

**Edinburg Town Board  
February 20, 2025 Minutes**

**Call to Order**

Supervisor Anderson called to order the regular February meeting of the Edinburg Town Board at 6:00 pm at the Edinburg Town Hall. The Town Board reviewed the vouchers and abstracts to come before the Board until 6:30 pm.

**PRESENT: Supervisor Anderson, Town Board Members Edwards, Evans, Greco and Penino**

**ALSO PRESENT: Two representatives from AFLAC, D. Houlihan and Bennett, N. Carmondy, J. Briskie, T. Frasier, Solid Waste Coordinator, J. Olmstead, Highway Superintendent W. Seelow and Town Clerk D. Ferguson**

**SALUTE TO THE FLAG**

**PRESENTATION FROM AFLAC**

Two representatives from AFLAC gave a presentation to the Town Board concerning the availability of town employees to purchase AFLAC insurance. They offer Gap Insurance, Health Insurance, Dental and Vision Insurance. They explained there are a number of townships whose employees have taken out their insurance. This is no cost to the town; it would be taken out of the employees pay. They also explained to the Board they were also entitled to purchase the insurance. Both young ladies thanked the Board and presented them with a packet to look over in the event any employee would like to purchase AFLAC. The Board in turn thanked them for coming and explaining their insurance.

**APPROVAL OF JANUARY 6<sup>TH</sup> AND 16<sup>TH</sup> MINUTES**

**MOTION TO APPROVE: TOWN BOARD MEMBER EVANS, SECONDED: TOWN BOARD MEMBER GRECO, ALL IN FAVOR, AYE**

**REPORTS AND CORRESPONDENCE REPORTS**

The reports and correspondence files are on the table for viewing

**Reports**

**Saratoga County Monthly Reports**

Mortgage Tax Receipts- **Dec.**

Sales Tax Distribution – **Jan.**

Mortgage Tax Distribution –

**Town Officials Monthly Reports**

Building Inspector –

Dog Control Officer –

Highway Superintendent's Diesel and Gasoline Inventory – **2/13/24**

Justice – **Feb.**

Supervisor's Financial Reports - Highway and General -

Town Clerk –

**Other Reports**

Historians Annual Report – **2024 Year**

Tri-Party Collateral Agreement – **1/16,22,29 and 2/5**

Tri-Party Collateral Agreement Deposit Info – **Jan.**

Weekly Maintenance Report of Garbage Truck -

Recycle Center Resident Permits – **1/12,20**

**Correspondence**

Email to Supervisor – Policy Advisory World Trade Center Sick Leave  
Planning Board Decision – **P05-23- Cimino/Frey and P08-23 Wood/LaViolette**

Zoning Board of Appeals Decision – **Z05-23 – Cimino**

FOIL Request – The Daily Gazette – 10 Top Earners within the Town of Edinburg

Unapproved Minutes – January 25 – Edinburg Planning Board

NYS Certification of Local Law # 1 of 2024 – 6 Month Moratorium

## **SUPERVISOR’S REPORTS**

### **Action Items**

#### **Acquire Prices on Bathroom Fixtures and Allow the Purchase of Them** R 28

Supervisor Anderson would like to have the Boards approval to get prices and purchase new quieter bathroom fixtures, i.e. Toilet paper holders and paper towel holders.

#### **Purchase Commercial Wi-Fi for the Town Hall** R 29

Supervisor Anderson would like the approval to go ahead and have commercial Wi-Fi installed in the Town Hall, at the present time we are all working on a small house router. T. Wagner, of Tom’s Computer Service will install three units one on each end of the Town Hall and one in the main foyer. The Board agreed.

#### **AED and First Aid Kit** R 30

Supervisor Anderson would like to purchase an AED and a professional first aid kit for the Town Hall seeing it is a public place of assemblance. The Board agreed.

#### **Audit of Claims** R 31

General Vouchers # 25 - # 48 in the amount of \$18,920.66

Highway Vouchers # 14 – 27 in the amount of \$36,856.14

Pre-Paid General Vouchers # 4 - # 9 in the amount of \$ 2,128.24

The Town Board reviewed the vouchers and signed the abstract to direct the bills for the month of February be paid.

### **Informational Items**

#### **Health Insurance Renewal, CDPHP** R 32

The Town will be renewing health insurance with CDPHP for the 2025 year. There was an 18% increase from 2024, Supervisor Anderson budgeted for a 13.6 % increase for the 2025 year he has suggested the additional 4.7% be taken out of contingency for the 2025 year. The Board agreed and they will be taking the extra money from Contingency to cover the extra cost for the 2025 year.

#### **Short Term Rentals within the Town of Edinburg**

Supervisor Anderson asserted that New York State and Saratoga County are actively developing regulations for short-term rentals. M. Stewart, Interim Building Inspector and CEO, is preparing specific rules for Airbnbs and VRBOs for formal Board review. The County intends to mandate registration for rental owners, implementing a 3% tax—2% retained by the County and 1% allocated to the towns. This initiative will significantly expand the Building Department's responsibilities, likely necessitating additional personnel. Moreover, routine inspections of these rentals will be required.

The Board discussed the purpose of these inspections and whether personal HRBRRD permits could suffice for commercial properties, with potential implications for requiring commercial permits. Supervisor Anderson conveyed legal counsel's skepticism regarding the proposal's

chances of success and confirmed that the Town would assume liability associated with these rentals.

### **CEO/Building Inspector Interviews**

Supervisor Anderson and Deputy Supervisor Penino will be interviewing two candidates to fill the position of CEO/Building Inspector for the Town. They will be conducting the audits tomorrow. This position was advertised in The Leader Herald with one call, the caller wanted to know how much the position paid. The town candidates do not have the certification, they have up to one year to acquire all of their certification.

### **NYS Comptroller's Office Audit**

The Auditor is now working on the audit for the 2024 year.

### **Bookkeeper Update**

A Jensen will be coming in on Monday to download the software and possibly Friday to begin work.

### **Cemetery Damage**

Supervisor Anderson contacted Progressive Insurance, the insurer for the owner of the vehicle that hit the fence and caused damage to multiple stones in the Edinburg Cemetery. He explained to the insurance representative the fence and stone companies would not be able to get into the cemetery until the spring and the snow melted.

### **Town Hall Roof Legal Suit**

Supervisor Anderson told the Board the Town of Edinburg has been served with official paperwork from Harding and Mazzotti concerning the employee from Greenwood Industries who fell when getting onto the roof. The paperwork has been sent out to David Meager from Amsure, the Town's insurance company, they will be handling this.

### **Landfill Permits and Tire Fees for the 2025 Year**

The Board did not decide on a permit fee at the organizational meeting this needs to be done. The Board was split on raising the price of the permits. Town Board Members Penino and Edwards would like them to go to \$15.00 and Town Board Members Greco and Evans want them to go to \$20.00 dollars. Supervisor Anderson broke the tie and said \$20.00 is not a lot to pay. The permits will be increased to \$20.00.

There was a discussion at the organizational meeting to increase the cost of taking tires by \$2.00 extra per tire. SWC Olmstead said we are already making money on this so the Board decided to leave the cost of tires the same.

### **Purchasing a Vehicle for Use by the Assessor, Building Department and Dog Control Official**

Supervisor Anderson told the Board he has been learning from the audit process the correct way to go out and look for things on State Contract. He has been researching a truck for the BI, Assessor and DCO to use. He is looking at a small truck at this point in time. The old truck was sold for the amount of \$18,600.00 that money can be used to help purchase a new truck. Supervisor Anderson found a truck on state contract he is considering purchasing from Mangino's Chevrolet. He will be looking into this further and come back to the Board with his results.

### **Solar Project Bid Specifications**

Supervisor Anderson informed the Board that the bid package and project are overwhelming and costly. CT Male provided detailed specifications, requiring significant effort to compile, with legal review costing \$260/hour from the \$50,000 grant. Expenses for the legal review, newspaper ad (\$102), and CT Male's costs would reduce funds available for the project. An alternative is a mini

bid via the Office of Governmental Services (OGS), leveraging state contracts with two solar companies.

The grant, initiated in 2018, expires in December. The original solar project, intended for the Recycle Center, expanded to include the Highway Garage. The \$50,000 grant is insufficient for both projects, estimated at \$63,000–\$65,000 total, with \$12,000–\$16,000 more needed. The Highway Garage alone costs \$50,000. Additional concerns include insulation issues in the garage. Project Manager Olmstead suggested focusing on the Highway Garage alone to meet deadlines and minimize losses. The Board decided to proceed with the mini bid through OGS.

Further discussion was engaged concerning the cost of doing the Highway Garage only and the deadline for this project. Highway Superintendent Seelow added, we lost an \$100,000.00 grant now we will be losing a \$50,000.00 grant. Project Manager Olmstead said this began with the installation of led lights and that has worked out well. The Board decided they would go with the mini bid through OGS.

#### **Policies and Procedures**

Supervisor Anderson told the Board the Town of Edinburg is severely lacking on policies and procedures. The areas the Board needs to look at are an employee manual, board meeting procedures, purchasing and procurement, on line banking and investment policies. Supervisor Anderson told the Board he and Justice McGroder are enrolled with the online banking at this point in time. He also said we are losing 7 to 8 thousand dollars a month by not investing money, but at this point in time he is not ready to invest until he knows just what it is going to take to run the town, to cover the oil spill next door and the law suit. Supervisor Anderson told the Board he is going to give them a subject to work on, Town Board Member Greco is already working on the procurement policy. Supervisor Anderson will get together with each Board Member and set a date for a workshop session.

#### **Spectrum Update**

Supervisor Anderson told the Board Spectrum has been here and update a portion of their equipment, he is just waiting on a date for them to come and get the second half of “Ring Central” put in.

#### **Veteran’s Recognition**

G. Vandenburg was contacted about honoring her father-in-law, Robert Vandenburg, at the County Deceased Veteran’s Recognition Ceremony in April, but no response has been received from the family. Supervisor Anderson proposes postponing to summer. The family must provide information to the Board, and the County Veteran’s Affairs Department can assist with obtaining a DD214 if needed. Supervisor Anderson will request recognition for Mr. Vandenburg this summer.

#### **OTHER OFFICIAL’S REPORTS**

The Assessor, Building Inspector, Dog Control Officer and Historian are not present tonight.

#### **HIGHWAY SUPERINTENDENT’S REPORT**

##### **284 Agreement**

The 284 Agreement for the 2025 year was turned into the Board, at the present time Highway Superintendent Seelow does not have the cost of the roads he is planning to pave this year he will be using the county contract. The Board did not sign the agreement, it will be held until he get a price for the paving.

##### **Repair on Old Garbage Truck**

The stack on the old garbage needs to be replaced it has been lost. The Highway Department will be repairing it and they will be getting the materials from HL Gage.

The cost will be over \$1000.00.

### **New Tandem Truck**

Highway Superintendent Seelow has gotten a price for a new tandem truck, he will be purchasing it using the Onondaga County Contract, (piggybacking). The total cost will be \$354,261.00. The cost of the chassis is \$313,000.00 if the Town Board pays for it when it comes in the cost will be \$303,000.00, we will save \$10,000.00. Highway Superintendent Seelow will just need to know which way to go.

### **Contracts**

Highway Superintendent Seelow approached the front table and gave all of the contracts he has to the Board. He said that the Clerk could print them for each Board Member if they wanted them. The paperwork he gave them is as follows:

1. NYS municipal quote form for the tandem truck
2. Quote for the plow for the tandem truck – Viking Cives
3. County of Onondaga Invitation to Bid
4. Saratoga County Contract for Crushed Stone, Gravel and Concrete Sand
5. Saratoga County Contract for Tires and Tubes
6. Saratoga County Contract for Motor Oil
7. Lane Enterprises, Inc. Contract for Pipes
8. Prices for touchless toilet flushers

### **Auctions International Results**

**R 33**

The auction ended on Wednesday evening. A bid for the backhoe was \$21,800.00, Highway Superintendent said he would advise the Board to take this price that is good for a 20year old piece of equipment. The bid on the old Recycle Truck is \$1700.00. Highway Superintendent Seelow said he would not accept this bid, he also told the Board the lights and lens did not get bid on, the circulator pumps came in with a bid of \$220.00, they cost \$2000.00 he told the Board he would not accept this bid either. The Hubert welder came in with a bid of \$260.00 he was happy with this bid. Highway Superintendent Seelow told the Board he would accept both the backhoe bid and the welder bid. He also stated he could go back with a counter bid for \$10,000.00 for the old recycle truck and \$1000.00 for each of the circulator pumps if they would like or the recycle truck could be put up for sale in the newspaper. The Board decided to sell the backhoe and the welder through Auctions International. As of the other items they did not decide. A resolution will follow allowing Highway Superintendent Seelow to sell the equipment as stated.

### **Amazon Account**

Highway Superintendent Seelow told the Board if the Town could set up a tax-exempt account through Amazon, they could probably purchase items much cheaper than they have in the past.

### **Breakdowns**

Highway Superintendent Seelow told the Board the Highway Department has had some major breakdowns with the large tandems. He was quoted a price of \$3500.00 to repair it, but has not received a bill yet. Highway Superintendent Seelow had contact Town Board Member Evans concerning this and was given the approval to move ahead.

### **Policy and Procedures, Highway**

Purchasing materials came up concerning the Highway Department and the approval from the Board before purchasing anything. Highway Superintendent Seelow told the Board he will argue

with this because in the Law Book, there are somethings that he does not have to come before the Board for approval. Supervisor Anderson stated there may be a problem with the highway lawbook from the 1960's being superseded, if you are going by that.

**Solid Waste Report**

SWC Olmstead reported all is going smooth, for the month of January they collected 29 tons of solid waste in turn in the summer we collect 15 to 17 ton a week and if there are any three-day weekends we can be up to 25 tons. A copy of the end of year report for solid waste has been given to Supervisor Anderson and SWC Olmstead would like to have it put into the Edinburg Newsletter.

Town Board Committees

Supervisor Anderson told the Board hopefully he can get these put together and set up meetings.

**OLD BUSINESS/NEW BUSINESS**

D. Houlihan took the floor and told the Board that at the April meeting she would like to talk about helping seniors in the community and basically speak to the people and tell them what is offered.

**ADOPTION OF RESOLUTIONS # 28 - # 33**

**MOTION TO ADOPT: TOWN BOARD MEMBER EVANS, SECONDED: TOWN BOARD MEMBER EDWARDS, ALL IN-FAVOR AYE**

**ADJOURN 7:52 PM**

**MOTION: TOWN BOARD MEMBER EDWARDS SECOND: TOWN BOARD MEMBER PENINO**

Respectfully submitted,

Denise Ferguson  
Town Clerk