

January 16, 2025

REGULAR MEETING, TOWN OF THURMAN JANUARY 16, 2025

A meeting of the Town Board of the Town of Thurman, County of Warren and the State of New York was held at the Thurman Town Hall, 311 Athol Road, Athol, New York on the 16th day of January 2025.

BOARD MEMBERS PRESENT:

Debra Runyon Supervisor
Randy Galusha Councilperson
Ed Brown Councilperson

BOARD MEMBERS ABSENT:

Doug Needham Councilperson
Charles Bills Councilperson

ALSO PRESENT:

Patrick Wood Highway Superintendent
Cynthia Hyde Town Clerk

Supervisor Runyon called the meeting to order at 4:31pm with the pledge to the flag.

ROLL CALL

RICHARDS LIBRARY: Ester Mctague spoke to the town board about Richards Library. She said that the library offers many programs to help area residents such as help with technology, repair of small appliances and help with sewing. Programs and events can be found online at therichardslibrary.com.

YOUTH DIRECTOR: Thurman Youth Director Victoria Lehet spoke to the town board about the archery program.

RESOLUTION 13-2025

RESOLUTION TO APPROVE ABSTRACT 1 CLAIMS FOR 2025

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown
Nays 0

TOTAL OF ABSTRACT 1, GENERAL FUND, JAN 16, 2025 \$54,704.13

TOTAL OF ABSTRACT 1, HIGHWAY FUND, JAN 16, 2025 \$66,418.56

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TOTAL CLAIMS FOR JAN 16, 2025

\$121,122.59

DISCUSSION: It was noted that the highway claims for this month include the whole years' worth of rock salt for roads.

RESOLUTION 14-2025

RESOLUTION TO SET MEETING PROCEDURE

On a motion of Councilman Galusha, seconded by Councilman Brown, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

WHEREAS it is necessary to set rules of procedure governing our monthly meetings in order to prevent unnecessary interruptions and ensure an orderly meeting, be it

RESOLVED: Privilege of the floor will be held prior to resolutions and will consist of a three minute time period for public comment regarding the current meeting agenda.

PRIVILEGE OF THE FLOOR

RESOLUTION 15-2025

RESOLUTION TO APPOINT CYNTHIA HYDE AS RESISTRAR OF VITAL STATISTICS

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

RESOLVED the Town Board of the Town of Thurman appoints Cynthia Hyde as the Registrar of Vital Statistics.

RESOLUTION 16-2025

RESOLUTION TO APPROVE SCHEDULE OF APPOINTMENTS AND VARIOUS RATES OF PAY

On a motion of Councilman Galusha, seconded by Councilman Brown, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

RESOLVED: Approve the following Schedule of Appointments and Various Rates of Pay

Town Supervisor	\$ 31,200
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Budget Officer	\$ 2,500
Assessor	\$ 23,180
Town Clerk	\$ 28,976
Town Board (4 @ \$3,550)	\$ 14,200
Town Justice	\$ 6,500
Tax Collector	\$ 4,371
Highway Superintendent	\$ 60,320
Animal Control	\$ 3,600
Historian	\$ 650
Code Enforcer	\$ 3,900
Deputy Town Clerk	\$ 17.50/hr.
Youth Director	\$ 6,200
Registrar of Vital Statistics-Cynthia Hyde	\$ 1,175
Assessor Clerk	\$ 20,454
Confidential Secretary/Bookkeeper	\$ 33,072

Schedule of Hourly Rates-Employees

Court Clerk	\$ 18.00
Cleaner	\$ 20.50
Meals on Wheels Driver	\$ 16.50
Union Employees	Per Union Contract

RESOLUTION 17-2025

RESOLUTION TO ESTABLISH INVESTMENT OF SURPLUS FUNDS

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

RESOLVED: The Supervisor is authorized to invest surplus funds in the established NY CLASS accounts to earn interest for the accounts from which the invested funds are to be drawn.

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RESOLUTION 18-2025

RESOLUTION TO ACCEPT THE TOWN PROCUREMENT POLICY

On a motion of Councilman Galusha, seconded by Councilman Brown, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

WHEREAS the Town of Thurman Procurement Policy was adopted on January 24, 2023 and no changes are required for 2025, be it

RESOLVED: The Town Board adopts the Procurement Policy pursuant to S104B of the General Municipal Law for 2025.

RESOLUTION 19-2025

RESOLUTION TO ACCEPT THE TOWN FUND BALANCE POLICY

On a motion of Councilman Galusha, seconded by Councilman Brown, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

WHEREAS the Town of Thurman Fund Balance Policy was adopted on January 24, 2023 and changes are required for 2025, and

WHEREAS the revised Fund Balance Policy has been discussed and accepted by the Town Board, be it

RESOLVED: The Town Board adopts the Fund Balance Policy for 2025.

TOWN OF THURMAN FUND BALANCE POLICY

Creating a strong fund balance can help mitigate risk and sustain the town during economic downturns. Fund balance can ensure the consistent delivery of essential services. It also provides for necessary funds to respond to natural disasters, to fund capital improvements, and build a strong credit rating. The intent of this policy is to provide written specifications as to the scope and purpose of the fund by defining what the funds shall be used for, setting a minimum fund level, and providing for the reimbursement of funds that are used for various needs. The Town of Thurman has approved five interest bearing accounts to hold funds for the following specific reasons:

General Fund

General Fund – Fund balance to cover unexpected expenditures, capital improvements, and loss of expected revenue. A reasonable amount for this fund is determined to be three months of the general fund appropriations.

C & D Closure Fund – The DEC requires an annual deposit of \$50,000 for ten years to cover the cost of the C & D closure beginning in 2022. Currently there is \$162,578.63 in this fund. An additional \$37,421.37 will be added during the 2025 calendar year to equal the required \$200,000. Each year thereafter the annual deposit will be whatever is necessary to bring the balance to the required amount.

Highway Garage Fund – This fund represents savings to allocate toward a new highway garage to help secure grants and/or loan. This fund will be established with \$150,000 in 2025 and increases will be determined by Town Board majority vote.

Highway Fund

Highway Fund – Fund balance to cover unexpected expenditures, natural disasters requiring road repair and equipment rental, or to fund additional equipment. A reasonable amount for this fund is determined to be three months of the highway fund appropriations.

Highway Equipment Fund – This fund will be specifically for equipment and the amount will be determined annually at year end when the final fund balance is known. The Town Board will decide by majority vote.

These funds are currently in NYCLASS, which is a no risk, high interest investment opportunity for municipalities. Funds are very liquid and can be moved between the Town checking accounts and the NYCLASS accounts with 24-hour notice. The Supervisor will have discretion to invest excess funds as long as they remain in the appropriate Fund (General / Highway) to take advantage of the interest and can move the funds back to the town fund when needed.

RESOLUTION 20-2025

RESOLUTION TO ACCEPT THE TOWN OF THURMAN WORKPLACE VIOLENCE PREVENTION PLAN

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

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WHEREAS the Town of Thurman Workplace Violence Prevention Plan and Program was adopted on January 10, 2023, and no changes are required for 2024, be it

RESOLVED: The Town Board adopts the Workplace Violence Prevention Plan and Program for 2025.

RESOLUTION 21-2025

RESOLUTION TO AWARD THURMAN COMMUNITY ASSOCIATION \$18,000 OCCUPANCY TAX FOR THE THURMAN MAPLE DAYS

On a motion of Councilman Brown, seconded by Supervisor Runyon, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

WHEREAS the Maple Days Event has been a major event for the Town of Thurman in the past that brings thousands of tourists to the town and has been a continuing success; and

WHEREAS this year there will be approximately 10 farms in Thurman where visitors will experience maple related demonstrations, wagon rides, tours, product sampling and shopping as well as a Maple Craft Show at the Thurman Town Hall, be it

RESOLVED: The Town Board will grant Occupancy Tax Funding in the amount of \$18,000 to help cover the expense of this event.

DISCUSSION: It was noted that Councilman Galusha typically abstains from voting on occupancy tax awards as it is a conflict of interest. Since 2 board members are absent and at least 3 votes are needed to pass the resolution so that the Thurman Community Association can get to work on maple days Councilman Galusha cast a vote.

RESOLUTION 22-2025

RESOLUTION TO APPROVE THE PURCHASE OF ONE F-350 4X4 TRUCK

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

DISCUSSION: Discussion ensued regarding purchasing the truck.

WHEREAS the Town of Thurman is in need of an additional F-350 4x4 truck to replace the one that was sold at auction last year, and

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WHEREAS an opportunity exists where the Town can purchase this truck without having to wait months for delivery, and

WHEREAS the Highway Superintendent has researched three options, the lowest cost being from a local vendor and readily available in the amount of \$71,435 plus an additional \$1,020 for a hitch plate and tarp for a grand total of \$72,455.00, be it

RESOLVED: The Town Board of the Town of Thurman approves the purchase of a F-350 truck from Warren Ford in the amount of \$72,455 to be paid from Account Code DA5130.2

RESOLUTION 23-2025

RESOLUTION TO APPROVE BUDGET ADJUSTMENTS

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 3 Runyon, Galusha, Brown

Nays 0

WHEREAS the Town of Thurman requires necessary budget adjustments reflected in the chart below to eliminate and/or prevent negative balances, be it

RESOLVED the Town Board of the Town of Thurman approves the budget adjustments reflected in the chart below.

CODE	BUDGET ADJ – INC.	AMOUNT	CODE	BUDGET ADJ – INCREASE	AMOUNT
A2401	Interest & Earnings	15,867.50	A1440.4	Engineer Contra.	15,867.50
A2401	Interest & Earnings	1,377.50	A4025.4	Laboratory Contr.	1,377.50
A2705Y	Youth Donations	823.60	A7310.4	Youth Programs Contr.	823.60
A2705HIS	Historian Donations	960.76	A7510.4	Historian Contr.	960.76
A1120	Sales Tax	1,120.00	A8160.12	Refuse/Garbage PS-2	1,120.00
A1120	Sales Tax	2,809.17	A8160.4	Refuse/Garbage Contr.	2,809.17
A1120	Sales Tax	1,447.86	A9030.8	Social Security	1,447.86
A1120	Sales Tax	12,921.98	A9060.8	Health Insurance	12,921.98
A3089	State Aid – Other	1,150.00	A7510.1	Historian PS	1,150.00
CODE	BUDGET ADJ – DEC.	AMOUNT	CODE	BUDGET ADJ – INCREASE	AMOUNT
A1220.4	Supervisor Contr.	111.00	A1220.12	Confidential Sec PS	111.00
A1355.4	Assessors Contr.	232.21	A1330.4	Tax Collection Contr.	232.21

DISCUSSION: Discussion ensued regarding budget adjustments

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FEBRUARY BOARD MEETING: The February town board meeting and the annual audit will be held on February 26, 2025.

DISCUSSION: Discussion ensued regarding Reynolds cemetery.

ADJOURNMENT:

On a motion of Supervisor Runyon, seconded by Councilman Brown, the town board adjourned the meeting at 5:17 pm

MOTION CARRIED Ayes 3 Runyon, Galusha, Brown
 Nays 0

Respectfully Submitted,

Cynthia Hyde, Town Clerk

January 28, 2025

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