

SPECIAL MEETING
December 28, 2020

DRAFT

The Special Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 28th day of December 2020.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Joseph E. Aucter, Councilman
Casandra M. Buell, Councilwoman – (via face time due to quarantine)
Alexis L. Lyndaker, Councilwoman
Douglas E. Herzig II, Hwy. Superintendent
Elizabeth B. Jones, Clerk

Supervisor Keys called the meeting to order at 6:30 p.m. with the Pledge to the Flag.

This meeting was called to conduct end of the year business and other that comes forth.

**RESOLUTION NO. 151 OF 2020
APPROVAL OF MINUTES**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the minutes of the December 14, 2020 meeting are approved.

SITE PLANS – SOLAR PROJECTS

Tabled until January meeting – awaiting response from NYS Department of Ag & Markets.

CLERK

Clerks computer crashed on December 16th - contacted Tim Munn of Pixamation Inc. in Lyons Falls. He was able to repair the hard drive temporarily and did backups of all files in case it crashes again, but recommended purchasing a new computer soon as the hard drive is failing; was purchased in July of 2015. Clerk Jones spoke with Supervisor Keys about purchasing a new one. Mr. Munn ordered a new computer through Dell for \$1,380.11. Will use remaining balance in Collector and Clerk contractual accounts and remaining balance from the Contingent account to cover the cost.

FUEL BIDS

Bids were tabled at the December 14th meeting to get clarification on the bids submitted by Simpson Fuels and Christman Fuel Service. Bids listed below. After review, the following resolution was presented.

Simpson Fuels: ULS Diesel Plus – \$1.8883 plus .145 cents above invoice
Unleaded Gasoline – \$1.5973 plus .145 cents above invoice

Christman Fuel Service: Diesel – \$1.529 plus .12 cents over their rack cost
Gasoline – \$1.372 plus .30 cents over their rack cost

**RESOLUTION NO. 152 OF 2020
FUEL PURCHASE FOR 2021 YEAR**

On a motion of Councilman Aucter, seconded by Councilwoman Lyndaker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the Town Board accepts the fuel bid from Christman Fuel Service for the year 2021 and rejects the bid from Simpson Fuels.

**RESOLUTION NO. 160 OF 2020
BANK DESIGNATION**

On a motion of Councilwoman Buell, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the Bank Designation will be Community Bank in Lowville.

**RESOLUTION NO. 161 OF 2020
MEETING DATES, TIME & PLACE SET**

On a motion of Councilman Aucter, seconded by Councilwoman Lyndaker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the regular Town Board Meetings for 2021 will be held on the second Monday of the Month at 6:30 p.m. at the Town Municipal Office Building.

**RESOLUTION NO. 162 OF 2020
MILEAGE REIMBURSEMENT RATE**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the mileage reimbursement rate will be the same rate as the federal/state government, which is currently set at .56 cents per mile for 2021.

HRA AMENDMENT

Lifetime Benefit Solutions sent an amendment and summary of material modification (SMM) for the Towns HRA plan that provides coverage for over-the-counter medications without a prescription and certain menstrual care products. The amendment/SMM also includes a provision for the tolling of certain timeframes due to the national emergency. LBS is providing this amendment/SMM as a courtesy, free of charge. After review, the following resolution was presented.

**RESOLUTION NO. 163 OF 2020
APPROVAL OF HRA AMENDMENT**

On a motion of Councilwoman Buell, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, the Town Board hereby approves the Amendment to the Town of New Bremen Health Reimbursement Account (HRA).

*Copy of said amendment attached to the conclusion of these minutes.

SUPERVISOR

Supervisor Keys reported on the following:

1. Opened a new account - general fund money market - per recommendation from our accountant Scott Lawrence and Laird Petrie from the Comptroller's Office. Supervisor Keys asked to transfer \$350,000.00 from the current joint money market account to the general fund money market account. Moneys will be deposited in the proper account according to the regulations of the Comptroller's Office. This will facilitate the separation of highway and general fund monies.
2. Discussed transferring unexpended highway moneys left from the 2020 budget and move to Equipment Reserve fund – \$50,000.00 – to possibly be used for a future payment on equipment.

**RESOLUTION NO. 168 OF 2020
AUDIT OF CLAIMS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Buell, Lyndaker, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #13 of 2020 in the following amounts and also approved the report of prior to audit payments for insurance, utilities, comptroller for justice court.

General	Voucher #136 thru #142	\$4,014.68
Highway T-Wide	Voucher #122 thru #126	\$7,420.08
Insurance - \$10,121.90		
Utilities - \$1,727.79		
Comptroller - \$1,912.00		

The next meeting of the Town Board of the Town of New Bremen will be held on January 11, 2021 at 6:30 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilwoman Lyndaker, the meeting was adjourned at 7:46 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector