

Town of Black Brook

Regular Monthly Board Meeting Minutes

September 8, 2025 – 6:00 PM

The Regular Monthly Meeting of the Town Board of the Town of Black Brook was held at the Town Hall on September 8, 2025, at 6:00 PM.

Present:

- Supervisor Jon Douglass
- Councilman Ron Wilkins
- Councilman Steve Bombard
- Councilman Sequin
- Councilman Rhino

Visitors in Attendance: Renee Rhino, Melissa Walton, and Beau Plumadore

Visitors via GoToMeeting: Leon Brousseau

Call to Order

The meeting was called to order at 6:00 PM by Supervisor Douglass. The Pledge of Allegiance was recited.

Approval of Minutes

- Motion made and carried to approve the minutes of the Public Hearing held on August 11, 2025.

- Motion made and carried to approve the minutes of the Regular Town Board Meeting held on August 11, 2025.

Visitors

- Renee Rhino, JCEO Representative, presented her monthly report and provided information on families served during August.
- No other visitors addressed the Board.
- Councilman Rhino reported a dog control complaint he received regarding an incident on Saturday, September 6th, at approximately 2:00 AM.

Committee Reports

No committee reports were presented.

New Business

1. Water District #2 Rates – Discussion on the upcoming 2026 Budget and possible need to increase WD #2 rates by \$7.00 per quarter.
2. 2026 Draft Tentative Budget – Supervisor Douglass presented the draft tentative budget to the Town Board, Highway Superintendent, and Water & Sewer Superintendent for review prior to the Special Budget Meeting on September 29, 2025 at 6:00 PM.
3. Snow & Ice Contract – Awaiting numbers from the Clinton County Highway Superintendent. The County meeting is scheduled for September 29th; figures should be available for the Town's budget meeting that evening.
4. District Attorney Letter – Clinton County DA Andrew Wyle requested towns fund a Sheriff's presence in courtrooms on DA days. The Board will consult with Justice Aubin before making a decision.
5. Franchise & Sales Tax Payments – Quarterly franchise payment received for period 04/01/25–06/30/25: \$3,933.13. 2nd Quarter 2025 Sales Tax payment received for period 04/25–06/25: \$13,859.91.
6. Tax Cap Override – Supervisor Douglass presented the tax cap override form. The Board scheduled a Public Hearing for October 13, 2025 at 5:30 PM.

TOWN OF BLACK BROOK RESOLUTION AUTHORIZING A TAX CAP OVERRIDE

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-80

Motion: A motion was made by **Councilman Rhino** and seconded by **Councilman Seguin**.

WHEREAS, the New York State Legislature has enacted a tax levy limit on local governments pursuant to General Municipal Law §3-c; and

WHEREAS, the Town Board of the Town of Black Brook has determined that it may be necessary to adopt a budget for the fiscal year 2026 that requires a tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c; and

WHEREAS, in order to adopt such a budget, it is necessary for the Town Board to override the tax levy limit for the 2026 fiscal year by the adoption of a local law; and

WHEREAS, Supervisor Douglass presented the tax cap override form to the Board; and

WHEREAS, the Town Board has scheduled a Public Hearing on the proposed Local Law to Override the Tax Levy Limit for **October 13, 2025, at 5:30 PM** at the Town Hall, to allow for public comment and input;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby authorizes and directs the scheduling of said Public Hearing and the necessary public notice thereof; and

BE IT FURTHER RESOLVED, that following the Public Hearing, the Town Board may consider the adoption of a Local Law to override the tax levy limit for the fiscal year 2026, if deemed necessary.

7. Bio-Conservation Contract – A 3-year contract was presented and approved: 2026: \$22,900; 2027: \$23,400; 2028: \$23,800. Motion to approve: Councilman Wilkins; Second: Councilman Bombard. Vote: All in favor.

TOWN OF BLACK BROOK RESOLUTION APPROVING BIO-CONSERVATION CONTRACT

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-81

Motion: A motion was made by **Councilman Wilkins** and seconded by **Councilman Bombard**.

WHEREAS, the Town of Black Brook received a proposed three-year contract with Bio-Conservation for services to be rendered; and

WHEREAS, the contract outlines the following annual amounts:

- **2026:** \$22,900
- **2027:** \$23,400
- **2028:** \$23,800; and

WHEREAS, the Town Board has reviewed the terms of the proposed contract and finds them acceptable;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby approves and authorizes the Supervisor to execute the three-year Bio-Conservation Contract, with the annual payment amounts as stated above.

Vote: All in favor.

8. Palmer Brook Sportsman Club – Submitted property use application to utilize Stevens Road for events. Provided certificate of insurance naming the Town as additional insured. Motion to approve: Supervisor Douglass; Second: Councilman Bombard. Vote: All in favor.

**TOWN OF BLACK BROOK
RESOLUTION APPROVING PALMER BROOK SPORTSMAN CLUB
PROPERTY USE APPLICATION**

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-82

Motion: A motion was made by **Supervisor Douglass** and seconded by **Councilman Bombard**.

WHEREAS, the Palmer Brook Sportsman Club has submitted a property use application to utilize Stevens Road for events; and

WHEREAS, the Club has provided the required Certificate of Insurance, naming the Town of Black Brook as an additional insured; and

WHEREAS, the Town Board has reviewed the request and determined it to be in proper form;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby approves the Palmer Brook Sportsman Club's property use application to utilize Stevens Road for events, subject to the terms and conditions set forth in the application and insurance requirements.

Vote: All in favor.

9. Comprehensive Plan Workshop – Public workshop scheduled for September 25, 2025 from 5–8 PM.

10. Discharge of Mortgage – Supervisor Douglass received discharge of mortgage from Friends of the North Country for Instrument #2020-00310163. Motion authorizing Supervisor to sign: Councilman Sequin; Second: Councilman Rhino. Vote: All in favor.

**TOWN OF BLACK BROOK
RESOLUTION AUTHORIZING DISCHARGE OF MORTGAGE**

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-83

Motion: A motion was made by **Councilman Sequin** and seconded by **Councilman Rhino**.

WHEREAS, Supervisor Douglass has received a Discharge of Mortgage from Friends of the North Country for **Instrument #2020-00310163**; and

WHEREAS, it is necessary for the Town Supervisor to execute the Discharge of Mortgage in order to complete the release and filing process;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby authorizes Supervisor Douglass to sign and execute the Discharge of Mortgage related to Instrument #2020-00310163, and to take any and all actions necessary to record said discharge.

Vote: All in favor.

11. Interfund Transfers – Motion to transfer \$172,000 from Savings to Highway Fund: Councilman Wilkins; Second: Councilman Bombard. Vote: All in favor. Motion to transfer \$150,000 from Savings to General Fund: Councilman Wilkins; Second: Councilman Sequin. Vote: All in favor.

**TOWN OF BLACK BROOK
RESOLUTION AUTHORIZING INTERFUND TRANSFER TO HIGHWAY
FUND**

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-84

Motion: A motion was made by **Councilman Wilkins** and seconded by **Councilman Bombard** to transfer **\$172,000** from the Town's Savings Account to the **Highway Fund**.

Vote: All in favor.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby authorizes and directs the Supervisor to complete this interfund transfer.

**TOWN OF BLACK BROOK
RESOLUTION AUTHORIZING INTERFUND TRANSFER TO GENERAL
FUND**

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-85

Motion: A motion was made by **Councilman Wilkins** and seconded by **Councilman Sequin** to transfer **\$150,000** from the Town's Savings Account to the **General Fund**.

Vote: All in favor.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby authorizes and directs the Supervisor to complete this interfund transfer.

12. Christmas in the Forks – Letter received from Randy Douglas requesting support for event insurance and fireworks. The Board approved up to \$2,000 in support. Motion: Supervisor Douglass; Second: Councilman Wilkins. Vote: All in favor.

**TOWN OF BLACK BROOK
RESOLUTION AUTHORIZING SUPPORT FOR CHRISTMAS IN THE FORKS**

At a regular meeting of the Town Board of the Town of Black Brook, a municipality with offices at 18 North Main Street, Au Sable Forks, NY 12912, duly called (a quorum being present) and held at the Town Hall, located in the Town of Black Brook, County of Clinton, State of New York, on September 8, 2025, the following Resolution was duly adopted and is now in full force and effect:

Resolution No. 2025-86

Motion: A motion was made by **Supervisor Douglass** and seconded by **Councilman Wilkins**.

WHEREAS, the Town of Black Brook has received a letter from Randy Douglas requesting the Town's support for the **Christmas in the Forks** event, specifically for event insurance and fireworks; and

WHEREAS, the Town Board recognizes the value of community events such as Christmas in the Forks in fostering community spirit and local pride; and

WHEREAS, the Town Board wishes to provide financial support to ensure the success of this event;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Black Brook hereby approves financial support for Christmas in the Forks in an amount not to exceed **\$2,000.00**, to be applied toward event insurance and fireworks.

Vote: All in favor.

13. Water Rates – Apartments – Discussion held regarding whether apartment buildings should be charged residential or commercial water rates. Matter tabled for future discussion.

14. Cell Service in Town – Councilman Bombard reported on his efforts contacting Verizon, FCC, Senator Stec's office, and state representatives. Verizon acknowledged service issues but offered no guaranteed resolution. Verizon is planning to build a tower. Supervisor Douglass suggested pushing for a repeater tower on the Town's water tower to benefit residents.

Old Business

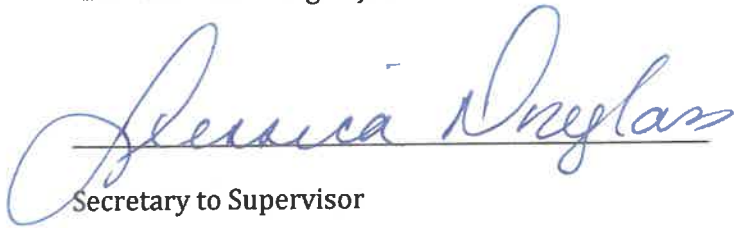
- FEMA Projects: Buck Hill – Town received reimbursement of \$281,750.00 on September 8th. Narrows Road – Still awaiting FEMA approval; no update at this time.

Upcoming Meetings

- Budget Workshop: September 29, 2025 at 6:00 PM
- Public Hearing on Tax Cap Override: October 13, 2025 at 5:30 PM
- Regular Monthly Town Board Meeting: October 13, 2025 at 6:00 PM

Adjournment

Motion to adjourn at 6:59 PM made by Councilman Rhino; Second by Supervisor Douglass.
All in favor. Meeting adjourned.

A handwritten signature in blue ink, reading "Jessica Douglass", written over a horizontal line.

Secretary to Supervisor
Jessica Douglass