

Town of Triangle  
Regular Meeting  
Thursday January 11, 2024

The meeting of the Town Board of the Town of Triangle was held at 7:00 PM at the Town of Triangle Town Offices, 2612 Liberty Street, Whitney Point, New York.

**Order:** 7:00 PM

**Present:** Supervisor Manasse, Councilmen Mesceda, Bennett, Rapp, Councilwoman Mesceda-Knoop, Superintendent McGowan, and Clerk Martin.

**Minutes:** Motion by Councilman Mesceda to accept the minutes of December 28, 2023 with changes. Second by Councilwoman Mesceda-Knoop. Vote: Manasse, Mesceda, Bennett, Rapp and Mesceda-Knoop all ayes.

**Supervisors Report:** Motion by Councilman Mesceda to accept the December Supervisor's Report as presented. Second by Councilman Bennett. Vote: Manasse, Mesceda, Bennett, Rapp and Mesceda-Knoop all ayes.

**Abstract of Payment:** Motion by Councilman Mesceda to approve Abstract # 1 with the addition of voucher 34, for Tammy Hamlin, Dog Control, for \$32.89. Second by Councilwoman Mesceda-Knoop. Vote: Manasse, Mesceda, Bennett, Rapp and Mesceda-Knoop all ayes.

**Claims:** Claims 4-33 in the amount of \$ 8,126.77 in the General Fund and \$ 9,258.49 in the Highway Fund.

Supervisor Manasse opened the **Organizational Meeting** of the Town of Triangle:

1. Establishing the regular meeting of the Town of Triangle as the second Thursday at 7:00 PM at the Town Hall 2612 Liberty Street, Whitney Point, New York
2. Establishing M & T Bank, NBT Bank and any other bank as official depositories for the Town of Triangle
3. FOIL (Freedom of Information Law) requests shall be billed at \$.25 per page.
4. Establishing the Press & Sun Bulletin as the official newspaper of the Town of Triangle and Townoftriangle.org as the official website for posting of legal notices.
5. Re-adopt the investment policy of record for the Town of Triangle
6. Adopt the procurement policy of record for the Town of Triangle, with a new limit of \$3,500
7. Establishing the maximum reimbursement of \$45.00/day for meals at job related meetings, and mileage paid by the Town of Triangle for official business is \$.655 per mile
8. Authorizing the Superintendent of Highways to purchase tools and implements in accordance with the procurement policy of the Town of Triangle
9. Requiring all itemized vouchers to be signed and submitted to the Town Clerk's office by noon Wednesday prior to the meeting each month to qualify for audit and payment at the next regular meeting of the Town Board.
10. Authorizing the Town Supervisor to submit to the Town Clerk by February 29, 2024 or as allowed by law a copy of the Annual Report to the State Comptroller and directing the Town Clerk to cause a notice to be published within 10 (ten) days after receipt of said report in the official newspaper of the Town that a copy of such report is on file and available for inspection in the Town Clerks office.
11. Authorizing the payment of utility bills, Town Real property tax bills, postage, rent, health insurance, Justice Fees to the State Comptroller's office, Village of Whitney Point, and Worker's Compensation premiums prior to audit.
12. Re-adopting the cash management policies and procedures of record for the Town of Triangle
13. Appointing the entire board as standing committees per resolution adopted January 2023 Re-Organizational Meeting. .
14. Appointments of the following individuals with salaries and compensation in accordance with the adopted budget of the Town of Triangle for the year 2024
  - a. Dog Control Officer (Pt) Tamara Hamlin
  - b. Historian (Pt) To be Determined at a later date.
  - c. Ordinance Enforcement Officer (Pt) To be Determined
  - d. Secretary to the Supervisor (Pt) Sandra Martin
  - e. Clerk to the Justice: (Pt) Kalleen Benjamin
  - f. Vital Records Registrar (Pt) Sandra Martin
  - g. Deputy Vital Statistics Registrar (Pt) Suzanne Burns
  - h. Budget Officer (Pt) Charles Manasse
  - i. Deputy Supervisor: (Pt) Mark Mesceda

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15. Appointing Ron Keibel as sole assessor with a salary of \$18,352.00 for the year 2024
16. Appointing Eric Birdsall, Phyllis Edwards, and one to be determined, as members of the Assessment Board of Review at \$150/day/person and pay for mileage to training.
17. Approve the official undertaking of Municipal Officers containing the notarized signatures of Supervisor, Deputy Supervisor, Judge, Court Clerk, Clerk, Deputy Clerk, Secretary to the Supervisor, and Vital Records Deputy. All notarized signatures to be filed in the office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.
18. Appointing David Berger as Town Attorney or another Attorney if the need arises, to represent the Town or any other legal counsel as agreed by the Board.
19. Appointing Michael Richardson as Labor Relations Consultant

Motion by Councilman Mesceda to adopt Resolution 1-19 with changes as noted. Second by Councilman Rapp. Vote: Manasse, Mesceda, Bennett, Rapp and Mesceda-Knoop all ayes. Supervisor closed the organizational meeting. Regular meeting opened at 7:13 PM

**Reports of Officers: Historian:** none. **Building:** none. **DCO:** seven calls: License 1, Missing 2, Court 0, Hangup 1, Village 1, Judge 0, Clerk 0, Complaint 0, Dangerous Dog 0, Other 2. Seven calls complete., No dogs seized, 0 dangerous dog cases, 0 appearance tickets issued, Reports and other information : all clear. **Clerk report:** Association of Towns and Village will hold the Annual meeting in New York City. Clerk submitted the Town Clerk annual financial report: \$ 23,124.75, money already submitted to the Supervisor. Clerk Martin has filed the Vital Records notification with the State and County. **Payroll:** Clerk reports payroll is up to date and December is balanced. Clerk reports the final payroll for December was a split payroll and Wiliamson updated the tax tables the Friday before payroll. **Highway Department:** Highway Superintendent McGowan reports Auctions International has not been down to take pictures of the welder that is to be posted. Councilman Mesceda would have the bidding end prior to the next meeting if possible. Highway Superintendent McGowan states the highway department has been cleaning the inside of the Highway Garage cleaning the walls and sealing the wood. The ceiling will require renting of a lift. Highway Superintendent McGowan reports the storm damage due to wind to be light, Bassett Road had one tree down. Highway Superintendent McGowan has the 2018 Grader oil samples back and they are good, the hydraulic samples are not back yet. Highway Superintendent McGowan said the Highway Department is busy mixing sand and salt and will mow the roadsides if weather permits.

**Unfinished Business:** Supervisor Manasse thanked the Highway Superintendent and the workers. Supervisor Manasse provided an account analysis reporting that during COVID budgeted sales tax and other revenue supposedly to be less than usual, and the Town Board able to keep spending to a minimum. Supervisor Manasse reports the sales tax and revenue created overages unappropriated fund balances. 2023 budget DA5130.2 budgeted \$ 109,000, spent \$ 42,500 has a \$66,500 unappropriated fund balance, DA 5130.3 (reserve) budget \$ 19,500 and DA2665 Sales of Equipment budgeted \$ 20,900, sales produced \$ 84,320 having a \$ 105,220 unappropriated fund balance. Da 1120 sales tax budgeted was \$ 253650, \$ 310, 013 was brought in giving us an additional \$ 56,362 unappropriated fund balance. And DB 2665 sale of scrap \$ 689 totals \$ 253,352, Supervisor Manasse anticipates buying a Volvo Ten wheeler \$ 335,000 and the Ford 550 \$ 86,000 in 2024 which totals \$ 451,000. Supervisor Manasse expects the 2019 Dump truck to bring \$ 140,000, the Grader \$ 5,000 and the F550 \$40,000, which gives the Town \$438,352 available in 2024. Supervisor Manasse states that with the sales tax overage, and unexpended fund balances, all the money is in savings. Councilman Mesceda states unexpended funds from A fund cannot be moved or used in Highway DA or DB. Supervisor Manasse agrees with the Town not buying a mower tractor. Highway Superintendent McGowan states the Highway Department is getting the mowing done now by renting one for \$70 per hour. Supervisor Manasse figured out an average of 8000 hours on a grader. Supervisor Manasse considering the 2018 to have 3,000 hours and spending \$225,000 equals \$45/clock hours, the 2017 has 5,500 clock hours and by spending \$190,000 equals \$76/clock hour. Councilman Mesceda states that is a good analysis. Highway Superintendent McGowan prefers the 2018 as a better buy. Motion by Councilman Mesceda to purchase the 2018 Grader for up to \$ 225,000 with the option to negotiate down. Second by Supervisor Manasse. Roll call vote: Supervisor Manasse aye, Councilman Mesceda aye, Councilman Bennett, aye, Councilman Rapp aye, Councilwoman Mesceda-Knoop abstain. Vote: Four ayes, one abstention.

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**New Business:** Supervisor Manasse reports the Real Estate Taxes (Town and County) is lacking the Village of Whitney Point Water Re levy. Supervisor Manasse reports Kevin Erlwein, EV Solar (Catskill Turnpike Solar Project) has scheduled instruction for first responders on January 17 at 7 PM. Board questioned the practicality of a 7 PM training exercise. Supervisor Manasse reports the Custodian fell off a ladder two days before Christmas and will need time to heal. Clerk looking into a temporary custodian.

Supervisor Manasse states the Town of Triangle is in good shape financially.

Motion by Supervisor Manasse to adjourn this meeting to conduct an executive session pursuant to section 105 paragraph f of the Public Officers Law to discuss the medical, financial, credit or employment history of a particular person or corporation , or matters leading to the appointment, employment , promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation at 8:05 PM. Second by Councilman Mesceda.

Highway Superintendent McGowan left at 8:05 PM. Board returned at 8:55 PM. Let the record show no decision was made.

Supervisor Manasse scheduled a meeting on Thursday January 25 , 2024 at 7 PM to audit the financial records of the Town, the Court records may or may not be ready.

Motion by Councilman Mesceda to adjourn this meeting at 8:57 PM

Sandra K Martin  
Town Clerk