

*William Wenzel*, Town Supervisor  
*Jennifer Howe*, Town Clerk  
, Deputy Town Clerk



*Michael Santulli*, Council Member  
*Francis R. Potter*, Council Member  
*Dianne Grant*, Council Member  
*Andrew Lucks*, Council Member

5853 Western Turnpike  
Duanesburg, New York 12056

# Town of Duanesburg

Schenectady County

P# 518-895-8920  
F# 518-895-8171

**Thursday, August 10, 2023**

Town of Duanesburg is inviting you to a scheduled Zoom meeting.

Topic: Town of Duanesburg's Town Board Meeting

Time: 7:00 p.m.

**Join Zoom Meeting**

**Meeting ID:** 889 0570 1411

**Passcode:** 886918

**Dial in by Phone:** 1-646-558-8656

**Meeting ID:** 889 0570 1411

**Passcode:** 886918

## **Town Board Meeting Agenda**

**Meeting Time: 7:00PM**

Call to Order  
Pledge of Allegiance  
Prayer/Moment of Reflection

**Approval of minutes for:** Regular Town Board Meeting on Thursday, July 27, 2023

**Town Clerk's Report**  
**Supervisor's Report**  
**Payment of Claims**

**Committee Reports**  
Highway  
Public Safety  
Park  
Sewer Districts #1, 2 & 3  
IT

## **Business Meeting:**

- 1. Motion to approve Professional Services Invoice No. 13 in the amount of \$7,278.75 to Delaware Engineering, D.P.C.**

2. **Motion to approve Professional Services Invoice No. 24 in the amount of \$3,201.42 to Delaware Engineering, D.P.C.**
3. **Motion to approve letter in support of the request to New York State to conduct an audit of the NYS 2022 General Election.**
4. **Motion to introduce Local Law No. 2 of 2023 entitled "A Local Law Regarding Tax Exemptions for Members of Volunteer Fire Companies or Volunteer Ambulance Services.**
5. **Motion to appoint Coryn VanDeusen as the Building, Planning & Zoning Clerk.**
6. **Motion to appoint Carol Sowycz as the Deputy Town Clerk.**

**Executive Session to discuss personnel matters.**

**Privilege of the Floor:**

Comments are limited to 5 minutes per person. Please state your name and address for the record. Be respectful. Address the entire Town Board. Individual members are not to be singled out. Speak of issues related to Town business. There will be no tolerance for personal attacks on Board Members. The board reserves the right to ask that your question be put in writing and to be submitted to the Town Clerk to then be distributed to the Town Board. Questions will be answered in a timely manner and mailed to the resident.

Account#	Account Description	Fee Description	Qty	Local Share
		Demo Permit	2	60.00
		Septic Permit	1	75.00
		Special Use Permit	1	100.00
	Marriage License Fee	Marriage License Fee	1	17.50
	Misc. Fees	Certified Copies - Marriage	1	10.00
	Planning & Zoning Fees	Planning & Zoning Fees	1	75.00
	septic repair	septic repair	1	50.00
		<b>Sub-Total:</b>		<b>\$387.50</b>
2110	Variance Application	Variance Application	1	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
A1255	Conservation	Conservation	2	2.76
		<b>Sub-Total:</b>		<b>\$2.76</b>
A2544	AFTER 30 DAYS	AFTER 30 DAYS	5	25.00
	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	14	196.00
		Female, Unspayed	1	22.00
		Male, Neutered	18	252.00
		Male, Unneutered	4	88.00
		<b>Sub-Total:</b>		<b>\$583.00</b>
B2555	Building Permits	Building Permits	11	2,250.00
		<b>Sub-Total:</b>		<b>\$2,250.00</b>
Sewer Dist # 3	Connection Fee	Connection Fee	1	1,000.00
	Permit	Permit	1	50.00
		<b>Sub-Total:</b>		<b>\$1,050.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$4,373.26</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			47.00
Amount paid to:	NYS Environmental Conservation			47.24
Amount paid to:	State Health Dept. For Marriage Licenses			22.50
<b>Total State, County &amp; Local Revenues:</b>		<b>\$4,490.00</b>	<b>Total Non-Local Revenues:</b>	
			<b>\$116.74</b>	

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, Jennifer Howe, Town Clerk, Town of Duanesburg 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.

Supervisor

Date

Town Clerk

Date

**Town of Duanesburg Town Board**

**RESOLUTION NO. \_\_ - 2023**

**August 10, 2023**

**WHEREAS**, the Mariaville Wastewater Treatment Plant (the “Mariaville WWTP”) serves Mariaville Lake Sewer District No. 2; and

**WHEREAS**, the New York State Department of Environmental Conservation amended the New York State Pollutant Discharge Elimination System Permit for the Mariaville WWTP requiring that the Mariaville WWTP effluent be disinfected (the “Proposed Improvements”); and

**WHEREAS**, the Town Board retained Delaware Engineering, D.P.C., (“Delaware”) for professional services in connection with UV disinfection project at the Mariaville WWTP (the “Project”); and

**WHEREAS**, Delaware has submitted a final invoice (attached hereto) dated August 3, 2023 in the amount of **\$7,278.75** (“Professional Services Invoice No. 13”); and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board approves Professional Services Invoices No. 13; authorizes the payment of the invoice using the BAN funds borrowed for this purpose; and directs that the Town seek reimbursement from NYSDEC for the costs associated with the Project in accordance with the terms of the Grant Agreement with NYSDEC;

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting of August 10, 2023.

\_\_\_\_\_  
William Wenzel, Supervisor

\_\_\_\_\_  
Town Clerk/Deputy Town Clerk

Date

Date

Present:

Absent:

Town Board Members:

William Wenzel	Yea	Nay	Abstain
Michael Santulli	Yea	Nay	Abstain
Francis R. Potter	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain



## DELAWARE ENGINEERING, D.P.C.

55 South Main Street  
Oneonta, New York 13820

Tel: 607.432.8073  
Fax: 607.432.0432

August 7, 2023

Town of Duanesburg  
Attn.: Bill Wenzel, Town Supervisor  
Town Hall  
5853 Western Turnpike  
Duanesburg, NY 12056

Re: Mariaville WWTP (SD#2)  
Disinfection Improvements Project - Professional Services Invoice #13

Dear Bill:

Attached for Town review, processing and payment is our invoice totaling \$7,278.75 for services related to the above referenced project.

Services provided through July 2023 included:

- Continued communications with Town and regulatory agencies
- Continue NYSDEC compliance documentation
- Preparation of as-built plans

This is our final invoice. The new improvements are in services. We appreciate the opportunity to work with the Town on this project.

Please contact me at 607-432-8073 if you have any questions.

Respectfully,

**DELAWARE ENGINEERING, D.P.C.**

Bill Brown, P.E. for  
Dave Ohman, P.E.

Attachment

CC: Cheryl DeCarr, Delaware Engineering, D.P.C. (w/enclosures)

8-2023 Duanesburg (T) Mariaville WWTP Disinfection Improvements CL 13



**Delaware Engineering, D.P.C.**  
 28 Madison Ave. Ext.  
 Albany, NY 12203  
 (518) 452-1290

Town of Duanesburg  
 Town Hall  
 5853 Western Turnpike  
 Duanesburg, NY 12056

Invoice number 20-2078-13  
 Date 08/03/2023

Project 20-2078 Town of Duanesburg - Mariaville  
 WWTP Disinfection Improvements

For Services Rendered Through July 30, 2023

**5 As Built Drawing Preparation**

	Hours	Rate	Billed Amount
Eric Michelitsch	4.00	125.00	500.00
Michael Primmer	9.75	180.00	1,755.00
Ryder Albano	7.00	35.00	245.00
subtotal	20.75		2,500.00
Phase subtotal			2,500.00

**6 NYSDEC Contract Coordination**

	Hours	Rate	Billed Amount
Eric Michelitsch	1.25	125.00	156.25
Michael Primmer	2.75	180.00	495.00
Robert G. Chiappisi	20.50	135.00	2,767.50
William J. Brown	8.00	170.00	1,360.00
subtotal	32.50		4,778.75
Phase subtotal			4,778.75

Invoice total **7,278.75**

Approved by:

William J. Brown

Please remit payment to:  
 Delaware Engineering, D.P.C.  
 28 Madison Ave. Ext.  
 Albany, NY 12203

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

Town of Duaneburg  
Town Hall  
5853 Western Turnpike  
Duaneburg, NY 12056

PROJECT ID 20-2078

PROJECT: Mariaville WWTP Disinfection Improvements  
INVOICE/REQUISITION No.: 13

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
<b>1. Task 1 - Design</b>				
Labor	\$ -	\$ 29,851.25	\$ 29,851.25	
Reimbursable Expenses	\$ -	\$ 146.43	\$ 146.43	
<b>SUBTOTAL - TASK 1</b>	\$ -	\$ 29,997.68	\$ 29,997.68	\$ 30,000.00
<b>2. Task 2 - Bid/Award</b>				
Labor	\$ -	\$ 7,365.00	\$ 7,365.00	
Reimbursable Expenses	\$ -	\$ 135.00	\$ 135.00	
<b>SUBTOTAL - TASK 2</b>	\$ -	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
<b>3. Task 3 - Construction Management/Admin</b>				
Labor	\$ -	\$ 14,897.50	\$ 14,897.50	
Reimbursable Expenses	\$ -	\$ 98.46	\$ 98.46	
<b>SUBTOTAL - TASK 3</b>	\$ -	\$ 14,995.96	\$ 14,995.96	\$ 15,000.00
<b>4. Task 4 - Construction Inspection</b>				
Labor	\$ -	\$ 16,625.00	\$ 16,625.00	
Reimbursable Expenses	\$ -	\$ 837.14	\$ 837.14	
<b>SUBTOTAL - TASK 4</b>	\$ -	\$ 17,462.14	\$ 17,462.14	\$ 17,500.00
<b>5. Task 5 - As Built Drawing Preparation</b>				
Labor	\$ 2,500.00	\$ -	\$ 2,500.00	
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL - TASK 5</b>	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

	<u>CURRENT</u> <u>COST</u>	<u>PREVIOUS</u> <u>COST</u>	<u>COST TO</u> <u>DATE</u>	<u>BUDGET</u>
<b>6. Task 6 - NYSDEC Contract Coordination</b>				
Labor	\$ 4,778.75	\$ 3,465.00	\$ 8,243.75	
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL - TASK 6</b>	<b>\$ 4,778.75</b>	<b>\$ 3,465.00</b>	<b>\$ 8,243.75</b>	<b>\$ 8,250.00</b>
<b>TOTAL</b>	<b>\$ 7,278.75</b>	<b>\$ 73,420.78</b>	<b>\$ 80,699.53</b>	<b>\$ 80,750.00</b>
<b>AMOUNT DUE FOR CURRENT SERVICES</b>	<b>\$ 7,278.75</b>			
<b>AMOUNT PAST DUE</b>	<b>\$ 3,425.00</b>	<b>Invoice #12, 5/18/2023</b>		
<b>TOTAL NOW DUE</b>	<b>\$ 10,703.75</b>			
<b>BUDGET BALANCE</b>	<b>\$ 50.47</b>			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE



**Town of Duanesburg Town Board**

**RESOLUTION NO. \_\_ - 2021**

**August 10, 2023**

**WHEREAS**, the Town of Duanesburg Town Board has established Duanesburg Sewer Districts Nos. 1 and 3;

**WHEREAS**, the Delanson Wastewater Treatment Plant (the “Delanson WWTP”) serves Duanesburg Sewer Districts Nos. 1 and 3;

**WHEREAS**, the Town Board retained Delaware Engineering, D.P.C., (“Delaware”) for professional services in connection with Long Term Improvements Project at the Delanson WWTP (the “Project”); and

**WHEREAS**, Delaware has submitted the final invoice, dated August 3, 2023, for Town Board review in the amount of **\$3,201.42** for professional services rendered through the completion of the Project (“Professional Services Invoice No. 24”); and

**WHEREAS**, the Project is completed and there was some equipment that was purchased to establish communications between the nearest pump station and the wastewater treatment plant which did not work given topography for which DE has given credit to the Town in the amount of \$2000.00 by reducing this final invoice by that amount;

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board approves Professional Services Invoice No. 24 and authorizes the Town Supervisor to submit the documentation to New York State Environmental Facilities Corporation to obtain the funds to pay the invoice and upon receipt of such funds authorizes payment to Delaware in the amount of **\$3,201.42**.

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting of August 10, 2023.

\_\_\_\_\_  
William Wenzel, Supervisor

\_\_\_\_\_  
Town Clerk/Deputy Town Clerk

Date

Date

Present:

Absent:

Town Board Members:

William Wenzel	Yea	Nay	Abstain
Michael Santulli	Yea	Nay	Abstain
Francis R. Potter	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain



## DELAWARE ENGINEERING, D.P.C.

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55 South Main Street  
Oneonta, New York 13820

Tel: 607.432.8073  
Fax: 607.432.0432

August 7, 2023

Town of Duanesburg  
Attn.: Bill Wenzel, Town Supervisor  
Town Hall  
5853 Western Turnpike  
Duanesburg, NY 12056

Re: Delanson WWTP (SD#1 & SD#3)  
Long Term Improvements Project - Professional Services Invoice #24

Dear Supervisor Wenzel:

Attached for Town review, processing and payment is our final invoice totaling \$3,201.42 for services related to the above referenced project.

Services provided through July 2023 include:

- Continued communications with Town and regulatory agencies
- As-Built preparation

This is our final invoice. The new improvements are in service. We appreciate the opportunity to work with the Town on this project.

Please contact me at 607-432-8073 if you have any questions.

Respectfully,

**DELAWARE ENGINEERING, D.P.C.**

Bill Brown, P.E. for  
Dave Ohman, P.E.

Attachment

CC: Cheryl DeCarr, Delaware Engineering, D.P.C. (w/enclosures)

8-2023 Duanesburg (T) Delanson WWTP Long Term Improvements CL 24



**Delaware Engineering, D.P.C.**  
 28 Madison Ave. Ext.  
 Albany, NY 12203  
 (518) 452-1290

Town of Duanesburg  
 Town Hall  
 5853 Western Turnpike  
 Duanesburg, NY 12056

Invoice number 19-1712-24  
 Date 08/03/2023

Project 19-1712 Town of Duanesburg - Delanson  
 WWTP Long Term Improvements

For Services Rendered Through July 30, 2023

**3 Construction Management/Admin**

	Hours	Rate	Billed Amount
William J. Brown	6.50	170.00	1,105.00

**REIMBURSABLES**

	Units	Rate	Billed Amount
Chorus Call			
Telecommunications			2.85

Phase subtotal 1,107.85

**5 As-Built Drawing Preparation**

	Hours	Rate	Billed Amount
Ryder Albano	10.00	35.00	350.00
William J. Brown	18.50	170.00	3,145.00
subtotal	28.50		3,495.00

Phase subtotal 3,495.00

**6A NYSEFC Contract Coordination (SUB-Deroo Consulting)**

**CONSULTANT**

	Units	Rate	Billed Amount
Deroo Consulting			75.00
			111.07
			112.50
			150.00
			75.00
			75.00

Consultant subtotal 598.57

Phase subtotal 598.57

Invoice subtotal **5,201.42**

CREDIT **2,000.00**

REVISED INVOICE TOTAL **3,201.42**



**Delaware Engineering, D.P.C.**  
28 Madison Ave. Ext.  
Albany, NY 12203  
(518) 452-1290

Town of Duanesburg  
Project 19-1712 Town of Duanesburg - Delanson WWTP Long Term Improvements

Invoice number 19-1712-24  
Date 08/03/2023

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Approved by:

William J. Brown

*Please remit payment to:  
Delaware Engineering, D.P.C.  
28 Madison Ave. Ext.  
Albany, NY 12203*

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-482-8073/FAX 607-482-0482

Town of Duanesburg  
 Town Hall  
 5853 Western Turnpike  
 Duanesburg, NY 12056

**PROJECT ID            19-1712**

**PROJECT: Delanson WWTP Long Term Improvements**  
**INVOICE/REQUISITION No.: 24**

	<u>CURRENT COST</u>	<u>PREVIOUS COST</u>	<u>COST TO DATE</u>	<u>BUDGET</u>
<b>1. Task 1 - Design</b>				
Labor	\$ -	\$ 54,532.50	\$ 54,532.50	\$ 55,300.00
Reimbursable Expenses	\$ -	\$ 767.19	\$ 767.19	
Subcontractors (Atlantic Testing Laboratories)	\$ -	\$ 8,700.00	\$ 8,700.00	\$ 8,700.00
Subcontractors (Ryan Biggs Clark Davis Eng & Surveying)	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Subcontractors (Whitman Engineering)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00
<b>SUBTOTAL - TASK 1</b>	<b>\$ -</b>	<b>\$ 98,999.69</b>	<b>\$ 98,999.69</b>	<b>\$ 100,000.00</b>
<b>2. Task 2 - Bid/Award</b>				
Labor	\$ -	\$ 7,496.25	\$ 7,496.25	
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL - TASK 2</b>	<b>\$ -</b>	<b>\$ 7,496.25</b>	<b>\$ 7,496.25</b>	<b>\$ 7,500.00</b>
<b>3. Task 3 - Construction Management/Admin</b>				
Labor	\$ 1,105.00	\$ 46,386.25	\$ 47,491.25	
Reimbursable Expenses	\$ 2.85	\$ 638.40	\$ 641.25	
Subcontractors (Atlantic Testing Laboratories)	\$ -	\$ 1,867.50	\$ 1,867.50	
<b>SUBTOTAL - TASK 3</b>	<b>\$ 1,107.85</b>	<b>\$ 48,892.15</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>
<b>4. Task 4 - Construction Inspection</b>				
Labor	\$ -	\$ 70,961.25	\$ 70,961.25	
Reimbursable Expenses	\$ -	\$ 3,038.75	\$ 3,038.75	
<b>SUBTOTAL - TASK 4</b>	<b>\$ -</b>	<b>\$ 74,000.00</b>	<b>\$ 74,000.00</b>	<b>\$ 74,000.00</b>
<b>5. Task 5 - As Built Drawing Preparation</b>				
Labor	\$ 3,495.00	\$ -	\$ 3,495.00	\$ 3,500.00
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL - TASK 5</b>	<b>\$ 3,495.00</b>	<b>\$ -</b>	<b>\$ 3,495.00</b>	<b>\$ 3,500.00</b>

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-482-8073/FAX 607-482-0482

	<u>CURRENT</u>	<u>PREVIOUS</u>	<u>COST TO</u>	<u>BUDGET</u>
	<u>COST</u>	<u>COST</u>	<u>DATE</u>	
<b>6. Task 6 - NYSEFC Contract Coordination</b>				
Labor	\$ -	\$ 4,998.75	\$ 4,998.75	\$ 5,000.00
Reimbursable Expenses	\$ -	\$ -	\$ -	
Subcontractors (Deroo Consulting)	\$ 598.57	\$ 9,401.43	\$ 10,000.00	\$ 10,000.00
<b>SUBTOTAL - TASK 6</b>	<b>\$ 598.57</b>	<b>\$ 14,400.18</b>	<b>\$ 14,998.75</b>	<b>\$ 15,000.00</b>
<b>7. Task 7 - Preliminary Engineering</b>				
Labor	\$ -	\$ 70,894.70	\$ 70,894.70	\$ -
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL - TASK 7</b>	<b>\$ -</b>	<b>\$ 70,894.70</b>	<b>\$ 70,894.70</b>	<b>\$ 70,894.70</b>
<b>TOTAL</b>	<b>\$ 5,201.42</b>	<b>\$ 314,682.97</b>	<b>\$ 319,884.39</b>	<b>\$ 320,894.70</b>
<b>AMOUNT DUE FOR CURRENT SERVICES</b>	<b>\$ 5,201.42</b>			
<b>CREDIT</b>	<b>\$ 2,000.00</b>			
<b>TOTAL NOW DUE</b>	<b>\$ 3,201.42</b>			
<b>BUDGET BALANCE</b>	<b>\$ 1,010.31</b>			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE

# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-5678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 73  
DATE: May 1, 2022

RECEIVED MAY 02 2022

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

#19-1712  
#6A

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		<b>\$150.00</b>
Total Hours: 2 hour in April 2022	\$75 per hour	\$ 150.00
<ul style="list-style-type: none"><li>MWBE Monthly reports: compilation and submission</li><li>MWBE quarterly reports</li><li>MWBE compliance</li><li>Working with EFC on compliance</li></ul>		
		\$ 0.00
Mileage (round trip):	\$0.585 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo  
If you have questions concerning this invoice, call: Leslie Deroo, (616) 886-5678

**THANK YOU FOR YOUR BUSINESS**

# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-5678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 76  
DATE: May 26, 2022

#19-1712  
#6A

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		<b>\$75.00</b>
Total Hours: 1 hour in April 2022	\$75 per hour	\$ 75.00
<ul style="list-style-type: none"><li>MWBE Monthly reports: compilation and submission</li><li>MWBE quarterly reports</li><li>MWBE compliance</li><li>Working with EFC on compliance</li></ul>		
		\$ 0.00
Mileage (round trip):	\$0.585 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo  
If you have questions concerning this invoice, call: Leslie Deroo, (616) 886-5678

**THANK YOU FOR YOUR BUSINESS**



# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-5678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 78  
DATE: July 6, 2022

#19-1712  
#6A

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		<b>\$75.00</b>
Total Hours: 1 hour in June 2022	\$75 per hour	\$ 75.00
<ul style="list-style-type: none"><li>• MWBE Monthly reports: compilation and submission</li><li>• MWBE quarterly reports</li><li>• MWBE compliance</li><li>• Working with EFC on compliance</li></ul>		
		\$ 0.00
Mileage (round trip):	\$0.585 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo  
If you have questions concerning this invoice, call: Leslie Deroo, (616) 886-5678

**THANK YOU FOR YOUR BUSINESS**

# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-5678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 82  
DATE: August 1, 2022

#19-1712  
#6A

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		<b>\$75.00</b>
Total Hours: 1 hour in July 2022	\$75 per hour	\$ 75.00
<ul style="list-style-type: none"><li>MWBE Monthly reports: compilation and submission</li><li>MWBE quarterly reports</li><li>MWBE compliance</li><li>Working with EFC on compliance</li></ul>		
Mileage (round trip):	\$0.585 per mile	\$ 0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo  
If you have questions concerning this invoice, call: Leslie Deroo, (616) 886-5678

**THANK YOU FOR YOUR BUSINESS**

# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-5678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 84  
DATE: September 6, 2022

#19-1712  
#6A

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duaneburg WWTP Project C4-5469-06-00		<b>\$111.07</b>
Total Hours: 1.48 hours in August 2022	\$75 per hour	\$ 111.07
<ul style="list-style-type: none"><li>MWBE Monthly reports: compilation and submission</li><li>MWBE quarterly reports</li><li>MWBE compliance</li><li>Working with EFC on compliance</li></ul>		
		\$ 0.00
Mileage (round trip):	\$0.585 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

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**THANK YOU FOR YOUR BUSINESS**

# Deroo Consulting

Fiscal Assistance  
13 McKinley Drive  
Delmar, New York 12054  
(616) 886-6678  
derooconsulting@gmail.com

# INVOICE

INVOICE NO: 89  
DATE: March 31, 2023

#19-1712

# 6A

## Delaware Engineering, DPC

55 South Main Street  
Oneonta, NY 13820  
607-432-8073  
607-432-0432 FAX

DESCRIPTION	UNIT PRICE	AMOUNT
Town of Duanesburg WWTP Project C4-5469-06-00		<b>\$112.50</b>
Total Hours: 1.5 hours In January 2023	\$75 per hour	\$ 112.50
<ul style="list-style-type: none"><li>MWBE Monthly reports: compilation and submission</li><li>MWBE quarterly reports</li><li>MWBE compliance</li><li>Working with EFC on compliance</li></ul>		
		\$ 0.00
Mileage (round trip):	\$0.585 per mile	\$0.00
Postage	as per receipt	\$ 0.00
Supplies and copies (see receipts)		\$ 0.00

Make all checks payable to: Leslie Deroo  
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**THANK YOU FOR YOUR BUSINESS**

**TOWN OF DUANESBURG TOWN BOARD**

**RESOLUTION \_\_ - 23**

**August 10, 2023**

**WHEREAS**, the Town of Duanesburg Town Board has received information from an organization known as New York Citizens Audit and representatives of the organization appeared at the Town Board meeting on July 27, 2023, to discuss the organization's requests to New York State to conduct an audit of the NY State 2022 General Election; and

**WHEREAS** New York Citizens Audit has requested such an audit from the NYS Attorney General's office, among others, seeking an audit of voter rolls and ballots to ensure that only those qualified to vote are voting and that all votes are being appropriately accounted for in each election; and

**WHEREAS** the Town Board believes that such an audit should be conducted now and frequently in the future to reassure all New York State residents that the electoral process in New York State is functioning in accordance with all applicable laws and the federal and State Constitutions; and

**WHEREAS** the Town Board notes that audits are routine procedures throughout all levels of government so requiring such an audit on the electoral process is consistent with what is customary for all governmental agencies;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby requests that the Town Supervisor send an official copy of this resolution to the NYS Attorney General's Office with a copy to the Schenectady County Board of Elections seeking such an electoral audit.

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting on August 10, 2023.

\_\_\_\_\_  
William Wenzel, Town Supervisor

\_\_\_\_\_  
Town Clerk

Present:

Absent:

Council Members:

William Wenzel	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain

Andrew Lucks	Yea	Nay	Abstain
Francis Potter	Yea	Nay	Abstain
Michael Santulli	Yea	Nay	Abstain

RESOLUTION NO. -2023  
August 10, 2023

**WHEREAS**, the Town Board of the Town of Duanesburg is considering the adoption of a local law to adjust taxation for certain volunteer firemen and volunteer ambulance personnel as set forth in the proposed draft Local Law number 2 of 2023; and

**WHEREAS**, Local Law number 2 of 2023 is attached hereto and introduced for the consideration of the Town Board; and

**WHEREAS**, the proposed Local Law is consistent with the law adopted by the Schenectady County Legislature for the same purpose; and

**WHEREAS**, the Town Board is the only involved agency for this type 2 action pursuant to the NYS Environmental Quality Review Act (SEQRA)—the adoption of a local law regarding the implementation of State authorized taxation relief for Ambulance and Fire volunteers as set forth in the attached local law;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board declares itself lead agency pursuant to SEQRA and determines that the consideration and potential adoption of the attached local law is a Part 2 action pursuant to SEQRA and no further SEQRA review is required; and

**BE IT FURTHER RESOLVED** that the Town Board accepts the introduction of local law number 2 of the year 2023 and directs that a public hearing be duly noticed by the Town Clerk for the September 14, 2023, regular meeting of the Town Board.

By (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting on August 10, 2023.

\_\_\_\_\_  
William Wenzel, Supervisor

\_\_\_\_\_  
Jennifer Howe, Town Clerk

Present:  
Absent:

Council Members:

William Wenzel	Yea	Nay	Abstain
Michael Santulli	Yea	Nay	Abstain
Rick Potter	Yea	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain

**PROPOSED LOCAL LAW NO. 2 of 2023**

**Town of Duanesburg**

**A LOCAL LAW REGARDING TAX EXEMPTIONS FOR MEMBERS OF  
VOLUNTEER FIRE COMPANIES OR VOLUNTEER AMBULANCE  
SERVICES**

**BE IT ENACTED** by the Town Board of the Town of Duanesburg, County of Schenectady, as follows:

*Section 1. Title of the Local Law*

This local law shall be entitled “A Local Law Regarding Tax Exemptions For Members Of Volunteer Fire Companies Or Volunteer Ambulance Services.”.

*Section 2. Authorization*

This local law is enacted pursuant to the Municipal Home Rule Law.

*Section 3. Purpose.*

The purpose of this local law is to provide a property tax exemption to volunteer firefighters and volunteer ambulance workers. A tax exemption benefit will attract and retain qualified personnel to emergency and fire services.

*Section 4. Tax Exemptions for Members of Volunteer Fire Companies or Volunteer Ambulance Services*

- A. Pursuant to section 466-a of the New York State Real Property Tax Law, real property owned by an enrolled member, or enrolled member and spouse, of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service shall be exempt from taxation by the Town of Duanesburg to the extent of 10% of the assessed value of such property for Town purposes, exclusive of special assessments.
- B. The person applying for the exemption has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service for at least two years. For Town and County purposes, the procedure for certification by the appropriate authority shall be determined by the Town of Duanesburg Tax Assessor;
- C. On or after the effective date of this local law, any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service



who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service shall be granted the ten percent exemption for the remainder of his or her life as long as his or her primary residence is located within the Town of Duanesburg, Schenectady County.

- D. Application for such exemption shall be filed with the Town of Duanesburg Tax Assessor for both Town and County purposes.
- E. Un-remarried spouses of enrolled volunteer firefighters or volunteer ambulance workers killed in the line of duty may continue the ten percent exemption, or reinstate a pre-existing exemption, provided that:
  - 1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and
  - 2. Such deceased volunteer had been an enrolled member for at least five years; and
  - 3. Such deceased volunteer had been receiving the exemption prior to his or her death.
- F. Un-remarried spouses of deceased enrolled volunteer firefighters or volunteer ambulance workers may continue the ten percent exemption, or reinstate a pre-existing exemption, provided that:
  - 1. Such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and
  - 2. Such deceased volunteer had been an enrolled member for at least twenty years; and
  - 3. Such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

*Section 5. Separability.* If any section, subsection, phrase, sentence or other portion of this Local Law is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of any remaining portion hereof.

*Section 6- Effective Date* This Local Law shall be effective immediately upon passage and filing of the same with the New York State, Secretary of State's office.

**TOWN OF DUANESBURG TOWN BOARD**

**RESOLUTION NO. -2023**

**August 10, 2023**

**WHEREAS**, Carol Sowycz, the Town of Duanesburg Building/Planning/Zoning Clerk has submitted her resignation to the Town of Duanesburg Town Board to take the Deputy Town Clerk position;

**WHEREAS**, the Town of Duanesburg Town Board has interviewed several candidates for the position of Town of Duanesburg Building/Planning/Zoning Clerk, a non-competitive position;

**WHEREAS**, the Town of Duanesburg Building/Planning/Zoning Clerk will work 35 hours a week at a rate of \$18.50 per hour;

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby appoints Coryn VanDeusen as the Town of Duanesburg Building/Planning/Zoning Clerk as of August 14, 2023 at an hourly rate of \$18.50 per hour for 35 hours a week.

By a (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting on August 10, 2023.

\_\_\_\_\_  
William Wenzel, Supervisor

\_\_\_\_\_  
Town Clerk/Deputy Town Clerk

Present:

Absent:

Town Board Members:

Dianne Grant	Yea	Nay	Abstain
Michael Santulli	Yea	Nay	Abstain
Rick Potter	Yea	Nay	Abstain
William Wenzel	Yea	Nay	Abstain
Andrew Lucks	Yea	Nay	Abstain