

TOWN OF BUTTERNUTS  
MEETING AGENDA  
October 13, 2023  
REGULAR MEETING

AUDIT VOUCHERS

OPEN MEETING AND PLEDGE

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

MINUTES CORRECTIONS AND ADOPT - September 13, 2023 - Public Hearing  
September 13, 2023 - Regular Meeting

REPORTS: TOWN CLERK -TOWN JUSTICE – DOG CONTROL - ASSESSOR  
HIGHWAY SUPERINTENDENT'S REPORT - SUPERVISOR'S REPORT

COMMITTEE REPORTS- POLICY \* AUDIT / LAW \* HIGHWAY & MACHINERY \* BUILDINGS & GROUNDS  
PARK \* COMPREHENSIVE PLAN \* ETHICS BOARD

- OLD BUSINESS
1. FEMA Projects Deadlines
  2. Annual Policy Reviews / Ethics Policy
  3. Identification on New Trucks
  4. Opt Out Local Law
  5. Snow Equipment for New Volvo Truck

- NEW BUSINESS
1. Preliminary Budget Review
  2. Financial Reports – September 2023
  3. Approve Payments of Vouchers 23306 –23327 for \$31,246.21
  4. Approve Payment of Voucher 23328 for \$117,327.37
  5. Order New 2024 Dodge 5500
  6. Camera System Update / Replace for Town Hall

76.07  
29.86  
76.07

BOARD DISCUSSION \* Village of Gilbertsville

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

ADJOURNMENT



**TOWN OF BUTTERNUTS**  
**TOWN COURT**

P.O. BOX 26  
GILBERTSVILLE, NY 13776  
607-783-2758  
FAX 607-240-5063

October 10, 2023

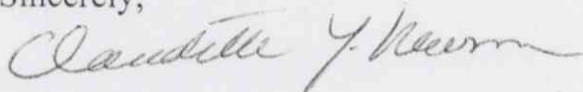
Dear Board Members and Supervisor:

Enclosed please find my monthly check for the Fines and Surcharges, along with my cashbook report.

I have forward to the Supervisor the quotes to repair the two inoperable security cameras and also to replace the whole system. The whole system quote will be submitted for the JCAP grant, though it is much higher than I expected. I will keep you updated.

Wishing you all a Happy and Healthy Fall!

Sincerely,



Claudette Y. Newman  
Butternuts Town Justice

encls.

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# Butternuts Town Court Cashbook Report Judge Claudette Y. Newman

## Regular Account

Report date: 10/10/2023

Page 1 of 1

Transactions from: 09/01/2023 To: 09/30/2023

This report shows all cashbook activity.

Checks show as negative numbers and do not affect deposit totals.

CHECK or RECEIPT	PAID DEPOSIT	CASE#	PAYEE	REASON	FINE	CIV-FEE	SCHG	BAIL	OTHER
N000475	09/10/23	09/11/23	17090005	Scoff Lift Fee	0.00	70.00	0.00	0	0
N000477	09/10/23	09/11/23	23030002	Fine/Fee Payment	7.00	0.00	18.00	0	0
BankDeposit on 09/11/23 total deposit of \$ 95.00									
N000478	09/14/23	09/15/23	23070001	Fine Payment	125.00	0.00	0.00	0	0
N000479	09/14/23	09/15/23	22120001	Fine Payment	25.00	0.00	0.00	0	0
BankDeposit on 09/15/23 total deposit of \$ 150.00									
Account totals for period including checks \$					157.00	70.00	18.00	0.00	0.00
Total deposits this period: \$					245.00				
Total checks this period: \$					0.00				
Total of all accounts this period including checks: \$					245.00				
Bail applied this period: \$					0.00				
Total credit card payments: \$					0.00				
Total E-payments: \$					0.00				
Reportable money received this period: \$					245.00				

**NOTE:** The figures above represent changes to your bank balance during the report period. Your actual bank balance will differ due to transactions outside of this report period.

**NOTE:** Credit card payments will not show on deposit slips, but will show on the cash book report.

Town of Butternuts  
Dog Control Officer Report

For service period 9-8-23 through 10-6-23

Date	Time	Mileage	Name & Nature of call
9-9-23	2.9	21.5	Brown – ticketed – unidentified dog running at large
9-13-23	1.7	18.7	D'Amato – possible aggressive dogs
9-23-23	0.3	3.0	Lulu Coon Road – possible aggressive dogs
9-26-23	0.3	0.0	Pook – court contact regarding ticket
10-6-23	0.4	0.0	DCO paperwork

Totals – 5.6 hr 43.2 miles

Respectfully submitted by,

*Scot Lueck*

Scot Lueck, DCO

**MUNICIPAL SHELTER INSPECTION REPORT - DL-90**

Rating: **Satisfactory365**

Purpose: **Inspection**

DATE/TOA: **9/21/23 11:45 am**

**Susquehanna SPCA  
5082-5088 State Route 28  
Cooperstown NY 13326**

Inspector: **Elizabeth Holmes**

Inspector #: **58**

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These are the findings of an inspection of your facility on the date(s) indicated above:

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- |  |                |
|--|----------------|
| 1. Shelter is structurally sound   | Yes            |
| 2. Housing area and equipment is sanitized regularly                           | Yes            |
| 3. Repairs are done when necessary   | Yes            |
| 4. Dogs are handled safely   | Yes            |
| 5. Adequate space is available for all dogs                                    | Yes            |
| 6. Light is sufficient for observation   | Yes            |
| 7. Ventilation is adequate   | Yes            |
| 8. Drainage is adequate  | Yes            |
| 9. Temperature extremes are avoided  | Yes            |
| 10. Clean food and water is available and in ample amount                      | Yes            |
| 11. Veterinary care is provided when necessary                                 | Yes            |
| 12. Dogs are euthanized humanely, by authorized personnel                      | Yes            |
| 13. Complete intake and disposition records are maintained for all seized dogs | Yes            |
| 14. Dogs transferred for purposes of adoption in compliance with Article 7     | Yes            |
| 15. Redemption period is observed before adoption, euthanasia or transfer      | Yes            |
| 16. Owners of identified dogs are properly notified                            | Not Applicable |
| 17. Redeemed dogs are licensed before release                                  | Yes            |
| 18. Proper impoundment fees paid before dogs are released                      | Yes            |
| 19. Written contract or lease with municipality                                | Yes            |

Town of Butternuts  
Monthly Assessor's Report

Date August

Number of tax payers visited in office |||| ||||

Number of properties visited ||

Number of cards and assessments updated ||

Correspondence received regarding town taxes ||||

Complaints mitigated 0

Out of office work completed 0

Total increase or Decrease in town tax valuation 0

Training updates available 0

Additional hours of training completed 0

Signed W. S. Smith



Highway

## ~~ROADS~~ AND MACHINERY

10/11/23

- MANY ROADS IN TOWN IN NEED OF REPAIR SOME TO THE POINT OF DISREPAIR IF NOT DONE SOON.
- LETTERING AND NUMBERS NOT COMPLETED ON ALL TRUCKS
- PAVING DONE ON SCHEDULED ROADS (COYE BROOK, PITTSLEY AND DUNHAM CROSS RD.) OTHER ROADS INCLUDING BRIGHAM YOUNG AND BUTTERNUT NOTON WORK ORDER WAS ALSO DONE I'M UNAWARE THIS WAS BEING DONE AND NOT SURE WHERE THIS COMES IN TO OUR BUDGETED AMOUNT?
- LOOKING INTO INSTALLING FORWARD FACING CAMERAS FOR TOWN VECHILES. THIS WILL HELP WITH INSURANCE COMPANY REQUESTS, LIBALIBTY WITH TOWN AND EMPLOYEES. CHECK QUOTES IN YOUR PACKETS.

10-11-2023

Building and Grounds report

Did some municipal building maintenance.

Scheduled the annual furnace cleaning.

Put a new top on the file desk.