

January 14, 2026

The Town Board of The Town of Harpersfield held an organization meeting and its regular Board meeting on January 14, 2026.

Present were:	Lisa M. Driscoll,	Supervisor
	Erik Reeve,	Councilmember
	Patrick F. Funk,	Councilmember
	Donna VanSickell,	Councilmember
	Dwayne C. Hill	Councilmember
Also Present:	Russell Hatch,	Supt. of Highways
	Heidi Stevens,	Town Clerk
	Thomas Giaguzzi,	Deputy Town Clerk
Others Present:	Laurie Bedford,	Assessor
	Christopher Plante,	Code Enforcement Officer
	Dean Darling,	Planning Board Chairperson
	Henry Browning	
	Matt Moyse	
	Thomas VanSickell	
	Dan Minalga,	Jefferson Fire District
	Liz Page,	Editor of The Mountain Eagle

The meeting was called to order at 7:00pm by Lisa Driscoll. Supervisor Driscoll led the Board and those in attendance to the Pledge of Allegiance to the Flag.

A motion appointing the following Town Officials was made by Patrick F. Funk:

Town Attorney - Allyson Phillips

Town Bookkeeper – Karen Kropp

Town Code Enforcement Officer – Christopher Plante

Town Court Clerk – Joy Musella

Dog Control Officer – Jeffrey Bell

Town Historian – Thomas Giaguzzi

Town Planning Board Chairman – Dean Darling

Town Planning Board Member – Doug Cole

Town Planning Board Member – Adam Gallagher

Deputy Superintendent of Highways – Otis Schermerhorn Jr.

Deputy Supervisor – Patrick F. Funk

Registrar of Vital Statistics – Heidi Stevens

Deputy Registrar of Vital Statistics – Thomas Giaguzzi

Seconded by Dwayne C. Hill. All voting Aye.

A motion was made by Dwayne C. Hill in compliance with Open Meeting Law, the regular Town Board meetings will throughout the year be held on the second Wednesday of the month at 7:00pm at the Town Hall. Seconded by Patrick F. Funk. All voting Aye.

A motion was made by Erik Reeve that the necessary bills be paid when due (Electric, Telephone, Fuel and Health Insurance) and audited by the Board at the next regular meeting. Seconded by Patrick F. Funk. All voting Aye.

A motion was made by Dwayne C. Hill that when officials are on town business they be paid mileage at a rate of 72.5 cents per mile. Seconded by Patrick F. Funk. All voting Aye.

A motion was made by Dwayne C. Hill to appoint Patrick F. Funk, Erik R. Reeve and Lisa M. Driscoll as the Highway Committee. Seconded by Donna VanSickell. All voting Aye.

A motion was made by Erik Reeve for Lisa M. Driscoll to represent the Town at the Delaware and Ulster Rail Committee meetings. Seconded by Patrick F. Funk. All voting Aye.

A motion was made by Dwayne C. Hill for The Mountain Eagle to be the Towns official newspaper. Seconded by Patrick F. Funk. All voting Aye.

Supervisor Driscoll informed the Board that next on the agenda is the resolution for the investment policy.

TOWN OF HARPERSFIELD
RESOLUTION NO. 001 OF THE YEAR 2026

Councilmember Erik Reeve offered the following resolution and moved its adoption:

TITLE: INVESTMENT POLICY RESOLUTION.

BE IT RESOLVED, that investment in the Local Government of the Town of Harpersfield shall be undertaken in a manner which seeks to insure the preservation of capital. Each investment transaction shall see to avoid capital losses from securities, defaults of erosion of market value.

It is the intent of the Town of Harpersfield Local Government to maximize the returns on idle cash balances within the guidelines established by this policy.

This policy shall apply to idle monies in each of the various funds of the Town of Harpersfield. In accordance with State Law, the Supervisor and the Town Clerk / Tax Collector are permitted to invest the Local Government's idle cash in the following instruments:

An Interest Bearing Account, Certificate of Deposit, Savings Account or Money Market Account.

Seconded by Councilmember Patrick F. Funk with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye .
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye .
	Councilmember	Dwayne C. Hill	Aye.
	Councilmember	Donna VanSickell	Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll informed the Board that next is the Resolution for adopting a Procurement Policy.

TOWN OF HARPERSFIELD
RESOLUTION NO. 002 OF THE YEAR 2026.

Councilmember Erik Reeve offered the following resolution and moved its adoption:

TITLE: RESOLUTION ADOPTING A PROCUREMENT POLICY.

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt internal policies and procedures governing all procurement of goods and which are not required by law to be publicly bid.

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law #103. Every Town Officer, Board Member,

Department Head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvas of other Town Departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$10,000.00 in the fiscal year or (b) public works contracts over \$20,000.00 shall be formally bid pursuant to General Municipal Law #103.

Guideline 3. The following method of purchase will be used when required by this policy in order to achieve the highest savings:

ESTIMATED AMOUNT OF PURCHASE CONTRACT:	METHOD:
0 TO \$5,000.00	Discretion of purchaser.
\$5,000.00 to \$7,000.00	Oral request for the goods and Oral/fax/email/quotes from two vendors.
\$7,000.00 to \$10,000.00	A written request (RFP – Request For Proposal) and written/fax/email/ Quotes from three vendors.
ESTIMATED AMOUNT OF PUBLIC WORKS CONTRACTS:	METHOD:
\$0.00 TO \$5,000.00	Discretion of purchaser.
\$5,000.00 to \$15,000.00	Written Request For Proposal Proposal (RFP) and written/fax/ email/proposals from two contractors.
\$15,000.00 to \$20,000.00	Written Request for Proposals

(RFP) and written/fax/
email/proposals from three
contractors.

Any written Request For Proposal (RFP) shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of vendors from whom written/fax/email/oral quotes have been requested and the written/fax/email/oral quotes offered. All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Guideline 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the lowest bidder. For example, the second lowest bidder is a business in the Town, paying Town property taxes and their quote was within 5% of the low bidder which is an out-of-state business or supplier. If a bidder is not deemed responsible, facts supporting that judgement shall also be documented and filed with the record supporting the procurement.

Guideline 5. A good faith effort shall be made to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to procurement.

Guideline 6. Except when directed by the Town Board no solicitation of written proposals or quotations shall be required under the following circumstances:

- (a) Acquisition of professional services.
- (b) Emergencies.
- (c) Sole source situation.
- (d) Goods purchased from agencies for the blind or severely handicapped.
- (e) Goods purchased from another government agency.
- (f) Goods purchased from correctional facilities.
- (g) Goods purchased at auction.
- (h) Goods purchased for less than \$250.00.
- (i) Public Works Contract for less than \$500.00.
- (j) Insurance purchase.
- (k) Leases.

Guidelines 7. This policy shall be reviewed annually by the Town Board at its organization meeting or as soon after as is reasonably practicable.

Seconded by Councilmember Patrick F. Funk with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye .
	Councilmember	Patrick F. Funk	Aye .
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.
	Councilmember	Donna VanSickell	Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll informed the Board that next was the Resolution Designating Depositories:

RESOLUTION NO. 003 OF THE YEAR 2026.

Councilmember Patrick F. Funk offered the following resolution and move its adoption:

TITLE: RESOLUTION DESIGNATING DEPOSITORIES.

WHEREAS, under Section 64 of the Town Law, it is provided that the Town Board shall designate the banks or trust companies by written resolution in which certain Town Officials shall deposit the monies coming into their hands by virtue of their offices.

NOW, THEREFORE, BE IT RESOLVED, that the NBT of Hobart Bank, the Wayne Bank or the Delaware National Bank of Delhi are hereby designated as depositories in which the Supervisor, the Town Clerk/Collector and the Town Justice shall deposit all monies coming into their office.

BE IT FURTHER RESOLVED, that this resolution be entered in the minutes of this Board.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye .
	Councilmember	Erik R. Reeve	Aye .
	Councilmember	Dwayne C. Hill	Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll informed the Board that next is the Resolution for Standard Workday and Reporting Retirement:

TOWN OF HARPERSFIELD
RESOLUTION NO. 004 OF THE YEAR 2026

Councilmember Dwayne C. Hill offered the following resolution and moved it adoption:

TITLE: STANDARD WORKDAY AND REPORTING RETIREMENT RESOLUTION.

BE IT RESOLVED, that the town of Harpersfield hereby establishes the following as standard workdays for Elected and Appointed Officials/ employees for the purpose of determining days worked reportable to the New York State and Local Retirement System.

This resolution will cover employees currently enrolled in the New York State and Local Retirement System.

Union Highway Department Employees - Full time – 8 hour standard workday – 5 days per week.

Transfer Station Employee – Full time – 8 hours standard workday – 5 days per week.

Town Supervisor – 8 hours standard workday – 8.44 days/month.

Superintendent of Highways – Full time – 8 hours standard workday – 5 days per week.

Town Clerk – Full time – 8 hours standard workday – 5 days per week.

Assessor, Chairperson – 8 hours per day – 5.38 days per month.

Dog Control Officer -8 hours per day – 0.31 days per month.

Councilmember -8 hours workday – 1 day per month.

Building Code Enforcement Officer – 8 hours per day – 5.08 days per month.

Justice – 8 hours per day – 4.0 days per month.

Planning Board Chairperson – 8 hours per day – 2.50 days per month.

Seconded by Councilmember Patrick F. Funk with the votes as follows:

Supervisor	Lisa M. Driscoll	Aye .
Councilmember	Patrick F. Funk	Aye.
Councilmember	Erik R. Reeve	Aye.
Councilmember	Dwayne C. Hill	Aye.
Councilmember	Donna M. VanSickell	Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll asked the Board if there were any questions, comments or concerns regarding the minutes from December 10, 2025. The Board had no questions, comments or concerns.

A motion to accept the minutes from December 10, 2025, was made by Dwayne C. Hill and seconded by Donna VanSickell. All voting Aye.

Supervisor Driscoll informed the Board that next on the agenda is the County Planning Board Agreement Contract.

AGREEMENT NO. 001 FOR THE YEAR 2026.

TITLE: AN AGREEMENT BETWEEN THE DELAWARE COUNTY PLANNING BOARD AND THE TOWN OF HARPERSFIELD AS SET FORTH IN ARTICLE 11-B OF THE GENERAL MUNICIPAL LAW.

Councilmember Patrick F. Funk offered the following agreement and moved its adoption:

WHEREAS, in accordance with Section 239-d of the General Municipal Law, Subsection 8, and Resolution No. 102, 1975, as amended, Delaware County Board of Supervisors, the Delaware County Planning Board is authorized to provide planning services to the communities within the County when its services are requested by the municipality, through the Town Planning Advisory Service Program, and to enter into local planning assistance agreements with communities desiring such services.

WHEREAS, this community hereby requests the Delaware County Planning Board to provide planning services to this community's Planning Board and agrees to appropriate municipal funds for the purposes of the Town Planning Advisory Service for the year January 1, through December 31, 2026, as follows:

- I. The total cost to the community is\$3,500.00
- II. For the purpose of providing these funds to carry out the provisions of this AGREEMENT, IT IS AGREED that the community will pay to the Delaware County Planning Board the sum of \$3,500.00.

Seconded by Councilmember Donna VanSickell with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.
	Councilmember	Donna VanSickel	Aye.

Supervisor Driscoll asked if there was any correspondence. There was no correspondence.

Supervisor Driscoll informed the Board that next on the agenda is the North Harpersfield Fire Protection contract.

Fire Chief Dan Minalga handed supervisor Driscoll the contract for 2026. Supervisor Driscoll read over the contract. She questioned the amount in comparison to 2025.

A motion was made to table the contract until the next Board meeting by Patrick F. Funk. Seconded by Dwayne C. Hill. All voting Aye.

Supervisor Driscoll informed the Board that next on the agenda is an amendment to the Local law for cell towers. Resolution No. 005 of the year 2026 to schedule a public hearing.

RESOLUTION NO. 005

RESOLUTION SCHEDULING A PUBLIC HEARING ON A

PROPOSED LOCAL LAW TO AMEND THE HARPERSFIELD COMMUNICATIONS

TOWER AND FACILITIES LAW

WHEREAS, the Town Board of the Town of Harpersfield ("Town Board") has proposed a new local law to amend Local Law No. 1 of 2001, known as the Harpersfield Communications Tower and Facilities Law.

"WHEREAS, the proposed local law would amend the procedure for serving notice of the public hearing on adjacent property owners"

provision that would allow the Town of Harpersfield Planning Board to amend the procedure for serving notice of public hearing on adjacent property owners. The current law requires the Town

to give notice in writing by certified mail to all property owners of the land immediately adjacent

to the proposed site. The proposed amendment would require the applicant to serve the required

notice and to provide proof of service to the Town Planning Board.

WHEREAS, the Town Board members and Town Attorney have reviewed a proposed draft of the local law which has now been introduced by a member of the Town Board.

NOW, THEREFORE, BE IT RESOLVED that the Town Board accepts the proposed draft Local Law that has been introduced; and

BE IT FURTHER RESOLVED, that a copy of the proposed draft Local Law shall be placed in the Town Clerk's office and made available for public inspection; and

BE IT FURTHER RESOLVED, that the Town Board will hold a public hearing for consideration of the Local Law on February 11, 2026 at 7:00 pm at the Town Hall; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to publish notice of said hearing in the Mountain Eagle, and to post copies of such notice in the manner provided by law.

WHEREUPON, the Resolution was put to a vote and recorded as follows:

Aye Nay

Supervisor Driscoll Aye.

Board Member VanSickell Aye.

Board Member Funk Aye.

Board Member Hill Aye.

Board Member Reeve Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Signed this 14th day of January, 2026

Currently in the local law it states that the Town would need to notify surrounding landowners. The new local law will state that the applicant will need to notify the surrounding landowners.

Supervisor Driscoll went on to say that the Town is looking to update the index on the Town's webpage to show if there has been any amendments to Local Laws. So that when the Local Laws are searched it will show the original Local Law and what the amendment was and when it had been changed. One of the things that the Town is doing now is looking through all the Local Laws and Ordinances to see what needs to be updated. On the agenda, there is the Campground Ordinance. The Site Plan Review Law is also being looked at by the Town Attorney. So many of the Ordinances and Local Laws are outdated. S

Supervisor Driscoll informed the Board that next on the agenda is the Resolution for the public hearing to change the Campground Ordinance to a Local Law.

RESOLUTION NO. 006

RESOLUTION SCHEDULING A PUBLIC HEARING ON A
PROPOSED LOCAL LAW TO REGULATE MOBILE HOME PARKS AND
CAMPGROUNDS IN THE TOWN OF HARPERSFIELD

WHEREAS, the Town Board of the Town of Harpersfield ("Town Board") has proposed a new local law to repeal and replace Ordinance No. 1 of 1983 regulating Mobile Home Parks and Campgrounds in the Town of Harpersfield.

WHEREAS, the proposed local law would update and replace the Town's existing regulations applicable to Mobile Homes, Camping Units, including Recreational Vehicles, Mobile Home Parks and Campgrounds within the Town of Harpersfield. While the local law incorporates many provisions of the prior ordinance, new and updated definitions, substantive and procedural requirements are proposed to bring the Town's legal requirements in accord with

the current standards adopted by the New York State Department of Health and set forth in 10 NYCRR, Chapter 1 (New York State Sanitary Code). Specifically, the proposed local law incorporates the current New York State Department of Health regulations for the minimum size and spacing requirements for Mobile Homes Lots and Camping Spaces, requirements for fire safety, refuse disposal, and the provision of necessary utilities. The proposed local law also

includes a cross-reference to the Town of Harpersfield Site Plan Review Law and reiterates that a site plan review and approval by the Town of Harpersfield Planning Board is required prior to the issuance of a Mobile Home Park and Campground Permit. The law also changes the permit issuing authority from the Town Clerk to the Town Board and includes a new mandatory referral to the Town Building Inspector/ Code Enforcement Officer and Town Planning Board. In sum, the proposed new local law reflects a comprehensive update of the Town's existing regulations with the goal of ensuring the minimum standards are in place to safeguard public health, safety and welfare. The requirement to obtain a Mobile Home Park and Campground Permit remains.

WHEREAS, the Town Board members and Town Attorney have reviewed a proposed draft of the local law which has now been introduced by a member of the Town Board.

NOW, THEREFORE, BE IT RESOLVED that the Town Board accepts the proposed draft Local Law that has been introduced; and

BE IT FURTHER RESOLVED, that a copy of the proposed draft Local Law shall be placed in the Town Clerk's office and made available for public inspection; and

BE IT FURTHER RESOLVED, that the Town Board will hold a public hearing for consideration of the Local Law on February 11, 2026 at 7:00 pm at the Town Hall; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to publish notice of said hearing in the Mountain Eagle, and to post copies of such notice in the manner provided by law.

WHEREUPON, the Resolution was put to a vote and recorded as follows:

Aye Nay

Supervisor Driscoll Aye.

Board Member Vansickell Aye.

Board Member Funk Aye.

Board Member Hill Aye.

Board Member Reeve Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll asked If Dean Darling would like to add anything?

Dean went on to say that the change is going to be a change from a Site Plan Requirement to a Local Law. The Ordinance was overwhelming and with the Attorneys help changing it to a Local Law will make this easier for the Planning Board to use it with the Site Plan Application. The Planning Board will go over this at the next Planning Board meeting and come back to the Town Board with any questions.

Supervisor Driscoll informed the Board that next on the agenda is the Building Permit Fee discussion.

Code Enforcement Officer Christopher Plante would like to see if the Board would agree with him with a few updates to the Fee schedule with the building permits. The way that the fees are calculated is very difficult for the applicants to figure out. The one fee that is the most important would be the Certificate of Occupancy and the Certificate of Compliance fees. This is an additional \$50 fee that is to be collected when the project is done and after the last inspection is made. Most applicants avoid closing out the building permit because they are not coming back to the Town to pay for this and receive their C of C or C of O. This has caused many of the permits that are with the Town to remain open. Chris would like to incorporate this fee with the Building Permit fee so that it is paid upfront. With hopes that this would cut down the number of permits that stay open for years. Most of the fees would go up slightly because we would be incorporating this fee in the initial building permit fee. Another thing is that the Town has percentages which cross reference back and forth to try and figure out how much a permit would cost. Chris would like to make this easier by making it a one fee for each certain type of building including Solar. He would like permission from the Board to review all the fees and submit a breakdown of updated fees to the Board at a later Board Meeting.

Supervisor Driscoll said that the Town had updated the fees about 3 years ago. At that time the Code enforcement officer wanted to put the fees on square footage of buildings. Which according to Chris makes it very difficult for applicants to figure out the fees. She agrees with that and she also agrees with putting the C of O and the C of C charges in with the building permit fee. With finding that there are many open permits in the Town of Harpersfield, the Town is going to make up a letter to send to the residents asking if they have these on hand and if not, we will need to set up inspections to have these permits closed out. The Town will give a

time frame for these property owners to come in with the proper documentation. The Town can charge a \$40 fee for every year that a permit stays open. Which some of the permits are 20 plus years open. That could get costly for the landowners. The Town ultimately would just like to get these permits closed out.

Patrick Funk asked what you would need a C of O for? Christopher answered in order to sell a house unless it's a cash deal the title company would ask for a C of O search. If there is no C of O, the title is not clear.

Supervisor Driscoll said that the Town will wave the \$50 fee. We would just like to get these closed out.

Chris added at this point and time the Town cannot even see where this inspection had happened. It may have happened but there are no records showing this.

Supervisor Driscoll said that the Town needs to take measures to get the Towns records up to date.

A motion was made for Chris to come up with the updated fees and to close out the open building permits by Erik Reeve. Seconded by Donna VanSickell. All voting Aye.

A discussion was had.

Code Enforcement Officer Christopher Plante presented his 2025 Building Department Annual Activity Report to the Board.

A total of 3 Orders of Remedy were issued; all have been resolved and closed.

A total of 36 building permits were issued, of which 19 remain open. Permit activity includes:

4 solar farm permits, 1 residential solar panel installation, 5 new home constructions, 3 home remodels, 2 wells, 2 decks/ covered porches, 1 septic system, 9 accessory buildings, 9 repair permits.

Certificate of Occupancy:

13 Certificate of Occupancy searches were conducted.

Total revenue for the Town was \$7585.00 from building permits with an additional \$650 for Certificate of Occupancy searches.

Supervisor Driscoll informed the Board that next on the agenda is the 2025 Planning Board report.

Dean Darling, Planning Board Chairman, provided the Town with the planning Board Report.

1 subdivision was completed on Middlebrook Hill Rd.

Boundary Line Adjustments Processed:

Miller/Williams – Whiskey Hollow site

Inquiries on lot combination:

Valentine – South Worcester Hill Road

Miller – Odell Lake Extension

Continuing Site Plan Items:

Weaver Road Solar – site work nearly completed, no connection to grid yet

Bruce Hill Road Solar Project: site construction began fall of 2025 and work to continue in the Spring of 2026

Continuing Planning Board Items:

Review and update the Campground ordinance with Attorney.

Member Training and Webinar Programs – Working with the County Planning.

Town Comprehensive Plan Update.

A discussion was had.

Supervisor Driscoll informed the Board that next on the agenda is Veterans 100% disability law.

Councilmember Patrick F. Funk has looked this over. He thinks it would be very difficult to qualify for this 100% Disability Exemption. A discussion was had.

The Board has decided to go ahead and adopt this.

Supervisor Driscoll will bring this to the Town Attorney for adoption at the next meeting of the Board.

Supervisor Driscoll informed the Board that next on the agenda is the snow pusher for the Transfer Station. Using the skid steer that the Transfer Station has now is ruining the new parking lot. The bucket on the skid steer has a belly in the middle of it. When they are trying to push the snow, it is digging the lot up. Superintendent Russ Hatch found a used snow pusher that the Town has purchased. There is a voucher for this.

Supervisor Lisa Driscoll informed the Board that next on the agenda is the garage door for the Transfer Station and contract. The Risk assessor had mentioned that we need to have the doors inspected. The Town is in the process of getting bids for a new door and a door opener with a

service contract. The new door would be for the Highway Garage, and the door opener would be for the Transfer Station.

Russ informed the Board that a door at the Highway garage was hit. This is letting moisture into the garage. He has gotten a quote in the amount of \$9000 for the opener and a new door. Looking to get a couple more quotes. A discussion was had.

Supervisor Driscoll informed the Board that the website now has the privacy policy listed on it.

Supervisor Driscoll informed the Board that the Bond payment will be going out.

Supervisor Driscoll asked if the council members had any items to address with the Board.

Patrick F. Funk mentioned that he was at the Transfer Station and there were a few people with no stickers. The Transfer Station Attendant was telling them that they could not dump if they had no stickers. The residents informed the attendant that their Town Clerks office is always closed when they go to get their sticker.

Supervisor Driscoll had spoken with the Supervisor of Stamford who informed her that he had spoken with the Town Clerk and she will be posting when she is in her office. If the residents cannot get to the office while they are there, Heidi the Town Clerk of Harpersfield will issue a sticker to that resident at the Harpersfield Town Hall, within her business hours. Supervisor Driscoll will order more stickers for the Transfer Station as well. Heidi will issue to the other Towns also if they cannot get to their Town Clerk. A discussion was had.

Supervisor Lisa Driscoll informed the Board that next on the agenda is the new F550 truck.

Hwy Superintendent Russ Hatched informed the Board that the Town has taken purchase of the new 550. That truck cost \$132,000.00. The Town had gotten a grant for \$30,000.00. The Town will use the grant money and then \$100,000.00 from C.H.I.P.S.

Russ informed the Board that he has been speaking with another Highway Superintendent. He has been informed that the Town of Cazenovia is going to have two trucks coming up for sale. Russ would like to work it out so the Town can purchase one the trucks. The truck would be five years old. The price would be around \$190,000.00. This could happen in the fall of 2026. More likely to happen in 2027. Russ would like to try and write a grant for the truck to see what happens with that. He has also talked with C.H.I.P.S and we can purchase used equipment with C.H.I.P.S funding, it would have to go through C.H.I.P.S and be approved.

Councilmember Patrick Funk asked if they would put the trucks on a bid or an auction site? Russ answered that one municipality can sell trucks to another municipality.

Councilmember Erik Reeve asked if the Town could have the truck inspected before purchasing it? Russ answered that the Town could probably do that.

Russ went on to say that the new truck would run around \$340,000.00. He is not sure how they come up with the value of the truck. A municipality would rather deal with another municipality than go through an auction site.

Supervisor Driscoll said that she and Russ had been having conversations as to whether C.H.I.P.S will cover the used truck or not. She is pretty sure that they will cover it. The Town will ask for the specs on the truck and put it through to C.H.I.P.S in the summer to see if it is covered. Also get it in writing if it is covered. If the truck is not covered the Town will write a grant specifying in the grant that C.H.I.P.S will not cover and the remainder of the price would be the Towns responsibility. A discussion was had.

Russ informed the board that he has the Highway Departments Agreement of Expenditure of Highway Moneys 2026.

General Repairs, The sum of \$66,578.68 shall be set aside to be expended for primary work and general repairs upon 2.96 miles of town highways, including sluices, culverts and bridges having a span less than five feet and boardwalks or renewals thereof.

Permanent Improvements. The following sums shall be set aside to be expended for the permanent improvement.

On the road commencing at Beech Rd starting at NYS Route 23 and leading to Terry Rd, a distance of .33 miles, there shall be expended not over the sum of \$7422.62. To seal 18' with a thickness of 1/2" and a pavement subbase.

On the road commencing at Fisher Rd starting at Town line and leading to Cty Route 30, a distance of 1.29 miles, there shall be expended not over the sum of \$29,015.71. To seal 20' with a thickness of 1/2" and a pavement subbase.

On the road commencing at Gaffey starting at NYS Route 23 and leading to Cty Hwy 30, a distance of 1.34 miles, there shall be expended not over the sum of \$30,140.35. To seal 20' with a thickness of 1/2" and a pavement subbase.

General Repairs. The sum of \$134,014.00 shall be set aside to be expended for primary work and general repairs upon 2.26 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

Permanent Improvements. The following sums shall be set aside to be expended for improvement of town highways.

On the road commencing at Railroad Ave at village Town line and leading to NYS Route 10, a distance of .12 miles, there shall be expended not over the sum of \$2699.14. To seal 20' with a thickness of 1/2" and a pavement subbase.

On the road commencing at Smith Rd starting at Moxham Rd and leading to Gaffey Rd, a distance of .95 miles, there shall be expended not over the sum of \$21,368.16. To seal 20' with a thickness of 1/2" and a pavement subbase.

On the road commencing at South Worcester Hill at County line and leading to Titus Lake Rd, a distance of 1.28 miles, there shall be expended not over the sum of \$109,946.80. To seal 20' with a thickness of 1 1/2" and a pavement subbase.

Total of 9.5 miles and costing \$291,000.00.

Supervisor Lisa Driscoll put together C.H.I.P.S breakdown for the Board to see. The total current balance is \$427,409.72. The Town has asked for the March reimbursement in the amount of \$147,000.00 for the 10-wheeler and \$100,000.00 for the F550. The F550 still needs to be submitted. That is \$247,000.00 the Town will be getting towards the 2025 budget as income. This will leave \$180,000.00. With the roads costing \$291,000.00. When the Town adds Pave NY \$47,000.00 and POP \$81,000.00, which need to be used for paving, that will bring it up to \$308,000.00 then take out the \$291,000.00 that leaves the Town with about \$17,000.00. On April 1st the Town will get \$319,000.00 from C.H.I.P.S again which brings that total back up to \$336,000.00. The Town is looking at about \$100,000.00 for the excavator and then we would need \$120,000.00 - \$180,000.00 for the used 10-wheeler. So next year the Town will be looking at \$50,000.00 - \$100,000.00 left in C.H.I.P.S. The money is there to use if the Town needs it if they agree to the used 10_wheeler.

Russ informed the Board that he contacted soil and water regarding the Gun House Road and Reed Road culvert. They informed him that the Town has a signed contract for that project. Russ would have liked to have the signed contract last year so he could have put out the concrete structures to bid in the fall so they could have been built during the winter. This project needs to be completed by May of 2028. In order to put the structures out to bid, the Town would need the engineered drawings. By the time the Town receives everything that is needed and a bid is accepted and the structures are built it would be too close to the time when the Town would need to be out of the streams. The Town can only work in the streams until September. Russ is planning on getting the structures built in 2026 and starting the work in the Spring of 2027. For the next meeting Russ is hoping to present a better breakdown of the cost of the project. The Town did get a grant for \$500,000.00; the Town was ballparking the project to cost about \$650,000.00. The Town will need to come up with some of the cost. A discussion was had.

The Town Clerks report was issued for the month of December to the Board. The amount that the Town received was \$496.01.

Supervisor Driscoll informed the Board that next on the agenda is the abstract and vouchers. The Town was brought a fuel delivery which was in the amount of \$19,000.00 and the payment

to the NYS Retirement went out as well. Retirement was in the amount of \$111,607.00. The new truck went out that was \$132,000.00.

A motion was made to pay the bills that have been presented to the Board was made by Donna VanSickell. Seconded by Dwayne C. Hill. All Voting Aye.

Supervisor Driscoll informed the Board that she had been contacted by NYSEG to put solar panels up to run all of the municipality buildings. NYSEG will be giving her more information regarding this. A discussion was had.

Supervisor Driscoll informed the Board that next on the agenda is the Profit and Losses. This is not the final because there are still December bills coming into the Town. For general A the Town Received \$597,000.00. There is \$50,000.00 in the appropriated fund balance that is not included there. A lot of the bills that were presented tonight are still the December bills.

For B, the town received \$76,000.00 The budget was \$75,000.00 the Town is at \$72,000.00. The Town is in good shape there.

DA, the Town is at \$213,000.00, the Town has spent \$235,000.00 the Town will have to bring the fund balance in. The \$30,000.00 Robinson Broadhurst grant will be moved to DB. The reason for that is because the truck was paid for under DB. That will decrease the income by \$30,000.00. That's why the fund balanced will need to be used.

DB, the Town is at \$726,000.00 the budget was \$964,000.00 that's with the C.H.I.P.S. Keep in mind the Town is bringing in another \$247,000.00 in for income. The Town has spent \$902,000.00.

SF, equals out.

SL, the cost will be covered under the fund balance.

Transfer Station, is at \$197,000.00 income the Town has spent \$197,000.00. The Town will be getting more income from the other Towns' December invoices. Supervisor Driscoll asked if there were any questions regarding the Profits and Losses. There were no questions.

A motion was made to go into executive session at 8:34pm for pending litigation was made by Patrick. F. Funk. Seconded by Dwayne C. Hill. All voting Aye.

A motion was made to come out of executive session at 8:58pm was made by Patrick F. Funk. Seconded by Erik Reeve. All voting Aye.

Supervisor Driscoll informed the Board that she is going back to the Profits and Losses to see what we had in the budget in 2025 for the Jefferson Fire District, North Harpersfield Fire

Protection District. After looking at the last years amount she informed the Board that in 2025 the Town had budgeted for \$43,500.00. Which is the same amount they are asking for in 2026.

A motion was made to sign the contract agreement between the Town of Harpersfield and the Jefferson Fire District, North Harpersfield Fire Protection District by Patrick F. Funk. Seconded

AGREEMENT NO. 002 OF THE YEAR 2026.

Councilmember Patrick F. Funk offered the following agreement and moved its adoption:

TITLE: CONTRACT OF AGREEMENT BETWEEN THE TOWN OF HARPERSFIELD AND THE JEFFERSON FIRE DISTRICT, NORTH HARPERSFIELD FIRE PROTECTION DISTRICT.

THIS AGREEMENT made this 1st day of January 2026, by and between the TOWN OF HARPERSFIELD, Delaware County, State of New York, party of the first part, and the JEFFERSON FIRE DISTRICT of the Town of Jefferson, Schoharie County, State of New York, party of the second part, WITNESSETH:

WHEREAS, the NORTH HARPERSFIELD FIRE PROTECTION DISTRICT has been duly established in the Town of Harpersfield on the 29th day of December, 1954; and

WHEREAS, the party of the second part is the owner of motorized fire fighting equipment and maintains an organized Fire Department, and is willing to operate said equipment and provide firemen for the extinguishment of fires in the territory within the above mentioned Fire Protection District together with General Ambulance Service.

NOW, THEREFORE, the said party of the first part does engage the said party of the second part to furnish Fire Protection and General Ambulance Service to the said NORTH HARPERSFIELD FIRE PROTECTION DISTRICT and the party of the second part agrees to furnish such protection and service in the following manner:

1. The Fire Department of the said party of the second part shall at all times during the period of this agreement be subject to call for attendance upon any fire or general ambulance service occurring in said district, and when notified by alarm or telephone call from any person within the District of a fire or general ambulance call within the District, such Department shall respond as promptly as possible except when the firemen and equipment are attending a fire or providing ambulance service in the Jefferson Fire District and attend upon the fire with suitable ladders, pumping and hose apparatus of the party of the second part. Upon arriving at the scene of the fire, the firemen of the party of the second part attending shall diligently and in every way reasonable suggested to the extinguishment of the fire and the saving of life and property in connection therewith.
2. In consideration of furnishing aid and the use of its apparatus as aforesaid, the party of the second part shall receive from the party of the first part the sum of Forty-three Thousand Five

Hundred Dollars (\$43,500.00); such sum shall be assessed and levied upon the taxable property within the District known as the North Harpersfield Fire Protection District.

3. The party of the second part undertakes and agrees to maintain public liability insurance in the amount of not less than Ten Thousand Dollars (\$10,000.00) for property damage and Seventy-five Thousand Dollars (\$75,000.00) for personal injuries arising from the operation of said equipment within said District or in going to and returning from said Fire District.
4. It is understood and agreed that the party of the second part shall secure necessary insurance to insure the party of the first part against liability imposed against it by provisions of Section 290 of the General Municipal Law.
5. Said party of the first part will pay all legal fees and other expenses in connection with the operation of the said North Harpersfield Fire Protection District.
6. The party of the first part warrants that it is insured under a general policy of self-insurance held by the County of Delaware which covers all claims authorized by law for medical expenses, loss of wages, compensation benefits or other claims arising by reason of injury or death to a fireman or member of the Fire Department, Emergency Rescue Squad, Fire Police Squad or Fire Patrol sustained while answering, attending upon or returning from any such call, and in the case the said party of the second part shall be compelled or required to pay such claim, the party of the first part shall reimburse the party of the second part for the amount paid within thirty (30) days after making such payment.
7. All monies to be paid under any provision of this agreement shall be a charge upon the North Harpersfield Fire Protection District, to be assessed or levied upon the taxable property of said District and collected with the Town Taxes.
8. The period of this agreement shall be for one year from the date hereof, until the 31st day of December 2024 and shall continue on unless otherwise terminated at the end of any of the above periods by giving written notice thirty (30) days prior to the end of any period. Notices shall be served personally or by certified mail upon the Clerk of the Town of Harpersfield or upon any member of the Board of Fire Commissioners of the party of the second part.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Adopted:	Supervisor	Lisa M. Driscoll	Aye.
	Councilmember	Patrick F. Funk	Aye.
	Councilmember	Erik R. Reeve	Aye.
	Councilmember	Dwayne C. Hill	Aye.
	Councilmember	Donna VanSickell	Aye .

A motion to adjourn the meeting at 9:00pm was made by Dwayne C. Hill. Seconded by Donna VanSickell. All voting Aye.

The next regular meeting Town Board will be held on February 11, 2026 at 7:00pm. Along with two Public Hearings.

