

**TOWN OF COLUMBIA  
REGULAR TOWN BOARD MEETING  
February 8, 2024**

The Town of Columbia Town Board held an Organizational meeting  
**February 8, 2024**, 6:30 P.M. at the town building

MEMBERS PRESENT: Nathan Seamon — Supervisor  
Ryan Fagan — Councilperson  
Bruce Learned — Councilperson  
H. Ed Reed — Councilperson  
Jim Cotton — Councilperson

OTHERS PRESENT: Therese Winchester — Town Clerk  
R. Mark Buddle — Superintendent of Highways  
Mary Doremus – Tax Collector  
John Skinner – Town Justice  
9 Community Members

Supervisor Seamon called the meeting to order at 6:30 P.M., which was followed with the Pledge of Allegiance and Prayer Invocation

A motion was made by Councilperson Reed, seconded by Councilperson Cotton, to accept the minutes of the December 28<sup>th</sup>, 2023 Regular Monthly Town Meeting

**ADOPTED VOTE:** Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

A motion was made by Councilperson Reed, seconded by Councilperson Cotton, to accept the minutes of the January 11<sup>th</sup>, 2024 Organizational Town Meeting

**ADOPTED VOTE:** Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

A motion was made by Councilperson Fagan, seconded by Councilperson Learned, to accept the minutes of the January 11<sup>th</sup>, 2024 Regular Monthly Town Meeting

**ADOPTED VOTE:** Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

Town Supervisor Monthly Report  
Financial reports

Town Clerk Monthly Report  
10 Death certificate copies  
1 Birth certificate  
2 Building Permits

**DEPARTMENT REPORTS:**

Highway (R. Mark Buddle):

-2022 F-350 Ford pickup truck and plow sold for \$40,200 (\$5 less than the

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- amount the truck was purchased for in May 2022). Plow was four years old.
- 2024 Ford F-550 truck has been delivered.
- Preparing to sell 2021 Ford F-550.
- 2024 Herkimer County plowing reimbursement is \$7,282 per mile (2023 was \$6,753 per mile).
- Weather continues to be territorial with water and ice. Roads taking a beating due to excessive amounts of water. Poor road bases showing their weakness - what needs to be repaired remains to be seen. Seasonal sections of Purdy Road and Casler Road already in poor condition from December weather.
- Planned/proposed roadwork for 2024 is still uncertain - pending issues that arise through the rest of the winter season.
- Drainage work needs to be done in the parking lot and around the building. Septic tank is under water majority of the time and can cause a sewer smell in the building.
- Culvert along Spohn should be replaced.
- Dropp Road culvert replacement is planned for this year – a large size pipe required by DEC - unknown until digging commences.
- Osley Road approach from State Route 28 is due to be reshaped for access and drainage purposes. Underground utility line exists. Surveyor is likely needed.
- Richfield Hill Road culverts need to be replaced.
- Additional culverts on other roads will need to be replaced as needed.
- Road paving to be determined as required and as resources allow.
- Governor's budget proposal includes \$150 million in CHIPS funding reduction.

Town Clerk (Therese Winchester):

- Office hours: Monday, 8:00 AM – 11:00 AM & Thursday, 3:00 PM – 6:00 PM.
- Vital Statistics are up and running.
- In discussions with grant writer for New York State Archives Unit – Local Government Records Management Improvement Fund (LGRMIF) grants program provides funds to help local governments establish records management programs.

A motion was made by Councilperson Fagan, seconded by Councilperson Reed, to move forward with the grant process.

**ADOPTED VOTE:**

Ayes	5	Seamon, Reed, Cotton, Fagan, Learned
Nays	0	
Absent	0	

Codes Enforcement:

- Two permits in 2024 – rooftop solar array and demolition

Tax Collector (Mary Doremus):

- Report and audit of 2023 Tax Collector books
- Settlement Sheet from the county was presented. The Town has been paid for the taxes.

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A motion was made to accept the Tax Collector Report by Councilperson Cotton, seconded by Councilperson Learned.

**ADOPTED VOTE:**

Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

Planning Board (Ron Bayzon):

- Herkimer Oneida Planning has produced 16 maps of the Town of Columbia, which can be put on the town website at the appropriate time.
- Vacant positions were advertised in the West Winfield Star and Pennysaver. Last year of Planning Board position term became available due to Councilperson Fagan being elected to the Town Board, along with annual Planning Board Alternate position being open.
- Nominations of Rebecca Seamon to fill remaining 1-year term of Planning Board position and Sandy Dievendorf to fill Planning Board Alternate position.

A motion was made to accept the recommended personnel nominations from the Planning Board by Councilperson Reed, seconded by Councilperson Learned.

**ADOPTED VOTE:**

Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

Town Justice (John Skinner):

- Report and audit of 2023 Town Court books
- Case Summary: Motor Vehicle - 186; Criminal - 9; Small Claims - 4; Arraignments - 7. Total revenue \$18,549, of which the Town retains \$5,476.

A motion was made to accept the review of the Town Court Book by Councilperson Cotton, seconded by Councilperson Fagan.

**ADOPTED VOTE:**

Ayes 5 Seamon, Reed, Cotton, Fagan, Learned  
Nays 0  
Absent 0

Renewable Energy:

- Solar Energy Development Moratorium expires in April
- Solar Energy Facilities Local Law review has continued by the Working Group and is near its conclusion
- Terra-Gen Development, LLC has signed leases in the Towns of Columbia, Danube, German Flatts, Little Falls, Stark, and Warren for a large-scale wind project. No contact has been made by the project developer with the Town of Columbia, and currently there is no public contact information available for the project developer.

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**CONSIDERATION OF UNFINISHED BUSINESS AND NEW BUSINESS:**

Richfield Springs Scenic Railway is beginning the process of seeking approvals to cross McKoons Road from the current train station building to the former South Columbia creamery building.

***Resolution #2024-05:  
NYCLASS Resolution***

A motion was made by Councilperson Fagan, seconded by Councilperson Cotton, to adopt the following resolution:

To designate New York Cooperative Liquid Assets Securities System (NYCLASS) as an investment vehicle for Town of Columbia monies.

Whereas, New York General Municipal Law, Article 5-G, Section 119-o ("Section 119-o") empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, town and villages, and districts] to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis;

Whereas the Town of Columbia wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

Whereas the Town of Columbia wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Nathan Seamon, Town Supervisor of the Town of Columbia, is hereby authorized to create and open a Town of Columbia account(s) and on behalf of the Town of Columbia participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019, and transfer monies to/from existing Town of Columbia NBT Bank and/or Bank of Cooperstown accounts to/from Town of Columbia NYCLASS account(s) once established and opened.

<b><u>ADOPTED VOTE:</u></b>	Ayes	4 Seamon, Reed, Cotton, Fagan
	Nays	1 Learned
	Absent	0

***Resolution #2024-06:  
Herkimer County Hazard Mitigation Plan***

A motion was made by Councilperson Learned, seconded by Councilperson Cotton, to adopt the following resolution:

To adopt the 2023 Herkimer County Hazard Mitigation Plan.

Whereas the Town of Columbia recognizes the threat that natural hazards

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pose to people and property within the Town of Columbia; and

Whereas the Town of Columbia has prepared a multi-hazard mitigation plan, hereby known as 2023 Herkimer County Hazard Mitigation Plan in accordance with the Disaster Mitigation Plan Act of 2022; and

Whereas the 2023 Herkimer County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Columbia from impacts of future hazards and disasters; and

Whereas adoption by the Town of Columbia demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2023 Herkimer County Hazard Mitigation Plan.

Now therefore, be it resolved by the Town of Columbia, Herkimer County, New York State, that:

The Town of Columbia adopts the 2023 Herkimer County Hazard Mitigation Plan by this resolution. This plan, approved by the community as represented by the Town of Columbia Town Council, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in five years.

<b><u>ADOPTED VOTE:</u></b>	Ayes	5 Seamon, Reed, Cotton, Fagan, Learned
	Nays	0
	Absent	0

***Resolution #2024-07:***  
**Sale of 2021 Ford F-550**

To approve the sale of 2021 Ford F-550 with plow assembly on Auctions International online auction sale in 2024, with approval or disapproval of Auctions International bid price by Superintendent of Highways R. Mark Buddle, Town Supervisor Nathan Seamon, and Town Councilperson Bruce Learned.

A motion was made by Councilperson Reed, seconded by Councilperson Fagan, to adopt the following resolution:

<b><u>ADOPTED VOTE:</u></b>	Ayes	5 Seamon, Reed, Cotton, Fagan, Learned
	Nays	0
	Absent	0

**BOARD DISCUSSION:**

A door installation is expected to be completed in March on the office side of town building for security and sound dampening purposes.

Town Supervisor Nathan Seamon will move forward with NBT Bank credit card application and preparation for HR One Payroll service to begin executing payroll in the coming months.

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Town Clerk Therese Winchester appointed Mary Doremus as Deputy Town Clerk.

**AUDIT, APPROVAL OF BILLS & TRANSFERS:**

Town Warrants:

General Fund	\$112,340.10
Highway Fund	\$183,361.03

A motion was made to approve the Warrants and the 2023 Town of Columbia Fiscal Books by Councilperson Cotton, seconded by Councilperson Fagan, to move forward with the grant process.

**ADOPTED VOTE:**

Ayes	5	Seamon, Reed, Cotton, Fagan, Learned
Nays	0	
Absent	0	

The next Town Board meeting will occur March 14<sup>th</sup>, 2024 at 6:30 P.M.

A **motion** was made by Council Member Fagan, seconded by Council Member Learned, to adjourn. The meeting was adjourned at 9:39 P.M.

Respectfully submitted,

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

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Council Member

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Council Member