

# TOWN OF SANFORD

REGULAR MEETING

December 12, 2023

PRESENT: Kenny Wist                      Supervisor  
          Jay Vandermark                Councilman-absent  
          Alice Ray                         Councilman  
          Shane Lester                    Councilman  
          Dan Andresen                  Councilman

ALSO PRESENT: Leo Shew                Highway Superintendent  
                  Alison Lang                    Town Clerk

Supervisor Wist called the Regular Meeting to order at 7:00pm with the Pledge of Allegiance led by Shane Lester at the Town Hall, 91 Second Street, Deposit, NY 13754.

Supervisor Wist spoke on the Oquaga Lake Sewer Report. On a motion made by Dan Andresen, seconded by Alice Ray and all approved the Oquaga Lake Sewer report.

Supervisor Wist gave the floor to Code Enforcement Officer, Pete Hathaway. On a motion made by Shane Lester and seconded by Alice Ray and all approved the Code Enforcement Officer's Report.

Supervisor Wist gave the floor to Highway Superintendent Leo Shew. Shew spoke on completing road work for the month of November and construction season is also over. The crew is still removing trees and brush along the roads. The crew has been taking care of the sanders and trucks, truck chains and minor repairs. Shew submitted the annual road inventory paperwork.

Supervisor Wist gave the floor to guests. No members of the public spoke.

Supervisor Wist gave the floor to guest Terry Stanley from Bluestone Wind. Stanley was available to answer questions regarding the turbines. A guest asked why some windmills were on and some weren't. Stanley explained that it varies depending on what's going on. The turbines are currently feeding the grid and the wind speed must be greater than 9 mph. The turbines shut off when the wind speed is greater than 54 mph sustained; ice build-up can occur and will be shed up to 1000 feet. Generators are no longer on site. Sound studies will be conducted during different times of the year. Complaints can be directed to [Blue.stone@northlandpower.com](mailto:Blue.stone@northlandpower.com) or call 866-418-8753.

Supervisor Wist gave the floor to Kermit Mott, Planning Board Chairman. Mott explained that the Planning Board went through each section of the subdivision regulation law and clarified definitions. Mott will explain more in-depth next month after the Town Board has more time to review the law. A public hearing will be set for the January 9, 2023 meeting on the Subdivision Regulations Local Law.

Mott also let the Board know that they are currently reviewing the Driveway Regulations Local Law.

Hazard Mitigation was discussed, public outreach emails have been received. A review will be complete by January 1, 2024.

The Dog Control Report was reviewed. On a motion made by Alice Ray, seconded by Shane Lester and all approved the Dog Control Report.

The Assessor's Report was reviewed. On a motion made by Dan Andresen, seconded by Shane Lester and all approved the Assessor's Report.

The Minutes of November 9, 2023 were presented to the board. On a motion made by Dan Andresen, seconded by Shane Lester and all approved the November 9, 2023 Minutes.

The Minutes of November 14, 2023 were presented to the board. On a motion made by Alice Ray, seconded by Shane Lester and all approved the November 14, 2023 Minutes.

The Clerks report of November 2023 was presented to the Town Board. On a motion made by Dan Andresen, seconded by Shane Lester and all approved the Clerks report for November 2023.

The Monthly report of October 2023 was presented to the Board. On a motion made by Shane Lester, seconded by Dan Andresen and all approved the monthly report for October 2023.

Supervisor Wist spoke on Committee Reports. Wist spoke on meeting with Hunt Engineering along with Highway Superintendent Leo Shew to discuss the Town's property located on NYS Rt. 41. An extensive study would need to be done on any property that the town considers to use for the new garage. Hunt will provide a template for the town to use when sending out proposals to bidders.

Supervisor Wist spoke on receiving a letter from the Deposit Food Pantry. The Food Pantry presented the Town Board with statistics which shows an increase use of the Pantry by individuals and families since the COVID-19 pandemic. Inflation of food prices and funding has been cut drastically. The Food Pantry is asking for a donation from the Town to help with costs. On a motion made by Dan Andresen, seconded by Alice Ray and all approved the following Resolution.

**#48-RESOLUTION-2023  
DONATION TO THE  
DEPOSIT FOOD PANTRY**

**RESOLVED**, that the Town Board of the Town of Sanford, Broome County, New York, do hereby approve to donate \$17,500.00 to the Deposit Food Pantry to help with costs.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 12, 2023.

Supervisor Wist gave the floor to Town Clerk, Alison Lang. Lang let the Board know that she received letters of resignation from Dorothy Braun, ZBA member; John Russell, ZBA chairman; and George Lang Planning Board member. The Town Board accepted the resignations with regret. Town Clerk published an ad in the Deposit Courier for anyone interested in serving on the Zoning Board.

Town Clerk Alison Lang asked for a motion the appoint Steven Ramos to the Planning Board. On a motion made by Shane Lester, seconded by Alice Ray and all approved to appoint Steven Ramos to the Planning Board to fill the unexpired term of George Lang effective 1/1/2024-12/31/2025.

**#49-RESOLUTION-2023  
APPOINTMENT OF STEVEN RAMOS TO THE  
PLANNING BOARD TO FILL THE UNEXPIRED TERM OF GEORGE LANG  
TERM: JANUARY 1, 2024-DECEMBER 31, 2025**

**RESOLVED**, the Town Board of the Town of Sanford appoint Steven Ramos to the Planning Board to fill the unexpired term of George Lang, Term: January 1, 2024-December 31, 2025.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 12, 2023.

Lang spoke on scheduling the Organizational Meeting for 2024. The meeting is scheduled for January 9, 2024 at 6:00pm.

Lang asked the Town Board to establish a PETTY CASH FUND, for the purpose of Collecting Year 2024 Town & County Taxes in the amount of \$150.00 and it is returned to General Fund by the first week in April 2024. The motion was made by Shane Lester, seconded by Alice Ray and all approved that the Town Clerk/Tax Collector be authorized to establish a PETTY CASH FUND in the amount of \$150.00 and it be returned to General Fund by the first week in April 2024.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 12, 2023.

Lang stated that she would again like to reinvest the Tax Collection Monies in an Interest-Bearing Account. The Town Clerk/Tax Collector would turn over the Town's portion to the Supervisor, weekly and Town's portion of interest over to the Supervisor by the 15<sup>th</sup> of the month following the month of receipt. This is for Town & County Taxes for the Year 2024. The Broome County monies will be turned over by the 15<sup>th</sup> of the month following the month of receipt. This is for Town & County Taxes for the Year 2024. On a motion made by Shane Lester, seconded by Dan Andresen and all approved the following Resolution.

**#50-RESOLUTION-2023  
APPROVAL TO INVEST TAXES COLLECTED BY  
TOWN CLERK/TAX COLLECTOR  
FOR TOWN AND COUNTY TAXES, YEAR 2024**

RESOLVED, that the Town Board of the Town of Sanford, Broome County, New York, do hereby Authorize the Town Clerk/Tax Collector of the Town of Sanford, to Deposit Tax Monies in an Interest-Bearing Account, Pursuant to Chapter 109 of the Tax Laws of 1986 Town Law 35 & 37 and that the Town Clerk/Tax Collector turn the towns portion over to the Supervisor by the 15<sup>th</sup> of the month following the month of receipt. Broome County monies will be turned over after the Supervisor is settled and by the 15<sup>th</sup> of the month following the month of receipt, with penalty monies turned over at the end of Tax Collection. This is for Town & County Taxes for year 2024.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 12, 2023.

Lang spoke on accepting credit card payments for the upcoming Town & County Taxes. Residents can now go onto the towns website and pay their taxes. Fees do apply for this service. On a motion made by Dan Andresen, seconded by Alice Ray and all approved the following Resolution.

**#51-RESOLUTION-2023  
A RESOLUTION AUTHORIZING PAYMENT BY CREDIT CARD AND VIA  
INTERNET WEBSITE OF CERTAIN MONIES OWED TO THE TOWN**

WHEREAS, pursuant to section 5 of the New York State General Municipal Law, the Town is authorized to enter into agreements with one or more financing agencies or credit card issuers to provide for the acceptance of credit cards as a means of payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest, owed to the Town; and

WHEREAS, pursuant to section 5-b of the General Municipal Law, the Town is also authorized to provide for the acceptance of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest owed to the Town via a municipal internet website or the website of a third-party vendor that has contracted with the Town to receive such payments on its behalf; and

WHEREAS, the Town Board has determined that, because of the flexibility and convenience of credit card and online payments, it is in the public interest to allow for payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest by credit

card or by internet payment.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Sanford that pursuant to section 5 of the General Municipal Law, the Town Board hereby authorizes the Town Supervisor to enter into agreements with one or more financing agency or credit card issuer or credit card processor to provide for the acceptance of credit cards as a means of payment of fines, civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest, owed to the Town, subject to the following terms and conditions:

1. Any such agreement shall be in compliance with the Town's procurement policy;
2. Any such agreement shall govern the terms upon which a credit card proffered as a means of payment shall be accepted or declined;
3. Any such agreement shall govern the manner in and conditions upon which the financing agency or credit card issuer or credit card processor or third-party vendor shall remit such payments to the Town;
4. If any such agreement requires a fee for such service, then as a condition of accepting payment by credit card, any person offering payment by credit card shall pay a service fee to the Town, which fee shall be equal to the amount of any fee that the Town may be required to pay to the financing agency or credit card issuer or credit card processor; and
5. The Town Board hereby designates the Town Clerk/Tax Collector as the Town officer charged with the duty of collecting and/or receiving such credit card payments on behalf of the Town.

**AND BE IT FURTHER RESOLVED**, that pursuant to section 5-b of the General Municipal Law, the Town Board hereby authorizes the Town Supervisor to enter into an agreement with a third-party vendor to provide for the acceptance of payment of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest owed to the Town via the internet, subject to the following terms and conditions:

1. Any such agreement shall be in compliance with the Town's procurement policy;
2. Payment via the internet of civil penalties, rents, rates, taxes, fees, charges, revenue, financial obligations or other amounts, including penalties, special assessments or interest shall not be the sole method available to payors to make such payments;
3. Any such agreement shall include the manner and condition of such payments via the internet, which shall comply with article 3 of the New York State Technology Law and any regulations or guidelines promulgated thereunder and shall, at a minimum (a) authenticate the identity of the sender; and (b) ensure the security of the information transmitted;
4. Any such agreement shall require the third-party vendor to provide a confirmation page to the payor following the completion of the internet transaction, which confirmation page shall include: (a) the date the internet transaction was completed and sent by the payor; (b) the amount paid; (c) a unique confirmation number; and (d) a notice advising the payor to print out and retain the confirmation page as a receipt;
5. Any such payments made via the internet shall be considered received by the Town and paid by the payor at the time the internet transaction is completed and sent by the payor; and
6. The Town Board hereby designates the Town Clerk/Tax Collector as the Town officer charged with the duty of collecting or receiving such internet payments on behalf of the Town.

**AND BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.**

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**A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 12, 2023.**

**Bills were presented to the Board.**

**The Motion was made by Alice Ray, seconded by Shane Lester and all approved that the Bills be paid as presented:**

**The Total Amounts and Voucher Numbers submitted to Town Clerk by Supervisor's Secretary.**

**Date of Audit: 12/12/23 Abstract #12– General: \$95,064.73–Voucher #708-709, 711-713, 726-727, 731-752, 776. Highway: \$176,167.83– Voucher #728-729, 753-767; Sewer O & M: \$10,368.19– Voucher #710, 714-715, 768-775; T&A: \$19.56-Voucher #716.**

**Since no further business was at hand, on a motion made by Alice Ray seconded by Dan Andresen and all approved that the Meeting be adjourned at 8:21 PM.**

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Alison Lang, Town Clerk**