

**TOWN OF BLACK BROOK
BOARD MEETING MINUTES
November 10th, 2025**

The meeting was called to order with the pledge of allegiance to the flag at 6:01 PM by Supervisor Jon Douglass.

ROLL CALL TAKEN:

<u>MEMBERS:</u>	<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
Fred Drake Jr., Water Superintendent/Maintenance	X	
Jessie Douglass	X	

Visitors in Attendance: Tom Myers, Renee Rhino

Visitors Via Zoom: Leon Brousseau

Visitor Comments: Tom Meyers stated that he would be interested in volunteering to research grants and implementation of a new handicapped ramp for the town offices.

Zoom Attendee Comments: None

A motion was made by Councilman Rhino to accept the minutes of the October 27th, 2025, special town board meeting, Seconded by Supervisor Douglass and All in Favor.

A motion was made by Supervisor Douglass to approve the Monthly Report from The Town Clerk, Seconded by Councilman Rhino and all in favor.

A motion was made by Supervisor Douglass to approve the Monthly Report from Water and Sewer, Seconded by Councilman Rhino and all in favor.

A motion was made by Supervisor Douglass to approve the Monthly Report from JCEO, Seconded by Councilman Rhino and all in favor.

A motion was made by Councilman Rhino to approve the Monthly Report from The Town Supervisor, Seconded by Councilman Bombard and all in favor.

There were no monthly reports from Code Enforcement, Town Highway or Dog Control.

A motion was made by Councilman Rhino to accept the Paid and Unpaid bills for 10/15/2025 thru 11/10/2025, as presented. Seconded by Supervisor Douglass and All in Favor.

Committee Reports: Renee Rhino gave a report on JCEO activities for the Preceding Month.

Supervisor Douglass presented a list of 2025 committee appointments & Responsibilities in accordance with NYS Office of The State Comptroller.

NEW BUSINESS: - A motion was made by Supervisor Douglass to accept the resolution for the Black Brook Town Budget for 2026, as presented. It was seconded by Councilman Rhino.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

A motion was made by Supervisor Douglass to accept the Resolution for the Clinton County Highway Contract for 2025-2027, as presented. It was seconded by Councilman Rhino.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

A resolution was presented concerning an employee Time Sheet Policy. After Discussion, it was decided to wait for a full Board to be present before deciding.

A resolution was presented concerning Payroll Schedule Standardization beginning in 2026. After Discussion, it was decided to wait for a full Board to be present before deciding.

A resolution was presented concerning Town of Black Brook adopting Claims, Coding, and Audit Policy. After Discussion, it was decided to wait for a full Board to be present before adopting.

A motion was made by Supervisor Douglass to accept the resolution as presented authorizing Councilman William Rhino as Authorized Check Signatory, seconded by Councilman Bombard, and all in favor.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

A motion was made by Councilman Rhino to accept the resolution for the Elmore SPCA Agreement for 2026, as presented. It was seconded by Supervisor Douglass and all in favor.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried. Resolution of File in Clerks Office.

A motion was made by Councilman Rhino to accept the Resolution for the JCEO Contract for 12/01/25 thru 11/30/2026, as presented. It was seconded by Councilman Bombard, and all in favor.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

A motion was made by Councilman Bombard to accept the Resolution to approve the 2026 Health Insurance Plan, HRA Funding and Employee Buyout Program as presented. It was seconded by Councilman Rhino, and all in favor.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

A motion was made by Councilman Rhino to pass a resolution which would allow retired employees of the Town of Black Brook to enroll in the Town Vision and Dental insurance plan, with the understanding that the retired employee would pay the 100% of the premium. It was seconded by Councilman Bombard and all in favor.

Roll call Vote as Follows:

Councilman Ronald Wilkins – Absent Supervisor Jon Douglass-Yes

Councilman William Rhino Jr- Yes Councilman James Sequin –Absent

Councilman Stephen Bombard – Yes Motion was Carried.

The resolution is on file in The Town Clerks Office.

Notice was provided, to the board, from the Adirondack Park Agency that there are wetlands involved in both ongoing FEMA projects and that permit applications are needed before the work can be completed. This includes the Buck Hill Road project and the Fern Lake project. Supervisor Douglass stated that these have been sent to the engineers to be dealt with.

The Town of Black Brook Contract to replace the water meters and automated meter reading system in the town was presented to the board so that they could review it before action. He also noted that EFC will be reviewing it before any actions.

Supervisor Douglass stated that after consultation with NYS Assoc. of Towns that, generally an elected Town Board Member would not be considered as the town dog control officer. Since Councilman Rhino is the appointed dog control officer, a motion was made by Councilman Rhino to post the dog control officer job, seconded by Councilman Bombard and all in favor.

CORRESPONDENCE

Supervisor Douglass stated we received \$3800.00 from Clinton County for our Recreation Fund.

Supervisor Douglass stated we received \$7,935.61 from the Town of Jay for Au Sable Ambulance Insurance Recovery.

A motion to adjourn by Supervisor Douglass at 6:52 PM, Second by Councilman Rhino and All in Favor.

At 6:54 PM Supervisor Douglass reconvened the town board meeting to deal with an overlooked issue.

Supervisor Douglass made a motion to hire Richard Fletcher as a winter employee for MVO for the Town Highway Department. Second by Councilman Rhino. All in Favor.

A second motion was made to adjourn by Supervisor Douglass at 6:57 PM, Second by Councilman Rhino and All in Favor.

The next Town Board Meeting will be on 12/8/2025 at 6:00 PM to be held at The Town Hall at 18 N Main Street, Au Sable Forks, NY 12912

Dennis Bushey, Town Clerk