

**Town of Lincklaen Monthly Board Meeting**  
**Tuesday, January 21, 2025**  
**Town Hall – 7:00 PM**

**Members Present**

Supervisor Sharon Monro  
Councilman Harold Baritell  
Councilman Patrick Holl  
Councilman Andrew Holl  
Town Clerk Diana Kilfeather  
Highway Superintendent Barry Monro  
Deputy Hwy Super – Roy Marshall

**Others Present**

Wayne Outwater

**Absent**

Councilman Jeff Hathaway

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The Organizational Meeting of the Lincklaen Town Board was called to order by Supervisor Sharon Monro at 7:01pm.

**Town of Lincklaen Organization Meeting**  
**January 21, 2025**

Unless otherwise stated, each position is for one year ending 12/31/2025.

Depositories – Supervisor -	NBT
Justice -	NBT
Town Tax Collector -	NBT
Registrar -	NBT
Official Newspaper -	Hi, Neighbor
Deputy Supervisor -	Patrick Holl
Town Bookkeeper -	Sharon Monro
Town Tax Collector (4 yr term) -	Diana Kilfeather (12/31/2025)
Deputy Registrar -	Lorelle Brennan
Historian -	Diana Kilfeather
Health Officer -	Chenango County
Code Enforcement -	Chenango County
Town Attorney -	Mark Levy
Dog Control Officer -	Country Acres Pet Services
Assessor (6 yr term) -	Steven Graham (12/31/2025)
Board of Review (5 yr terms) -	Norman Monro (9/30/2027)
(term dates 10/1/20??-9/30/20??)	Mike Gast (9/30/2029)
	Barbara Graves (9/30/2028)
Planning Board (4 yr terms) -	Jennifer Holl (Chair) (12/31/2026)
	Mark Monro (12/31/2026)
	Mahaley Holl (12/31/2025)
	Ronald Graham (12/31/2025)
	Beth Malson (12/31/2026)
RFL Committee -	Town Board Members
Deputy Hwy Superintendent -	Roy Marshall (12/31/2027)
Cemetery Caretaker	Vacant
Constable	Vacant

- The Town Board will meet every third Tuesday at 7:00 pm in the Town Hall.
- The Planning Board will meet every first Thursday (*as needed*) at 7:00 pm in the Town Hall.
- The Town Justice will hold court every 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 5:00 pm at the Town Hall
- Mileage reimbursement for 2025 is \$0.70 per mile.

***Motion was made by Councilman Harold Baritell to approve the Organizational Meeting, seconded by Councilman Patrick Holl. All in favor. Motion carried.***

***Motion made by Councilman Patrick Holl to close the Organizational Meeting, seconded by Councilman Andrew Holl. All in favor. Motion carried.***

The regular monthly meeting of the Lincklaen Town Board was called to order by Supervisor Sharon Monro at 7:05 pm.

#### **Minutes from December 17, 2024, meeting**

- ***The motion was made Councilman Patrick Holl, seconded by Councilman Andrew Holl to approve the 12/17/24 meeting minutes. All in favor. Motion carried.***

#### **Profit & Loss and Budget Reports**

- ***Motion was made by Councilman Harold Baritell, seconded by Councilman Patrick Holl, to approve the December 2024 financials. All in Favor. Motion carried.***

**Guest:** Mr. Wayne Outwater addressed the Town Board with concerns that he had.

- Mr. Outwater requested that the Town finish updating the addresses on the town mail that goes to Mr. Outwater's address. The Town Clerk and Town Supervisor have been working on that.
- Barbland Dairy bought the Losaw home, then tore it down and did not get any permits through the Town of Lincklaen. They also put up a new barn, which leads us to believe they will be adding more cows.
- Barbland is planning on making another slurry pit and there is a big concern about how far down our water table is and the potential for contamination in the water sources of the surrounding homes. Mr. Outwater suggested we use the Revolving Loan Fund money to test the well water of all the neighbors surrounding Barbland Dairy.
- Supervisor Sharon Monro spoke with Chenango County Department of Code Enforcement regarding Barbland Dairy and the Losaw house. Chenango County said that by law they are supposed to apply and obtain a demolition permit from both the county ***and*** the town before tearing down a home. Farm owners are only exempt from demolition permits if it involves an Ag. Building, i.e., a barn. There is a fine, but the county will not be pursuing it.
- The Town Board all agreed to have the water tested in the homes surrounding Barbland Farms. They will get tested now for a baseline and then again in about two years.

#### **Communications:**

- Chenango County Planning and Development – A previous Time Capsules will be opened this year (2025) and they would like to have each town submit something for a new time capsule that would be opened in the year 2050. Councilman Harold Baritell suggested current tax levy and last 5 year's tax levy.
- Department of Environment of Conservations – Open space project to acquire a parcel of land on Route 12 in the Town of Lincklaen to help implement a connective corridor for the Finger Lakes Trail between Cuyler Hill and Mariposa State Forest.

#### **Justice Report**

- Justice Report reviewed by Town Board. ***Motion was made by Councilman Patrick Holl to accept the Justice Report, seconded by Councilman Andrew Holl. All in favor. Motion carried.***

**Appointments: None**

## Highway Report

- Plowed and sanded 33x's.
- Put new plow lights on Truck #6
- Took two links out of chain for sander on Truck #4
- Put new rear lights on Truck #4
- Put new batteries in Truck #4 and Chevy
- Changed coolant sensor on Truck #4
- Carol Smith stopped by to complain about how wide we were plowing the road and that we were furrowing her lawn.
- James Fuller called because we hit his mailbox. It will be fixed.
- Jacob Sautter – Truck finally moved after 3 days. State Troopers got involved when called.
- We billed Chenango County 12/24/24 for plowing of the County Roads in the amount of \$13,923.90.
- Three quotes for getting new injectors for the Kubota Tractor were reviewed by the Town Board. First quote from Champlain Valley Equipment for \$8,509.63. Second quote from Norwich Tractor, \$5,713.51 and the third quote from Whites Farm Supply for \$5,870.90. ***Motion made by Councilman Patrick Holl to go with Whites Farm Supply to replace the injectors for the Kubota Tractor, seconded by Councilman Harold Baritell. All in favor. Motion carried.***
- Town Garage has been having leaks in the break room, bathroom, and the office of the garage. Mr. Scott Huntley came in to investigate leaks and he thinks the weather is causing condensation between the outside and inside walls. This is something that will be addressed in the warmer weather.
- The heating in the offices does not work well, Mr. Huntley gave prices to upgrade the heating, this is something we will wait on fixing.
- Furnaces in the Town Hall froze up because the piping was incorrectly installed. They will be coming in tomorrow to fix the problem.

## Clerk Report

- The Town Board reviewed the Clerks 6-month report. ***Motion was made by Councilman Patrick Holl to accept the Lincklaen Town Clerk's 6-month report, seconded by Councilman Andrew Holl. All in favor. Motion carried.***
- Dog licenses – one still outstanding. Will send to Country Acres.
- Taxes collected to date \$193,195.46.
- Full General Budget Covered, \$97,000.00 of Highway Budget paid.
- Town Clerk's office is closed Feb. 1, 2025. Supervisor Monro will cover February 3rd and 6<sup>th</sup> office hours for the Clerk this week. A notice was posted in the Hi Neighbor.
- Association of Towns- Letter on conference read at meeting.
- Town Hall rental will be free for residents, a deposit of \$50.00 will be collected when the Town Hall is reserved and will be returned if there is no damage to the hall or equipment.
- 2025 Certificate of Election. 2 Town Councilman positions and the Town Clerk positions are up for election.
- Hi, Neighbor, will have a price increase.

## Historian Report

- The Cortland Standard for the Historian has changed from paper delivery to digital delivery.

Cemetery- None

## RLF Report

1 Current

1 - 3 more payments to be current

## Old Business

- Garage LED light update – The down payment has been paid; we are waiting for them to contact the Highway to set up a time of service.
- NY State Deferred Compensation Plan – On Thursday 1/16/25 there was an informational meeting, where forms were sent home with employees for them to sign up if they wished to participate.
- NYMIR – Still waiting to find out on final bill.
- A Town Letter to the residents is in the works, we need a letter from Highway Department.
- The NYSERDA contract was emailed to all Town Board Members for review. ***Motion was made by Councilman Patick Holl to sign contract, seconded by Councilman Andrew Holl. One Councilman abstained. All in favor. Motion carried.***

## New Business

- Transfer of Funds - \$62,114.76 surplus to be transferred to reserves from General, and \$100,780.78 surplus to be transferred to reserves from Highway. \$82,107.19 to be transferred from General Reserves to the General Account and \$242,895.42 from Highway Reserves to Highway Account in compliance with the 2025 budget. ***Motion was made by Councilman Harold Baritell to transfer funds, seconded by Councilman Patrick Holl. All in favor. Motion carried.***
- Discussion about CD's that are maturing and whether to roll over or invest in Money Market Accounts. ***Motion made by Councilman Patrick Holl to go into a one-year CD at 3.5% interest, seconded by Councilman Andrew Holl. All in favor. Motion carried.***
- Highway Garage Fire Detection Agreement – In case of a fire this system will alert fire department, Insurance policy calls for us to have this. ***Motion made by Councilman Harold Baritell to sign contract for Fire Detection Agreement, seconded by Councilman Andrew Holl. All in favor. Motion carried.***
- A Republican Caucus will be held June 10, 2025.
- The Highway Department will purchase a TV for the breakroom to track winter storms.
- Generac Generators – The board reviewed the extended warranty and decided it was not worth extending it.
- South Otselic Fire District Contract - ***Motion made by Councilman Patrick Holl to sign the contract, seconded by Councilman Harold Baritell. All in favor. Motion carried.***

## Motion to Pay Bills

- The monthly bills were audited by the members of the Town Board. ***Motion to approve to pay bills was made by Councilman Patrick Holl, seconded by Councilman Andrew Holl: General #1-11 in the amount of \$31,160.80 and Highway #1-22 in the amount of \$269,823.61. All in favor. Motion carried.***

## Upcoming:

- Grievance Day – End of May – exact day TBD
- Republican Caucus – Tuesday, June 10, at 7:00 pm
- Rabies Clinic – Schedule is set by Chenango County -TBD
- White Goods and Tire Day – Saturday, August 16, 9:00 am – 2:00 pm
- Election Day – Tuesday, November 4th

Meeting adjourned at 8:45pm  
Diana Kilfeather, Town clerk