

TOWN OF CROWN POINT, NY REGULAR BOARD MEETING – February 12, 2026

The Regular Meeting of the Town Board of Crown Point, County of Essex, State of New York was held at the Town Offices, Crown Point, New York on the 12th day of February, 2026.

PRESENT: Clayton Menser, Supervisor
Tara Peters, Councilperson (Arrived 7:20 pm)
Walter Worth, Councilperson
Sherlene Barrows, Councilperson
M. Cindy Bodette, Clerk

ALSO PRESENT: Roy Cutting, Gary Allen –Water/Wastewater, Bruce Burns-Highway Superintendent, Chris Spaulding-assessor, Mary Jane Weld, Gene Staubitz, Fran Cook, Eric Ingleston, Christine Mallenex, Kama Ingleston, Bernadine Melton, Anita Johnson

Supervisor Menser called the meeting to order at 6:00 pm with the Pledge of Allegiance

Minutes were presented from January 8, 2026 Regular Board Meeting.

Councilperson Worth made a motion, seconded by Councilperson Barrows to accept the January 8, 2026 Regular Board Meeting minutes as presented. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Councilperson Worth made a motion, seconded by Councilperson Barrows to enter into executive session to discuss salary compensations/benefits that are not normally meant for salaried employees that have been committed to in the past. Waste Water repair expenses from 2025 not accounted for. Motion Carried.

The Board returned to normal meeting procedures, no votes or determinations were decided during the executive session.

Communications:

United Way

Department of Environmental Conservation – Salt Storage Grant denied

Environmental Facilities Corporation – Waste Water Grant Bill

Environmental Facilities Corporation – Water Grant Bill

Arthur J. Gallagher, Risk Management Services, LLC – Town Insurance

AES Northeast Project Water Meters

Bearcom Stone quote for Antenna, cable to connect Base Station to Town Office – Any discussion tabled until next month meeting.

Public Service Commission – Champlain Hudson Power Express, Inc.

John Owens – Information about Sewer District

Nautilus solar – Updated Bond Information – Bond in place to cover removal if companies should not follow through

Penfield Homestead Museum – Funding Request

Agriculture and Markets – DCO Inspection Report

Municipal Electric and Gas Alliance – Bidding Process for Utilities

Laberge Group – Engineering and Grant writing

Councilperson Worth made a motion, seconded by Councilperson Barrows to approve the correspondence as presented. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Order of Business:

Online training for Supervisor’s Clerk and Town Clerk:

Introduction to Governmental Accounting March 4th and 5th – Cost \$85.00

Accounting Principles & Procedures April 1st and 2nd – Cost \$85.00

New York Notary Public Course – Cost \$25.00 each plus materials once they pass.

Councilperson Worth made a motion, seconded by Councilperson Barrows authorizing online training for Supervisor’s Clerk and Town Clerk at a total cost of \$220.00 plus materials. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Some of the Town Office computers are old and need to be replaced according to the County IT Department, in addition to the Supervisor’s desk top which was approved for replacement in January 2026, the following computers need to be replaced; Town Clerk Laptop, Supervisor Clerk Desk top and Laptop, additionally the Water Department desk top. Total cost \$4,707.37.

Councilperson Barrows made a motion, seconded by Councilperson Worth authorizing purchase of computers through County IT department at a cost of \$4,707.37. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Increase the salary of the Water/Waste Water Operator by \$7,000.00 annually effective immediately.

Councilperson Barrows made a motion, seconded by Councilperson Worth to increase the salary of the Water/Waste Water Operator by \$7,000.00 annually effective immediately. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Payout all accumulated sick time of 450 hours at \$22.41 per hour and 283 hrs. vacation pay at \$22.41 per hour, payable to departing Supervisor’s Clerk upon departure \$16,426.53.

Commissioner Barrows made a motion, seconded by Commissioner Worth to pay out all accumulated sick pay and vacation pay to departing Supervisor’s Clerk upon departure \$16,426.53. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Committee Reports:

Fire District

The Fire District has been contracting for ambulance services at a cost for March 2025 – March 2026 being \$40,000. This contracting should have been through the Town Board rather than the Fire District. Should the town take this over the service will be put out to bid.

Water/Wastewater

Water Superintendent, Gary Allen reported that they have received a verbal resignation from Paul Salerno regarding completion of the interior water meter installations. This needs to be put out to bid. He is aware of three parties who are interested in the work.

There have been many cold water breaks.

There was a back up in the wastewater in front of the Health Center yesterday. It has been cleared. The design of the system is not good. It would be advisable to have Geraw's Septic to pump out this section of the system every 3 years or so.

Councilperson Worth made a motion, seconded by Councilperson Barrows to go out for bid for installation of water meters in home. The motion carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Presentation:

TCP (Time Clock Plus) conducted a video presentation regarding their time clock software. This would be used by non salaried employees. Currently payroll takes up to two days to complete. The software has the ability to do job tracking, accommodates full and part time employees. Other advantages were presented. The presentation was for informational purposes at this time.

Assessor

Chris Spaulding, Assessor reported that of 190 properties they are down to the last 35 to gather data before taxable status day. The equalization rate is down to 65% - below 50% state aid will be lost. This will effect state aid and grants and should be bumped up 5% to 70% to keep us out of harm's way. Of 943 properties 25% will be done. There is a cyclical plan to complete the reassessment in 2028 and another three years later. It is supposed to be every 3 years.

Highway:

Bruce Burns, Highway Superintendent reported that they received bids and compared costs of a new loader. In the end a Lease to own in the end was decided. Funds would be allocated to pay for the Loader as follows: \$100,000 from budget, \$100,000 from Highway Fund Balance and the balance from a 0% interest loan for three years.

Councilperson Worth made a motion, seconded by Councilperson Barrows to purchase a new 2025 John Deere 644-G Tier Wheel Loader – total cost of \$306,099.34 that is currently in stock at the dealer. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Superintendent Burns discussed making improvements at the highway building water line to allow for washing trucks with two hoses at the same time. Pros and Cons of this were discussed .

Councilperson Worth made a motion, seconded by Councilperson Barrows to spend up to \$2,500.00 maximum from the general fund to adjust plumbing piping to bring a second line to the front of the building to connect a one inch hose. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Notification has been received from the vender that they are out of salt. When salt becomes available the State DOT gets the first dibs. They are conserving as there are 40 tons left in the building.

The senior van has the signs on it.

Code Enforcement:

Colin Mangan, Code Enforcement Officer reported he is staying busy providing services for five towns. Crown Point is asking for more permits than other towns. He would like four hours added to his current contract in the future.

*Councilperson Tara Peters arrived

Youth Commission:

The wrestling program has moved back to the school as the Fire Department changed the rules. The wrestling program is open to students from other schools.

The town of Moriah matched the contribution from Crown Point and a further donation from the County has been added to the ski program. If grants are received every kid will go free.

Senior Citizens:

No report

Monitor Bay:

Councilperson Worth has printed out sample duties for campground supervisor which he will need to modify. This will be a seasonal position which will be advertised in the paper.

Councilperson Worth made a motion, seconded by Councilperson Peters to increase the 2026 campground fees \$200 over last year's rate. Motion Carried.

Ayes Worth, Barrows, Menser, Peters

Nays None

Abstain None

Absent None

Library:

It was decided that the Library will be taken off our agenda as they are not a town entity. The town will no longer be plowing for the library. Supervisor Mensor will inform them.

Supervisor and Town Clerk reports were presented to the Board for review.

Any Other Business/ Comments from the Floor:

Kama Ingleston inquired regarding the Penfield Museum request for funding that had been presented to the Board. As part of this conversation It was reported that ROOST funds are received four times per year. \$21,000 was just received today. Councilperson Worth asked clarifying questions regarding Penfield income. Councilperson Worth discussed other possible uses of the funds such as Monitor Bay.

Phase 1 of the Wastewater project was completed last year. We need to look at Phase 2. A piece of property that was purchased is not feasible for the project. The only viable piece of property left is the current town office building. Determinations for space for a new municipal building will need to be explored for completion 6 to 8 years from now. Highway Department will need upgrades that they do

not have the physical space to do at this time. We are in violation now as a separator is not in. The current telephone building was suggested as a viable option. When new space is planned it will need to meet minimum standards regarding meeting space and bathrooms. We can be fined daily if we are not working on a plan to meet this need. Councilperson Peters stated more information will be needed to make decisions. An outline for the project plan was suggested.

Bills were presented by Councilperson Worth as follows:

Highway	\$62,806.86
Water	\$ 5,467.59
Sewer	\$ 5,471.78
General	\$435,945.76
NYS EFC	<u>\$19,690.89</u>

Total Feb Vouchers \$529,382.88

Councilperson Worth made a motion, seconded by Councilperson Barrows to pay the bills as presented. Motion Carried.

Ayes Worth, Barrows, Menser, Peters

Nays None

Abstain None

Absent None

With no further business, Councilperson Barrows made a motion, seconded by Councilperson Worth to adjourn the Regular Meeting. Motion Carried. Meeting was adjourned at 8:20 pm.

Duly Submitted,

Mary Cindy Bodette
Town Clerk