

REGULAR MEETING, TOWN OF PITCAIRN, MARCH 12, 2025

A regular board meeting was held on March 12, 2025, at the Pitcairn Town Hall, with the following people present:

PRESENT: COUNCILMAN PAUL JACKSON  
COUNCILMAN DAVID SULLIVAN  
COUNCILWOMAN ANN HALL  
COUNCILWOMAN DORA MCINTOSH  
SUPERVISOR ALLISON HOUGHTON

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; ALICIA MERA, BUDGET OFFICER/DEPUTY SUPERVISOR; LARRY ATKINSON, CODE ENFORCEMENT OFFICER

VISITORS: JANE ROSE, JASON THOMAS

- 1.) Supervisor Houghton called the meeting to order at 6:30pm
- 2.) The Pledge of Allegiance was said
- 3.) Public Comments:
  - Ann Hall took the floor to publicly apologize to the Board members, Supervisor, Steve & Chantelle Lancor, Ashley Hart, and the Town Clerk for her comments on the Town of Pitcairn Facebook page. It was unprofessional of her, and she sincerely apologizes.
  - Jane Rose updated the board of their meals from last month. They handed out 816 meals and 90 produce boxes.

**4.) Code Enforcement Report:**

- 1 building permit
- Went around taking pictures and will be handing out a compliance sheet for the new house on Garrison Rd.

**5.) Clerk's Report:**

1 building permit	20.98
<u>14 dog licenses</u>	<u>152.00</u>
Total local shares remitted:	172.98
Total non-local revenues:	18.00
Total state, county, local revenues:	190.28

**6.) Highway News:**

- The water cooler was leaking out in the garage so they came and brought us a new one for both the garage and hall.

- Jerry needs to put a 5ft culvert in on Jayville Road, the same place it always washes out.
- Jerry will not be running for Highway Superintendent in this year's Election, Ann asked if anyone outside of Pitcairn could run for it. The Town would have to make a Local Law for outsiders to run for an Elected position.
- There is about 10ft of space at the end of building for additional offices/record storage room for future reference. This wouldn't interfere with the highway guys outback; they would still have room to get through with the trucks.

**7.) Supervisor's Report:**

	<b>BALANCE 01/31/2025</b>	<b>INCREASES</b>	<b>DECREASES</b>	<b>BALANCE 02/28/2025</b>
<b>A GENERAL FUND – TOWNWIDE</b>				
CASH - CHECKING	35,599.96	1,837.83	44,570.70	-7,132.91
CASH – SAVINGS	169,025.48	30,551.77	0.00	199,577.25
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	126,193.11	409.31	0.00	126,602.42
<b>TOTAL</b>	<b>330,918.55</b>	<b>32,798.91</b>	<b>44,570.70</b>	<b>319,146.76</b>
<b>DA HIGHWAY FUND- TOWNWIDE</b>				
CASH – CHECKING	139,262.04	295,643.57	355,506.51	79,399.10
CASH – SAVINGS	125,423.68	326,178.34	0.00	451,602.02
EQUIPMENT RES.	773,458.02	1,883.51	0.00	775,341.53
<b>TOTAL</b>	<b>1,038,143.74</b>	<b>623,705.42</b>	<b>355,506.51</b>	<b>1,306,342.65</b>
<b>SF PITCAIRN FIRE PROTECTION DISTRICT</b>				
CASH – CHECKING	-22,617.00	46,078.00	0.00	23,461.00
CASH – SAVINGS	5,830.83	18.93	0.00	5,849.76
<b>TOTAL</b>	<b>-16,786.17</b>	<b>46,096.93</b>	<b>0.00</b>	<b>29,310.76</b>
<b>TA TRUST &amp; AGENCY</b>				
CASH – CHECKING	300.14	25,473.29	25,633.90	139.53
<b>TOTAL</b>	<b>300.14</b>	<b>25,473.29</b>	<b>25,633.90</b>	<b>139.53</b>
<b>TOTAL ALL FUNDS:</b>	<b>1,352,576.26</b>	<b>728,074.55</b>	<b>425,711.11</b>	<b>1,654,939.70</b>

**8.) New/Unfinished Business:**

- Supervisor handed everyone the new Ambulance Contract for 2025 with Natural Bridge.

**9.) RESOLUTION #14/25 SUPPORTING ASSEMBLY BILL A.5890** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution:

WHEREAS, Assembly Bill A. 5890, seeks to amend the state finance law, the general municipal law, the public authorities law, and the highway law to expand the New York State

Buy American Salt Act to include rock salt or sodium chloride mined or hand harvested in Canada; and

WHEREAS, the proposed amendment will allow state and local agencies to award contracts for rock salt or sodium chloride to bidders offering products mined or hand harvested

in either the United States or Canada, provided their offer is within ten percent of the lowest price or best value offer; and

WHEREAS, the bill includes provisions to prevent misrepresentation of the origin of rock salt or sodium chloride, ensuring that products labeled as "Made in America" or "Made in

Canada" are genuinely sourced from those countries, with penalties for intentional mislabeling; and

WHEREAS, the legislation maintains consistency with the state's obligations under applicable international agreements related to government procurement; and

WHEREAS, the inclusion of Canadian-sourced rock salt and sodium chloride will provide greater flexibility and potentially lower costs for state and local agencies in procuring

these essential materials for winter road maintenance; and

WHEREAS, expanding the sourcing options to include Canada, a close economic partner and neighbor, strengthens regional supply chains and ensures a more reliable supply of

rock salt and sodium chloride; and

WHEREAS, this amendment supports both domestic and North American production,

promotes fair competition, and enhances the ability of New York State agencies to effectively

manage winter road conditions; and

WHEREAS, the legislation addresses the potential for fraudulent labeling and ensures

that the integrity of the procurement process is maintained.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Legislators hereby expresses its strong support for Assembly Bill A. 5890, which amends the New York State Buy American Salt Act to include rock salt or sodium chloride mined or hand harvested in Canada;  
and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to Governor Kathy Hochul, Assemblyman Scott Gray, Senator Mark Walczyk, Assemblyman Ken Blankenbush and Senator Dan Stec.

Roll call vote: COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

**10.) RESOLUTION #15/25 AMBULANCE CONTRACT W/ NATURAL BRIDGE 2025**

Councilman Sullivan made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the Supervisor may sign the contract as the Town representative to enter contact with Natural Bridge for the year 2025 in the amount of \$10,000.

Roll call vote: COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

**11.) RESOLUTION #16/25 RESIGNATION OF AMANDA JOHNSON** Councilman Sullivan made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that effective 3/11/25 Amanda Johnson hereby resigns as the 2<sup>nd</sup> Deputy Town Clerk/Tax Collector.

Roll call vote: COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

12.) **RESOLUTION #17/25 RESIGNATION OF CHANTELE LANCOR** Councilman Sullivan made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that effective 3/11/25 Chantelle Lancor hereby resigns as 1<sup>st</sup> Deputy Town Clerk/Tax Collector.

Roll call vote: COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

13.) **RESOLUTION #18/25 APPOINTMENT OF CAROL LAFAVE AS 1<sup>ST</sup> DEPUTY TOWN CLERK/TAX COLLECTOR** Councilwoman Hall made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that Town Clerk Chelsea Thomas appoints Carol Lafave as her 1<sup>st</sup> Deputy to fulfill the duties and responsibilities and act as the Town Clerk when the Clerk cannot be present.

Roll call vote: COUNCILMAN JACKSON	NO VOTE – CONFLICT
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

14.) **RESOLUTION #19/25 ACCEPTANCE OF MINUTES** Councilwoman Hall made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that the minutes from February monthly meeting were found to be correct.

Roll call vote: COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
SUPERVISOR HOUGHTON	YES

15.) **RESOLUTION #20/25 AUDIT BILLS** Councilwoman McIntosh made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the bills on Abstract #3/25 be paid in the following amounts:

GENERAL FUND	NUMBERS 22 THROUGH 39	6,286.35
HIGHWAY FUND	NUMBERS 18 THROUGH 27	19,674.92
SF FIRE PROT.	NUMBERS 25 THROUGH 25	13,461.00
TRUST & AGENCY	NUMBERS 2 THROUGH 2	192.00

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TOTAL:		39,614.27
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Roll call vote:	COUNCILMAN JACKSON	YES
	COUNCILMAN SULLIVAN	YES
	COUNCILWOMAN HALL	YES
	COUNCILWOMAN MCINTOSH	YES
	SUPERVISOR HOUGHTON	YES

Councilman Sullivan made the motion, seconded by Councilwoman McIntosh to adjourn the meeting. All in favor. Meeting adjourned at 7:05pm.

Councilman Jackson made the motion to go into Executive session for personnel reasons, he invited Jason Thomas to stay. All in favor. Executive session entered at 7:07pm. Exit Executive session at 7: 30pm.

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Chelsea L. Thomas