

TOWN OF BUTTERNUTS
MEETING AGENDA
MAY 13, 2026
REGULAR MEETING

AUDIT VOUCHERS

OPEN MEETING AND PLEDGE

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

MINUTES CORRECTIONS AND ADOPT – April 8, 2026 Regular Meeting

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

COMMITTEE REPORTS- POLICY * AUDIT

OLD BUSINESS 1. Shared Services

NEW BUSINESS 1. Approve Payments of Vouchers 26136 – 26171 \$73069.45
2. Financial Reports April 2026
3. Gilbertsville Fire Department Roster Approval
4. Town Dog Law
5. Revised Working Agreement
6. Excess Logs / Firewood at Park
7. Letter of Support for NY Forward Grant

BOARD DISCUSSION

Bonfire at Park 5/16

EXECUTIVE SESSION

PRIVILEGE OF THE FLOOR – THREE MINUTES EACH

ADJOURNMENT

Town of Butternuts

Regular Meeting

May 13, 2026

Sign-In Sheet

Please sign & print your name.

1. Barbara Lilley *Barbara L. Lilley*

2. Jeffrey Barnes *Jeff Barnes*

3. Ethun Buttrick *Ethun Buttrick*

4. Scot Luedke DCO

5. *Jan P. Pur*

6. James Polhemus *(JP)*

7.

8.

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10.

11.

12.

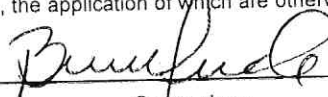

13.

14.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	MISC. FEES	Certified - Marriage	1	10.00
			Sub-Total:	\$10.00
A2544	After expiration date	After expiration date	1	5.00
	Dog Licensing	Female, Spayed	3	18.00
		Female, Unspayed	1	12.00
		Male, Neutered	9	54.00
		Male, Unneutered	1	12.00
			Sub-Total:	\$101.00
B2402	Town Clerk	Planning Board Fees	5	140.00
			Sub-Total:	\$140.00
Total Local Shares Remitted:				\$251.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				18.00
Total State, County & Local Revenues:				\$269.00
Total Non-Local Revenues:				\$18.00

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.


5/1/26

4/30/26
 Supervisor Date Town Clerk Date

* DECALS commission \$.28

Total Local Revenue #269.28

Town of Butternuts
Monthly Assessor's Report

Date April

Number of tax payers visited in office 1

Number of properties visited III III III II

Number of cards and assessments updated 45

Correspondence received regarding town taxes 1

Complaints mitigated 1

Out of office work completed e

Total increase or Decrease in town tax valuation + \$1,052,075

Training updates available e

Additional hours of training completed e

Signed [Signature]

Butternuts Town Court
PO Box 26
Gilbertsville, New York 13776
607-783-2758 Fax: 607-240-5063
ButternutsTownCourt@nycourts.gov

April 11, 2026

Dear Board Members and Supervisor:

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

Wishing you all a sunny and warm Spring!

Sincerely,



Claudette Y. Newman
Butternuts Town Justice

encls.

Butternuts Town Court Cashbook Report Judge Claudette Y. Newman

Regular Account

Report date: 04/11/2026
Page 1 of 1

Transactions from: 03/01/2026 To: 03/31/2026

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
N000602	03/12/26	03/13/26	25080005	Fine/Fee Payment	250.00	0.00	125.00	0	0
N000603	03/12/26	03/13/26	24110006	Fine Payment	35.00	0.00	0.00	0	0 \$
BankDeposit on 03/13/26 total deposit of \$ 410.00									
Account totals for period including checks \$					285.00	0.00	125.00	0.00	0.00
Total deposits this period: \$					410.00				
Total checks this period: \$					0.00				
Total of all accounts this period including checks: \$					410.00				
Bail applied this period: \$					0.00				
Total credit card payments: \$					0.00				
Total E-payments: \$					0.00				
Reportable money received this period: \$					410.00				

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.

**Butternuts Town Court
PO Box 26
Gilbertsville, New York 13776
607-783-2758 Fax: 607-240-5063
ButternutsTownCourt@nycourts.gov**

May 13, 2026

Dear Board Members and Supervisor:

Enclosed please find my monthly check for Fines and Surcharges, along with my cashbook report. I am also enclosing two vouchers. One is for the two Magill's Manuals we use to impose fines for Traffic cases and Criminal cases. The other voucher is for the annual dues for the New York State Magistrates Association.

Bruce is aware that our security monitor has stopped working in our office.

Sincerely,



Claudette Y. Newman
Butternuts Town Justice

encls.

Butternuts Town Court Cashbook Report Judge Claudette Y. Newman

Regular Account

Report date: 05/13/2026
Page 1 of 1

Transactions from: 04/01/2026 To: 04/30/2026

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
N000604	04/09/26	04/10/26	23110001	Fine Payment	5.00	0.00	0.00	0	0 \$
N000605	04/09/26	04/10/26	25090002	Fine/Fee Payment	75.00	0.00	93.00	0	0
N000606	04/09/26	04/10/26	24110006	Fine Payment	50.00	0.00	0.00	0	0 \$
N000607	04/09/26	04/10/26	25070001	Fine/Fee Payment	28.00	0.00	93.00	0	0 \$
			BankDeposit on 04/10/26 total deposit of \$		344.00				
N000608	05/13/26	04/24/26	26040003	Civil File Fee	0.00	20.00	0.00	0	0
			BankDeposit on 04/24/26 total deposit of \$		20.00				
Account totals for period including checks \$					158.00	20.00	186.00	0.00	0.00
Total deposits this period: \$					364.00				
Total checks this period: \$					0.00				
Total of all accounts this period including checks: \$					364.00				
Bail applied this period: \$					0.00				
Total credit card payments: \$					0.00				
Total E-payments: \$					0.00				
Reportable money received this period: \$					364.00				

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.

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Town of Butternuts
Dog Control Officer Report

For service period 3-1-2026 through 4-30-2026

Date	Mileage	Name & Nature of call
3-13	0.0	Lum – unlicensed dogs
4-15	19.4	Dog Doe – unknown dog running at large
4-18	25.3	Dog Doe – unknown dog running at large
4-19	80.2	Dog Doe – got him, transported to SQSCPA

Total mileage 124.9 miles

Respectfully submitted by,

Scot Lueck

Scot Lueck, DCO

Town of Butternuts Highway

Monthly Report

May 13, 2026

1. I have done a revised work agreement for the town board to consider and approve of the changes.
2. I have been in contact with DOT pertaining to CHIP funding and what roads they will fund. The waivers I submitted have been approved for funding by CHIP programs (when the budget passes).
3. Seward Gravel is going to start processing material at our, county 18, gravel bank this week.
4. Had an unexpected machine repair. The backhoe displayed two codes and a loud alarm, which turned out to be two sensors and a large bill for the repair.
5. Ditching is being done on Latham, Halbert Hill, Musson-Irwin, Opperman, and Nelson Rds.
6. Sweeping is not going very well. The broom seems to break down a lot this year. Calls from Taylor Rd wondering when the road is going to be swept.
7. Guard rails have been installed on the new culvert on Copes Corner Rd.
- 8.

Supervisor / Park Report 5/13/2026

Wrote and submitted a response to OSC audit stating my disagreement with their findings. I have talked with the audit committee and we are planning an internal audit as recommended by the Board.

Annual Inspection of DCO was satisfactory.

Purchase Order system is now in place and working for all departments. We are all working to improve the system to contain spending.

GladFelter Insurance has informed me that the renewal for the Town's insurance was approved and the premiums will go up approximately \$1,500. This is still far less than we were paying previously.

The Park is now open with Chris and Amanda back as caretakers. All electric meters are now installed on RV sites and are functioning properly. I had to address several leaks, as well as the chlorinator which has stopped working. Also had to repair the electric heating elements in both hot water heaters in the bathrooms. Garbage pickup is now back on a weekly basis with Waste Recovery, who has bought out Seward Services. There is a very large pile of log length firewood which was cut this spring. I recommend declaring it surplus and selling it at auction or by sealed bids. There will be a pot luck supper on Saturday May 16 at 5 pm, which will be followed by a bonfire. All Board members have been invited and your presence is requested. Plans have begun to bring back the "Boat Float" this summer. I have asked the caretakers to plan more events and focus on including the community whenever possible. Pavilion rental reservations are very busy and RV reservations are booking up in our transient sites. We will be figuring out exactly how and when to bill each camper for their electric bills as the season progresses. I will be developing a plan to replant new trees where the dead trees were cut and removed. Recommendations to follow.

