

**TOWN BOARD MEETING
ONE CANAL STREET
SHERBURNE, NY 13460
May 14, 2025**

Regular meeting of the Sherburne Town Board was held on Wednesday, May 14, 2025 in the Town Office at 7:00 pm. Present: Supervisor Charles Mastro, Councilmembers: Glen Bagnall, Ed Meyer, Rowena Krum, Hwy Superintendent Chase Winton, Town Clerk McDaniel. Absent: Councilmember Shawn Kelly. Guests: Amy Donnison and Duane Wilcox.

► **APPROVAL OF APRIL 2025 MINUTES**

Motion by Bagnall and seconded by Meyer to approve the April 9, 2025 minutes. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried.

► **SUPERVISOR’S REPORT and TOWN CLERK’S REPORT
CAPITAL PROJECT REPORT**

Motion by Meyer and seconded by Bagnall to approve the Supervisor’s Report, Capital Project Report and Town Clerk’s Report. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried.

► **CODE OFFICER’S REPORT**

Code Officer’s Report presented (written report). Motion by Meyer and seconded by Krum to accept the Code Officer’s Report. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried.

► **HIGHWAY REPORT**

Granville Hill Project. Construction bids were opened on May 30th. Four bids were opened. JP Dugan won the bid from Whitney Point at \$894,611.36 which was the lowest bid. Motion by Bagnall and seconded by Meyer to accept the bid from JP Dugan for the Granville Hill Project construction. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried.

Pleasant Valley Road Culvert Replacement. Motion by Bagnall and seconded by Meyer to authorize Supervisor Mastro to sign the Architectural, Engineering and Consulting Agreement with Barton & Loguidice for the replacement of culvert on Pleasant Valley Road over Negro Hollow.

Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried

Pickup Trucks. Hwy Superintendent Chase Winton reported that the two pickup trucks were passed through auction and did not receive the bids that were high enough for the trucks. Motion by Bagnall and seconded by Meyer to allow Supervisor Mastro to negotiate a price for a trade in for the F600 with Norwich Dodge. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried

► **NEW BUSINESS**

a. Reserve Policy

Reserve Policy will be drafted and adopted at next month's meeting.

b. AFR – Annual Financial Report

Annual Financial Report was filed with the state on May 6, 2025.

c. Fire Inspection

Fire Inspection was conducted by the county. The Town Office needs smoke detectors. Hwy Garage needs smoke alarms and carbon monoxide detectors.

d. Sales Tax

First Quarter sales tax received in the amount of \$96,526.46.

e. Franchise Fee

Franchise fee received from Charter Communications in the amount of \$10,429.74.

f. Workday Reporting Resolution – Supervisor Mastro

Motion by Meyer and Bagnall to accept the workday reporting resolution for Supervisor Mastro. Resolution to be posted for 30 days and then sent into the State Comptroller's Office. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried

g. Permits

Permits discussed.

► **OLD BUSINESS**

a. Broadband

All the final bids are in for who is going to hang all the wires, etc. for the project. Neil Palmer is going to do marketing for the broadband. Moving forward.

b. Solar Farm

Attorney Dylan Harris wrote up a letter and sent it to New Energy Equity stating that the town will enter into a PILOT (payment in lieu of taxes) payment for the solar farm. A future meeting with New Energy Equity will be scheduled and a PILOT put in place.

c. Audit Update

Supervisor Mastro composed a written response to the audit as required. A response was written addressing the five items with corrective actions. Motion by Krum and seconded by Meyer to approve and send the corrective action response to the state. Supervisor Mastro – Aye; Councilpersons Meyer – Aye; Bagnall – Aye; Krum – Aye. Carried

d. Library Elevator

Moving forward with the repairs. It will September by the time the repairs on started.

e. Salt Shed

Nothing further to report at this time.

► **MAY 14, 2025 TOWN BILLS**

Motion by Bagnall and seconded by Meyer to approve the May 2025 bills. Supervisor Mastro – Aye, Councilmembers Bagnall – Aye; Meyer – Aye; Krum – Aye. Carried. Councilmember Bagnall to approve May bills.

► **BOARD MEMBER REPORTS**

Councilmember Meyer. Sherburne Village April 21 – Sewer project to put out to bid and start construction. Electrical department moving poles on Granville Hill. New fibers outgoing in outlying areas. Approved the 25,000 revolving loan for kitchen work for the Sherburne Inn. Nothing new on EMS. Approved Pageant and Block Party for Legion. Earlville Village – further discussion held for a new water district. Resident to donate 1,500 for work on the skate park in the village with stipulations.

Councilmember Krum Planning Board – Planning Board expressed concern over the absence of the MVEDD staff at the planning board meetings with regards to the comprehensive plan. Chairperson Staley will contact Anthony Marris-Swan requesting improvement.

Motion by Bagnall and seconded by Meyer to adjourn meeting. Meeting adjourned at 8:00 pm.

Next regular meeting scheduled for Wednesday, June 11, 2025 at 7:00 pm.

**Respectfully submitted,
Kathy McDaniel, Town Clerk**