

**TOWN OF BLACK BROOK
SPECIAL BOARD MEETING MINUTES
October 27th , 2025**

The meeting was called to order with the pledge of allegiance to the flag at 06:00 PM by Supervisor Jon Douglass.

MEMBERS:	<u>PRESENT</u>	<u>ABSENT</u>
Jon Douglass, Supervisor	X	
Ronald Wilkins, Councilman	X	
James Seguin, Councilman	X	
William Rhino, Jr., Councilman	X	
Stephen Bombard, Councilman	X	
Dennis Bushey, Town Clerk	X	
Michael Plumadore, Highway Superintendent		X
Jessica Douglass, Supervisor's Clerk		X
Fred Drake, Water/Maintenance	X	

Visitors in Attendance: Sarah Tremblay

Visitors Via Zoom: None

Visitor Comments: None

Motion made by Councilman Rhino to accept the minutes of the October 13, 2025 meeting, as presented. Seconded by Supervisor Douglass and all in favor.

JCEO update: No HEAP will be handled by JCEO this year due to the government not having a budget. People will have to contact The Department of Social Services of Clinton County to access this heating assistance program. The phone number there is 518-565-3300. Also, the SNAP program is on hold for the same reason and an increase in local food pantries is expected.

Supervisor Douglass stated that he urges all councilman to attend the AVCS Informational Meetings and read their monthly newsletters.

RESOLUTION 2025-92

REPAIR OF HIGHWAY DEPT. TRUCK

At a Special Meeting of the Town Board of the Town of Black Brook, a Municipality with offices at 18 North Main Street, Au Sable Forks, New York, 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 October 27th, 2025, the following Resolution was duly adopted and is now in full force and effect:

A motion for a resolution was made by Councilman Wilkins and Seconded by Councilman Seguin, authorizing the repair of highway dept truck VIN# 1HTGSSJT9DJ23707 per the quote provided.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Motion

Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes

Councilman James Seguin –Second

Councilman Stephen Bombard - Yes

Resolution was adopted.

Resolution 2025-93

Christmas in The Forks Parade

At a Special Meeting of the Town Board of the Town of Black Brook, a Municipality with offices at 18 North Main Street, Au Sable Forks, New York, 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 October 27th, 2025, the following Resolution was duly adopted and is now in full force and effect:

A request was received for the annual Christmas in The Forks event on approved application form with all required documentation.

A motion for a resolution was made by Councilman William Rhino and seconded by Councilman Stephen Bombard, authorizing the Christmas in the Forks Parade with road closures on 12/6/2025 at 6:00 PM.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Yes

Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Motion

Councilman James Seguin –Yes

Councilman Stephen Bombard - Second

Resolution was adopted.

Resolution 2025-94

Authorization to renew workers' compensation coverage and execute required Documents

At a Special Meeting of the Town Board of the Town of Black Brook, a Municipality with offices at 18 North Main Street, Au Sable Forks, New York, 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 October 27th, 2025, the following Resolution was duly adopted and is now in full force and effect:

Whereas, the Town of Black Brook has received the renewal proposal for its Workers Compensation insurance coverage for January 31st, 2026, through December 31, 2027; and

Whereas the annual premium for the coverage is quoted at \$31,367 per year, reflecting a 9.29% increase from the expiring policy year, with underwriting approval for a two-year term at the same annual rate; and

Whereas, the Town Board had reviewed the renewal summary and finds the proposed premium and terms acceptable and beneficial to the Town's continued compliance with state workers Compensation requirements; and

Now, therefore be it resolved, that the Town Board of the Town of Black Brook hereby authorizes the renewal of the Town's Workers Compensation insurance coverage through Wright Risk Management for the 2026 and 2027 policy years; and

Be it Further Resolved that the Town Supervisor, Jon P. Douglass, is hereby authorized to sign and execute all documentation necessary to complete the renewal process on behalf of the Town of Black Brook; and

Be it further resolved that a copy of this resolution shall be placed on file in the Town Clerk's Office.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Yes

Councilman William Rhino Jr- Yes

Councilman Stephen Bombard - Yes

Resolution was adopted.

Supervisor Jon Douglass- Yes

Councilman James Sequin –Yes

Supervisor Douglass stated that the Clinton County winter highway snow removal contract is still in discussion.

RESOLUTION 2025-95

Adoption of Official .GOV Domain

At a Special Meeting of the Town Board of the Town of Black Brook, a Municipality with offices at 18 North Main Street, Au Sable Forks, New York, 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 October 27th, 2025, the following Resolution was duly adopted and is now in full force and effect:

Whereas the US Cybersecurity and infrastructure Security Agency (CISA) provides verified government entities with access to official .gov domains through its federal Get.gov program; and

Whereas the Town board of the Town of Black Brook recognizes the importance of maintaining secure, transparent and easily verifiable communication channels with residents, agencies, and partners; and

Whereas registration of an official .gov domain will enhance cybersecurity, increase public trust, improve digital transparency, and provide consistency in Town communications; and

Whereas participation in the Get.gov program is free of charge, with all associated verification, registration and maintenance costs covered by the federal government.

Now therefore be it resolved that the Town Board of the Town of Black Brook hereby authorizes the Town Supervisor, Jon P. Douglass, to apply for and secure an official .gov domain on behalf of the Town, and to complete all necessary documentation and verification requirements as outlined by CISA; and

Be it further resolved that Town Clerk Dennis Bushey be designated at the Administrative Contact, and the Towns designated IT Consultant or Website Administrator and serve as the Technical Contact for ongoing maintenance of the domain; and

Be it further resolved that upon approval of the registration, the Town shall begin transitioning its official website, email addresses and public communications to the new .gov domain and notify residents accordingly. Be it further resolved that a copy of this resolution shall be placed on file in the Town Clerk's Office.

Roll call Vote as Follows:

*Councilman Ronald Wilkins – Yes
Councilman William Rhino Jr- Yes
Councilman Stephen Bombard - Yes*

*Supervisor Jon Douglass- Yes
Councilman James Sequin –Yes*

Resolution was adopted.

At this time the board went into executive session to discuss personnel issues.

The board returned to regular session with no decisions being made in executive session.

The Town Board went over and discussed the Preliminary Budget for 2026.

The 2026 Preliminary budget was finalized and a motion to accept the preliminary budget was made by Councilman Rhino and Seconded by Councilman Seguin. All In Favor.

A discussion was held concerning the 2026 Health Insurance plan summary. Board members asked to meet with the insurance representative before finalizing this insurance. The resolution is tabled until the November 10th, 2025, meeting.

A request was received from Joel and Kourtney Martineau for a Proposed Subdivision review for Tax Parcel 331-1-4.1. The board reviewed the proposed subdivision and found it in compliance, and it was approved.

Motion made for approval by Councilman Rhino and seconded by Councilman Seguin. All in Favor.

Two new Billing Address Change Forms were submitted for approval by the board. A motion was made by Councilman Rhino to accept the forms and was seconded by Supervisor Douglass. All in Favor.

RESOLUTION 2025-96 Hiring Jaycee Hart as Basketball Coordinator for 2026

At a Special Meeting of the Town Board of the Town of Black Brook, a Municipality with offices at 18 North Main Street, Au Sable Forks, New York, 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 October 27th, 2025, the following Resolution was duly adopted and is now in full force and effect:

An application was received from Jaycee Hart to be hired as the Jay/Black Brook Youth Basketball Program coordinator for 2026. After review, a motion was made by Supervisor Douglass for a resolution to accept the application and hire Jaycee Hart as the coordinator. It was seconded by Councilman Seguin.

*Councilman Ronald Wilkins – Yes
Councilman William Rhino Jr- Yes
Councilman Stephen Bombard - Yes
Resolution was adopted.*

*Supervisor Jon Douglass- Yes
Councilman James Seguin –Yes*

A Black Brook/Jay Youth Commission 2026 budget was submitted to the board for their review.

OLD BUSINESS

Supervisor Douglass stated that an extension will be needed to finish the FEMA projects at Buck Hill Road and Fern Lake Dam, due to NYSDEC regulations concerning trout population in the streams.

A motion was made by Supervisor Douglass to hold a public hearing to finalize the 2026 Budget. This hearing will be held on November 10th at 5:30 PM at the Black Brook Town Hall at 18 North Main Street in Au Sable Forks, NY. It was seconded by Councilman Rhino and all were in Favor.

Councilman Rhino made a motion to adjourn at 8:30 AM the motion was seconded by Councilman Seguin, and all were in favor.

There will be a public hearing on November 10th, 2025, at the Black Brook Town Hall at 5:30 PM concerning the 2026 Town Budget.

The next regular meeting scheduled will be November 10, 2025, at 6:00 PM *Town of Black Brook Town Hall at 18 North Main Street, Au Sable Forks, New York, 12912*

Dennis Bushey, Town Clerk