

Minutes of the  
Smithville Town Board  
February 17, 2025

**OPENING** of Town Board meeting by Supervisor Cammarata 6:30pm

**ROLL CALL/PLEDGE/LATE ADDITIONS:**

Supervisor John Cammarata	ALSO:	Alison Owens, Town Clerk
Board members: Dakota Warren		Vince Witkowski, Hwy Sup't
Shane Butler		Nancy Cody, CE of Preston, trainee TJ Smith of Preston
Russell Wark		Bruce Kinney, Smithville CE, arrived late
Fred Heisler, absent		

**CORRESPONDENCE** 6:35PM  
C1) none

**NEW BUSINESS** 6:35PM

NB1) Review of proposed Insurance policy for 2025/2026 from Gates-Cole Insurance: \$24,063.24, about 12% more than last year and \$1063.00 over what the 2025 budget allocates. NBT did not bid as they said they did not have enough time to prepare one. The Gates-Cole proposal offers the Town insurance and also public officials, crime, and Cyber liability in the package. Board members decided to accept the Gates-Cole proposal for Town Insurance from March 2025 to March 2026 in the following Resolution:

**RESOLUTION # 6 (2025): ACCEPT GATES-COLE PROPOSAL FOR TOWN INSURANCE FOR 2025-2026**

On a motion by Mr. Butler, 2nd by Mr. Warren, the following Resolution was ADOPTED

AYES:	Butler, Wark, Warren, Cammarata
NAYES:	0
ABSENT:	Heisler

RESOLVED to accept the Gates-Cole proposal for Town Insurance for the period March 2025-Mach 2026 for the amount of \$24,063.24 which will also include Public Officials, Crime and Cyber Liability policies in the package.

NB2) Because the 2025 Town Budget does not have enough monies in the account to pay for the Town Insurance, monies from another source will need to be added to A1910.4 to make up the difference of \$1063.00. Supervisor Cammarata had asked for a Resolution transferring \$22K residual General monies from the 2024 Budget to the 2025 Highway side of the Budget. These are monies found by Bookkeeper Virginia Smith in balancing the 2024 Budget. After discussion, it was suggested to transfer \$20K from the 2024 General to the 2025 Highway side of the budget and to transfer the remaining \$2K from the 2024 General residual to the 2025 General Budget, account A1910.4 to be used for the Town Insurance.

**RESOLUTION # 7 (2025): TRANSFER \$20k FROM THE 2024 BUDGET OVERAGE TO THE 2025 HIGHWAY BUDGET AND TO TRANSFER THE REMAINING \$2k TO THE 2025 GENERAL BUDGET TO PAY FOR TOWN INSURANCE**

On a motion by Mr. Butler, 2nd by Mr. Warren, the following Resolution was ADOPTED

AYES:	Butler, Wark, Warren, Cammarata
NAYES:	0
ABSENT:	Heisler

Minutes of the  
Smithville Town Board  
February 17, 2025

RESOLVED to transfer \$20K of \$22K monies leftover in the 2024 General Budget to the 2025 Highway Budget and the remaining \$2K of the leftover monies to the 2025 General Budget, account A1910.4 to make up the difference of \$1063. to pay for the Town Insurance of 2024/25.

NB3) Discussion with Nancy Cody, CE from Preston and Smithville Judge Jordon Lilley on enforcement of proposed Junk Law, Local Law # 1 2025.

Nancy Cody, Code Enforcement and DCO in the Town of Preston was given the floor. She introduced TJ Smith whom she is training and who could provide service to Smithville as a 2nd Code Enforcement Officer. As Judge Lilley could not be present, a full discussion of the subject was not done. Ms. Cody said as part of the training, a recommendation from the Town Board on junk/trash violation would be provided to TJ Smith who would then go to the offender's home and give a verbal warning of excessive trash or junk on the homeowners property, with a time frame in place for compliance. If the trash or junk is not removed by the date given, he would then prepare an appearance ticket for the Smithville Town Court. The appearance ticket would require hand delivery, and not be mailed. A sample appearance ticket from Williamson Law Book was provided although there may be other samples available elsewhere.

It was asked of Ms. Cody if Preston's Local Law had listed monetary figures in it and also how many violations had actually gone to Court. Ms. Cody said she was not aware of monetary figures in the Local Law and that none of the verbal warnings had ever become appearance tickets for their Court.

After some additional discussion and questions, Board members decided to table a decision on the Local Law until Judge Lilley could be present to answer some questions.

**RESOLUTION # 8 (2025): TABLE A DECISION ON THE JUNK/REFUSE LOCAL LAW UNTIL NEXT MONTH**

On a motion by Mr. Warren, 2nd by Mr. Butler, the following Resolution was ADOPTED

AYES: Butler, Wark, Warren, Cammarata  
NAYES: 0  
ABSENT: Heisler

RESOLVED to table passage of the proposed Junk/Trash Local Law to have a discussion with Town Justice Lilley and to make a change to the title of the Local Law and to delete the court fines, replacing them with the fees on the Town Fee Schedule which is updated annually

OB2) Decision on drilling a test well for the proposed water system. This was tabled from last month. Mr. Butler indicated that according to new data, the Town of Smithville is not located in a low income area. Other views were expressed but no additional action was taken at this time.

OB3) report on addition: Mr. Butler shared that he was able to contact Principle Design & Engineering PLLC to draw up a design document for the addition to the Town Clerk's office side of the Community Center. The Design/Documents of the addition will cost between \$1850–2850; additional charges if needed for Bid/Award and Construction Assistance. This project would require bidding as it is over \$20K for the addition, and with other bids as needed for electric, heating, etc except septic. NYSERDA and other grants may be available. Mr. Heisler may also have an idea for contractors. It was decided to contract for the design of the addition with Principle Design & Engineering, PLLC of Norwich NY.

Minutes of the  
Smithville Town Board  
February 17, 2025

**RESOLUTION # 9 (2025): CONTRACT WITH PRINCIPLE DESIGN & ENGINEERING PLLC OF NORWICH NY FOR PLAN DEVELOPMENT FOR THE ADDITION TO THE COMMUNITY CENTER AT A COST OF \$1850.-\$2850.**

On a motion by Mr. Butler, 2nd by Mr. Wark, the following Resolution was ADOPTED

AYES: Butler, Wark, Warren, Cammarata  
NAYES: 0  
ABSENT: Heisler

RESOLVED to contract with Principle Design & Engineering PLLC of Norwich NY for design and drawing plans for the proposed addition to the Town Clerk side of the Community Center. This proposal is to provide a new Town Clerk's office and Records Center. The design and drawing plans are expected to cost between \$1850-\$2850. With additional costs as noted in the contract, if needed.

**REPORTS**

7:15PM

R1.) Highway: report submitted:

- Salt is an issue this year—hard to get, the Highway Dept has about 3-4K ton left and are hoping to make it through the end of the season
- The waste oil burner needed to be serviced by Auchinachie Services who recommended the Highway Dept keep some parts on hand, i.e. nozzles and a burner motor, in case they need to be replaced again. Auchinachie does not stock these parts for sale
- A lot of trees have been blown down
- There has been some equipment repair

R2) Assessor: no report submitted

R3.) Enforcement Officer: no report submitted

R4.) Planning Board: no report submitted

R5.) DCO: no report submitted;

R6.) vacant R7.) Justice: no report submitted

R8.) Custodian/Groundskeeper: no report submitted

R9.) Playground Committee: no report submitted

R10) Town Clerk: report submitted:

- According to the Tax Collection program, 71% of the tax warrant has been collected in January. Two overpayment amounts totalling \$1.07 will be added to the February penalty collection check to the Supervisor.
- A preliminary report from Insero & Co., the independent audit company hired to review the Town Clerk/Tax Collector records before she left office was distributed. They are recommending that an outside service review those financial transactions on an annual basis,

R11) vacant

R12) Supervisor's Report: submitted

- The NYSDEC wants the Town Supervisor to be on the list for communication services for problems with the Long Pond Dam. Mr. Cammarata is reluctant to sign the document as the dam is not really the Town of Smithville's responsibility. Mr. Cammarata would like the Town Att'y to review the document first.
- An additional request came in from the Chenango County Board of Supervisors with regard to the Association for Cincinnatus Lake. The Town of Smithville does not own the dam and has no responsibility for it but they are questioning who in the Association is having regular meetings as they are obligated to have this information..
- Mr. Cammarata is working on a Bond agreement for a new 650 Ford truck and a new grader under a proposal from NBT for next month. The current 1997 Town grader now has too much wrong with it to repair. The new grader is a stripped down model and would be \$254K with a 7 yr warranty. By not having a GPS on the new

Minutes of the  
Smithville Town Board  
February 17, 2025

grader, it would save about \$45K. The old grader, which has numerous problems, would have cost over \$100K to repair. It can be potentially traded in or sold at auction.

- Mr. Cammarata met with someone at the NYS CHIPS office, and after discussion on road usage in the Town of Smithville, adding some seasonal use roads and deleting County roads, there maybe \$100K available for the new truck the Town ordered, potentially as much as \$236K. This will be discussed further next month.
- Checks from tax money submitted to Mr. Cammarata by Town Clerk Owens cannot be cashed until Fred returns as 2 signatures are needed for the deposit.
- A motion to accept the Supervisor's report was made by Mr. Wark, 2nd by Mr. Warren. All four Board members in favor, Mr. Heisler absent. Motion carried.

**MINUTES APPROVAL** January 20th

7:30PM

The minutes of the January 20th meeting were reviewed. A motion to approve these minutes was made by Mr. Butler, 2nd by Mr. Warren. All four Board members were in favor, motion carried. Mr. Heisler absent.

**WARRANTS**

7:35PM

General Warrant # 2, Claims # 11-26 in the amount of \$4,153.05 were submitted for payment. It was noted that claim #12 was to Rachel Heisler, not Fred Heisler. Mrs. Owens will make the change on the warrant. A motion was made by Mr. Butler to approve the claims with the change to Voucher # 12. This was 2nd by Mr. Warren. All four Board members were in favor, motion carried. Mr. Heisler was absent.

Highway Warrant # 2, Claims # 17-33, in the amount of \$17,630.30 were submitted for payment. A motion to pay these claims was made by Mr. Butler, 2nd by Mr. Warren. All four Board members were in favor, motion carried. Mr. Heisler was absent.

There was NO **EXECUTIVE SESSION** and no additional business to come before the Board. Supervisor Cammarata declared the meeting adjourned at 7:43pm

Smithville Town Clerk

Alison B. Owens