

Minutes of the  
Smithville Town Board  
September 16, 2024

**OPENING** of Town Board meeting by Supervisor Cammarata 6:29PM  
ATTENDANCE/ROLL CALL/PLEDGE/LATE ADDITIONS:

**ATTENDANCE:**

Supervisor John Cammarata  
Board members: Bob Whitmore  
Shane Butler  
Russell Wark, absent  
Fred Heisler

ALSO: Alison Owens, Town Clerk  
Deb Mills, JRC rep  
Mindy Eldred, Park rep

**CORRESPONDENCE** 6:35PM

C1) Board of Elections letter regarding terms of office for elections this year and next.  
The Resolution for changing the office of the Town Clerk/Tax Collector from elected to appointed has been posted at the Town Clerk's office.

**NEW BUSINESS** 6:40PM

NB1) Review/accept letter of intent for NYS Homes and Community Renewal:  
This is to apply for unrestricted NYS housing grants for perhaps restoration, a Main St. Grant" or a housing program, water, sewer. Future projects may require this "Intent for NYS Homes and Community Renewal" document to exist.

**RESOLUTION #43 (2024): AUTHORIZE SIGNATURE OF DOCUMENT FOR "INTENT FOR NYS HOMES AND COMMUNITY RENEWAL**

On a motion by Board member Butler, 2nd by Board member Heisler, the following Resolution was ADOPTED.

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

RESOLVED to accept and authorize Supervisor Cammarata to sign the "Intent" Document for NYS Homes and Community Development.

NB2) Request for donation of sand for the sandbox Eagle Scout project by Kristofer Neudel:  
Different kinds of sand were mentioned and whether the sandbox would remain covered when not in use. The request was granted in the following Resolution.

**RESOLUTION #44 (2024): AUTHORIZE HIGHWAY DEPT TO DONATE SAND TO THE EAGLE SCOUT PROJECT SANDBOX AT THE PLAYGROUND**

On a motion by Board member Heisler, 2nd by Board member Butler, the following Resolution was ADOPTED.

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

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RESOLVED to allow highway sand from the Highway Dept to be donated and used for the sandbox Eagle Scout project at the Town Park.

NB3) Community Center Fire/Building Code Inspection reports:

There are 3 reports because each inspected building (or publicly used field) is located on 3 separate tax map #'s. The report suggested replacing the Exit lights in 1 location and the guided lighting in 2 other locations. The County Inspector explained that batteries have become very expensive and that it is cheaper to replace the lighting fixture. Supervisor Cammarata suggested calling Rich Barnes who does the majority of the electrical work to have him look at the project since it will be well under \$10K. This was put into a Resolution:

**RESOLUTION #45 (2024): AUTHORIZE BARNES ELECTRIC TO REPLACE THE MALFUNCTIONING EXIT AND SECURITY LIGHTS AT THE COMMUNITY CENTER**

On a motion by Board member Heisler, 2nd by Board member Whitmore, the following Resolution was ADOPTED.

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

RESOLVED to authorize Barnes Electric to replace the malfunctioning exit and security lights in the Community Center.

NB4) Review of Snowmobile/Seasonal Rds/Call for Public Hearing October 21st:

Board members and the Highway Supt. reviewed the list of 2023 Snowmobile and Seasonal roads and finding no need to change anything moved the following to Resolution.

**RESOLUTION #46 (2024): AUTHORIZE THE 2023 LIST OF SNOWMOBILE AND SEASONAL ROADS TO BE ADVERTISED FOR 2024 IN A PUBLIC HEARING FOR OCTOBER 21ST AT 6:35 AND 6:40PM RESPECTIVELY**

On a motion by Board member Heisler, 2nd by Board member Butler, the following Resolution was ADOPTED.

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

RESOLVED to authorize a Public Hearing for the current 2023 roads Snowmobile and Seasonal use for 2024 in a Public Hearing on October 21, 2024. Such Public Hearing will be advertised in the Norwich Evening for 6:35 and 6:40 pm respectively.

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NB5) Consider Resolution to apply for a Justice Court Grant (JCAP) The Town would like to apply for a JCAP grant to replace the 2 AC units in the Courtroom with 2 AC/HEAT units. The current ones are 10-13 yrs old and one is not working. The application deadline is October 11, 2024. The following Resolution was made:

**RESOLUTION #47 (2024): AUTHORIZE APPLICATION FOR A JCAP GRANT FOR UP TO \$30K FOR REPLACEMENT OF 2 OLD DUCTLESS UNITS IN COURTROOM, 1 in JUSTICE OFFICE**

On a motion by Board member Butler, 2nd by Board member Whitmore, the following Resolution was ADOPTED.

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

WHEREAS the current AC units in the Courtroom are 10-13 years old and WHEREAS one is not in working condition and WHEREAS both units should be replaced and WHEREAS the semi-working unit in the Judge's office should also be replaced, BE IT RESOLVED the Board of the Town of Smithville authorizes the Town of Smithville Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$30,000.00.

**OLD BUSINESS (UPDATES IF ANY)**

6:55PM

OB1) report on addition: Board member Heisler reported that he has 1 quote for foundation work and has a tentative meeting this week with another contractor. Supervisor Cammarata confirmed that \$6K allotted for the construction had been removed. Requests for donations were suggested.

OB2) additional reports on water system and grants: Nothing new. A test well for the water system is not financed through the grant monies. It would have to come through the Town budget and is approximately \$18K as a cost for drilling + additional expenses.

**REPORTS**

7:00PM

R1.) Highway: report submitted

- N. Tyner has been oiled and chipped
- Caterpillar called to see about the trailer and Hwy Supt Witkowski said to come and give a price for it
- Roller is broken
- Will blacktop in October: Buckley Hollow from Oxford line to the bridge then to Williams Rd; also N. Tyner end and S. Tyner at the beginning; if enough left over then maybe French Rd., Hattie Clark and Fred Wilcox or sections thereof.
- Creek on Pollard Rd is done; grading on Art Lake and others still need to be done
- Mowing 2nd time around, chipping some brush, cleaning roads, digging ditches

R2) Assessor: report submitted

R3.) Enforcement Officer: no report submitted

R4.) Planning Board: September minutes not submitted.

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- Presentation and review of corrected Junk and Refuse Collection Local Law was not available

R5.) DCO: no report submitted; Supervisor Cammarata had received a report from the NYS inspection of current conditions at the Norwich facility which indicated it needed many repairs

- Resident on Windham Rd. wanted the Supervisor to pick up loose dogs and could not get ahold of the DCO.
- Smithville is the only Town not having a contract with the Norwich SPCA. There is now a new executive director for the SPCA whom the Town will be contacting

R6.) vacant R7.) vacant

R8.) Custodian: no report submitted

R9.) Playground Committee: no report submitted

R10) Town Clerk: report submitted

R11) vacant

R12) Supervisor's Report: submitted:

- Potential 2025 Budget Highway Budget will start up at \$29.6K instead of \$20K
- Everything else looks good
- NBT asked if the Town wanted to do a 3 month CD @ 4.45%. Supervisor Cammarata indicated maybe later in the fall.
- Budget meeting Sept. 24th 6:30 upstairs to review and approve that Budget as the Tentative 2025 Budget

A motion to approve the Supervisor's report was made by Board member Butler, 2nd by Board member Whitmore. All 4 Board members present were in favor: Heisler, Butler, Whitmore, Cammarata, motion carried. Board member Wark absent.

OTHER: JRC rep Debbie Mills was available to answer questions regarding the JRC program. It was mentioned the Town has not received a billing for 2024. The Town of Smithville had 45 children in the 4 week program (also 11 assistants) which covers transportation, breakfast and lunch, also swim lessons and crafts. The JRC also handles the softball and soccer programs.

Mrs. Mills also had questions about the proposed water system that has previously been discussed. Supervisor Cammarata explained that the proposed system is for a "water district" local to Smithville Flats and is still in the planning stages. It was started because of the septic and water problems in one house by the bridge over Pond Creek when the bridge was reconstructed in 2020. Many of the houses in the Flats have wells and septic systems next to one another and that creates water quality issues. Previous meetings to discuss the proposed system were not well attended, and so most community members are not aware of the design and progress. Lamont Engineering is in charge of the development of the plan and oversees the grant writing for applicable grants. The Town is applying for a State grant and a Community grant to help with the costs, but it will depend on how much those grants plus any others applied for, come in at in the final numbers as to whether the Town undertakes the project. The projected cost was around \$7-8M in 2021; that number, when finalized, will probably be much higher. This is a slow process and more information will be coming forward.

**MINUTES APPROVAL** for August 19th

7:25PM

The minutes of the August 19th meeting were reviewed. It was recommended that on p.1 a further descriptive be added to indicate the Oxford Fire District is billing residences in the previous Brisben fire district.

A motion was then made by Board member Butler, 2nd by Board member Heisler to approve the minutes. All four Board members: Heisler, Butler, Whitmore and Cammarata were in favor, motion carried. Wark absent.

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**WARRANTS**

7:30PM

General Warrant # 9, Vouchers # 134-156 in the amount of \$22,449.53 were submitted for payment. It was discussed paying Point Broadband 1 month in advance as previous checks have taken 2 weeks to post to the account from the day they are mailed, and invoices are not received until very close to a Town Board meeting. This results in payments being late. Paying ahead will begin with the October payment.

Abandoned cemetery maintenance was discussed which is one of the items the new Town insurance underwriter asked about. It is a NYS law that abandoned cemeteries of this class be maintained twice yearly. No final determinations were made but it will be a priority for next year.

A motion to approve and pay the claims as stated above was made by Board member Heisler, 2nd by Board member Butler; all four Board members: Heisler, Butler, Whitmore and Cammarata in favor, motion carried. Wark absent.

Highway Warrant # 9, Vouchers # 92-103, in the amount of \$ 28,971.88 were submitted for payment. A motion to approve and pay the claims as stated above was made by Board member Heisler, 2nd by Board member Butler; all four Board members: Heisler, Butler, Whitmore and Cammarata in favor, motion carried. Wark absent.

**NO EXECUTIVE SESSION**

7:40PM

**Budget work for 2025**

7:40PM

Tentative Budget needs approval by September 30th

Preliminary Budget needs approval by Oct. 31st

Public Hearing on 2025 Preliminary Budget either November 6th or 7th

Final Budget by November 22nd

A Budget meeting to approve the Tentative Budget was scheduled for Sept. 24th at 6:30PM upstairs in the Community Center as Court is being held downstairs. There was no more business to come before the Board.

CLOSE:

by Supervisor Cammarata

7:42PM

Alison B. Owens

Smithville Town Clerk