



## Town Board Meeting Minutes

June 11, 2024 – 7:00 PM at Exeter Town Barn

**Present:** Supervisor Doreé Baker  
Councilman Daniel Andela  
Councilwoman Emma Miner  
Councilman Sammie Brooker  
Councilwoman Teri Musser

**Also Present:** Steven Baker, Highway Superintendent  
David Arkema, Land Use Officer

**Absent/Excused:** Wendy Crouch, Town Clerk

Supervisor Baker called the meeting to order at 7:01 PM and led everyone in the Pledge of Allegiance.

**Adoption of Town Board Minutes:** Motion by Councilwoman Musser and seconded by Councilwoman Miner to adopt the minutes from May 16, 2024. Motion carried

**Adoption of Planning Board Minutes:** Supervisor Baker read the minutes from the Planning Board's May 23<sup>rd</sup> meeting. Motion by Councilman Brooker and seconded by Councilwoman Musser to adopt the minutes from May 23, 2024. Motion carried.

### OLD BUSINESS

- The new .gov emails are ready - Supervisor Baker needs to meet with Town Clerk, Highway Superintendent and Planning Board to get this completed.

### NEW BUSINESS

- Supervisor Baker advised that per the Corrective Action Plan of the NYS Comptrollers office, the Board should have committees for monthly audits of Clerk and Supervisors check books. The Board agreed to meet at 6 pm on July 9, 2024 to discuss and review.
- Councilwoman Musser asked about the local registrar for burial permits. Town Clerk in the registrar of Vital Statistics so the Clerk should be keeping these records. Supervisor Baker to confirm.
- Workday Resolution for NYS Retirement for Superintendent Baker and Town Clerk Wendy Crouch needed. Motion to accept by Councilman Brooker and seconded by Councilman Andela. Motion carried

## FINANCIAL REPORTS

- Supervisor Report - Motion to accept by Councilwoman Musser, seconded by Councilwoman Minera. Motion carried.
- Land Use Officer Report - Motion to accept by Councilwoman Musser, seconded by Councilwoman Miner. Motion carried.
- Justice Report – Submitted for May - Motion to accept by Councilman Andela, seconded by Councilwoman Musser. Motion carried.
- Highway Superintendent Report by Superintendent Baker
  - The Dodge 3500 sold at auction for \$6,400 and the snowplow sold for \$2,250. Motion by Councilman Brooker and seconded by Councilwoman Musser to approve the sale. Motion carried
  - New Trailer ordered
  - Open highway position to be offered to Nate Depietro
  - Motion to accept by Councilman Brooker, seconded by Councilwoman Musser. Motion carried.

## POLICIES

- Personnel Policy – review was tabled until the next meeting

## PUBLIC COMMENT

Mr. Paul West – Having issues with neighbor building a deck then removing it and not removing other footers and no Building Permits. Land Use Office David Arkema talked with Mr. West and they are correcting the issue.

## EXECUTIVE SESSION

Not necessary

## AUDIT BILLS/ABSTRACT

- Reviewed and signed by all board members present. Motion to accept by Councilman Brooker, seconded by Councilman Andela
  - General Fund: \$5,711.80
  - Highway Fund: \$9,585.40

## ADJOURNMENT

Motion by Councilman Brooker and seconded by Councilwoman Miner to adjourn the Town Board meeting at 8:15 PM.

Next meeting: Tuesday, July 9, 2024 at 7:00 PM

Submitted by: \_\_\_\_\_

Print Name: Doree Baker

Subject to Approval