

TOWN OF EATON COUNCIL AGENDA  
05-09-2023 6:00 PM

Call to order with Pledge of Allegiance. Time: \_\_\_\_\_

Review/Motion to accept minutes of April 11<sup>th</sup>, 2023 Regular Meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_

PUBLIC COMMENT:

Lou Pulverenti – discuss adding new dog policies similar to Cazenovia policies (see attached)

OLD BUSINESS:

COURT REPORT: (see attached)

TOWN CLERKS REPORT: (see attached)

HIGHWAY REPORT:

SUPERVISOR REPORT: (see attached)

Motion \_\_\_\_\_ to accept Supervisor Report. Second by \_\_\_\_\_

NEW BUSINESS:

Motion \_\_\_\_\_ to accept resignation of Debra Clark, Deputy Town Clerk effective March 28<sup>th</sup>, 2023  
Second \_\_\_\_\_

Motion \_\_\_\_\_ to adopt Resolution 9-2023 authorizing the Purchase of a New Model Year 2023 John Deere 624 P Wheeled Loader for Highway Department Use Second by \_\_\_\_\_

Motion \_\_\_\_\_ to adopt Resolution 10-2023 authorizing the purchase of a New Model Year 2026 Western Star 49X SF Truck with Snow Plow and Multi-Purpose body with accessories for Highway Department Use. Second by \_\_\_\_\_

Motion \_\_\_\_\_ to approve and adopt Town Social Media Policy. Second by \_\_\_\_\_

Motion \_\_\_\_\_ to approve and adopt credit card policy. Second by \_\_\_\_\_

Motion \_\_\_\_\_ authorize an Amazon account in the name of the Town to be used for Town Office purchases, with further authorization for the Town credit card to be attached to said Amazon account. Second by \_\_\_\_\_

Motion \_\_\_\_\_ to approve and pay for Town Flags for Town of Eaton Parade Second \_\_\_\_\_

Motion \_\_\_\_\_ to approve budget transfers. Second \_\_\_\_\_

PAY THE BILLS: Abstract 5-2023 Motion \_\_\_\_\_ Second \_\_\_\_\_

ADJOURNMENT: Motion \_\_\_\_\_ Second \_\_\_\_\_ time \_\_\_\_\_

At the Regular Meeting of the Town Council, Town of Eaton, held on April 11, 2023 at the Town of Eaton Office Building, 35 Cedar Street, Morrisville New York, there were present:

Joe Wicks, Supervisor  
Dave Verne, Councilperson  
Jeff Golley, Councilperson  
Paula Highers, Councilperson  
Larry Phillips, Highway Superintendent  
Dean Curtis, Town Clerk

Also present, Amy Will Town Bookkeeper

The meeting opened at 6:00 with the Pledge of Allegiance.

The minutes of the March Meeting were reviewed. Councilperson Golley moved to accept the minutes as submitted, second by Councilperson Highers, all ayes. Motion carried.

#### **OLD BUSINESS:**

#### **TOWN CLERK REPORT:**

Town Clerk Monthly Report Submitted

#### **HIGHWAY REPORT:**

Highway Superintendent Larry Phillips stated that the Stop Signs were installed April 2023 on the corners of Gulch Rd and Reservoir Rd at the 4 way stop.

Per guidance from Codes Officer Larry Cesario, Larry Phillips and his staff updated and installed emergency exit signs and lights along with new exit door handles to help bring Town of Eaton Building up to code.

Paving estimate for 3 roads are as follows: Gulch Rd \$ 111,528, Huntington Camp Rd \$ 169,671.04 and Crow Hill \$ 64,037 for a total of \$345,237.

Quote for New Truck \$ 338,381.33 for calendar year 2025.

Superintendent Phillips also spoke with Five Star Equipment regarding updating the 624 P - Pay Loader, He should receive trade value by next Town Board Meeting.

#### **SUPERVISOR REPORT:**

- Town park is slowing moving forward. We plan to move forward with ideas to the school board and keep sending in the needed paperwork for the State grant
- Wind farm: Joe reached out to Town's of Smithfield, Nelson, Fenner about their policies, TJ Stokes and Davy Jones reached out and JW will follow up

#### **NEW BUSINESS:**

Motion by Councilperson Verne to approve Inter Municipal Agreement with Madison County and authorize Supervisor Wicks to sign such. Second by Councilperson Golley. All Ayes. Motion Carried.

Motion by Councilperson Golley to approve budget transfers. Second by Councilperson Highers. All Ayes. Motion Carried.

**Budget Transfers for April 2023**

**To allocate American Rescue Plan Act funds**

Account	Subsidiary Account	Debit	Credit
A522 Expenditures		\$3,519.92	
A1620.4 Building Contractual	\$3,519.92		
A200 Cash			\$3,519.92
Account	Subsidiary Account	Debit	Credit
A688 Other Liabilities		\$3,519.92	
A980 Revenues			\$3,519.92
A4089 Federal Aid, Other	\$3,519.92		

**Budget Transfers for April 2023**

<u>Appropriation Over Budget</u>	<u>Amount</u>	<u>Transfer from</u>
B8030.4 (Codification T/Law)	\$1,000.00	B1990.4 (Contingency)
	\$1,820.00	B1420.4 (Attorney Contractual)
DA5010.4 (Admin Contractual)	\$322.00	DA1990.4 (Contingency)

**PAY THE BILLS: ABSTRACT NUMBER 4-2023**

General Vouchers numbered A's 42-60 \$ 7,663.04; B's 15-19 \$ 4,771.49; SL's 4 \$ 542.93  
 Highway Vouchers numbered DA's 27-33 \$ 7,320.91; DB 8 \$ 274.67

Councilperson Highers moved to accept and pay the bills, second by Councilperson Golley, all ayes. Motion carried.

With no further business to bring before the Board, Councilperson Golley moved to adjourn the meeting, second by Councilperson Highers, all ayes. Motion carried. Meeting adjourned at 6.59 pm.

Respectfully submitted, Dean Curtis, Town Clerk/Tax Collector

**GENERAL A FUND REVENUE  
(TOWNWIDE)**

*Supervisor Report 5/9/2023*

ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
	<i>TAXES/FEES REVENUE</i>		
A1001	REAL PROPERTY TAX	167,100.00	167,100.00
A1090	INTEREST & PENALTIES	6,750.00	0.00
A1025	PILOT-WILCOX APARTMENTS	2,556.00	0.00
A1120	NON PROP TAX DISTRIBUTION	0.00	0.00
A1255	CLERKS FEES	1,000.00	147.85
A1289	OTHER GENERAL GOV'T INCOME	0.00	0.00
A1630	REGISTRAR FEES	2,500.00	2,550.55
	<i>STATE REVENUE</i>		
A3001	PER CAPITA AID	38,771.00	0.00
A3005	MORTGAGE TAX AID	30,000.00	0.00
	<i>OTHER MISC. REVENUE</i>		
A2401	INTEREST & EARNINGS	100.00	23.59
A2412	RENTAL FEES/GOVERNMENT	4,130.00	721.00
A2544	DOG LICENSES	3,000.00	194.00
A2590	PERMITS, OTHER	0.00	0.00
A2610	FINES & FORFEITURE OF BAIL	25,000.00	6,634.50
A2701	REFUND PRIOR YR EXPENDITURE	0.00	0.00
A2770	UNCLASSIFIED REVENUE	200.00	12.25
A2680	INSURANCE RECOVERIES	0.00	0.00
A2725	VLT/TRIBAL COMPACT MONEYS	55,000.00	0.00
	TRANSFER FROM OTHER FUND	0.00	0.00
	FUND BALANCE	40,030.00	0.00
	<b>TOTAL</b>	<b>376,137.00</b>	<b>177,383.74</b>

**GENERAL A FUND APPROPRIATIONS  
(TOWNWIDE)**

ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
	<i>GOVERNMENT SUPPORT</i>		
A1010.1	TOWN BOARD PERSONAL SVC	6,840.00	0.00
A1110.1	JUSTICE PERSONAL SVC	13,676.00	4,733.91
A1110.102	COURT CLERK PERSONAL SVC	7,985.00	2,770.20
A1110.4	JUSTICE CONTRACTUAL	1,500.00	199.86
A1220.1	SUPERVISOR PERSONAL SVC	9,120.00	3,156.84
A1220.102	DEPUTY SUPERVISOR PERSONAL SVC	7,280.00	2,520.00
A1220.101	SUPERVISOR CLERK PERSONAL SVC	13,575.00	4,698.90
A1220.4	SUPERVISOR CONTRACTUAL EXP	10,695.00	9,737.73
A1220.41	SUPERVISOR CLERK CONTRACTUAL	500.00	0.00
A1330.4	TAX COLLECTOR CONTRACTUAL EXP	1,800.00	1,658.36
A1340.1	BUDGET OFFICER PERSONAL SVC	1,354.00	468.63
A1355.1	ASSESSOR PERSONAL SVC	27,039.00	9,359.55
A1355.4	ASSESSOR CONTRACTUAL EXP	1,500.00	748.23
A1355.101	ASSESSOR REEVALUATION	0.00	0.00
A1410.1	TOWN CLERK PERSONAL SVC	37,593.00	13,012.56
A1410.101	DEPUTY CLERK PERSONAL SVC	8,876.00	2,389.59
A1410.2	TOWN CLERK EQUIPMENT	0.00	0.00
A1410.4	TOWN CLERK CONTRACTUAL EXP	2,200.00	1,227.77
A1420.4	ATTORNEY CONTRACTUAL EXP	2,000.00	582.75
A1620.1	BUILDINGS PERSONAL SVC	3,857.00	1,335.06
A1620.2	BUILDINGS EQUIPMENT	0.00	0.00
A1620.4	BUILDINGS CONTRACTUAL EXP	14,019.92	8,162.57
A1620.3	BUILDINGS CAPITAL IMPROVEMENT	0.00	0.00
A1910.4	UNALLOCATED INSURANCE CONT EXP	27,300.00	0.00
A1920.4	MUNICIPAL ASSOC DUES CONTRACTUAL	0.00	800.00
A1989.4	OTHER GENERAL GOV'T SUPPORT	9,000.00	1,000.00
A1990.4	CONTINGENCY	10,000.00	0.00
A3310.2	TRAFFIC CONTROL EQUIPMENT	2,000.00	780.56
	<i>PUBLIC SAFETY</i>		
A3510.1	DOG CONTROL PERSONAL SVC	4,351.00	1,505.88
A3510.2	DOG CONTROL EQUIPMENT	0.00	0.00
A3510.4	DOG CONTROL CONTRACTUAL EXP	750.00	0.00
	<i>TRANSPORTATION</i>		
A5010.1	SUPERINTENDENT PERSONAL SVC	67,016.00	23,216.24
A5010.4	SUPERINTENDENT CONTRACTUAL	1,200.00	192.75
A5132.2	GARAGE EQUIPMENT	5,000.00	0.00
A5132.4	GARAGE CONTRACTUAL EXP	20,000.00	11,938.43
	<i>CULTURE/RECREATION</i>		
A6510.4	VETERAN SERVICES CONTRACTUAL	400.00	400.00
A6772.4	PROGRAMS FOR AGING CONTRACTUAL	0.00	0.00
A7320.4	YOUTH PROJECT CONTRACTUAL EXP	0.00	0.00
A7510.4	HISTORIAN CONTRACTUAL EXP	200.00	0.00
A7110.4	PARKS CONTRACTUAL	3,232.40	3,232.40
	<i>CEMETERIES</i>		
A8810.4	CEMETERIES CONTRACTUAL EXP	800.00	0.00
	<i>EMPLOYEE BENEFITS</i>		
A9010.8	NYS EMPLOYEES RETIREMENT	20,000.00	18,405.00
A9030.8	SOCIAL SECURITY/MEDICARE	15,575.00	5,289.82
A9040.8	WORKERS COMP INS	5,000.00	3,729.00
A9050.8	UNEMPLOYMENT INS	2,250.00	1,208.30
A9055.8	DISABILITY	900.00	701.00
A9060.8	HEALTH INSURANCE	1,200.00	0.00
	<i>INTERFUND TRANSFERS/PROVISION FOR OTHER USE</i>		
A9901.9	BUILDING CAPITAL IMPROVEMENT	25,000.00	0.00
A9901.9	INTERFUND TRANSFER		48,777.00
	<b>TOTAL</b>	<b>392,584.32</b>	<b>187,938.89</b>

**GENERAL B BUDGET  
(TOWN OUTSIDE VILLAGE)**

<b>GENERAL B REVENUE</b>			
ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
TAXES			
B1001	REAL PROPERTY TAX	0.00	0.00
B1081-1	PILOT- Cedar Street	1,266.00	1,266.72
B1170	FRANCHISE FEE (TIME WARNER)	15,000.00	4,751.08
B1081-2	PILOT - AIRTRICITY	60,000.00	70,706.66
B2401	INTEREST	0.00	7.96
B2555	BLDG PERMITS	12,000.00	24,185.65
B2590	CODE INSPECTIONS	0.00	375.00
	FUND BALANCE	4,672.00	
	TOTAL	92,938.00	101,293.07
<b>GENERAL B APPROPRIATIONS</b>			
ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
<i>CONTINGENT ACCOUNT</i>			
B1990.4	CONTINGENT	2,014.00	1,000.00
B1989.4	OTHER GENERAL GOV'T SUPPORT	450.00	0.00
B1420.4	ATTORNEY CONT. EXP.	8,180.00	2,423.50
B1620.4	BUILDING CONTRACTUAL EXP	0.00	0.00
<i>BUILDING INSPECTOR</i>			
B3620.1	PERSONAL SERVICE	24,040.00	8,321.40
B3620.101	SECRETARY PERSONAL SERVICE	3,492.00	1,208.43
B3620.2	EQUIPMENT	0.00	0.00
B3620.4	CONTRACTUAL EXPENSE	1,500.00	463.35
<i>PLANNING BOARD</i>			
B8020.1	PERSONAL SERVICE	4,892.00	1,693.17
B8020.4	CONTRACTUAL EXPENSE	1,000.00	539.33
B8030.4	CODIFICATION T/LAW	5,420.00	5,420.00
<i>EMPLOYEE BENEFITS</i>			
B9010.8	STATE RETIREMENT	3,200.00	2,944.00
B9030.8	SOCIAL SECURITY/MEDICARE	2,550.00	858.60
B9040.8	WORKERS COMP.	1,700.00	1,355.00
B9050.8	UNEMPLOYMENT INSURANCE	500.00	235.71
INTERFUND TRANSFERS/PROVISION FOR OTHER USE			
B9901.9	TRANSFER TO OTHER FUND (DB)	35,000.00	0.00
	TOTAL GEN B APPROPRIATIONS	93,938.00	26,462.49



**DA HIGHWAY BUDGET  
(TOWNWIDE)**

<b>DA HIGHWAY REVENUE</b>			
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>2023 ADOPTED BUDGET</b>	<b>YTD AS OF 5/9/23</b>
	<i>TAXES</i>		
DA1001	REAL PROPERTY TAX	455,100.00	455,100.00
	<i>OTHER MISC.</i>		
DA2302	SNOW REMOVAL	25,000.00	0.00
DA2401	INTEREST & EARNINGS	125.00	13.92
DA2650	SALE OF SCRAP & EXCESS MATERIAL	0.00	0.00
DA2665	SALES OF EQUIPMENT	180,000.00	0.00
DA2680	INSURANCE RECOVERIES	0.00	0.00
	UNEXPENDED FUND BALANCE	13,646.00	0.00
	<b>TOTAL</b>	<b>673,871.00</b>	<b>455,113.92</b>
<b>DA HIGHWAY APPROPRIATIONS</b>			
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>2023 ADOPTED BUDGET</b>	<b>YTD AS OF 5/9/23</b>
DA5010.4	ADMINISTRATION CONTRACTUAL	322.00	321.73
DA1989.4	OTHER GENERAL GOV'T SUPPORT	725.00	725.00
	<i>MACHINERY</i>		
DA5130.2	EQUIPMENT	180,000.00	0.00
DA5130.4	CONTRACTUAL EXPENSE	50,000.00	10,121.34
DA1420.4	ATTORNEY CONTRACTUAL	2,500.00	0.00
	<i>LEASE-KEY BANK</i>		
DA9785.6	2018 WESTERN STAR – PRINCIPAL	37,209.00	37,208.35
DA9785.7	2018 WESTERN STAR – INTEREST	1,123.00	1,122.20
	2021 WESTERN STAR - PRINCIPAL	22,563.00	22,562.73
	2021 WESTERN STAR - INTEREST	1,809.00	1,808.28
	2023 WESTERN STAR - PRINCIPAL	23,391.00	23,390.84
	2023 WESTERN STAR - INTEREST	5,357.00	5,356.28
	2024 WESTERN STAR - PRINCIPAL	0.00	0.00
	2024 WESTERN STAR - INTEREST	0.00	0.00
	<i>SNOW REMOVAL</i>		
DA5142.1	PERSONAL SERVICES	142,500.00	90,053.65
DA5142.4	CONTRACTUAL EXPENSE	80,000.00	14,648.53
DA5142.44	FUEL	30,000.00	17,984.34
	<i>CAPITAL EQUIPMENT FUND</i>		
DA9950.01	EQUIPMENT RESERVE	0.00	0.00
	<i>EMPLOYEE BENEFITS</i>		
DA9010.8	STATE RETIREMENT	14,500.00	13,013.00
DA9030.8	SOCIAL SECURITY/MEDICARE	10,900.00	6,889.09
DA9040.8	WORKERS COMPENSATION	18,000.00	12,813.00
DA9050.8	UNEMPLOYMENT INSURANCE	1,350.00	1,291.49
DA9060.8	MEDICAL INSURANCE	49,500.00	25,945.95
	<i>CONTINGENCY</i>		
DA1990.4	CONTINGENCY	2,444.00	322.00
	<b>TOTAL HIGHWAY DA APPROPRIATIONS</b>	<b>674,193.00</b>	<b>285,577.80</b>

**DB HIGHWAY BUDGET  
(TOWN OUTSIDE VILLAGE)**

<b>DB HIGHWAY REVENUE</b>			
ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
	<i>TAXES</i>		
DB1001	REAL PROPERTY TAX	54,975.00	54,975.00
DB1120	SALES TAX CREDIT	596,251.00	596,251.32
	<i>OTHER MISC.</i>		
DB2401	INTEREST AND EARNINGS	100.00	19.55
DB2665	SALES OF EQUIPMENT	0.00	0.00
DB3501	CHIPS STATE	158,817.00	0.00
DB2801	INTERFUND REVENUE	35,000.00	0.00
DB2690	OTHER COMPENSATION FOR LOSS	0.00	0.00
	FUND BALANCE	0.00	150,000.00
	<b>TOTAL</b>	<b>845,143.00</b>	<b>801,245.87</b>
<b>DB HIGHWAY APPROPRIATIONS</b>			
ACCOUNT	DESCRIPTION	2023 ADOPTED BUDGET	YTD AS OF 5/9/23
<b>GENERAL REPAIRS</b>			
DB1420.4	ATTORNEY CONTRACTUAL	6,500.00	0.00
DB1989.4	OTHER GENERAL GOV'T SUPPORT	2,000.00	725.00
DB1990	CONTINGENCY	30,000.00	0.00
DB5110.1	PERSONAL SERVICE	169,000.00	21,096.02
DB5110.4	CONTRACTUAL EXPENSE	250,000.00	31,281.38
DB5110.44	FUEL	36,551.00	913.57
DB5130.2	EQUIPMENT	198,777.00	198,777.00
DB9730.6	BAN PRINCIPAL (ROBERTS RD)	0.00	0.00
DB9730.7	BAN INTEREST (ROBERTS RD)	8,760.00	0.00
DB9785.6	2019 WESTERN STAR - PRINCIPAL	25,995.00	25,994.74
DB9785.7	2019 WESTERN STAR - INTEREST	3,634.00	3,633.94
DB9785.6	2020 WESTERN STAR - PRINCIPAL	25,570.00	25,578.96
DB9785.7	2020 WESTERN STAR - INTEREST	2,066.00	2,065.97
<b>IMPROVEMENTS</b>			
DB5112.2	CHIPS OUTLAY-Reimbursed	158,817.00	0.00
<b>EMPLOYEE BENEFITS</b>			
DB9010.8	STATE RETIREMENT	20,000.00	17,970.00
DB9030.8	SOCIAL SECURITY/MEDICARE	12,950.00	1,613.90
DB9040.8	WORKERS COMPENSATION	24,600.00	17,693.00
DB9050.8	UNEMPLOYMENT INSURANCE	200.00	0.00
DB9060.8	MEDICAL INSURANCE	68,500.00	17,297.30
	<b>TOTAL</b>	<b>1,043,920.00</b>	<b>364,640.78</b>



**RESOLUTION NO. 9-2023  
OF THE TOWN BOARD  
OF THE TOWN OF EATON**

A RESOLUTION AUTHORIZING THE PURCHASE OF A NEW MODEL YEAR 2023  
JOHN DEERE 624 P WHEELED LOADER FOR HIGHWAY DEPARTMENT USE

WHEREAS, the Town of Eaton Highway Department is in need of a replacement loader;  
and

WHEREAS, the Town Highway Superintendent has advised that a Model Year 2023 John Deere 624 P wheel loader is available for purchase through New York State Office of General Services Contract #PC69403/Sourcwell Contract # 032119 at a contract price for said wheeled loader not to exceed \$236,492.43.

NOW, THEREFORE BE IT RESOLVED by the Town Board of the Town of Eaton that the Town of Eaton Highway Superintendent is hereby authorized to order for purchase one Model Year 2023 John Deere 624 P wheel loader is available for purchase through New York State Office of General Services Contract #PC69403/Sourcwell Contract # 032119 at a contract price for said wheeled loader not to exceed \$236,492.43, and it is

RESOLVED, that the Town Highway Superintendent and the Town Supervisor be, and hereby are authorized to take such other actions as may be necessary and/or appropriate to consummate the transaction herein authorized.

Dated: May 9, 2023

**RESOLUTION NO. 10-2023  
OF THE TOWN BOARD  
OF THE TOWN OF EATON**

A RESOLUTION AUTHORIZING THE PURCHASE OF A NEW MODEL YEAR 2026  
WESTERN STAR 49X SF TRUCK WITH SNOW PLOW AND MULTI-PURPOSE BODY  
WITH ACCESSORIES FOR HIGHWAY DEPARTMENT USE

WHEREAS, the Town of Eaton Highway Department is in need of a replacement truck equipped with a snow plow and dump spreader box and accessories; and

WHEREAS, the Town Highway Superintendent has advised that a Model Year 2026 Western Star Model 49X SF truck with snow plow and multi-purpose body with accessories is available for purchase through Onondaga County Heavy Duty Class 8 Contract #8996 at a contract price for said truck and specified equipment package not to exceed \$338,381.33.

NOW, THEREFORE BE IT RESOLVED by the Town Board of the Town of Eaton that the Town of Eaton Highway Superintendent is hereby authorized to order for purchase one Model Year 2026 Western Star Model 49X SF truck with snow plow and multi-purpose body with accessories is available for purchase through Onondaga County Heavy Duty Class 8 Contract #8996 at a contract price for said truck and specified equipment package not to exceed \$338,381.33, and it is

RESOLVED, that the Town Highway Superintendent and the Town Supervisor be, and hereby are authorized to take such other actions as may be necessary and/or appropriate to consummate the transaction herein authorized.

Dated: May 9, 2023



**Syracuse (HQ)**

6803 Manlius Center Rd  
 East Syracuse, NY 13057  
 (315) 437-1471  
 Fax (315) 437-4041

**Albany**

115 Railroad Ave  
 Albany, NY 12205  
 (518) 438-1100  
 Fax (518) 438-4430

**Binghamton**

1523 Route 11 North  
 Kirkwood, NY 13795  
 (607) 775-5010  
 Fax (607) 775-5104

**Queensbury**

280 Corinth Rd  
 Queensbury, NY 12804  
 (518) 793-9688  
 Fax (518) 793-1929

**Rochester**

300 Middle Rd  
 Henrietta, NY 14467  
 (585) 334-5120  
 Fax (585) 334-5127

**Utica**

9598 River Rd  
 Marcy, NY 13403  
 (315) 765-8746  
 Fax (315) 266-1279

**Watertown**

19598 Cady Rd  
 Adams Center, NY 13606  
 (315) 788-02500  
 Fax (315) 788-3006

April 11, 2023

Town of Eaton  
 PO Box 66, 35 Cedar Street  
 Morrisville, NY 13408  
 Attention: Larry Phillips

**Subject: New 2024 6 x 4 cab/chassis with Automatic Transmission with Hydraulics, Plows and Multi-Purpose Body: PLOW TRUCK #2**

Larry,

In response to our discussion last month on the above subject matter. I am pleased to quote the following pricing:

One (1) New 2024 Western Star Model 49X SF Cab/Chassis equipped per the attached specifications purchased via **Onondaga County Heavy Duty Class 8 Contract #8996** plus the following additional items per attached specifications:

<u>Description:</u>	<u>List Price</u>	<u>Contract Price</u>
Base 49X SF	\$217,704.00 @ 45.11%	\$119,498.00
Optional Equipment	\$ 44,535.00 @ 40.50%	\$ 26,498.33
Balance	\$262,239.00	\$145,996.33
Model Year 2024 Escalator		\$ 2,750.00
MY24/CY23 Pricing Surcharge		\$ 5,250.00
CARB22 Engine Surcharge: DD13		\$ 1,350.00
Front & Rear Tire Surcharge		\$ 250.00
Delivery charge:		\$ 160.00
<b>Total Chassis Price</b>		<b>\$155,756.33</b>

**Additional Equipment Options:**

Right hand spring build up for single wing plow system	\$ 1,550.00
Single hood hatch	\$ Included
Oil dipstick extended to hood hatch	\$ 950.00
Relocate washer reservoir to back of cab	\$ 775.00
Parts Manuals	\$ 475.00
Minimizer floor mats	\$ 350.00
Relocate battery box from LH rail to RH rail	\$ 985.00
EW-4 5 year/200,000 mile engine extended warranty	\$ 4,800.00
Allison 5 year/unlimited miles transmission	\$ 1,980.00
5 year Virtual Technician remote engine diagnostics	\$ Included
5 year towing/roadside assistance warranty	\$ 1,500.00
<b>Total Additional Equipment Options:</b>	<b>\$ 13,365.00</b>

**Total Chassis Price: \$169,121.33\***

**Cab & Chassis -Delivery: TBD – Estimated at 3rd Quarter of 2025**  
**Complete Package: TBD**

One new **Everest** plow and body package purchased via **Onondaga County Bid Reference #8996** to include hydraulics, controls and installation on above referenced chassis per the equipment listed below:

**Everest single wing plow system to include:**

ASP PT hitch, (2) tow hooks at hitch cheek plates, plow lights (Heated JW Speaker), (1) LED light bar between plow lights, electrical disconnect plug for plow and light bar, ACC54/HCC72/NT/68 front & rear tower, 45 gallon reservoir, wing cabinet enclosure, (2) LED wing lights- (1) front & (1) rear post, (2) front post mounted mirror (**non-heated**), OWSK9H-HD one way with 1/2" x 6" **top punch steel edge blade kit**, rubber flap kit, 60 degree shoes, 36" plow guide marker, moldboard: **Black**, W-168-HD-22 14' right hand wing with 1/2" x 6" **top punch steel edge blade kit**, plow guide marker – flexible 36", moldboard: **Black**, **upgraded paint package.**

**Hydraulics and controls:**

**Electric clutch PTO**, P-20 tandem pump, drive line kit for front mounted hydraulics, return line filter kit, 6 section valve assembly, **stainless steel tubes** with short hoses from valve to pump, **stainless steel tubes to back of chassis with stainless steel quick disconnects for sander**, 1/2" and 3/4" **stainless steel QD's** for front post and hitch, low oil sensor with in cab indicator, adjustable relief valve-both ways, VM8 hoist controller (hoist, floor) & 10" single tower, **Cirus E-Z Spread 3 channel electric sander controller**(conveyor, spinner, pre-wet), floor mounted swivel pedestal mount for air controls, **Del-Air Controls**, complete hose & fitting kit.

**Everest side dump left front discharge multi-purpose body:**

Everest **SDS14W3850GT-H1**, front discharge multi-purpose body constructed of **Corten plate steel material**, 14 x 7, 38" sides and 50" tailgate, 12/16 yard capacity, 1/4" **400F 180,000 PSI steel floor**, 3/16" 400F live floor wall section, **SDS tilt section indicator**, 1/2 size cab shield, 20" poly spinner disc, air tailgate, solid tailgate, double acting tailgate chains with hooks, **single acting telescopic hoist**, 16" double bar flight conveyor chain, **SDS (3) cylinder option kit- floor**, body mount poly chute, conveyor cover lock, 12" **modified spreader apron**, (1) bottom step, (2) top steps & (1) hand hold, (1) step inside body, step over gearbox, conveyor cover plate, (3) oval cutouts in rear corner post, LED oval amber strobe lights in rear corner post, (2) **side mounted cab shield strobes with brackets**, LED STT lights in rear corner post, (3) LED spot lights- spinner, (2) at rear, wiring to rear of body for two (2) LED spot lights, mud flaps front and rear, **swinging bracket for rear mud flaps**, central grease line kit, Roll-Rite tarp system with mesh tarp, **upgraded paint package.**

<b>Total List Price per unit:</b>	<b>\$241,800.00</b>
<b>Discount: 30.0%:</b>	<b>\$ (72,540.00)</b>
<b>Total Cost Plow/Body Package:</b>	<b>\$169,260.00</b>
<b>Total Package with chassis:</b>	<b>\$338,381.33*</b>

- **PRICING IS SUBJECT TO NEW TRUCK DISCLAIMER (SEE ATTACHED)**



**Plow/Body Optional Equipment: (Must be added to above pricing)**

1. Top screens for SDS body: **Add: \$4,400.00**
2. **Add Rexroth hydraulics with joystick plow functions and CS550 spreader controller ILO gear pump hydraulics, Del-hydraulics and Cirus spreader controller: Add: \$18,787.00**
3. **Add: Tailgate Pre-Wet System: Add \$19,850.00 \***
  - Includes the following components: one(1) 150 gallon tailgate tank with stainless steel straps, three (3) spray nozzles for spinner, quick fill hose kit, intake kit, Cirus E-Z Spread 3 channel controller with auger, spinner, pre-wet valve, valve enclosure, return manifold, hydraulic open loop pump, hoses and quick disconnects.
4. **Add Minimizer 4000 tandem fender kit: Add: \$3,900.00 installed**
5. **Add: Chrome wheel and nut covers on front & rear: Add: \$1,876.00**

Thank you for the opportunity to quote on your truck and equipment needs.

Sincerely,  
  
John Roden



### QUOTE CLARIFICATION

1. Specifications are based upon our discussion and my review of your last truck ordered. **Please review all information to confirm specifications.**
2. All pricing is based on utilizing the New Onondaga County Heavy Duty Class 8 Contract #8996
3. **ALL PLOW & BODY PRICING IS GOOD TILL 4/30/2023**
4. **CAB & CHASSIS PRICING IS SUBJECT TO 2025 MODEL ESCALATOR.**
5. **ALL PRICING IS SUBJECT TO NEW TRUCK DISCLAIMER.**
6. Cab color will need to be confirmed with a color chip.
7. Current rear axle ratio is **4.89**. Ratio will need to be reviewed and confirmed by factory engineering department.
8. All components are subject to final engineering approval.
9. Cab & chassis with 4500RDS automatic transmission includes **5 year/unlimited miles extended warranty coverage.**
10. The following items are different from last truck ordered:
  - a. WABCO 6S/4M ABS with traction control with ATC shut-off switch.
  - b. Michelin XZL front tire tread. (Subject to availability at time of order)
  - c. Michelin XDN 2 rear tire tread (Subject to availability at time of order)



**Quote Summary**

**Prepared For:**

LARRY PHILLIPS  
TOWN OF EATON HIGHWAY DEPT  
LARRY PHILLIPS  
35 CEDAR ST  
Po Box 66  
MORRISVILLE, NY 13408  
Business: 315-684-3118  
lphillips75@frontier.com

**Prepared By:**

GARY MASON  
Five Star Equipment, Inc.  
5835 E Taft Road  
North Syracuse, NY 13212  
Phone: 315-452-4560  
Mobile: 315-447-2626  
gmason@fivestarequipment.com

**Quote Id:** 28573304  
**Created On:** 11 April 2023  
**Last Modified On:** 27 April 2023  
**Expiration Date:** 31 May 2023

Equipment Summary	Selling Price	Qty	Extended
2023 JOHN DEERE 624 P-Tier Wheel Loader ~ NYS OGS Contract PC69403; Sourcewell Contract 032119-JDC	\$ 236,492.43 X	1 =	\$ 236,492.43
John Deere Extended Warranty- Powertrain & Hydraulic, 1500Total Hours or 36Total Months, \$ 0.00 Deductible	\$ 0.00 X	1 =	\$ 0.00

**Equipment Total \$ 236,492.43**

Trade In Summary	Qty	Each	Extended
2021 JOHN DEERE 624 P - 1DW624PAAMLZ10503	1	\$ 218,000.00	\$ 218,000.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 218,000.00

**Trade In Total \$ 218,000.00**

**Quote Summary**

Equipment Total	\$ 236,492.43
Trade In	\$ (218,000.00)
Doc Fee	\$ 0.00
Doc Fee CCE	\$ 0.00
UCC Filing Fee	\$ 0.00
SubTotal	\$ 18,492.43
Total	\$ 18,492.43
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 18,492.43</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# **TOWN OF EATON CREDIT CARD POLICY**

## **1. Purpose**

1.1 To document the purchasing and internal control practices of the Town of Eaton with respect to the use of a credit card and to identify the roles and responsibilities of the individuals involved in purchasing, the Town of Eaton is establishing guidelines for purchasing goods and services by means of a Town of Eaton credit card in accordance with New York State General Municipal Law (GML) Section 104(b) and the Town of Eaton Procurement Policy.

1.2 For the purpose of this policy, the term “Town Supervisor” refers to the Town Supervisor as elected or appointed.

## **2. Policy**

2.1 The credit card issued shall be with one of the authorized Town depositories.

The Town of Eaton is the official card holder and the Town Supervisor is responsible for said card(s). A card user can only be an authorized employee. All card users are required to complete the Credit Card Policy Acknowledgement & Card User Agreement prior to use.

2.2 All purchases will be made in accordance with GML Section 103 and the Town of Eaton Procurement Policy.

2.3 The Town Supervisor shall maintain custody of the credit card

2.4 A Department Head seeking to use the credit card shall make such request to the Town Supervisor by submitting documentation to justify the need for the use of the credit card, and shall include an estimate of the anticipated purchase amount. Upon approval, the credit card will be released by the Town Supervisor to the Department Head for the purchase of only the goods and/or services requested and approved. The Department Head is fully responsible and liable for the use of the card including in circumstances where a subordinate is making the purchase. The Department Head will return the card to the Town Supervisor as soon as the transaction is concluded.

2.5 All purchases made with a Town of Eaton credit card must be reported with receipts and associated documentation detailing the goods or services purchased, cost, date of the purchase and the official business explanation therefore. Individual itemized and original signed receipts are required to provide evidence that expenses are prudent and proper. If the charge is for meals, an itemized receipt, a list of those in attendance and the purpose of the meeting must be provided as well as any other requirements of the Procurement Policy.

The card user is responsible for managing any returns or exchanges and ensuring that proper credit is received for returned merchandise.

The Town of Eaton is exempt from sales tax, and as such, no sales tax should be included with the cost of any purchase. Sales tax exemption letters are available from the Town of Eaton/Town Clerk. It is the responsibility of the card user to make certain that sales tax is not charged to the charge card. Card users should bring sales tax issues to the attention of the store or Charge Card Company.

2.6 The credit card is only to be used in the following situations:

- a. Emergencies that are of a public safety nature;
- b. When a purchase cannot be paid through the normal accounts payable process;
- c. Charges shall not exceed \$500 without the prior approval of the Town of Eaton/Town Board;

d. Conference/Training and lodging when authorized by the Town of Eaton/Town Board.

2.7 Purchases made via phone, fax or the Internet are generally discouraged. However, if no other no other avenue is available, authorized card users may make phone, fax or Internet purchases only if the vendor is a trusted source or the website uses appropriate encryption.

2.8 The credit card shall not be used for cash advances, personal use of any kind or any other type of personal purchase. Use of credit cards for personal purchases or expenses with the intention of reimbursing the Town of Eaton is prohibited and will result in disciplinary action.

Misuse of a Town of Eaton credit card by an authorized employee may result in loss of credit card privileges and/or disciplinary action against the employee. The card user will be personally liable for expenditures that cannot be shown to be related to the business of the Town of Eaton.

Lack of proper documentation or authorizations will result in loss of credit card privileges and/or personal liability.

2.9 The credit card is not to be used to pay invoices or statements of any kind without the prior written approval of the Town Supervisor.

2.10 It is the responsibility of the card user to immediately notify the Town Supervisor of any lost or stolen credit card.

2.11 Any credit card in the possession of an employee must be immediately surrendered to the Town Supervisor upon termination of appointment or employment. The Town of Eaton reserves the right to withhold final payroll checks and payout of accrued leave until any card(s) is surrendered.

**TOWN OF EATON**  
**CREDIT CARD POLICY ACKNOWLEDGEMENT & CARD USER AGREEMENT**

Credit cards issued in the name of the Town of Eaton shall be used only for the official business of the Town of Eaton. Each credit card must be used in accordance with the provisions of the Credit Card Policy of the Town of Eaton.

Violations of the Credit Card Policy shall result in revocation of use privileges. The Town of Eaton will investigate and commence, in appropriate cases, criminal prosecution against any individual found to have used a Town credit card for improper purposes.

Any Officer or employee found guilty of illegal or unauthorized use of a Town credit card may be subject to penalties provided by law and/or disciplinary action, up to and including termination.

I hereby acknowledge that I have received a copy of the Town of Eaton Credit Card Policy (hereafter referred to as "Policy").

I understand that I am responsible for reading and retaining the Policy for my reference. I agree to abide by the policies and procedures as described in the Policy. I understand that the policies and procedures may be changed, modified or deleted at any time. I understand that if I have questions regarding the content or interpretation of this Policy, I must bring questions to the attention of the Town Supervisor or my Department Liaison.

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Employee Name (please print)

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Employee Signature

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Date of Signature



# Town of Eaton

## Website and Social Media Policy

### **Purpose:**

Social media has become an efficient and effective way to disseminate information to, and obtain feedback from, its residents and the general public. The Town of Eaton (the "Town") presently maintains, or intends to maintain, one or more social media accounts for the purpose of communicating to its residents and members of the public. The Town has an overriding interest and expectation in deciding what is published on behalf of the Town through social media and in establishing guidelines for the use of Town social media. This social media policy (the "Policy") is meant to provide direction to Town employees, elected officials, appointed officials, volunteers, and other authorized affiliated persons and organizations (collectively, the "Town Users") that engage in social networking for Town purposes by setting forth guidelines, expectations and prohibitions.

This policy does not include use of Social Media by Town employees and officials in their personal capacities.

### **Intent of Policy:**

This Policy is intended to enable and encourage civil communication and positive engagement by the Town with members of the public. The Town recognizes the potential exposure in online communication, as well as the legal requirements related to all forms of official communication. As such, this Policy intends to protect the Town, its employees, its elected officials, and the Town Users from the potential of harmful conduct related to online communications and to establish requirements and guidelines to support an effective method of communication while complying with applicable legal standards.

### **Social Media Defined:**

Social media refers to the creation and exchange of information among individuals through Internet-based applications. This includes, but is not limited to, information in the form of text, pictures, videos, links to other sites, or any other type of communication posted to the approved Town social media site(s). Examples of social media sites include, but are not limited to: Facebook, Nextdoor, Twitter, Instagram and YouTube. Social media is an evolving communications tool and it is expected and understood that new resources are likely to become available over time.

### **Use of Social Media Encouraged:**

It shall be the policy of the Town of Eaton to make use of social media outlets, including but not limited to Facebook and Nextdoor, to disseminate information about the Town to both residents and non-residents.

### **Management of Social Media:**

**Town Board:** The Town of Eaton, Town Board ("Town Board") is the ultimate authority regarding Town internet accounts. The Town Board is responsible for (but not limited to) defining the look and feel of the Website, Policy guidelines, and deciding which entities may post information. The Town Board may change, modify, or amend any part of this Policy at any time.

**Site Administrator:** Management of the Town's social media assets will be the responsibility of the Town Clerk, or another Town employee designated by the Town Board. This individual ("Site Administrator") is responsible for monitoring content on all Town internet accounts.

**Webmaster:** An individual or firm contracted by the Town Board will build, design, and maintain the Website. This individual or firm ("Webmaster") is supervised by the Site Administrator. The Webmaster's compensation and budget are determined by the Town Board.

Only those Town employees so designated may post on the Town's behalf. Those designated shall conduct themselves at all times in accordance with the policies outlined herein and in the Employee Handbook.

Town employees, officials, or committee members may not create or maintain websites or accounts purporting to represent the Town in its official capacity.

#### **Website and Social Media Sites:**

The official website for the Town of Eaton ("Website") is: [www.townofeaton.com](http://www.townofeaton.com). There will be only one official website for the Town.

There shall be one official Town Facebook account, located at: Facebook/Town Eaton or [www. https://www.facebook.com/profile.php?id=100056058294445](https://www.facebook.com/profile.php?id=100056058294445)

No other Town department, office, agency, board, commission or committee shall have any social media page, unless approved by the Town Board as noted in the section titled "Department- or Committee-Specific Accounts or Pages".

#### **Department- or Committee-Specific Accounts or Pages:**

In addition to the "official" Town social media account(s), other departments or committees within the Town may maintain "official" department-specific or committee specific social media accounts, as deemed necessary and appropriate. Such department or committee shall seek approval from the Town Board to create such an account. No accounts representing an individual, such as a department head or committee chair will be approved. Any and all auxiliary or supplementary accounts/pages shall operate in accordance with this Policy. A department head or committee chair is responsible for such pages and will ensure that the site is abiding by the guidelines outlined in this Policy.

Any department-specific or committee-specific social media pages should complement the Town's online presence. The Site Administrator will routinely monitor the content on all of the Town's social media sites. The Site Administrator must provide social media account credentials (i.e., user names and passwords) to the Town Supervisor. An updated list shall be provided any time such credentials change. Passwords must be adequately complicated to prevent cyber-attacks. Passwords should never be communicated via email.

*Exception:* Facebook is the exception to the foregoing requirement. Usernames and passwords will not be required for Facebook since administrators must use personal accounts to manage pages. Rather than providing personal information, administrators of pages are required to add the Town Clerk, and/or the Town Supervisor, as appropriate, as an administrator to the department's page. The Town Supervisor or Town Clerk must have full access to maintain the site in the absence of the department head or committee chair.

#### **Acceptable content:**

The following are guidelines, and not an exhaustive list, of what would be considered acceptable to post on Town social media assets and/or contain in Town email blasts:

- Emergency Notices
- Meeting notices
- Proposed Local Laws
- Public Hearings
- Announcements of Town events
- Announcements by governmental or social services agencies regarding services provided to the Town or otherwise concerning the Town (e.g. announcements by the County of road closings, ads seeking volunteers for the Red Cross, and other such announcements)
- Updates of Town projects

- Results of Town elections/referenda
- Links to official information from the Town, governmental, or social service organizations

#### **Unacceptable content:**

The following are guidelines, and not an exhaustive list, of what would be not considered acceptable to post on Town social media assets and/or contain in Town email blasts:

- Any post or e-blast advocating/promoting unlawful activity, that be considered targeted against any person or group of persons, or by any group advocating the same.
- Any post or e-blast of a pornographic or obscene nature or otherwise not suitable for all audiences.
- Any post or e-blast by individuals other than Town staff or officials authorized to post on behalf of the Town.
- Any post or e-blast of a religious nature, not to include events of a secular nature that happen to be sponsored by a religious group or organization (e.g. "Come Pray at Church" would be unacceptable, "Summer Fair sponsored by Church" would be acceptable).
- Any post or e-blast of a political nature or promoting a particular political philosophy or belief (e.g. "Vote for X", "Support Party Y in November"), not to include events such as electoral debates or forums sponsored by non-partisan organizations (e.g. League of Women Voters Debate)

#### **Non-Town Events:**

Any non-profit organization based within the Town of Eaton is eligible to submit their event for inclusion in the Town Newsletter, a monthly digest of events occurring in the community. Organizations shall submit their information electronically to the Town Clerk sufficiently in advance. Events shall follow the same guidelines for content as listed above. The Newsletter is distributed via mail, the Town email blast system and on the various social media assets of the Town. Due to the number of organizations and events taking place in the Town, it may not be possible for the Town to advertise all events due to space constraints. Events are posted on a first come, first serve basis.

#### **Links/Likes:**

As is the nature of various social media, it is encouraged for the Town's social media assets to link, like, or otherwise associate with the social media assets of other governments or non-profit entities. This shall not include association with for-profit entities, whether within or without the Town. For example, the Town may "Like" Madison County or the Red Cross on Facebook, but may not "Like" Bob's Restaurant.

#### **Record-keeping:**

The Town shall keep appropriate records of all social media posts and Town email blasts, approved or disapproved. All such records may be subject to disclosure under the Freedom of Information Act.

#### **Open Meetings:**

Town social media assets shall not be used in a way that would violate any requirements of the Open Meetings Law, such as by having members of Town Boards or Commissions engage in discussions using such assets.

#### **Moderation of posts made by the public:**

The Town shall strive to ensure that comments on posts follow the guidelines listed below and are germane to the topic at hand. However, comments containing any of the following shall be deemed inappropriate content subject to removal and/or restrictions by the Town.

- Any comment advocating/promoting unlawful activity or otherwise targeted against any person or group of persons or that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation.

- Any comment of a pornographic, profane, violent, sexual or obscene nature or otherwise not suitable for all audiences.
- Any comment of a religious nature, not to include events of a secular nature that happen to be sponsored by a religious group or organization (e.g. "Come Pray at Church" would be unacceptable, "Summer Fair sponsored by Church" would be acceptable).
- Any comment of a political nature or promoting a particular political philosophy or belief (e.g. "Vote for X", "Support Party Y in November"), not to include events such as electoral debates or forums sponsored by non-partisan organizations (e.g. League of Women Voters Debate).
- Any comment containing defamatory or personal attacks or threats to any person or organization.
- Any comment advocating a particular policy or issue currently or likely to be before any Town Board or Commission (e.g. "Tell the Board to support X" or "Tell ZBA to disapprove Project Y").
- Any comment advocating a particular policy or issue currently or likely to be before any Governmental or Judicial entity (e.g. "Tell your Senator to support X").
- Comments not related to the original topic, including random or unintelligible comments.
- Information that may tend to compromise the safety or security of the public.
- Comments that may cause an invasion of privacy.

The Town reserves the right to delete any comment containing any of the above, and in the event of repeated posts in violation by a particular user, may block such user. If a blocked user wishes to have its ability to comment restored, it can appeal to the Town Board. If appropriate, the Town may also report a particular comment to the Site Administrator.

**Notices:**

The Town shall include in all of its social media assets a notice that posts are subject to the terms of service of the relevant provider (e.g. Facebook, Twitter), subject to the Freedom of Information Act, and subject to this policy. Additionally, where possible, social media assets shall include a statement that the opinions expressed in comments by visitors do not reflect the opinions of the Town of Eaton. A link to this policy shall also be provided on all social media assets.

**Disclaimers:**

A communication made through Town social media sites shall in no way constitute a legal or official notice to the Town and should not be used as a means to contact the Town. Comments on social media are monitored only during business hours.

**Termination:**

The Town reserves the right to terminate any or all of its social media assets at any time, or to delete any posts generated by the Town or previously approved by the Town.

**Use of Social Media Not Exclusive:**

The use of social media will be in addition to, and not in place of, means of communications already in place such as e-mail blasts, or posts on the Town website, etc.

**Eaton Town Court**  
**Summary Report of Cases Started**  
**Judge Mark Whitney**  
 Report date: 03/29/2023

01/01/2022 to 12/31/2022  
 All Judges

STATUTE	STARTED	CLOSED	FINE	SURCHG	CIVIL FEE
PL	35	15	1300.00	455.00	0.00
VTL	1141	607	25034.00	22279.00	140.00
CIV	8	7	0.00	0.00	150.00
TL	20	16	0.00	0.00	0.00
ECL	6	5	325.00	200.00	0.00
DEC	1	0	0.00	0.00	0.00
TAX	1	1	500.00	0.00	0.00
NAV	1	1	0.00	0.00	0.00
VIO	1	1	75.00	75.00	0.00
<b>TOTALS</b>	<b>1214</b>	<b>653</b>	<b>27234.00</b>	<b>23009.00</b>	<b>290.00</b>

**ADDITIONAL INFORMATION**

Number of DWIs - 1192:	18	Closed: 12	Fines/Fees: \$2335.00
Number of AUOs - 511:	0	Closed: 0	Fines/Fees: \$0.00
Number of Speeds - 1180:	285		
Number of Defendants:	930		
Total Number Charges:	1214		
Average Charges/Defendant:	1.31		
Number of Small Claims:	6		

**NOTE:** Dollars are calculated for fines assessed, not amount collected.



# TOWN CLERK'S MONTHLY REPORT

TOWN OF EATON, NEW YORK

APRIL, 2023

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

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**A1255**

<u>7</u>	DECALS	<u>13.53</u>
<u>13</u>	LANDFILL TICKETS	<u>9.75</u>

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<b>TOTAL TOWN CLERK FEES</b>		<b>23.28</b>
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**A1630**

<u>38</u>	CERTIFIED COPIES	<u>380.00</u>
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<b>TOTAL A1630</b>		<b>380.00</b>
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**A2544**

<u>2</u>	DOG LICENSES	<u>13.00</u>
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<b>TOTAL A2544</b>		<b>13.00</b>
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**B2555**

<u>8</u>	BUILDING PERMIT	<u>19,819.25</u>
<u>2</u>	BUILDING PERMIT RENEWAL	<u>100.00</u>
<u>3</u>	SUBDIVISION FEES	<u>625.00</u>
<u>1</u>	VARIANCE	<u>175.00</u>

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<b>TOTAL B2555</b>		<b>20,719.25</b>
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**B2590**

<u>2</u>	INSPECTION FEE	<u>270.00</u>
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<b>TOTAL B2590</b>		<b>270.00</b>
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# TOWN CLERK'S MONTHLY REPORT

APRIL, 2023

page 2

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## DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	<u>416.28</u>
PAID TO SUPERVISOR FOR PART TOWN FUND	<u>20,989.25</u>
PAID TO NYS DEC FOR DECALS	<u>231.47</u>
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	<u>2.00</u>
PAID TO DEPT OF SOLID WASTE & SANITATION FOR LANDFILL	<u>250.25</u>
<b>TOTAL DISBURSEMENTS</b>	<b><u>21,889.25</u></b>

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MAY 1, 2023

\_\_\_\_\_  
JOSEPH WICKS

, SUPERVISOR

## STATE OF NEW YORK, COUNTY OF MADISON, TOWN OF EATON

I, DEAN CURTIS \_\_\_\_\_, being duly sworn, says that I am the Clerk of the TOWN OF EATON that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

  
\_\_\_\_\_

Town Clerk

05-08-23

12:19:38

**Town of Eaton - 2023 - County & Town Tax Collection**  
**Trial Balance - All Swis Codes**  
05-08-23

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Original Warrant	3,338,383.15
Adjustments	0.00
=====	
Adjusted Warrant	3,338,383.15
1st Installments	23,751.34
2nd Installments	14,029.01
Full Payments	3,032,787.99
Penalties	4,944.51
Late Notice Fees	74.00
=====	
Total Collections	3,075,586.85
Taxes Outstanding	267,814.81

**TOWN OF EATON**

**B2555 - B2555 Transaction Report**  
**For the period 04/01/2023 through 04/30/2023**

Type	Date	Comment	Name	Quantity	Fee
<b>B2555</b>					
1.BP	04/03/2023	#5-23 CHISTOPHER COMM INC	RICH & GARDNER CONSTRUCTION	1	16,937.40
2.BP	04/05/2023	#6-23 DECK & HOT TUB (DAVE BLA	RUTHBERG, CARL & HOLLIE	1	267.20
3.BP	04/13/2023	ELECTRICAL FOR GARAGE #37-19	ERNST, DANIEL	1	100.00
4.BP	04/18/2023	#07-23 24'X26' GARAGE	WITTER, TIM & BETH	1	293.60
5.BP	04/18/2023	#38-22 3 BDRM COTTAGE 1031 CAM	BLAIR, DAVID (MARK TORNATORE)	1	927.85
6.BP	04/18/2023	#08-23 ENCLOSE EXISTING PORCH	EISENBERGER, JOE	1	156.00
7.BP	04/21/2023	#10-23 18'X 54' POOL AND DECK	CLARK, RICHARD	1	236.00
8.BP	04/25/2023	#11-23	JACKSON, CRAIG	1	901.20
				<b>8</b>	<b>19,819.25</b>
9.BPR	04/05/2023	#57-17	MOORE, BRETT	1	50.00
10.BPR	04/18/2023	#11-22 8' X 12' ENCLOSED ENTRY	HALL, BRADLEY	1	50.00
				<b>2</b>	<b>100.00</b>
11.SUBD	04/20/2023	4230 RT 46 MUNNSVILLE	NOYES, PAUL	1	175.00
12.SUBD	04/24/2023	2641 CHURCH STREET	GRANGER, TERRI & SHAWN	1	175.00
13.SUBD	04/27/2023	2707 ENGLISH AVE 4201 ST RT 26	JONES, RONALD S	1	275.00
				<b>3</b>	<b>625.00</b>
14.VARI	04/27/2023	PADDLEFORD	WOOD, ANN & PAUL	1	175.00
				<b>1</b>	<b>175.00</b>
<b>Total for B Fund:</b>				<b>14</b>	<b>20,719.25</b>
<b>Total Sales</b>				<b>14</b>	<b>20,719.25</b>



COOLEY'S HOME CENTER  
 cooleyshomecenter@yahoo.com  
 9 Cambridge Ave  
 PO Box 1118  
 Morrisville NY 13408  
 (315) 684-3073  
 Fax: (315) 684-3439



**QUOTE**

2305-109850

PAGE 1 OF 1

SOLD TO
CASH ACCOUNT

JOB ADDRESS
CASH ACCOUNT

ACCOUNT	JOB
000001	0
CREATED ON	05/04/2023
EXPIRES ON	05/14/2023
BRANCH	1000
CUSTOMER PO#	
STATION	CO9
CASHIER	914
SALESPERSON	
ORDER ENTRY	914
MODIFIED BY	

Thank you for your purchase  
 We appreciate your business!

Item	Description	D	Quantity	UM	Price	Per	Amount
800619	3X5 POLY COTTON FLAG		12	EA	15.4900	EA	185.88
507133	1/2" EMT CONDUIT cut in 5 footers		4	LG	8.4900	LG	33.96
					Subtotal		219.84
					MAD 8.00%	Sales Tax	2.72
					Total		222.56

Buyer:

Signature



P. There shall be an annual inspection of the operations of the low-impact service business conducted by the Town Codes Enforcement Officer. Any low-impact service business found to be out of compliance with these regulations is subject to revocation of approval by the ZBA.

**§ 165-82.2. Keeping of animals.**

A. Keeping of animals on residential properties. Notwithstanding anything in this chapter to the contrary, keeping of animals on residential properties, not as part of a farm or private stable as such terms are defined in this chapter, shall be allowed in any district in the Town only upon approval by the Codes Enforcement Officer (through the issuance of a certificate of compliance) subject to the following requirements:

(1) Large animals.

(a) The minimum amount of land required for keeping large animals shall be no less than three acres for a single large livestock unit (LLU) or fractions thereof. One cow or bison shall be considered one LLU. Horses, donkeys, miniature horses and miniature donkeys shall be regulated under § 165-82 of this chapter and the keeping of chickens shall be regulated under § 165-82.3 of this chapter. The following shall be considered fractional LLUs (however, in all cases, such animals shall require a minimum lot area of three acres):

[1] Pig: 1/2 LLU.

[2] Sheep: 1/4 LLU.

[3] Goat: 1/6 LLU.

(b) Any additional animals sought to be kept on such a lot of three or more acres shall require the granting of a special use permit from the Zoning Board of Appeals as set forth herein. For lots smaller than three acres, the keeping of a large animal shall require the granting of an area variance.

(2) Small animals.

(a) Small animals may be kept as a matter of right on lots no smaller than three acres and shall be subject to the provisions of this chapter. The number of small animals (geese, ducks and turkeys) shall not exceed a total of 16 for such three-acre (or larger) lot. Dogs and cats shall not be subject to the regulations of this section, but shall remain subject to all other provisions of this chapter, as applicable, including § 165-67 relating to animal daycares, kennels and shelters.

(b) Any additional animals sought to be kept on such a lot of three or more acres shall require the granting of a special use permit from the Zoning Board of Appeals as set forth herein. For lots smaller than three acres, the keeping of small animals shall require the granting of an area variance.

- (k) The killing or slaughter of animals kept under this section shall be limited to killings or slaughters undertaken for private use by the occupants of the premises, and is prohibited outside of enclosed buildings. Waste materials from the slaughter of such animals shall be disposed of immediately in a clean and sanitary manner.
- (l) In keeping of animals on a property, no person shall knowingly interfere with the reasonable use and enjoyment of the property of others or disturb any adjoining properties or environmentally sensitive areas.
- (m) No person shall be permitted to keep animals as regulated in this section prior to the issuance of a certificate of compliance from the Codes Enforcement Officer.

### § 165-82.3. Keeping of chickens.

Keeping of chickens on residential properties. Notwithstanding anything in this chapter to the contrary, keeping of chickens (not as part of a farm as such terms are defined in this chapter) shall be allowed in any district in the Town only upon approval by the Codes Enforcement Officer (through the issuance of a certificate of compliance), subject to the following requirements:

#### A. General requirements.

- (1) No person shall have, own, permit or otherwise possess a rooster on their property.
- (2) The killing or slaughter of chickens is limited to killings or slaughters undertaken for private use by the occupants of the premises, and is prohibited outside of enclosed buildings. Waste materials from the slaughter of such animals shall be disposed of immediately in a clean and sanitary manner.
- (3) Unless as part of a farm, as defined in this chapter, the use and consumption of such chickens and their eggs is limited to the occupants of the premises and shall not be sold.
- (4) Keeping of chickens shall be considered an accessory use and is permitted only as incidental to lots on which the principal use is residential.
- (5) The provisions of this section shall not apply to raising chickens on farms.

#### B. Lot size and density restrictions.

- (1) Raising chickens is not permitted on lots smaller than three acres unless the property owner obtains an area variance from the Zoning Board of Appeals.
- (2) The number of chickens on any lot (three acres or larger) shall not exceed 16 unless a special use permit is granted by the Zoning Board of Appeals.

#### C. Location restrictions and planning. In reviewing an application for a certificate of compliance, the Codes Enforcement Officer must find that the proposed use meets all of the following requirements:

**§ 165-67. Animal day care, kennel or shelter.**

An animal day care, kennel or shelter shall be subject to the following additional requirements:

- A. An animal day care, kennel or shelter (except for outside runs) shall be completely enclosed, and such runs and structures shall be no closer than 100 feet to any lot line or residential district boundary as measured from the nearest lot lines.
- B. Fenced areas used in association with such use may not be permitted within 50 feet of any side or rear property line and shall be prohibited in a front yard.
- C. An acceptable waste storage and removal program must be submitted.
- D. Such other materials the reviewing board deems necessary upon which to determine the impact of such specially permitted use must be submitted.



**§ 165-68. Animal hospitals or veterinary clinics.**

Animal hospitals or veterinary clinics shall be subject to the following additional requirements:

- A. An animal hospital or veterinary clinic (except for outside runs) shall be completely enclosed and no closer than 100 feet to any lot line or residential district boundary as measured from the nearest lot lines.
- B. Fenced areas used in association with such use may not be permitted within 50 feet of any side or rear property line and shall be prohibited in a front yard.
- C. An acceptable waste storage and removal program shall be submitted.
- D. Such other materials the reviewing board deems necessary upon which to determine the impact of such specially permitted use shall be submitted.

**§ 165-69. Bed-and-breakfast establishments/owner-occupied transient occupancy lodging. [Amended 5-13-2019 by L.L. No. 2-2019]**

Bed-and-breakfast establishments/owner-occupied transient occupancy lodgings (hereinafter "bed-and-breakfasts"), shall be allowed as elsewhere provided in this chapter, but in all instances shall only be allowed upon the issuance of a special use permit by the Zoning Board of Appeals and shall be subject to the following additional requirements:

- A. The title owner shall live on the premises of the bed-and-breakfast establishment and shall be physically present on the premises during the nighttime hours (7:30 p.m. to 7:30 a.m.) of said transient occupancy.
- B. No alteration to either the exterior or the interior of any principal or accessory structure shall be made which changes the character or appearance of the residential premises.
- C. One attached or detached sign of not more than two square feet in area shall be permitted, subject to the regulations of this chapter.

and a Tax Map or other map showing the site of the proposed project relative to the location of farm operations identified in the agricultural data statement.

ALTERATION — As applied to a structure, a change to or rearrangement of the structural parts, or any expansion thereof, including the extension of any side or by any increase in height, or the moving of such structure from one location to another.

ANIMAL DAY CARE, KENNEL OR SHELTER — A facility that cares for six or more pets or domesticated animals for training, breeding, boarding, grooming or harboring, whether or not for profit.



ANTENNA — Any exterior transmitting or receiving device mounted on a tower, building or structure and used in communications that radiates or captures electromagnetic waves, digital signals, analog signals, radio frequencies (excluding radar signals), wireless telecommunications signals or other communication signals.

APPLICANT — Any person, corporation or other entity applying for a building permit, certificate of occupancy, special use permit, site plan or subdivision approval, variance or zoning amendment.

AUTOMOBILE SERVICE STATION — Any area of land, including structures, that is used or designed to service motor vehicles by supplying fuel (i.e., gas station), oil or other lubricants, and/or to provide other types of services such as maintenance, repair, body work, polishing, greasing, painting or washing such motor vehicles. An establishment that satisfies this definition and also sells unrelated retail goods shall be considered to be both an automobile service station and a retail use as a convenience store. See also "vehicle service."

BED-AND-BREAKFAST — A specially permitted use occurring in an existing one-family dwelling operated by the permanent resident(s) of the dwelling who are also on-site, present and sleeping overnight within the residence while providing short-term overnight lodging to transient guests, with no meal other than breakfast meals offered to such guests. Such presence by the homeowner shall be continuous during the nighttime hours (7:30 p.m. to 7:30 a.m.) to ensure appropriate oversight of the bed-and-breakfast establishment and guests. A bed-and-breakfast must be the primary residence of the owner(s)/proprietor(s) and comply with the requirements of § 165-69. It is the intent of the use of a bed-and-breakfast to maintain the residential character of the primary use of the premises as a dwelling by the titled owner and to limit deleterious impacts such as noise, traffic, excessive parking and other impacts. See also "owner-occupied transient occupancy lodging." [Amended 5-13-2019 by L.L. No. 2-2019]

BERM — An earthen construction designed for use as a barrier, enclosure, partition, ledge, shelf or support.

BILLBOARD — Any outdoor advertising board, structure or device which advertises, directs or calls attention to any business, article, substance, service or any sign which is painted, printed, posted or affixed to any building, structure, wall, fence, pole, railing, natural object or structure of any kind on real property or upon the ground itself which advertises services, products or commodities not available on the premises on which the billboard is located.

BOARDER — A person, other than a servant, resident with a family furnishing lodging or board and lodging to him in its dwelling for gain on other than a daily or transient basis.