

## **Town of Fowler January 8, 2024 Organizational Meeting Minutes, at 6 PM.**

The Regular scheduled January Organizational Meeting was held on the above date, with four board members present and Councilperson Bishop attending via teleconference. Also present, were Town Clerk Tami Gale, Highway Superintendent Randy Durham, Town Justice Tim Knowlton, Planning Board Chair Stephen Gale, Code Enforcement Officer Glen Besaw, Assessors Kathy Besaw and Timothy Thomas, Ethics Committee Members Marcia Cleveland and Vivian Goodman, Bruce Green, Director of the Real Property Office in Canton, 1<sup>st</sup> Deputy Town Clerk Debra Tupper, Harold Tupper, and Richard Clement.

Supervisor Newvine called the meeting to order at 6:00 PM, then proceeded with the pledge of allegiance and led a moment of silence to honor our military men and women, all healthcare workers, and those who have recently passed: Joan Kingsley, Alan Mason, and Brenda Miller.

Supervisor Newvine asked for a motion to approve the minutes from the December 11<sup>th</sup>, 2023, Town board meeting. A motion was made by Councilperson Cleveland, seconded by Councilperson Simmons. All in Favor. MOTION CARRIED.

Supervisor Newvine asked for a motion to approve the minutes from the Special Year-End Transfer Meeting held on December 27<sup>th</sup>, 2023. A motion was made by Councilperson Cleveland, seconded by Councilperson Simmons. All in Favor. MOTION CARRIED.

### **OATHS OF OFFICE**

Town Justice Tim Knowlton administered the Oath of Office to the appointed & elected persons who were in attendance. Taking their oaths were: Ricky W. Newvine as Budget Director; Supervisor, Karen Simmons as Deputy Town Supervisor; Town Historian; Code of Ethics Board Committee Member; and Councilperson, Tami Gale as Town Clerk; Registrar of Vital Statistics, and Tax Collector, Debra Tupper as 1<sup>st</sup> Deputy Town Clerk; Deputy Registrar of Vital Statistics, and Deputy Tax Collector, Barbara Finnie as Bookkeeper, Kathleen Besaw as Tax Assessor; Timothy Thomas as Tax Assessor; Glen Besaw as Code Enforcement Officer; Leo Knight Jr. as Councilperson; and Randy Durham as Highway Superintendent. Taking their Oath of Office on December 28<sup>th</sup>, after the recommended appointments were approved at the December 27, 2023 Transfer Meeting were Nelson Bice as Deputy Highway Superintendent, and Rosalee Thornton as Custodian. All others needing to take their oaths of office will take them post meeting within the 30- day time allotment. Supervisor Newvine welcomed Leo Knight Jr. as a newly elected official.

### **BRUCE GREEN, DIRECTOR OF THE REAL PROPERTY OFFICE, ST. LAWRENCE COUNTY**

Supervisor Newvine introduced and welcomed Bruce Green, Director of the Real Property Office, St. Lawrence County to the meeting with a presentation of what a town wide Revaluation "Reval" involves, and the pros and cons.

Mr. Green supplied the board with documents that included:

- Reassessment frequently asked questions.
- Understanding the Equalization Rate (a guide for property owners).
- St. Lawrence County Real Property Sales January 1, 2023 to November 30, 2023.
- Information on what a Town-Wide Revaluation "Reval" involves.

Mr. Green reported his office works very closely with assessing departments. He stated the assessor's job is to put assessed values on all properties, to process exemptions that have been applied for, and to keep close track of property values.

Mr. Green reported that a "Re-val" takes a lot of work, and part of that work is data collection on every parcel, to include a systematic review of each parcel. This includes vacant land parcels, parcels with buildings and homes, and industry. He stated it is confirming that what is located on each parcel matches with what is

recorded on the property record (data collection card) for the parcel. Assessors are looking to see if the home is still there, its condition, its size, and if all improvements located on the parcel have been valued. He reported a large part of the process has to do with sales review within the last five years. Sales review tells you what the value of land is selling for. Mr. Green reported his office keeps track of this information.

Mr. Green reported that New York State will provide a certain amount of State Aid to have a “Re-val” completed which could cover a small amount of the total cost. He reported that it takes a resolution from the Town Board to do a “Re-val”, and it takes a full commitment from the Town Board, not a majority. He stated that his office recommends a “Re-val” to take 2 years to complete with data collection completed in the 1<sup>st</sup> year and the valuation part completed in the 2<sup>nd</sup> year.

Mr. Green discussed the Equalization rate as being the States measure of a municipalities level of assessment. It is the ratio between the assessed value and the market value. The assessor determines the assessed value, and the State determines the market value. He stated that assessors strive for equity and fairness in the assessment roll; using the example that a \$100,000 property should be assessed at \$100,000. Mr. Green then listed the Town of Fowler’s past and present equalization rates as follows:

<u>Year</u>	<u>Equalization Rate</u>	<u>County Tax Rate/\$1000</u>	<u>Town Tax Rate/\$1000</u>
1998	27.39%		
2010	15.00%		
2015	13.50%		
2020	11.80%	\$69.05	\$45.47
2023	8.80%	\$80.04	\$47.85

Mr. Green stated you can determine by viewing the County Tax Rate and the Town Tax Rate... that as the equalization rate drops, the tax rates go up.

Councilpersons and meeting attendees asked Mr. Green several questions throughout the presentation. Supervisor Newvine thanked Bruce Green for his informational presentation to the board.

### **2024 SALARY SCHEDULE**

Supervisor Newvine read aloud the Town of Fowler Salary Schedule for the year 2024 and asked for a motion to approve the Salary Schedule. A motion was made by Councilperson Cleveland seconded by Councilperson Simmons to approve the 2024 Salary Schedule. All in Favor. MOTION CARRIED.

### **2024 TOWN BOARD COMMITTEES & DEPARTMENT HEADS**

Supervisor Newvine asked for a motion to approve the 2024 Town Board Committees and Department Heads reporting they will remain the same with newly elected Councilperson Leo Knight Jr. taking over the department head seats of Jeff Andrews. A motion was made by Councilperson Simmons seconded by Councilperson Knight to approve the Committees and Department Heads. All in Favor. MOTION CARRIED.

- Supervisor Ricky W. Newvine**
  - Sylvia Lake Beach, Hailesboro
  - Ballpark, Solar Projects
  
- Councilperson Leo Knight Jr.**
  - Highway Department
- Councilperson Karen Simmons**
  - Animal Control, Cemeteries,
  - Food Programs, Beaver Control
- Councilperson Lynn Bishop**
  - Mowing
- Councilperson Scott Cleveland**
  - Pavilion & Playground, Use of
  - Town Hall and Pavilion
  
- Audit Committee**
  - Supervisor Newvine, Bookkeeper

Finnie, Councilperson Simmons

Union Contract Negotiations

- Supervisor Ricky W, Newvine,  
Councilperson Bishop,  
Councilperson Knight

## **2024 AGREEMENT TO SPEND TOWN HIGHWAY FUNDS**

Supervisor Newvine asked for a motion allowing the majority of the Town board members and Hwy. Superintendent Durham to sign the agreement to spend Town highway funds. The sum of \$86,000 for general repairs on 56.37 miles of town highways. \$85,000 will be spent commencing at State Highway 58(Popple Hill Rd) and leading to State Highway 58, a distance of .57 miles, \$98,870 will be spent commencing at State Highway 58 (Little York Rd) and leading to State Highway 58, a distance of .66 miles. \$198,000 will be spent commencing at State Highway 812 (Sylvia Lake Road) and leading to California Road, a distance of 3 miles. A motion was made by Councilperson Cleveland seconded by Councilperson Simmons. All in Favor. MOTION CARRIED.

### **RESOLUTIONS**

#### **RESOLUTION # 1 of 2024**

##### **AUTHORIZE PAYMENT IN ADVANCE OF AUDIT**

A motion was made by Councilperson Knight seconded by Councilperson Simmons to adopt Resolution #1 of 2024, a resolution to authorize the payment in advance of audits of claims for public utility services, postage, freight, express charges, and health insurance premiums. All in Favor. MOTION CARRIED.

AYES: 4 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT

NAYS: 0

#### **RESOLUTION # 2 of 2024**

##### **PROCUREMENT POLICY FOR THE TOWN OF FOWLER. NO CHANGES.**

Supervisor Newvine discussed resolution #2of 2024, a resolution to adopt the Town of Fowler Procurement Policy with no changes.

A motion was made by Councilperson Simmons seconded by Councilperson Knight to adopt Resolution #2 of 2024, a procurement policy for the Town of Fowler, its officers, agents, and employees required by Section 104-b of the New York State General Municipal Law to apply to the purchasing of all goods and services which are not required by law to be publicly bid. All in Favor. MOTION CARRIED.

AYES: 5 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT

NAYS: 0

#### **RESOLUTION # 3 of 2024**

##### **OFFICIAL UNDERTAKING OF OFFICERS OF THE TOWN OF FOWLER**

A motion was made by Councilperson Cleveland seconded by Councilperson Knight to adopt Resolution #3 of 2024, a resolution for the respective officers of the Town of Fowler; Supervisor, Bookkeeper to the Supervisor, Town Clerk, 1<sup>st</sup> Deputy Town Clerk, 2<sup>nd</sup> Deputy Town Clerk, Tax Receiver, 1<sup>st</sup> Deputy Tax Receiver, 2<sup>nd</sup> Deputy Tax Receiver, Registrar of Vital Records, Deputy Registrar of Vital Records, Deputy Supervisor, Highway Superintendent, Town Justice, and Court Clerk to undertake with the Town of Fowler that they will faithfully perform and discharge the duties of their office and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law. All in Favor. MOTION CARRIED.

AYES: 4 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT

NAYS: 0

**RESOLUTION #4 of 2024**

**HOLDING HARMLESS AGREEMENT WITH ST. LAWRENCE COUNTY**

A motion was made by Councilperson Simmons seconded by Councilperson Knight to adopt Resolution #4 of 2024, a resolution to hold harmless the County of St. Lawrence County for providing service for the year 2024. All in Favor. MOTION CARRIED.

AYES: 4 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT

NAYS: 0

**RESOLUTION # 5 of 2024**

**ADDITIONAL DECEMBER 27, 2023 BUDGET TRANSFERS FOR 1/8/2024 BOARD MEETING**

Supervisor Newvine submitted Resolution #5 of 2024 to the board for adoption. The additional Town of Fowler December 27, 2023, Budget Transfers were described by Bookkeeper Barbara Finnie as transfers to get accounts out of the hole and make accounts even. The Budget Transfers from the General Fund totaled \$8,119.07 and went to balance 19 accounts. The Budget Transfers from the Highway Fund totaled \$5,048.20 and went to balance 5 accounts.

A motion was made by Councilperson Cleveland seconded by Councilperson Knight to adopt Resolution 5 of 2024, additional Town of Fowler December 27, 2023, Budget Transfers. All in Favor. MOTION CARRIED.

AYES: 4 NEWVINE, SIMMONS, ANDREWS, CLEVELAND

NAYS: 0

**RESCIND RESOLUTION #20 OF 2023**

**PREVIOUSLY ADOPTED ON 12/27/2023**

**RESOLUTION # 20 of 2023**

**GENERAL FUND BUDGET AMENDMENT**

A motion was made by Councilperson Simmons seconded by Councilperson Andrews to adopt Resolution #20 of 2023, a resolution to amend the 2023 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to Senior Packages donations (SOS Program) and Hometown Assistance Program (HAP Program) donations. Estimated Revenues A510 and Appropriations A960 would be increased by \$7,707.79. The Subsidiary revenue accounts A2774 Miscellaneous Revenues would increase by \$7,707.79. Appropriation accounts A3030.400 Senior Donations – Contractual increased by \$848.03 and HAP donations – Contractual A8020.410 increased by \$6,859.76. All in Favor. MOTION CARRIED.

AYES: 4 NEWVINE, SIMMONS, ANDREWS, CLEVELAND

NAYS: 0

ABSENT: 1 BISHOP

Supervisor Newvine reported the board needed to rescind the above Resolution #20 of 2023, adopted at the December 27<sup>th</sup>, 2023 Transfer Meeting, by the direction of Bookkeeper Barbara Finnie due to December of 2023 expenditures not being included in the resolution, which changes the totals of both revenue and expenditure amounts.

A motion was made by Councilperson Cleveland seconded by Councilperson Simmons to rescind Resolution #20 of 2023. All in Favor. MOTION CARRIED.

AYES: 5 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT

NAYS: 0

**RESCIND RESOLUTION #21 OF 2023**

**PREVIOUSLY ADOPTED ON 12/27/2023**

***RESOLUTION # 21 of 2023***

***GENERAL FUND BUDGET AMENDMENT***

A motion was made by Councilperson Andrews seconded by Councilperson Simmons to adopt Resolution #21 of 2023, a resolution to amend the 2023 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to Justice Grant – Estimated Revenues A510 and Appropriations A960 would be increased by \$1041.78. The Subsidiary revenue accounts A3089 State Aid – Grants Revenue would increase by \$1041.78 Appropriation Accounts A1110.4 Justice Contractual would increase by \$141.78. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, ANDREWS, CLEVELAND**

**NAYS: 0**

**ABSENT: 1 BISHOP**

Supervisor Newvine reported the board needed to rescind the above Resolution #21 of 2023, adopted at the December 27<sup>th</sup>, 2023 Transfer Meeting, by the direction of Bookkeeper Barbara Finnie due to December of 2023 expenditures not being included in the resolution, which changes the totals of both revenue and expenditure amounts.

A motion was made by Councilperson Cleveland seconded by Councilperson Knight to rescind Resolution #21 of 2023. All in Favor. MOTION CARRIED.

**AYES: 5 NEWVINE, SIMMONS, BISHOP, CLEVELAND, KNIGHT**

**NAYS: 0**

***RESOLUTION # 6 OF 2024 (Replaces Rescinded Resolution #20 of 2023)***

***GENERAL FUND BUDGET AMENDMENT***

A motion was made by Councilperson Simmons seconded by Councilperson Cleveland to adopt Resolution #6 of 2024, a resolution to amend the 2023 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to Senior Packages donations (SOS Program) and Hometown Assistance Program (HAP Program) donations. Estimated Revenues A510 and Appropriations A960 would be increased by \$9,709.95. The Subsidiary revenue accounts A2774 Miscellaneous Revenues would increase by \$9,709.95. Appropriation accounts A3030.400 Senior Donations – Contractual increased by \$735.88 and HAP donations – Contractual A8020.410 increased by \$8,974.07. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, ANDREWS, CLEVELAND**

**NAYS: 0**

***RESOLUTION # 7 of 2024 (Replaces Rescinded Resolution #21 of 2023)***

***GENERAL FUND BUDGET AMENDMENT***

A motion was made by Councilperson Simmons seconded by Councilperson Cleveland to adopt Resolution #7 of 2024, a resolution to amend the 2023 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to Justice Grant – Estimated Revenues A510 and Appropriations A960 would be increased by \$1760.68. The Subsidiary revenue accounts A3089 State Aid – Grants Revenue would increase by \$1760.68 Appropriation Accounts A1110.4 Justice Contractual would increase by \$1760.68. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, ANDREWS, CLEVELAND**

**NAYS: 0**

## Town Department Reports

### **Justice Department**

Justice Tim Knowlton reported:

- It was a busy December with 25 vehicle and traffic tickets, 10 Penal Law violations, and 3 DWI's.
- The court is expected to be full tomorrow.
- Court Clerk Ashley has closed out some cases.

### **Bookkeeper**

Bookkeeper Barbara Finnie:

- Provided Town of Fowler Cash Balance month ending December 31, 2023, reports to the board for their review, and will provide Budget Balance month ending December, 2023 reports to the board in February.

### **Assessors**

Assessor Chair Kathy Besaw

- Presented the Town Board with a data collection card so they could see what one looks like and consists of.
- Reported the assessors have been closing out building permits for values.
- Asked the board for permission to purchase a lap top to be able to use when she is working from home, and to have access to take assessor classes on for the assessing department. She has obtained a quote of \$550.00. It was the consensus of the board to approve the purchase.
- She stated she hoped the presentation earlier in the meeting had answered the board's questions on conducting a "Re-Val", reporting that there are a lot of older citizens in the Town who have never had a re assessment done on their homes, and are assessed way higher than they should be. The assessors can't change that unless they come in to see them and file a grievance. She stated those people who can't afford to pay for more than what they are supposed to pay .....are paying for what people at all of the high-priced areas like Sylvia Lake, and Kilkarney Court Drive, aren't paying for due to the Town being so skewed in valuations.
- She reported she has been recording data cards of properties using satellite imagery and is finding many things that are not recorded on data cards. If what she finds is found not to have had a building permit filed with the Town, then the assessor's office can add it on to the properties data card and assign it a value.

### **Historian**

Historian Karen Simmons reported:

- Not too much is going on in the Historian's Office right now.
- She is researching a water bottle that was found with a label that reads Adirondack Spring Water from Hailesboro, NY.

### **Dog Control**

Dog Control Officer Dan Moyer was not in attendance.

Councilperson Karen Simmons reported for Dan Moyer:

- 2 Golden Retrievers were picked up and spent time in the kennel. The owner was located, and it was discovered that 1 dog was licensed and 1 dog was not. The owner of the dogs picked the animals up after licensing the dog that was not licensed.
- 1 complaint of dogs barking in Hailesboro was received.
- Tickets were issued for 2 un-licensed dogs on the Little York Rd, after a complaint was brought to the Town's attention that a mail carrier had been bitten by one of the dogs while delivering mail.
- As of meeting time the dog's owner had not shown up for court and had not licensed the animals with the Town. Councilperson Simmons reported she would contact Janet Collier of Agriculture and

Markets to see what the next step would be to properly handle the dog control issue. It was discussed that this was the 2<sup>nd</sup> time the dog had bitten a town resident.

## **Code Enforcement**

Code Enforcement Officer Glen Besaw:

- Asked Supervisor Newvine if he has heard anything from Jonathan M. Bingaman, Trinicanna LLC of Ashland, Ohio, regarding his intent to install multiple small turbines on the banks of the West Branch of the Oswegatchie River, on parcels of land between the Sand Road and Pitcairin/Stone Road, to generate electricity for the Towns of Fowler, including Balmat, as well as Edwards, using a hydro system called Turbulent Hydro based out of the UK.

Supervisor Newvine stated he had received a call from him 2 weeks ago and he is interested in setting up a meeting possibly in February.

- Reported there are 3 major constructions projects happening in the Town of Fowler at this time and 1 residential solar project being started.

## **Town Clerk**

Town Clerk Tami Gale reported:

- DEC Gross sales for the month were \$405.00 with the Town of Fowler Commission being \$5.56. She had licensed 15 dogs and had taken in \$20.00 in kennel fees.
- It has been a very quiet month for licensing in December and she is getting prepared for the busy tax collection season and taking care of end of the year duties.
- Both Deputy Town Clerks will be working some hours in January to assist in tax collection.

## **Highway Department**

Highway Superintendent Randy Durham reported:

- He had hired Matt Filiatrault, a diesel mechanic, previously employed by the Gouverneur bus garage as the newest member of the highway department.
- Brian Koerick graduated from driving school and has obtained his Class A CDL.
- It was discussed that both Hwy. Superintendent Durham and Brian Koerick had secured scholarships to pay for Brian's CDL training and it had worked out well for the Town.
- Offered anyone who is employed by the Town of Fowler a ride along in a plow truck so they can experience what it is like to take care of the roads.
- The 1998 International Plow Truck had been picked up prior to the board meeting by the bidder and they are mailing a check. It was discussed that the amount that will be paid for the 1998 Plow truck will be \$1200.00.
- There are 2 new plow drivers who are still learning. The primary plow drivers have been driving the plow trucks for at least a year. He reported if the plow trucks don't get to your house within 3 hours, not to worry, it takes time, and they are coming and will get there.
- He reported if anyone sees roads that need to be taken care of, that he didn't see, to give him a call.

## **YEARLY RESCUE SQUAD AGREEMENT**

Supervisor Newvine reported the yearly agreement between the Town of Fowler and the Gouverneur Volunteer Rescue Squad for providing ambulance service to the residents of the Town of Fowler had been delivered to the Town prior to the board meeting. It was discussed the total sum of \$24,442.77 will be paid quarterly for services for the year of 2024:

On or before January 31, 2024 the amount of \$6,110.70 is due; and

On or before April 30, 2024 the amount of \$6,110.69 is due; and

On or before July 31, 2024 the amount of \$6,110.69 is due; and

On or before October 31, 2024 the amount of \$6,110.69 is due

Supervisor Newvine asked for a motion allowing him to sign the yearly Gouverneur Volunteer Rescue Squad Agreement. A motion was made by Councilperson Cleveland seconded by Councilperson Simmons. All in Favor. MOTION CARRIED.

## **COUNCILPERSONS**

### **Councilperson Bishop:**

- Asked Hwy. Superintendent Durham if the plow trucks have been calibrated to determine how much salt/sand are put out per mile. Hwy. Superintendent Durham reported the new 2024 Mack Plow Truck will be set up by Viking when it arrives. He stated the other plow trucks are adjusted as you drive them. He reported they check for patterns and when they get the pattern the way it is supposed to be they try to leave it set like that.
- Asked Hwy. Superintendent Durham about his plans for when paving is done on the Sylvia Lake Road, and how it will affect the mines and potential hauling of materials. Hwy. Superintendent Durham replied that Councilperson Leo Knight Jr. is working on a plan with the mines in expectation of the road possibly being closed for 2 days while culvert work is completed.

### **Councilperson Simmons:**

- Thanked Hwy. Superintendent Durham and the highway department crew for cutting the tree down that she had mentioned needed to be removed.
- Commended Town Justice Tim Knowlton and Town Clerk Tami Gale for their thoughtfulness in adopting a local family at Christmas time stating she had enjoyed participating in the adventure alongside Court Clerk Irma Ashely.
- In the month of December, the HAP food pantry had a total of 26 visitors.
- 97 deliveries were made to households taking part in the SOS Program. The next SOS delivery will be made in March.

### **Councilperson Cleveland:**

- Had no further questions or commentary.

### **Councilperson Knight:**

- Thanked Hwy. Superintendent Durham for the offer to ride in a Town of Fowler Plow Truck.
- Reported he had received his 1<sup>st</sup> complaint concerning the timeliness of the plowing of the Country Club Road. It was discussed the plows were out, and just needed time to get there, with newer drivers, driving slower and using caution.

### **Supervisor Newvine:**

- Reminded everyone that there will be a Chicken Barbeque held at the Town Barn on February 10<sup>th</sup> to benefit the Town of Fowler Food programs and the playground/pavilion. It was discussed that the food would be ready for purchase at 11:00AM.
- Reported the Invasive Species Grant through the Grants Gateway Program that was applied for in December, to assist the milfoil removal at Sylvia Lake had been denied. It was discussed that 73 applications had been received for the invasive species grant, and that only 45 applications could be funded. Grant writer Jane Dodds will follow up with a phone interview to learn more about the awarding process.
- Reported there is a new mineral that is being looked at by Empire State Mines, called natural flake graphite (graphene). Councilperson Knight stated they have been told it is 20 times more valuable than gold.
- Expressed to Deputy Town Clerk Debra Tupper that it was nice to see her back at the board meeting. Debra Tupper thanked everyone at the Town of Fowler for all the support over the past four years.



## **PUBLIC COMMENT**

- Vivian Goodman asked if there was going to be further discussion on the “re-val” discussed earlier in the meeting, and if having it done would benefit the Town of Fowler.

Supervisor Newvine stated it is something the board will have to discuss further as it must be 100% consensus of the board members. He stated he didn’t think we could keep going the way we are going, it would right the ship of the valuations in the Town being so out of whack. Supervisor Newvine reported he would like to contact the GAR Company that Bruce Green discussed earlier in the meeting.

- Vivian Goodman asked if data collection was something the residents could volunteer to help the assessors with.

Supervisor Newvine stated the data collection must be done by the assessors, or a company who is certified to conduct such an undertaking.

- Planning Board Chair Stephen Gale stated they need to find a person to fill the spot of Leo Knight Jr. on the planning board, as a Councilperson can’t also be a member of the planning board.

The next regular scheduled board meeting will be on Monday, February 12, 2024, at 6:00PM at the Fowler Town Hall.

A motion was made by Councilperson Cleveland seconded by Councilperson Simmons to audit the bills. All in Favor. MOTION CARRIED.

The December 2023 remaining bills audited for the General and Highway Fund were #533 to # 538, with a total of \$6,454.55 and January 2024 bills were #1 to #11 with a total of \$31,414.01.

With no further business, on a motion of Councilperson Cleveland, seconded by Councilperson Knight, the Organizational meeting was adjourned at 7:34PM. CARRIED UNANIMOUSLY.

Tami Gale; Town Clerk