater commented that DEC had called wanting an explanation on the signs and he directed them to contact the Highway Superintendent directly for answers.

Superintendent Hull would like to salvage the tin roof if possible.

### **Clerk Report**

Barry Monro made a motion to approve the Town Clerk's 6-month Report, seconded by Harold Baritell. All in favor. Motion carried.

The clerk brought the following this month for consideration:

From the updated information that Supervisor Outwater received, the poster on sex offender, Mr. Keith Barnes was removed from the town website and office bulletin board.

The republican caucus advertisement was placed into the Hi Neighbor for a 3-week period.

There were 11 kids, 5 chaperones & 1 bus driver for the Town Youth trip to Enchanted Forest.

The clerk states dog licenses are up to date for the most part.

### **Cemeteries**

New Signs are needed at some of the cemeteries to inform people of which cemetery it is and which town it belongs to. Town clerk looking to see what information we have on past cemetery sign purchases. A possible company to purchase signs from is Catskill Castings. The signs will be budgeted in the 2019 budget.

### **Solvent Savers**

No activity noted

### **HUD Report**

Supervisor Outwater reports that all accounts are current up to the end of July.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater checked on the cleanup process on Factory Gulf Rd by Mr. Sandell. Clean up work has been started and is in progress.

The discussion on the new proposed Town law has been postponed until the beginning of the 2019 year when a public hearing will be held to see if the town residents have more concerns over the present draft before a final draft is accepted.

RL Yale Construction provided roof color samples for the board to choose from. Motion was made by Harold Baritell to paint the roof the color "Hickory Moss", seconded by Barry Monro. All in favor. Motion carried. A voucher for a deposit of 50% (\$10,000.00) was added to the bills to be paid when materials are on site.

### **New business**

Harold Baritell, on behalf of the planning board presented the proposed building plans from Sons of Erickson Construction for Thane Joyal & James Gibbs. The plans are for a primitive cabin on the corner of Husted Rd and Murry Rd. No electric, no plumbing. It will have an outhouse. It is a 34-acre site. The planning board has reviewed all the documents submitted and feel that they meet all the code requirements. A motion to approve was made by Barry Monro, seconded by Harold Baritell. All in favor. Carried.

Republican Caucus planned for Tuesday, August 28 at 7:00 pm for the following nominations. (1) Town Clerk to fill vacancy, 3-year term. (1) Town Justice, 4-year term (1) Town Council person, 1-year term.

The Town Justice's 2017 financial reports were received for review by the board. A motion to approve the financials was made by Barry Monro, seconded by Harold Baritell. All in favor. Motion carried.

Supervisor Outwater received an email from Albany with questions about the town's 2017 end of year report. He will respond to the questions. Some of these questions were already addressed in the audit.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Harold Baritell to pay: General #69-82 the amount of \$52,947.81 and Highway #80-95 in the amount of \$54,245.15. All in favor. Carried.

Meeting adjourned at 8:28pm.  
Sharon Monro  
Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, September 18, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Wayne Outwater  
Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Highway Superintendent, Travis Hull  
Town Clerk, Sharon Monro

**Also Present**

**Absent**

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00 pm.

**Letters Received**

Supervisor Outwater received confirmation correspondence from the Chenango County DPW stating that the Town has a credit of \$77.00 at the County landfill for the town to use.  
A correspondence from NYMIR about a \$1,680.00 in account. Supervisor Outwater will call for clarification on the amount.

**Minutes from August 21, 2018 meeting**

Motion was made by Barry Monro, seconded by Patrick Holl to approve the 08/21/18 meeting minutes. Question by Patrick Holl on the clerk's report regarding the removal of Keith Barnes from the web site. Town Clerk responded that it was due to outdated information and new information on Keith Barnes has now been uploaded to the town web site. All in favor. Carried.

**Budget Report August 2018**

Motion to approve financial reports for August by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull reported that Greg DuBois has moved on to a higher paying job. Superintendent Hull will give the town clerk employee job information for an ad to be placed in the Hi Neighbor for 2 weeks.

The tree has been safely removed from outside the Town Hall.

The tractor window has been repaired. Superintendent Hull will be reviewing the bill for the tractor as there is still a possible discrepancy over the charges.

Highway is finishing up the mowing.

Supervisor Outwater will sign the snow contract with the county to approve plowing for 12A & 12B.

**Clerk Report**

The clerk brought the following this month for consideration:

Dog licenses are up to date.

On the recommendation of the town Assessor, Steven Graham, the assessor information was updated and a link to the assessment rolls was added to the town website.

The updated information for sex offender, Keith Barnes was uploaded to the town website.

Reported the death of John Hart.

Going through some old paperwork from previous years that is still in the office, collecting it together to store in the correct boxes.

### **Solvent Savers**

No activity noted. The previous program director has retired and Supervisor Outwater is contacting the new director.

### **Cemeteries**

Mowing coming to an end

### **HUD Report**

Supervisor Outwater reports that there is one outstanding payment of 2 months.

### **Appointments**

No new appointments

### **Old Business**

Supervisor Outwater checked on the cleanup process on Factory Gulf Rd by Mr. Sandell. Clean up work is still in progress. Supervisor Outwater is checking with the attorney to learn the time frame the cleanup must be complete and when the code enforcer will be checking on the property.

New Roof Project will commence as soon as R.L Construction has finished their present project.

### **New business**

Supervisor Outwater commenced opening of the sealed bids for the Town Hall Paving Project. Two bids were received as follows: 1.) Thompson Brothers Inc; bid of \$58,115.00 to include: remove sod as needed, add town gravel for sub base as needed, re grade, mill in rebates as required place 2.5" type 3 asphalt compacted and 1.5" type 6 asphalt compacted and restore as needed. 2.) Ruston Paving Company, Inc; bid two options A) \$35,905.00 to include fine grade existing stone base. Finish and install 3" type 3 binder; layout and paint pavement markings. B) \$42,212.00 to include fine grade existing stone base; finish and install 2.5" type 3 binder, 1.5" type 7 top; layout and paint pavement markings.

All bids are above the budget amount set for this project. Motion made to reject all bids submitted by Harold Baritell, seconded by Barry Monro. All in favor. Carried.

Discussion on moving the Town Hall Paving Project to next spring and the possibility of purchasing blacktop from the county on state bid and have someone do the work.

Planning and discussion on preliminary 2019 Budget commenced.

Supervisor Outwater stated that an ad will need to be placed announcing public hearing for 2019 budget to be held at the October 2018 meeting. Clerk to place ad in the Hi, Neighbor.

Need to update the Employee Handbook.

Supervisor Outwater stated that an ad needs to be placed stating that there is no Senior Dish-to-Pass Dinner this year due to the roofing construction. Clerk to place ad in the Hi, Neighbor.

Supervisor Outwater discussed flag pick up with the board, plans are for Supervisor Outwater, Frank Baritell and Patrick Holl to pick flags up this month.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Patrick Holl to pay: General #83-90 in the amount of \$3,345.50 and Highway #96-103 in the amount of \$3,337.44. All in favor. Carried.

Meeting adjourned at 8:58 pm.

Sharon Monro

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, October 16, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Wayne Outwater  
Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Town Clerk, Sharon Monro

**Also Present**

Keith Sandell

**Absent**

Highway Superintendent, Travis Hull

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7:00 pm.

Supervisor Outwater opened the floor to Mr. Sandell who is appearing at the meeting tonight. Mr. Sandell has appeared to express his concerns with the handling process regarding the clean-up of his property and about the way the highway department has treated him. Supervisor Outwater informed Mr. Sandell that the town was recently notified by the county that due to the clean-up Mr. Sandell has completed, his property is now up to code and that the highway superintendent would be informed of his complaints. Mr. Sandell expressed his desire that in future if there was a problem, to contact him directly.

**Letters Received**

No letters received this month.

**Minutes from September 18, 2018 meeting**

Motion was made by Barry Monro, seconded by Patrick Holl to approve the 09/18/18 meeting minutes. All in favor. Carried.

**Budget Report September 2018**

Motion to approve financial reports for September by Harold Baritell, seconded by Patrick Holl. A question was asked about what exactly the amount in line A3001 Per Capita was for. Supervisor Outwater stated he will have the answer at the next business meeting. All in Favor. Carried.

**Hwy Supt. Report**

Superintendent Hull was absent, so no report was given.  
The Town Clerk did inform the board that the Highway Superintendent had hired a new employee.

**Clerk Report**

The clerk brought the following this month for consideration:  
All is up to date

**Solvent Savers**

No activity noted.

**Cemeteries**

Mowing coming to an end. The board approved of one more mowing where needed.

**HUD Report**

Noted that there are currently five HUD payments.

**Appointments**

No new appointments

**Old Business**

Per the county attorney and county code, Mr. Sandell meets code and has completed the clean up on his property.  
New Roof Project will commence as soon as weather permits.  
Suite-Kote is going to let the town know the cost of blacktop for next year's parking lot project.

### **New business**

Harold Baritell, on behalf of the planning board presented the proposed building plans from Jason Chestnut. The plans are for a 12'x40' prefabricated shed on cinder blocks on Hyer Rd, a 9.55-acre site. The planning board has reviewed all the documents submitted and feel that they meet all the code requirements. A motion to approve was made by Barry Monro, seconded by Patrick Holl. All in favor. Carried.

Supervisor Outwater stated that there is no change in the Senior Tax Exemption

Supervisor Outwater will gather information on highway employee wages and salaries for surrounding towns to compare with Lincklaen Township. Upon the boards review of said information a decision will be made as to whether the starting rate for Lincklaen highway employees needs to be raised or not.

The Employee Policy was last revised 7/18/17. Any needed revisions will be discussed at the next board meeting.

Supervisor Outwater is looking into the possibility of "No Smoking within 100 ft of building" signs for The Town Garage.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Barry Monro, seconded by Patrick Holl to pay: General #91-98 in the amount of \$2,770.05 and Highway #104-113 in the amount of \$7,340.92. All in favor. Carried.

### **2019 Public Budget Hearing - 8:30 pm**

Notice has been read to open the 2019 budget public hearing, Supervisor Outwater has opened the floor to public comment, Supervisor Outwater gives second opportunity for any public comment regarding the 2019 budget. No public comment has been made. Motion made to close the 2019 budget public Hearing by Barry Monro, seconded by Harold Baritell. All in Favor. Carried.

Motion made to adopt the 2019 Lincklaen Town Budget as it is currently presented by Harold Baritell, seconded by Barry Monro. All in Favor. Carried.

Meeting adjourned at 8:25 pm.

Sharon Monro

Lincklaen Town Clerk



**Town of Lincklaen Board Meeting**  
**Tuesday, November 20, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Wayne Outwater  
Councilman Barry Monro  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Town Clerk, Sharon Monro

**Also Present**

Ron Luchsinger  
Brad Mierke  
Dean Hathaway  
Sandy Hathaway

**Absent**

Highway Superintendent, Travis Hull

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7 pm.

**Letters Received**

A letter was received from Agriculture & Markets informing the Town Board that the dog shelter the town pays for is in satisfactory condition.

**Appointments**

Dewey Hakes will be resigning as Planning Board chairman at the end of this year 12/31/18. Mr. Hakes has recommended that Harold Baritell replace him as chairman. A lot of work is involved in this position. Mr. Baritell said he will think it over.

Supervisor Outwater opened the floor to DeRuyter Central School District Representatives Brad Mierke and Dean Hathaway. They updated the town board on what is happening at the school and to discuss the Proposal of an upcoming Capital Project. The cost of the project is \$5,324,000. A public meeting on this project is set for Monday, November 26<sup>th</sup> at 6:00 pm and a vote on the project will occur on Thursday, December 6<sup>th</sup> from Noon – 9:00 pm. A brief description of the proposed project can be found at the following link: <http://www.deruyter.k12.ny.us/districtpage.cfm?pageid=717>

**Minutes from October 16, 2018 meeting**

Motion was made by Barry Monro, seconded by Patrick Holl to approve the 10/16/18 meeting minutes. All in favor. Carried.

**Budget Report October 2018**

Motion to approve financial reports for September by Harold Baritell, seconded by Barry Monro. All in Favor. Carried.

**Hwy Supt. Report**

As Highway Superintendent Hull was absent, Supervisor Outwater gave a report on areas that the Superintendent and he had discussed.

Supervisor Outwater stated that Superintendent Hull was the person who had a master key for the garage. Someone else would need to have a copy of the master key if something were to happen to the superintendent. A motion was made by Harold Baritell that a copy of the master key be made and given to the Town Supervisor. Seconded by Patrick Holl. All in favor. Carried.

New smoking signs were put up around the garage building and a designated smoking area was assigned on the East side of the building outside the far door (the door must be closed).

Superintendent Hull and Supervisor Outwater discussed the purchasing the Board approved tractor. Supervisor Outwater stated that any new equipment was to come out of the 2019 budget.

At the December meeting the Highway Superintendent will be giving an outline of what his job as superintendent entails and how his time is used.

### **Clerk Report**

The clerk brought the following this month for consideration:

The dog licenses are up to date.

Art Gast passed away 11/4/2018

Chips were submitted 11/1/2018 and the clerk has been notified that it is being processed.

The state has launched a new online program for reporting deaths and is requiring all registrars to have online training. The town clerk's online training will be 11/27/18. Online reporting for our area will go active December 13<sup>th</sup>, 2018.

Maxine Monro has been appointed as Deputy Registrar.

The current Junk Law has been uploaded to the town website.

The clerk is in the process of changing administrative information and password for the NYS Retirement System.

### **HUD Report**

Hud payments have been made. There is one delinquent account, others are current.

### **Old Business**

According to the town Junk Law there are a few possible mobile homes that are in violation of this law. Requesting the Code enforcer to check that these buildings are up to code and where appropriate, inhabitable.

The Town Hall roof project is complete, and it was noted how much better the roof looks. R.L Construction informed the town supervisor that the building does not have enough insulation in the ceiling.

### **New business**

The budget was sent in and the town has met the cap.

After a comparison of wages for the surrounding towns with the Town of Lincklaen's wages, the Town Supervisor recommended that the town employee starting wage be raised to \$15.00 and cap at \$18.00. The motion was made by Harold Baritell and seconded by Barry Monro to accept the recommendation and to bring the two current employees up \$2 each at the beginning of the 2019 year.

According to our bookkeeping records, the Otselic Valley Fire Bill has not been paid. Barry Monro is checking with Bill Wentworth to ask for a bill to be sent by the next meeting.

The new proposed Town of Lincklaen Sexual Harassment Policy was handed out to the board to examine before the next meeting where upon the board will make any needed changes and vote on the policy.

### **Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Patrick Holl, seconded by Barry Monro to pay: General #99-116 in the amount of \$14,606.04 and Highway #114-127 in the amount of \$23,534.64. All in favor. Carried.

Meeting adjourned at 8:45 pm.

Sharon Monro

Lincklaen Town Clerk

**Town of Lincklaen Board Meeting**  
**Tuesday, December 18, 2018**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Wayne Outwater  
Councilman Harold Frank Baritell  
Councilman Patrick Holl  
Highway Superintendent, Travis Hull  
Town Clerk, Sharon Monro

**Also Present**

Ron Luchsinger

**Absent**

Councilman Barry Monro

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Outwater at 7 pm.

Town Supervisor opened the floor to three representatives from Burton Logging Company. They wanted to express their concern over the treatment they had received from the Highway Superintendent and to outline to the board their use of the town's roads. They are cutting and logging trees on Springer Road. Depending on the weather, their intent is to have the job completed in 4-6 weeks. They will be using pick-up trucks to plow the road as needed. They told the board that they will be conscious of the weather and only drive on the roads during the colder weather to help preserve the condition of the town roads.

**Letters Received**

No letters received.

**Appointments**

None

**Minutes from November 20, 2018 meeting**

Motion was made by Patrick Holl, seconded by Harold Baritell to approve the 11/20/18 meeting minutes. All in favor. Carried.

**Budget Report November 2018**

Motion to approve financial reports for November by Harold Baritell, seconded by Patrick Holl. All in Favor. Carried.

**Hwy Supt. Report**

Highway Superintendent Hull presented 3 State bids from New Holland, John Deere and Kubota for the purchase of a tractor and broom with trade in for the town garage. A motion was made by Harold Baritell to accept the Kubota bid for \$54,619; seconded by Patrick Holl. All in favor. Motion carried.

Kathy Julian is no longer an employee. The town garage has hired a new employee, Joe Miller.

Highway Superintendent Hull will give the town garage's master key to Supervisor Outwater, so a copy can be made.

Highway Superintendent expressed his concerns over some of the changes and requests that have been made of him.

**Clerk Report**

The clerk brought the following this month for consideration:

- Two dog licenses are past due.
- Training for the Electronic Death Registration System (EDRS) was completed.
- The Safelite receipt was turned in to the NBT insurance. Supervisor Outwater said that he had received the insurance reimbursement.
- Reported on the visit from NYMIR and the suggestions they made for new policies. Will be working on the cyber policy.
- Clerk has received, processed and made ready the property taxes. Plan made to take to Post Office on Dec 24, 2018 for mailing.

## **HUD Report**

All payments have been made through November.

## **Junk Problem**

Code Enforcement will inspect trailers next year.

## **Old Business**

Motion to accept the new Sexual Harassment Policy with 2 amendments on page 6 and page 11 was made by Harold Baritell, seconded by Patrick Holl. All in favor. Motion carried. The new policy will be given to all employees.

As of this board meeting, the town has not received a 2018 bill from OV Fire Department. A motion was made by Harold Baritell to authorize payment if in receipt before the end of the year. Seconded by Patrick Holl. All in favor. Motion carried.

## **New business**

Due to the workload involved in being a Planning Board Chairman, Harold Baritell recommended that the chairman's fee be raised to \$500/year. The board approved.

Supervisor Outwater received the five-year (01/2019 – 12/2023) Cuyler Fire District Contract of \$12,000/year. Motion to accept and sign contract was made by Harold Baritell, seconded by Patrick Holl. All in favor. Motion carried.

The 2018 Tax Levy report will be scanned and sent to all the board members.

A motion to accept the Junk Law as written effective with today's date was made by Harold Baritell, seconded by Patrick Holl. All in favor. Motion carried.

NYMIR insurance visited the facilities of both the town hall and the town garage. They brought the following recommendations to the Town Board.

Security: Unoccupied facilities should always be locked. The board approved that a front door key will be loaned to the Lincklaen Center Church Pastor for their weekly use of the Town Hall and a key log will be created for all those in possession on Town Hall and Town garage keys.

All storage should be kept to a minimum of three feet from the furnace and/or water heater. Supervisor Outwater has moved all storage items that were closer than three feet to the furnace and/or water heater.

Cyber Policy: A new cyber/internet policy to be adopted by the town. The town clerk has received a suggested sample policy from NYMIR and will be adapting it to suit the town's specifications.

NYMIR suggested ongoing security awareness training for all employees. NYMIR's E-university has online courses available.

Housekeeping: Items need to be correctly stored and cleaned up after each use. The Town board has agreed to make plans in the spring for the upstairs to be sorted, cleaned up and old items to be properly disposed of.

Emergency light at the time of the visit was not operating correctly. This problem is resolved.

Parks/playgrounds: elimination of weeds and plant growth on the playground surfacing. A link of a pesticide free weed killer was given by NYMIR. <https://homeguides.sfgate.com/use-vinegar-salt-weed-killer-49329.html>

The adoption of a Facilities Use Form to protect against unwarranted liability against the town. A draft was given to the Town Board members to peruse before the next town meeting.

The implementation of a mobile device policy. As the town does not issue cell phones to its employees, the clerk is requesting a clarification from NYMIR on this recommendation.

It is suggested that the town reviews and evaluates a drivers Motor Vehicle Record (MVR) annually or utilize a monitoring service such as the state LENS for the purpose of ensuring that all drivers have a valid driver's license or CDL and exhibits a safe driving record.

Harold Baritell recommended that during 2019 the board put together a binder with all town policies and town laws for the town board and for the public to have access to them on the town's website. Town Supervisor Outwater will purchase binders and the Town clerk will put the polices and laws in the binder.

**Motion to Pay Bills**

The monthly bills were audited by the members of the Town Board. Motion to approve was made by Patrick Holl, seconded by Frank Baritell to pay: General #117-125 in the amount of \$2,155.33 and Highway #128-136 in the amount of \$11,526.54. All in favor. Carried.

Meeting adjourned at 8:32 pm.

Sharon Monro

Lincklaen Town Clerk