

TOWN OF BUTTERNUTS  
MEETING AGENDA  
July 9, 2025  
REGULAR MEETING

AUDIT VOUCHERS

OPEN MEETING AND PLEDGE

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

MINUTES CORRECTIONS AND ADOPT – June 11, 2025 Regular Meeting  
June 21, 2025 Emergency Meeting

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

COMMITTEE REPORTS- POLICY \* AUDIT / LAW

OLD BUSINESS      1. Depot Engineering  
                             2. Historian  
                             3. Comprehensive Plan

NEW BUSINESS      1. Financial Reports June 2025  
                             2. Resignation / Copes Corners Park Caretakers  
                             3. Caretaker's Contract / Copes Corners Park      277.69  
                             4. Approve Payments of Vouchers 25205 – 25232      \$165,326.83  
                             5. Highway Crew Safety -  
                                    Install Radios in all Vehicles, Tractors, Equipment

BOARD DISCUSSION

EXECUTIVE SESSION

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

ADJOURNMENT

## FRIENDS OF COPE'S CORNERS PARK

Good evening, on behalf of all the patrons of Copes Corners Park we would like to start off by commending the town of Butternuts supervisor Bruce Giuda and the rest of the board members for their continued support of Copes Corners Park. We are very thankful for the work that was done last year to upgrade the internet service. Also, the dredging of Dry Creek to mitigate the potential for flooding and it paid off with what recently just occurred. So again, thank you very much for that effort, unfortunately it looks as though it needs to be done again so maybe you can keep us up to date on this

Now on to the sadder end of our reason for coming down tonight. Our fellow camper and park caretaker was asked to resign for reasons that may have easily been rectified with compassion and simple discussion. We know that there is nothing that can be done to fix what has happened. Because the things that were said can't be unsaid and the result can't be undone!

So going forward we would like clarity on exactly what we can and can't do to help out at the park and our fellow campers. We would also like to know if possible, what the role of the park caretaker should be so that we know. A simple task such as mowing our neighbors' lawns to help is now coming into question because we do not want to be overstepping our bounds. Things were done a few years ago that at the time seemed to be acceptable and now we don't know any more so again we need clarity. We thought we were just being compassionate and helping a neighbor in need when he needed us the most. So we all pitched in and things were getting done, but apparently those things were a liability. We feel that what happened could have been handled in a very different manner if there were issues or concerns.

So, in closing we would like the board to know that the camaraderie in the park that was fostered at the end of last season and the beginning of this season will never be the same. We all feel as if we are missing something.

Sincerely,

Friends of Copes Corners Park

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	0.28
		MISC. FEES	10	100.00
		Certified - Death	2	20.00
		Certified - Marriage		
			<b>Sub-Total:</b>	<b>\$120.28</b>
A2544	After expiration date	After expiration date	2	10.00
	Dog Licensing	Female, Spayed	13	78.00
		Female, Unspayed	1	12.00
		Male, Neutered	11	66.00
		Male, Unneutered	2	24.00
			<b>Sub-Total:</b>	<b>\$190.00</b>
B2402	Town Clerk	Planning Board Fees	3	80.00
			<b>Sub-Total:</b>	<b>\$80.00</b>
			<b>Total Local Shares Remitted:</b>	<b>\$390.28</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				33.00
Amount paid to: NYS Environmental Conservation				4.72
<b>Total State, County &amp; Local Revenues:</b>		<b>\$428.00</b>	<b>Total Non-Local Revenues:</b>	<b>\$37.72</b>

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Lucy Richardsl Town Clerk, Town of Butternuts during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.




Supervisor      Date 7/1/25      Town Clerk      Date 6-30-2025

## Town of Butternuts Dog Control Officer Report

**For service period** 5-1-2025 **through** 5-31-2025

Date	Mileage	Name & Nature of call
5-6-25	16.7	Funke – possible mistreatment of a dog
5-11-25	14.8	Champion – stray dog
5-28-25	8.5	TomoIU – dog running at large

Total mileage 40.0 miles

Respectfully submitted by,

*Scot Lueck*

Scot Lueck, DCO

# **Town of Butternuts Highway**

## **Monthly Report**

**07/09/2025**

1. Keith Klingman Trimmed tall grass at Park. Also boom mowing and mowing roadsides.
2. Mowing tractor tires finally expired. Have quotes to fix.
3. Our crew and with the help of neighboring towns we have paved 1.5 miles, with aprons on four intersections, of Taylor road. Signs for low shoulders have been put up.
4. The road crew is repairing storm damage from heavy rain on June 22, 2025.
5. We will be putting cross tube in on River rd next week.
6. Filling pot holes is never ending and are currently filling them on several roads.
7. Will be doing dust control soon.



## SUPERVISOR REPORT 7/9/2025

Preparing CHIPS documents for Highway Superintendent to submit for reimbursement. This includes vouchers and copies of signed / cashed checks to each vendor.

Have been working with insurance vendor to transition to our new carrier. Some documentation needed to be updated as required by the new company.

After our last meeting several of us were able to view the historical collection in the American Legion building. Consensus was that some items were removed from the collection within the past 2 years, and nobody knows when, or who may have taken them. I will be replacing the lock to eliminate any duplicate keys that may be circulating.

AOTS meetings are over through the summer months / will resume in September.

Climate Smart Communities – Met in Cooperstown with Otsego County Planning, MVEDD, James Powers, and several other Town Supervisors to establish ground rules, procedures, meeting times, and a timeline calendar to get the work done. We will meet monthly in Cooperstown to review data and set a new monthly task to get the project done by next spring. For this month I had to go back for (any) two consecutive years and document all energy use for all buildings and vehicles. I chose to analyze 2023 and 2024. These results were documented by KWH use, Gallons of propane use, gallons of heating fuel use, and gallons of diesel fuel and gallons of gasoline used per year. I want to thank Town Clerk Lucy Richards for her assistance in delving into boxes and reams of paper with me to get this done. This will be a baseline for our energy use and will help to monitor and use all sources of fuel more efficiently throughout the Town. I also had to provide a list of all Town trucks and vehicles. Thanks to Highway Superintendent Dave Haynes for assisting me with that. Next meeting is July 16, 2025.

## PARK REPORT 7/9/2025

The Caretakers have resigned their position and left the campground June 25<sup>th</sup>. Chris and Amanda Jones agreed to return for the remainder of the season at the request of the Town Board. I want to thank them for coming out of retirement and driving their camper over 950 miles at their own expense to get here in 4 days. Amanda is now monitoring phones constantly, and is present almost all the time at the cabin or close by to take care of drive – in or walk in patrons. Bookings are going back up and phone calls and emails are dealt with immediately. In the case where a message is left, call back is within a short time. Mowing and weed whacking is back to normal, including mowing the Town Highway garage. Issues and concerns about the condition of the shower house have been resolved, and they are back to the high standards we have come to expect from Amanda. Water testing issues have been resolved and the chlorinator is working perfectly again. Daily water test results are documented accurately and initialed by Chris, as required by NYSDOH. I will have a financial analysis for Board in July as compared 2025 to last year

## TOWN OF BUTTERNUTS CLASSIFICATION SPECIFICATION

Class title Town Historian

---

Jurisdictional Class: **Non-Competitive appointed**

Date Adopted:

Date Revised:

Jurisdictions: **Town**

Union Status: **None**

Pay Grade: **varies**

---

**General Statement of Duties:** Primary responsibility is interpretation of the past as pertains to the Town of Butternuts. This involves research and writing on the aspects of the Municipality for publishing in books, magazines, and newspapers. The Historian as a public official will manage historical records of the Town.

**Distinguishing Features of The Class:** The best local historians have upheld high standards of gathering and evaluating evidence, making thoughtful and appropriate generalizations, writing well –organized and readable narratives, and sharing their work with others through the most appropriate mediums. May be used as a resource for teachers, and community groups for local and regional history.

**Typical Work Activities:** (Illustrative only)

Receive and collect local historic material and conduct oral histories and surveys.

Organize, catalog, index, and preserve the physical collection.

Respond to research inquiries in person or by phone and direct them to available resources.

May prepare a cultural resource survey.

Identify historic structures and prepare nominations to State and National Register of Historic Places.

May be asked to organize and direct commemoration of historical anniversaries and civic or patriotic observations.

Actively collecting, preserving, educating and responding to inquiries.

May present programs on local history to school groups and the public.

**Full Performance, Knowledge, Skills, Abilities and Personal Characteristics:**

The Historian is appointed by, overseen and answers to the five member Town Board. Is required to sign the oath of office. Must be able to interact with the public. Will need to determine historic value and collectivity. Will need to be able to catalogue and index material. Must prepare a annual budget estimate by September first.

Class Title: Town Historian

---

**Minimum Qualifications:** High school diploma or equivalency diploma.