

**TOWN BOARD
REGULAR MEETING**

CASUAL ATTIRE

MONDAY

July 10, 2023

Supervisor Zupan opened the meeting at 7:30 p.m. with all Councilors present.

Pledge of Allegiance.

Correspondence: *There was no unshared correspondence.*

Motion by Councilor Golub, seconded by Councilor Race to accept the minutes from the June 12, 2023 regular meeting.

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Abstain
Supervisor Zupan	Yes

Motion by Councilor Johnson, seconded by Councilor Reger to accept the minutes from the July 5, 2023 special meeting.

Roll call:

Councilor Race	Abstain
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan asked if anyone cared to speak to the Town Board regarding any subject on this meeting's agenda.

Public comment #1:

Mark Braiman of 4775 East Lake Road was present to speak about resolutions 9 & 12 relating to the use of town roads. He was in favor of the continued use of the roads for the Cazenovia Triathlon. He's used West Lake Road and East Lake Road regularly and advocated on behalf of bicyclists and pedestrians for wider shoulders. When he was collecting petition signatures to run for Town Board, he got several comments from East Lake Road runners/walkers and/or residents looking for a speed reduction or widening of shoulders on East Lake Road to make it a safer place for pedestrians. He understood the Town did not have direct control over East Lake Road

or the County-portion of West Lake Road, but wondered if the Town Board could petition at the Board of Supervisors meeting.

Supervisor Zupan mentioned the Madison County Distillery, LLC received a Community Development Block Grant (CDBG) grant in 2021 for the expansion of their operations at 2412 Route 20 East. As a result of the expansion, the distillery created additional employment opportunities which is a requirement of receiving CDBG funding. Just recently, the Distillery completed their expansion and satisfied the job creation requirement. Therefore, in order to finalize the project with the New York State Office of Community Renewal, a public hearing is required. This public hearing is an opportunity for citizens to comment on CDBG-funded projects in order to help the Office of Community Renewal make determinations for future uses of CDBG funds.

Motion by Councilor Reger, seconded by Councilor Golub to open the public hearing relative to the Madison County Distillery, LLC Project which received Community Development Block Grant funding.

Public Comment: *There were no comments.*

Motion by Councilor Race, seconded by Councilor Johnson to close the public hearing. The motion was unanimously approved.

Supervisor Zupan said this next resolution is for the 202-b financing requirement and turned to John Langey, Esq. for input.

John Langey, Esq. stated the wastewater treatment plant is in need of upgrades, betterments and repairs. GHD is assisting the Town with that portion of the project. Under 202-b Town Law, there is a requirement that the consolidated sewer district be involved in the increase. There will also be an inter-municipal agreement with the Town of Nelson, Village of Cazenovia and Town of Cazenovia. He stated there is a negative declaration in the agenda which is based on a Full Environmental Assessment Form prepared by John LaGorga of GHD. He has suggested the answers to Part II of the Form. He further stated he was in agreement with Mr. LaGorga and suggested the Town Board look at the questions. He said the questions are asking will there be some significant negative environmental impacts by fixing or upgrading the treatment plant. He felt the Board would agree the obvious answer is no. He said there are some questions that have been checked yes, but they have suggested none of the impacts would be large, which is appropriate, under the circumstances. He read through the list of questions that were in Part II of the Full EAF. He thought the consensus was that none of the items would check a box where an Environmental Impact Statement would have to be done which is a study.

The Town Board confirmed they were in agreement with the suggested responses.

John Langey, Esq. said the resolution also contained a negative declaration for purposes of SEQRA which is built-in. Additionally, he explained this would move the Town Board to the next step which would be to set a public hearing for 8:30 a.m. on July 20, 2023 at the Town Hall.

Resolution No. 86 presented by Councilor Reger, seconded by Councilor Johnson

**IN THE MATTER OF
THE INCREASE AND IMPROVEMENTS OF FACILITIES
FOR THE TOWN OF CAZENOVIA WATER POLLUTION CONTROL
FACILITY AND CONSOLIDATED SANITARY SEWER DISTRICT**

WHEREAS, a Map, Plan and Report, entitled “Cazenovia Water Pollution Control Facility Engineering Report”, dated July 2023, as last revised, has been duly prepared by GHD Consulting Service, Inc., competent engineers, in such a manner and in such detail as heretofore has been determined by request of the Town of Cazenovia Town Board, Madison County, New York (the “Town”) relating to certain repairs and betterments to the Town of Cazenovia Water Pollution Control Facility and increase and improvements to the Town of Cazenovia Consolidated Sanitary Sewer District, pursuant to Town Law §202-b; and

WHEREAS, the Map, Plan and Report has been previously filed in the Office of the Town Clerk of the Town of Cazenovia, New York where it is available for public inspection; and

WHEREAS, the proposed increase and improvements of facilities for the Town of Cazenovia Water Pollution Control Facility and Consolidated Sanitary Sewer District consist generally of the improvements as more particularly set forth in the project description of the Map, Plan and Report, to wit:

- Reconstruction of the Influent Building and equipment improvements;
- Construction of two new primary clarifiers and a new primary distribution box;
- Rehabilitation of the existing final clarifiers and the construction of one additional final clarifier;
- Conversion of the existing chlorine disinfection system to UV disinfection and associated improvements;
- Structural improvements;
- Electrical and lighting improvements;
- Heating and ventilation improvements; and

WHEREAS, it has previously been determined by the Town Board that for purposes of State Environmental Quality Review (“SEQR”) that:

1. The action is a Type I Action for purposes of SEQR;
2. The Town of Cazenovia Town Board shall act as lead agency for the proposal as set forth in the Map, Plan and Report;
3. The involved agencies include the New York State Department of Environmental Conservation (NYSDEC), New York State Environmental Facilities Corporation (NYSEFC), Village of Cazenovia and Town of Nelson;
4. This action will require the submission of a Full Environmental Assessment Form (“Full EAF”) to provide information with regard to the environmental issues pertinent therein; and

WHEREAS, the Town of Cazenovia Town Board previously scheduled a public hearing pursuant to Town Law to receive public input and comment upon the proposed action pursuant to Town Law §202-b, which public hearing shall be held on July 20, 2023 at 8:30 a.m. at the Town of Cazenovia Town Hall, 7 Albany Street, Cazenovia, New York; and

WHEREAS, the Town of Cazenovia Town Board has caused to be completed and submitted the Full EAF and the same has been carefully reviewed and considered by the Board; and

WHEREAS, the Town of Cazenovia Town Board has considered and discussed fully the potential environmental impacts of the proposed action through investigation, study and review by the Town’s Consulting Engineers.

NOW, THEREFORE, BE IT RESOLVED that the Town of Cazenovia Town Board hereby determines that the proposed action will not have a significant adverse effect on the environment and this resolution hereby adopts the **Negative Declaration** for purposes of Article 8 of the New York State Environmental Conservation Law, Volume 6 N.Y.C.R.R. Part 617 for the reasons contained herein and attached hereto as Exhibit “A” and as set forth in the Full Environmental Assessment Form at Part 3 therein; and be it further

RESOLVED that the Town’s Legal Counsel shall distribute and publish, as necessary, the attached Negative Declaration pursuant to the requirements of 6 N.Y.C.R.R. Part 617.

EXHIBIT “A”

REASONS SUPPORTING NEGATIVE DECLARATION

The Town of Cazenovia has determined that said Action, which consists of betterments and improvements to the physical facilities of the Town of Cazenovia Water Pollution Control Facility and the Town of Cazenovia Consolidated Sewer District, all as set forth above and the Map, Plan and Report, will not result in significant adverse environmental impacts to:

- Land
- Water
- Air
- Plants and Animals
- Agricultural Resources
- Aesthetic Resources
- Cultural or Archeological Resources
- Open Space
- Critical Environmental Areas
- Transportation
- Energy
- Noise or Odor
- Public Health
- Community Character

The Town has also determined that, based on the criteria outlined in 6 N.Y.C.R.R. Part 617.7(c), said Action will not have a significant adverse impact on the environment for the following reasons:

- Said action will not have a significant adverse effect on regulated resources.
- Said action will not impact local traffic or adversely affect public health or community character.
- Said action is anticipated to provide a long-term water quality and environmental benefit for the community by improving the wastewater treatment quality and efficiency at the existing Water Pollution Control Facility.
- Said action will not result in significant adverse environmental impacts.

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 86 adopted.

Supervisor Zupan reminded the Town Board there is a special meeting on Thursday, July 20, 2023 at 8:30 a.m. which will include a public hearing to receive public comment in relation to the proposed increase and improvements to the Town of Cazenovia Water Pollution Control Facility and Town of Cazenovia Consolidated Sanitary Sewer District.

Resolution No. 87 presented by Councilor Race, seconded by Councilor Reger

**AUTHORIZE THE TOWN SUPERVISOR TO ENTER INTO AN
INTERMUNICIPAL AGREEMENT AND LICENSE FOR THE
TOWN OF DERUYTER TO TEMPORARILY USE THE
TOWN OF CAZENOVIA’S WEED HARVESTER AND
ASSOCIATED EQUIPMENT**

To authorize the Town of Cazenovia Supervisor to enter into an Intermunicipal Agreement and License with the Town of DeRuyter, which Intermunicipal Agreement and License would allow the Town of DeRuyter to temporarily use the Town of Cazenovia’s weed harvester and associated equipment with Town of Cazenovia employee operators to periodically address aquatic weed growth on DeRuyter Lake.

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 87 adopted.

In relation to the next resolution, John Langey, Esq. said there are certain requirements the Planning Board wanted captured on the map, but technically that does not have to be done.

Supervisor Zupan explained to the Town Board a sign is being requested for two days during Old Home Days.

Resolution No. 88 presented by Councilor Reger, seconded by Councilor Race

**AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE THE
SUBDIVISION MAP (LINE ELIMINATION) FOR
2037 MAIN STREET, NEW WOODSTOCK**

WHEREAS, in 2021, the Town of Cazenovia acquired 2037 Main Street, New Woodstock, New York 13122 from the New Woodstock Memorial Association; and

WHEREAS, 2037 Main Street is comprised of two parcels, being Tax Map Nos.: 146.8-1-7 and 146.8-1-8; and

WHEREAS, the Town Board desires to sell the property; and

WHEREAS, it was determined in preparation of such sale, the parcels should be combined into one lot; and

WHEREAS, the Town Supervisor appeared before the Town of Cazenovia Planning Board and was granted approval for the Town’s line elimination application; and

WHEREAS, as a requirement to complete the approval process, a line elimination map signed by the owner of record is required to be filed with the Town of Cazenovia and the Madison County Clerk’s.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Cazenovia authorizes the Town Supervisor to execute the line elimination map created by Michael J. McCully, Land Surveyor for the combining of the parcels at 2037 Main Street, New Woodstock, New York; and it is further

RESOLVED AND DETERMINED that the Town Board of the Town of Cazenovia is authorized to file said map with the Madison County Clerk and sign any documentation and take all actions and give full force and effect to this resolution.

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 88 adopted.

Resolution No. 89 presented by Councilor Race, seconded by Councilor Johnson

**AUTHORIZE THE SUPERVISOR TO SUBMIT AN APPLICATION TO THE
NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC
PRESERVATION FOR THE HISTORIC PRESERVATION GRANT PROGRAM**

WHEREAS, the Town Offices located at 7 Albany Street in the Town of Cazenovia are situated in a property built in 1847;

WHEREAS, said building is known as the Gothic Cottage and was placed on the National Register of Historic Places in 1986; and

WHEREAS, the structure is in need of extensive repairs and the Town of Cazenovia hereby requests financial assistance from the New York State Office of Parks, Recreation and Historic Preservation through the Historic Preservation Grant Program.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Cazenovia hereby authorizes the Supervisor, William Zupan, to submit an application for the Historic Preservation Grant Program through New York State Office of Parks, Recreation and Historic Preservation pending review by the Attorney for the Town.

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 89 adopted.

Resolution No. 90 presented by Councilor Race, seconded by Councilor Johnson

**AUTHORIZE A SPEED STUDY REQUEST
FOR THE TOWN PORTION OF WEST LAKE ROAD**

To authorize the Town Clerk to file the required New York State Vehicle and Traffic Form (TE 9a) with Madison County to request a lower maximum speed limit for the Town portion of West Lake Road (Owahgena Road to Peth Road) in the Town of Cazenovia:

Currently 55 M.P.H. to 45 M.P.H.

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 90 adopted.

Resolution No. 91 presented by Councilor Reger, seconded by Councilor Golub

**APPOINT JENNIFER WONG OF THE
CAZENOVIA PRESERVATION FOUNDATION AS A MEMBER
TO THE COMPREHENSIVE PLAN REVIEW SPECIAL BOARD**

WHEREAS, the last Village & Town of Cazenovia Comprehensive Plan was adopted by the Town Board in June of 2008; and

WHEREAS, the Town Board established the Comprehensive Plan Review Special Board in May of 2022 to review the Comprehensive Plan for updates and amendments; and **WHEREAS**, the Town Board received a recommendation to include Jennifer Wong of the Cazenovia Preservation Foundation to said Board.

NOW, THEREFORE, BE IT RESOLVED that the Town of Cazenovia Town Board hereby appoints Jennifer Wong of the Cazenovia Preservation Foundation to the Comprehensive Plan Review Special Board.

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 91 adopted.

Resolution No. 92 presented by Councilor Race, seconded by Councilor Johnson

2023 NEW WOODSTOCK VOLUNTEER FIRE DEPARTMENT’S PUSHBALL TOURNAMENT AND CONCERT AT NEW WOODSTOCK HERITAGE PARK

The New Woodstock Old Home Days biennial celebration will occur on Saturday, July 29, 2023.

The New Woodstock Volunteer Fire Department has requested the temporary closing of Mill Street in the hamlet of New Woodstock on Saturday, July 29, 2023 from 1:00 p.m. until 6:00 p.m. for the Pushball Tournament, held in conjunction with the New Woodstock Old Home Days activities. A copy of the approved road closing permit from Madison County Sheriff’s Department shall be provided to the Town of Cazenovia Town Clerk.

Further, the New Woodstock Volunteer Fire Department has requested the use of New Woodstock Heritage Park including the gazebo to host a concert for the community starting at 5:00 p.m.

If food is served, it is understood the New Woodstock Volunteer Fire Department will secure all necessary permitting that may be required from the Madison County Department of Health.

This approval is contingent upon receipt of an endorsed Certificate of Liability Insurance, naming the Town of Cazenovia as an additional insured with coverage in the amount of One Million Dollars. The insurance certificate should describe the name of the activity, including date and time and must be maintained throughout the date of the event. The Certificate of Liability Insurance shall be filed with the Town Clerk no later than Friday, July 21, 2023.

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 92 adopted.

Resolution No. 93 presented by Councilor Reger, seconded by Councilor Johnson

ANNUAL CAZENOVIA TRIATHLON

To approve the use of Hoffman Road, Ridge Road, and Chard Road (portion of road course that utilize Town roads) as part of the 2023 Cazenovia Triathlon on **Sunday, August 20, 2023**. No paint products shall be applied to the road.

The races that will occur are the Sprint Triathlon, Intermediate Triathlon, Sprint Aqua Bike (swim/bike), Intermediate Aqua Bike, Sprint Relay, Intermediate Relay and a NEW Sprint bike/run. The starting and finish lines for all races are at Lakeside Park.

It is understood that the Madison County Sheriff’s Department and the Cazenovia Village Police Department will be utilized for traffic control and that CAVAC will be on-site.

USA Triathlon has submitted an endorsed certificate of liability insurance naming the Town of Cazenovia as an additional insured in the amount of one million dollars in coverage for the above-referenced activities.

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 93 adopted.

Resolution No. 94 presented by Councilor Race, seconded by Councilor Reger

COURT CLERKS CONFERENCE

To approve Court Clerk, Shea Palmer’s attendance at the NYSAMCC 43RD Annual Conference in Verona, New York on September 17, 2023 – September 20, 2023 with expenses paid.

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 94 adopted.

Resolution No. 95 presented by Councilor Race, seconded by Councilor Golub

**AUTHORIZE A CREDIT TO A USER’S ACCOUNT OF THE
WATER POLLUTION CONTROL FACILITY**

To authorize the Sewer Billing Clerk to issue a credit for the penalty incurred in the amount shown to the following accounts of the Water Pollution Facility:

- **Laginestra, Dorothea**
Service ID: 4400 (11 Lincklaen Terrace) **\$ 16.25 Credit**

Roll call:
Councilor Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Supervisor Zupan declared Resolution No. 95 adopted.

Supervisor Zupan referred to the budget transfer and said, in the past, the County was extremely generous with their billing and now this will be a flat fee per computer for IT Services.

Resolution No. 96 presented by Councilor Race, seconded by Councilor Golub

to approve the following 2023 budget adjustment:

(Authority NYS Town Law section 112 “The town board, during a fiscal year, by resolution, may make additional appropriations or increase existing appropriations and shall provide for the financing thereof. Moneys therefor may be provided from the unexpended balance of an appropriation, from the appropriation for contingencies, from unappropriated unreserved fund balance or unanticipated revenues within a fund or by borrowing pursuant to the local finance law.”).

General Fund A

To transfer budget from Contingency to Data Processing CE for computer and server support from Madison County IT Department.

To: A 1680.4.000 Data Processing CE	\$15,000.00
From: A 1990.4.000 Contingency	(15,000.00)

Roll call:

Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 96 adopted.

Attorney's Report:

John Langey, Esq. reported his office has been very busy with the Water Pollution Control Facility project. There has been a number of meetings over the past month. The ultimate goal is to submit a grant application on July 28, 2023. At the next meeting, there will be a bond resolution, as well as an authorizing resolution. Just recently, he was authorized to make some changes to the Town Law relating to photographs for projects that will be presented to the Planning Board for demolition. He just recently received a lot of correspondence relating to the Lucas Solar Project. A lot of the agreements and paperwork are coming together and they will commence work once everything has been tightened up on the project.

Supervisor's Report: *Reported the Mt. Pleasant Water District water outage was top on the list. They had water outages on the 4th, 5th and Friday, the 8th. He thanked the Highway Dept. who worked tirelessly to get the district users up and running. They actively worked and even brought in a water tanker to expedite the process on Friday night. On another note, the Water Pollution Control Facility has been taking a lot of time over the past month.*

He asked Kate Hill, Reporter of the Cazenovia Republican, if she was aware of the details for the Water Pollution Control Facility Project. He explained the 26.5 million is the number they have to put in for, but the number they are looking at is as low as 8 million. He said they started looking at a facility upgrade last year to evaluate the physical plant. In the meantime, Department of Environmental Conservation has come in and will upgrade the permit to lower standards. This will be the driving force to satisfy DEC because they have the town on a rolling timeline of 54 months. They are looking at the high number because you can't request more once you are in the funding process.

Councilor Race (Highway Department, South Cemetery, Water Pollution Control Facility & Water Districts): *Reported the paving program started today and it all went well according to the Highway Superintendent. He mentioned they have ordered redundant pumps for the Mt. Pleasant Water District. The goal is to preclude or at least decrease the length of time the district is without water.*

Councilor Golub {Cazenovia Lake Association, Cazenovia Lake Watershed Council, Solar & Future of the Town Office (Gothic Cottage), Anti-racism Coalition, UCAN}: *Reported the College had previously put down a deposit for an electro-fishing boat for research purposes on the Lake.*

The CLA has decided to put up the money and they are going to purchase the boat with monies from the Foundation. He explained this money is not funds from the weed control. The boat will be used for research purposes. Additionally, members of the CLA often put out buoys with their own watercrafts. He said this boat has a flat surface so it will be much easier for collecting samples or tasks that are dirty. This boat can be washed down very easily. The boat will be used for educational purposes with Morrisville, ESF and the County. He mentioned the County also put up some funding for the boat, so it will be co-owned with Madison County. They would like to store the boat at the Town of Cazenovia Highway Garage. He reiterated it will be used for a lot more than just electro-fishing. This boat will be the most advanced in the state for this activity. He said they collect data by electrocuting the fish and then look at the species. He explained it does not kill the fish, but it does shock them. The boat will be delivered on Wednesday.

Councilor Reger (Planning & Zoning, CACC, Comprehensive Plan, Shared Services & New York State Police): *Reported it was a busy month for Planning and Zoning. He said the Planning Board had some additional work this past month and they got a lot accomplished. He welcomed Jen Wong to the Town Comprehensive Plan Committee. He said the Committee is making great progress. EDR has established a website. The Committee continues to meet every two weeks. He thought in the next couple of months there should be something for the group. He mentioned Councilor Johnson and he met on the cell tower law. He said they plan to meet with some of the constituents that wanted the law updated, then they will get with John and then back to the Town Board. He also thanked Jim Cunningham for all the extra Water Pollution Control Facility efforts. He said he has given a lot of time to this project and with tours. He closed his report by mentioning CazCares continues to meet the needs of the community for people with food insecurities. They serve almost 140 families with the FreshFoods giveaway.*

Councilor Johnson {CACDA, Senior Recreation & Joint Youth Recreation, Parks, New Woodstock Fire Department, Solar & Future of the Town Office (Gothic Cottage)}: *Reported CACDA has been working hard on the grants that are due on July 28th for the Water Pollution Control Facility and the Stabilization of the Gothic Cottage. She met Sunday with the people that are preparing the grant. It will be sent to John Langey for final review. She reported Joint Youth Recreation got off the ground and she thanked Bryan Smith for cleaning up the swim area with the weed harvester. The New Woodstock Fire Department received approval tonight for their Old Home Days later this month. She mentioned Liz Merrill, Connie Sunderman and she went to a CyberSecurity conference. She said everyone received a packet of good information from that day. She felt it would be good for the Town Board to think about the external and internal “guardrails.”*

Supervisor Zupan asked if any member of the public cared to use the second comment period to speak to the board regarding any area of Town Board oversight.

Public comment #2: *There were no comments.*

The Town Clerk presented the monthly bills list.

The Town Board's method-of-choice for review of the monthly bills:

The Town Board's first review takes place when detailed lists of the monthly bills are emailed to them on the weekend preceding the meeting. As a second review, the Town Clerk reads aloud the monthly bills list as the Town Board followed along with hard copies. The invoices are present at the meeting and the Town Board visually inspects them and discusses them at their discretion.

Motion by Councilor Golub, seconded by Councilor Race to approve payment of the bills. Supervisor Zupan recused himself from the Cunningham Trucking invoice. Otherwise, the motion was unanimously approved.

Motion by Councilor Race, seconded by Councilor Golub to adjourn this meeting. The motion was unanimously approved.

At 8:02 p.m., Supervisor Zupan declared this meeting adjourned.

Signed: *Connie J. Sunderman*

Connie J. Sunderman, Town Clerk