The Town Board of the Town of Trenton held a Meeting at the Trenton Municipal Center, 8520 Old Poland Road, Barneveld, New York. Supervisor Godfrey called the meeting to order at 7:002 pm. Present were: Councilmen Michael Bennison, Eric Taylor, Chris Crumb, Jim Farr, and Town Clerk, Rachel Bunker.

Meeting called to order by Supervisor Godfrey at 7:02 pm

I. Town Clerk Office Assuming Town Financial Accounting/Reports

Godfrey discusses current agreement with Poland Bookkeeping at $1,000 per month or $12,000 per year. The contract will run out the end of June and is looking at bringing those services provided by Poland Bookkeeping into the Clerk's Office. It was discussed with Attorney Festine and is ready to be presented. Rachel spelled out the current duties and items which were sent to board members through email.

Duties include the Monthly/Bi-weekly Payroll, Monthly Abstract Voucher Payments, Trust & Agency check disbursements, Fund Accounting Recording & Bank Reconciliations, Monthly NYS Retirement Reporting, Monthly Supervisor Reports, Quarterly Reports – NYS 45-MN Web, Quarterly Reports – Federal 941 & Schedule B Reports, Annual W-2/W-3 Statements and Federal Submissions, and NYS Annual Financial Reports Submission. This year the federal government required W-2's to be electronically submitted, which required a reformat to the software format. Right now Rachel is working on the Annual Financial Report that they also changed the platform for. She will get all of 2023 cleaned up and submitted.

Godfrey advised that the Payroll and Bookkeeping duties would stay on a separate line item. Taylor made motion to go into Executive Session, seconded by Crumb, 5 ayes. Bennison made motion to come out of Executive Session, seconded by Chris Crumb, 5 ayes.

Per discussion in Executive Session, Taylor made motion to bring all bookkeeping items in house and set it up as a separate line item and stipend for the current Town Clerk effective February 2024. Rate of pay will be $11,400 for the remaining 10 months, and will remain at that rate in the following year, unless there is an adjustment in the budget in 2025. Motion seconded by Crumb, 5 ayes.

II. Bridge NY Project Payment to Oneida County (Old Poland Road Site)

Godfrey advised they need to approve some vouchers. The large one is for the Oneida County Dept. of Public Works. We are in the second planning stage for the Bridge Project and we owe them $77,976.42. We are being reimbursed by the state for this. Godfrey talked with the county and told them it would be approved at this meeting. Bennison made motion to approve payment of $77,976.42 for payment to Oneida County for the Bridge Project, seconded by Farr, 5 ayes.

The next voucher is for the NYS Teamsters Council for the Highway Department's Health and Hospital Fund. There was a November, 2023 under payment. Audrey has been helping out a lot and finding a few things and this is one that came to light. Crumb made motion to pay the NYS Teamsters Council $2,384.63 for the November, 2023 underpayment, seconded by Farr, 5 ayes.

The last voucher is from Total Solutions which came in late in the amount of $928.50. Bennison made motion to pay Total Solutions $928.50, seconded by Taylor, 5 ayes. Farr asked if Boulerice was still working with computers in the office. Godfrey advised he is the IT guy in office. He does help with all the hardware and issues that arise. Godfrey advised they have a meeting coming up with Total Solutions. We are looking to update the website.

III. Update on the Prospect Building Sale

Godfrey said if you remember about a month ago we took it off the market. Hoke called and would like to put it back on the market starting March 1st. He normally does a 6 month contract and wants to list it at $109,000. There was a discussion as to whether the price should stay at $109,000 or go down to $101,000. Taylor made motion for Supervisor to sign a six month contract to put it back on the market for $101,000 beginning in March, seconded by Bennison, 5 ayes. If we can sell it for at least $100,000 it would pay off the Prospect debt.

IV. StaR Ambulance Request for Access to NY Class Accounts

Godfrey advised that Bob Whitehead called regarding Star Ambulance. The Star Ambulance is not part of the Town's compensation agreement with the County. Discussion continues on the County Compensation plan for municipalities.

The second item was that Star Ambulance wants to put funds into the NY Class investment plan but they are not eligible based on the requirements. Both Godfrey and the board, agrees that they are not comfortable being third party with the ambulance funds moving through the Town of Trenton.

V. Earmark/Federal Appropriations Funding (Brandon Williams Office)

Godfrey received an email from McKenzie of BCA. Brandon Williams has funds earmarked for township projects. BCA has offered to put an application for the Town of Trenton together and submitted on our behalf. BCA would bill us by the hour and quoted us at $1,500 or less. Godfrey is looking for approval and BCA will get it going within two weeks. They will give us the letters and then we can insert names for the recipients of the letters and the board member's names. Bennison made motion to spend $1,500 for BCA to put together letters for the town to apply for earmarked funds, seconded by Taylor, 5 ayes.

Bennison made motion to adjourn the meeting, seconded by Taylor, 5 ayes.

Meeting Adjourned 7:53 pm

Respectfully submitted,

Rachel I. Bunker
Town Clerk