

TOWN OF BUTTERNUTS
MEETING AGENDA
APRIL 8, 2026
REGULAR MEETING

AUDIT VOUCHERS

OPEN MEETING AND PLEDGE

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

MINUTES CORRECTIONS AND ADOPT – March 11, 2025 Regular Meeting

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

COMMITTEE REPORTS- POLICY * AUDIT

OLD BUSINESS 1. Depot Engineering / Gravel Mine Authorization
 2. Shared Services

NEW BUSINESS 1. Approve Payments of Vouchers 26104 – 26135 \$ 59,207.87
 2. Financial Reports March 2026
 3. Purchase Order System

BOARD DISCUSSION

EXECUTIVE SESSION

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

ADJOURNMENT

Town of Butternuts

Regular Meeting

April 8, 2026

Sign-In Sheet

Please sign & print your name.

1. *Barbara Lulley*

2. *Keith A. Kligman*

3. *James P. Pless*

4. *Sam Polhemus DPK*

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Account#	Account Description	Fee Description	Qty	Local Share
A1255	MISC. FEES	Certified - Death	2	10.00
			Sub-Total:	\$10.00
A2544	Dog Licensing	Female, Spayed	3	18.00
		Female, Unspayed	1	12.00
		Male, Neutered	6	36.00
			Sub-Total:	\$66.00
B2402	Town Clerk	Planning Board Fees	2	40.00
			Sub-Total:	\$40.00
Total Local Shares Remitted:				\$116.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				12.00
Total State, County & Local Revenues:		\$128.00	Total Non-Local Revenues: \$12.00	

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, Penny Klingman 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.

_____	_____	<u>Penny Klingman</u>	<u>3/31/2026</u>
Supervisor	Date	Town Clerk	Date

Town of Butternuts Highway

Monthly Report

April 8, 2026

1. On March 19 we went to Oneonta for our annual hearing test.
2. Rich Bremmer held an informational meeting, on March 17, pertaining to the County 4 bridge. Along with his deputy and an engineer. They described the work that is to be done and timeline of the expected work progression. Bridge is expected to be completed by fall of 2027. State Rt. 51 by the Pres. church will remain open while the state repairs that bridge. It will be one lane with traffic signal.
3. We have been getting machinery ready for sweeping, ditching, mowing, cutting brush, etc.
4. I've made a hand out for the town board showing the importance of having shared services between towns and county. We need this good working relationship with our county and neighboring towns to continue. Without them, the cost of contracting this work they supply would be a financial disaster .
5. I talked to trout unlimited on the 24th of March. They are looking at some of the stream bridges and large culverts we have for possible grant money.
6. On March 25 I met with DEC with questions about dry brook and the work we did last year. They were pleased at how well the work we did is keeping the water where it belongs. I also shared my concerns on how the water from dry brook might damage the bank at the bottom of our old gravel bank and if there is something we could do to prevent that from happening. Connor said he would talk to the Otsego Soil and Water agency and get an answer for me.
7. Cut and trimmed trees in the park.
8. We repaired the "spring" disaster on Roy Keys Rd.
9. I'm in the process of revising my work agreement as prices have escalated.

Information of how important Shared Services is to our Town

2025

Otsego County provided:

1. Screen, in February, for our road sand. For screening out frozen chunks, saving sand.
2. Trucking, with their tractor trailer, to bring home the sod loader we purchased.
3. Shoulder machine, with operator, for Taylor road. They also did this the previous year for Lilley Hill.
4. Borrow traffic control signs when extra needed.
5. Four loads of hot mix sand for ice storm.
6. And previous years have helped on several road projects, including trucking gravel, loader use.

Town of Unadilla :

1. Trucking for paving and chip sealing.
2. Loaned A stone when we ran short.

Town of Morris:

1. Trucking for paving and chip sealing.
2. Loader

Town of Edmeston:

1. Trucking for paving and chip sealing.

Town of Otego:

1. Trucking for paving and chip sealing.

Town of Guilford:

1. Trucking for paving:

Shared service we provided to others

Otsego County:

1. Roller on county 4.

Town of Unadilla: Approximately 4 days

1. Trucking for chip sealing one road.
2. Trucking for grinding another road.

Town of Morris: Approximately 6 days

1. Trucking for paving and chip sealing.
2. Loader.

Town of Edmeston: One day

1. Trucking for chip sealing

4/8/26 Supervisor Report / Park report

Reservations for pavilions and campsites continue to come in. Electric meters are being installed with more than half done. Thanks to the Highway crew for trimming and cutting trees in the park. Looks great and removes the danger of tree limbs falling on campers or people. I have asked the caretakers to develop more activities at the park this year, especially related to our 250th year celebrations. I will be getting water systems turned on later this month. Season starts May 1.

I have been working with Depot Engineering to develop a plan to open the new gravel mine at Copes Corners. There are many conditions and restrictions in the mining permit, especially since it is next to the school. We met with a DEC representative on site to discuss how to move forward to get the mine open correctly. I am recommending that we use Depot Engineering to make all contacts with DEC, MSHA and others, as well as to supervise and monitor the work necessary to get the mine ready to screen and crush materials. There is a contract proposal for us to discuss tonight.

I have been working with the 250th year committee, as well as the Gilbertsville Forward group. We have been meeting every two weeks. There are grant opportunities that may apply to our park upgrade project. Constituents in the town of Morris applied for this grant and were just awarded 4.5 million dollars for various projects throughout the town. BVA Chair Maggie Brenner was a major part of this effort and she is helping our group to apply for this grant.

4/8/2026

Resolution # 14 – 2026

As of April 9, 2026, all purchases of goods and services in the Town of Butternuts will require an approved PURCHASE ORDER to authorize said purchases. The Butternuts Town Board will not approve payment of any purchases or services made without an approved Purchase Order. As per NY State law, financial liability for any unauthorized purchases made will become the responsibility of the person who made the purchase.

The Town Supervisor will be responsible for implementing the Purchase Order system, and the Supervisor's signature will be required to approve all Purchase Orders before authorization is given. A copy of the approved Purchase Order shall be attached to each voucher presented to the Town Board for auditing and payment.

At this time the only products or services exempted from this Purchase Order system are listed as follows.

Buell Fuels – Diesel Fuel

Global Monticello – Gasoline

FerrellGas - Propane

NYSEG - Electric

OE Connect _ Phones / WIFI

UniFirst – cleaning Products , etc

Cintas – Medical Cabinet Resupply

Electrical / Plumbing / Heating Contractors for emergencies ONLY

Towing Companies for emergencies ONLY

Any other Goods or services required in an emergency situation ONLY.