

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

PRESENT: Clayton Menser, Supervisor
Tara Peters, Councilperson (Arrived 6:43 pm)
Walter Worth, Councilperson
Sherlene Barrows, Councilperson
M. Cindy Bodette, Clerk

ALSO PRESENT: Bruce Burns- Highway Supervisor, Chris Spaulding-Assessor, Leanne Rice-Supervisor Clerk, Matthew Courtright and Chloe Rocque – Ticonderoga Chamber of Commerce, Greg Swart from Suozzo, Doty and Associates, Roy Cutting, Gary Allen- Water/Wastewater, Betsy Johnson, Christian Mullenax, Kama Ingleston, Jodi Gibbs, Eric Ingleston, Thomas Burns, Ryder Rafferty, Christina Sargent, Leo Sargent, Vicki Mero, Gene Staubitz, Wyatt Deyo, Levi Stephens, Bernadine Meldon, Sue Ross, Mary Jane Weld

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

Minutes were presented from February 12, 2026 Regular Board Meeting.

Councilperson Worth made a motion, seconded by Councilperson Barrows to accept the February 12, 2026 Regular Board Meeting minutes as presented. Motion Carried.

Ayes Worth, Barrows, Menser
Nays None
Abstain None
Absent Peters

Greg Swart of Suozzo, Doty & Associates presented information regarding the Wastewater Project. Phase 1 of the project is complete. Phase II of the project now needs to be completed. The state is mandating this upgrade. Grant money will be needed to complete this project.

There are two options that are feasible for the town at this time:

- 1- Will involve a membrane and is a highly technical plant. This is costly and will require higher levels of certification for the operator.
- 2- Tricky filter process. This does not require a higher operator level of certification. It is a larger infrastructure. Construction cost is similar to the membrane system.

A final report should be completed in May. We are waiting for more requirements. Odor control will need to be managed. It is important to understand that employee wages are not covered by Grants.

Councilperson Barrows made a motion, seconded by Councilperson Worth to move forward with the planning phase of a Trickling Filter Plant design for Phase 2 of the Waste Water Treatment System. Motion Carried.

Ayes Worth, Barrows, Menser
Nays None
Abstain None
Absent Peters

Matthew Courtright, President and CEO of the Ticonderoga Chamber of Commerce made a presentation of the benefits provided by the Chamber to the Town by way of the membership in the Chamber.

Water/Wastewater

Councilperson Barrows, Seconded by Councilperson Worth made a motion to approve the updates to the Town Policy Manual. Motion Carried.

Ayes Worth, Barrows, Menser

Nays None

Abstain None

Absent Peters

Councilperson Peters Arrived

COMMITTEE REPORTS

Water –

Bids for Water Meter installation were opened:

- | | | |
|---|---------------------|-----------------|
| 1 | Bevins Construction | \$395 per home |
| 2 | Scalzo Construction | \$500 per meter |
| 3 | Bevins Construction | Duplicate |
| 4 | Avery Energy | \$499 per meter |
| 5 | Hayes Construction | \$425 per meter |

Discussion was held regarding the bids received.

Councilperson Worth, Seconded by Councilperson Barrows made a motion to accept the Bid of \$395 per meter from Bevins Construction with Avery Energy bid secondary should there be an issue with Bevins Construction. Motion Carried.

Ayes Worth, Barrows, Menser

Nays Peters

Abstain None

Absent None

Wastewater – Gary Allen

Gary reported that 13 million dollars will be needed in funding for the wastewater project. This project is ten years down the road.

Assessor Chris Spaulding

Chris showed a graph noting that Crown Point equalization rates need to be brought up to par with other towns in the county. They have been working very hard on this. The cards that were mailed regarding exemptions have all been completed for those who responded.

The disability income amount for Crown Point is very low and needs to be updated. It is too late for this year's taxes but will be good for the years following.

Councilperson Worth made a motion, Seconded by Councilperson Barrows that the income limit for people with disabilities under Section 459 of the Real Property Tax Law be changed from the current income limit amount of \$18,500 to \$30,000.00. Motion Carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Highway

Bruce Burns, Highway Superintendent explained his spending policy and development for expenditures he uses for the Highway Budget. It was clarified that it is the prerogative of the Highway Supervisor regarding expenditures and that expenditures are presented to the Board when it is not mandatory for him to do so. This is for the purpose of being completely transparent to the Board and taxpayers.

This year’s paving plan is submitted with the bills for approval.

The deal for purchase of sand is gone as the Armstrong pit is coming to an end. The price of sand will double in the future.

We have used 3,900 gallons of diesel fuel and 634 gallons of gasoline.

Would like to put a John Deere, Sweeper, the old Senior Van, old loader and welder as well as the scale from the old dump up for auction. Funds would go to the general fund to be used at the Board’s discretion.

Councilperson Worth made a motion, Seconded by Councilperson Peters to put the items up for auction. Motion passed.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Code Enforcement

Supervisor Menser reported for Colin Mangan, Code Enforcement Officer that it has not been a big month for Permits.

Youth Commission

Betsy Johnson reported that there will be construction at the school this summer. This will mean they will not have use of the kitchen to provide lunches. They are actively looking for solutions to this. Basketball season has wrapped up and Wrestling is wrapping up soon.

Senior Citizens

The seniors are enjoying their van.

Monitor Bay

The season will be from May 16 to October 16, 2026.

The Town Clerk is working on developing a list of campsites and boat docks from previous years to use as reference.

Town Policies

Councilperson Barrows made a motion, seconded by Councilperson Worth to approve the updates to the Town Policy Manual. Motion Carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Supervisor Menser requested authorization to request a feasibility and planning study to replace the Town Office and upgrades to the Highway Department to meet State regulations prior to the Waste Water Phase 2 startup. This will be paid for by the County.

Councilperson Worth made a motion seconded by Councilperson Barrows to start the feasibility and planning study through the Essex County Community Resources office. Motion Carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Councilperson Worth made a motion, seconded by Councilperson Peters to recognize Linda Woods for her 39 years of dedicated service to the Town of Crown Point. Motion Carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

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

Any Other Business/ Comments from the Floor:

Eric Ingleston presented a request to the Board for assistance with sending Boy Scouts to summer camp. There are ten Scouts planning on attending at a cost of \$650.00 each.

Kama Ingleston reiterated the request from Penfield Museum for ROOST funds to assist with improvement and operating costs.

Councilperson Worth made a motion, seconded by Councilperson Barrows to fund the Boy Scouts camping fees of \$6,500.00 and \$8,327.39 to Penfield Museum for operating costs and improvements to be paid from Covid Funds. Motion Carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Councilperson Peters made a motion, seconded by Councilperson Barrows to designate a payment of \$20,000 per year to the Penfield Museum as long as ROOST Funds are received. Motion carried.

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

Bills were presented by Leanne Rice as follows:

Highway \$43,411.34

Water \$ 2,986.87

Sewer \$ 4,970.02

General \$29,134.91

NYS EFC \$ 5,500.00

NYS EPG \$ 493.55

Total Feb Vouchers \$86,496.69

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

Ayes Worth, Barrows, Peters, Menser

Nays None

Abstain None

Absent None

With no further business, Councilperson Peters made a motion, seconded by Councilperson Barrows to adjourn the Regular Meeting. Motion Carried. Meeting was adjourned at 8:23 pm.

Duly Submitted,

Mary Cindy Bodette
Town Clerk