

William Wenzel, Town Supervisor
Jennifer Howe, Town Clerk
Brandy Fall, Deputy Town Clerk
William Reed, Highway Superintendent



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

Thursday March 23, 2023
Regular Town Board Meeting
Meeting Time: 7:00PM

Meeting called to order by Supervisor Wenzel at 7:06PM

Present: Supervisor Wenzel, Council Members Potter, Lucks and Santulli, Deputy Town Clerk Brandy Fall, Town Attorney Terresa Bakner **Absent:** Council Member Grant

Call to Order
Pledge of Allegiance
Prayer/Moment of Reflection

Resolution 52-23: Council Member Lucks motioned, seconded by Council Member Santulli to approve the Town Board Meeting minutes of Thursday, March 9, 2023.
Motion carried, 3 ayes Council Member Potter Abstained

Supervisor, William Wenzel, read the Supervisor's Report for February 2023 (see attached).

Resolution 53-23: Council Member Potter motioned, seconded by Council Member Lucks to pay the attached Payment of Claims (see attached).
Motion carried, 4 ayes

Highway: Council Member Potter stated that the crew was out for a lot of hours during the large storm and that it was hard for them to keep up with it. We are down to two trucks, two were broke during the storm, they are working on fixing them now.

Public Safety: Council Member Grant was absent from the meeting. Supervisor Wenzel stated there was nothing new to report.

Parks: Supervisor Wenzel reported that there was nothing new to report.

Sewer District #1, 2 &3: Council Member Lucks stated that DEC was at Mariaville today for an inspection. He stated it was uneventful and that the plant passed the inspection.

Technology: Council Member Santulli reported that there is nothing new to report.

Business Meeting:

Resolution 54-23: Council Member Lucks motioned, seconded by Council Member Potter to accept the results of the audit for the Town Supervisor's office.
Motion carried, 4 ayes

Resolution 55-23: Council Member Potter motioned, seconded by Council Member Lucks to authorize the Town Supervisor to sign the Youth Services Contract with Schenectady County for 2023.
Motion carried, 4 ayes

Resolution 56-23: Council Member Santulli motioned, seconded by Council Member Potter to approve 4X Heaven as a new vendor for the town.
Motion carried, 4 ayes

Privilege of the Floor:

Dean Romano of Rotterdam EMS expressed that Rotterdam EMS will no longer be providing support to DVAC and his concerns about the availability of EMS within the Town of Duanesburg. (Please see attached).

Ed Unser of DVAC spoke regarding the REMS and DVAC contract and situation.

Peter Brodie of DVAC also spoke regarding the REMS and DVAC contract and situation and what DVAC is doing going forward.

Lynne Bruning of 13388 Duanesburg Road Asked a few questions. (Please see attached.)

- 1.) She stated that she asked in both the 2/23 & the 3/9 Town board meeting about Tammy Arquette's role on the Ethics Board and has not received an answer yet. She asked if Tammy Arquette was the council for the Ethics Board or a member.
- 2.) She asked about the multiple jobs that DVAC is hiring for.
- 3.) She questioned what information the Board Members provide after the internal audits. Is It just a signed piece of paper or is there more documentation that goes with it?

Terresa Bakner, the Town Attorney answered Lynne's questions.

Council Member Lucks motioned, seconded by Council Member Santulli to adjourn. 7:42 pm

I, Brandy Fall, Deputy Town Clerk of the Town of Duanesburg, so hereby certify that this is a true and accurate transcript of the Regular Town Board Meeting held on Thursday March 23, 2023.

TOWN OF DUANESBURG
CASH REQUIREMENTS PER FUND
3/23/2023

Fund		Amount
General Fund A		\$ 24,899.10
General Fund OV B		\$ 804.35
Highway Fund DA		\$ 8,834.21
UV Project		\$ 3,750.00
Sewer District #1		\$ 5,462.21
Sewer District #2		\$ 4,857.58
Sewer District #3		\$ 833.88
	Total	\$ 49,441.33

Monthly Statement of the Town Supervisor

TO THE TOWN BOARD OF THE TOWN OF DUANESBURG, NEW YORK

Pursuant to Section 119 of Town Law, I hereby render the following statement of all money received and disbursed by this office during the month of February 2023

Revenues

Fund	Amount
General Fund	-\$61,406.34
Highway Fund	\$322.33
Drainage	\$0.00
Fire District	\$521,664.03
Lighting District #1	\$0.00
Lighting District #2	\$0.00
Lighting District #3	\$0.00
Sewer District #1	\$350,914.58
Sewer District #2	\$319,100.01
Sewer District #3	\$158,659.54
Total	<u>\$ 1,289,254.15</u>

Disbursements

General Fund	\$182,962.55
Highway Fund	\$72,728.27
Drainage	\$0.00
Fire District	\$4,100.00
Lighting District #1	\$400.03
Lighting District #2	\$768.05
Lighting District #3	\$352.02
Sewer District #1	\$32,900.58
Sewer District #2	\$22,989.43
Sewer District #3	\$14,014.36
Total	<u>\$ 331,215.29</u>

Town of Danversburg General Fund A
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001 • Real Property Taxes	-68,279.00	598,721.00	598,721.00	0.00
1090 • Interest on Real Property Taxes	0.00	0.00	10,000.00	-10,000.00
1120 • Sales Tax	0.00	0.00	323,082.00	-323,082.00
1255 • Town Clerk Fees	1,876.10	2,018.04	1,500.00	518.04
2001 • Park & Recreation Fees	0.00	0.00	100.00	-100.00
2401 • Interest Income	1,153.49	1,571.60	750.00	821.60
2501 • Bus. & Occup. Licenses & Permit	0.00	0.00	3,555.00	-3,555.00
2544 • Dog Licenses	768.00	1,419.00	7,350.00	-5,931.00
2610 • Court Fines	12,697.00	700.00	50,000.00	-49,300.00
2701 • Refund of Prior Period Exp.	9,938.07	9,938.07		
3001 • State Aid-Per Capita	0.00	0.00	20,653.00	-20,653.00
3005 • Mortgage Tax	0.00	0.00	150,000.00	-150,000.00
3820 • State Aid-Youth Programs	0.00	0.00	5,000.00	-5,000.00
599 • Appropriated Fund Balance	0.00	0.00	175,000.00	-175,000.00
Total Income	-61,846.34	614,367.71	1,345,711.00	-731,343.29
Expense				
1010.1 • Town Board Personal Svcs	2,341.64	4,683.28	28,100.00	-23,416.72
1010.4 • Town Board Contractual Exp	0.00	115.03	600.00	-484.97
1110.1 • Town Justice Personal Svcs	2,614.75	5,229.50	32,632.00	-27,402.50
1110.11 • Town Justice-Court Clerk	2,692.00	6,058.50	37,640.00	-31,581.50
1110.4 • Town Justice Contractual Exp	411.90	577.63	1,500.00	-922.37
1220.1 • Supervisor Personal Svcs	1,626.18	3,252.32	21,140.00	-17,887.68
1220.11 • Human Resource/Town Board Clerk	3,087.00	6,174.00	40,131.00	-33,957.00
1220.12 • Deputy Supervisor	234.42	468.84	2,813.00	-2,344.16
1220.2 • Supervisor Equipment	0.00	0.00	500.00	-500.00
1220.4 • Supervisor Contractual Exp	0.00	13.20	1,000.00	-986.80
1340.1 • Budget Personal Svcs	416.67	833.34	7,500.00	-6,666.66
1355.1 • Assessor Personal Svcs	2,845.92	5,691.84	37,000.00	-31,308.16
1355.11 • Assessor Clerk	1,368.88	2,718.48	17,543.00	-14,824.52
1355.18 • Grievance Board Personal Svcs	0.00	0.00	600.00	-600.00
1355.2 • Assessor Equipment	0.00	0.00	500.00	-500.00
1355.4 • Assessor Contractual Exp	0.00	151.10	1,000.00	-848.90
1355.48 • Grievance Board Contractual Exp	0.00	0.00	200.00	-200.00
1380.4 • Fiscal Agent Fee	5,247.00	10,747.00	36,000.00	-25,253.00
1410.1 • Town Clerk Personal Svcs	3,756.20	7,512.40	48,825.00	-41,312.60
1410.11 • Deputy Town Clerk	2,867.20	5,734.40	37,275.00	-31,540.60
1410.2 • Town Clerk Equipment	0.00	0.00	500.00	-500.00
1410.4 • Town Clerk Contractual Exp	96.99	157.66	4,500.00	-4,342.44
1420.4 • Attorney Personal Svcs	3,402.00	8,029.23	32,000.00	-23,970.77
1440.4 • Engineer Contractual Exp	0.00	0.00	25,000.00	-25,000.00
1460.1 • Records Mgmt Personal Svcs	424.20	864.56	5,035.00	-4,170.44
1460.4 • Records Mgmt Contractual Exp	267.77	635.30	3,200.00	-2,564.70
1620.1 • Building Personal Svcs	1,062.26	1,857.00	16,100.00	-14,243.00
1620.2 • Buildings Equipment	0.00	0.00	500.00	-500.00
1620.4 • Buildings Contractual Exp	3,254.02	8,644.84	30,000.00	-21,355.16
1640.4 • Central Garage Contractual Exp	2,297.55	3,214.68	20,000.00	-16,785.32
1660.4 • Central Storeroom C.E.	293.56	385.40	1,500.00	-1,114.80
1670.4 • Central Printing Contractual	148.42	3,168.98	9,500.00	-6,331.02
1680.2 • Data Processing Equipment	0.00	0.00	5,000.00	-5,000.00
1680.4 • Data Processing Contractual Exp	1,250.80	2,351.60	20,000.00	-17,648.40
1910.4 • Unallocated Insurance	59,797.34	59,797.34	88,500.00	-28,702.66
1920.4 • Municipal Dues	0.00	0.00	1,100.00	-1,100.00

Town of Duanesburg-General Fund A
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
1990.4 • Contingency	0.00	0.00	5,000.00	-5,000.00
3020.4 • Dispatch Services	0.00	0.00	43,000.00	-43,000.00
3120.1 • Town Justice-Court Security	420.00	630.00	3,500.00	-2,870.00
3310.4 • Traffic Control	0.00	0.00	250.00	-250.00
3510.1 • Dog Control Personal Svcs	700.00	1,400.00	8,400.00	-7,000.00
3510.4 • Dog Control Contractual Exp	0.00	1,667.70	1,500.00	167.70
3650.4 • Demolition of Unsafe Bldg	0.00	0.00	750.00	-750.00
4020.1 • Registrar Personal Svcs	0.00	0.00	2,000.00	-2,000.00
4540.4 • Ambulance Contractual Exp	0.00	0.00	386,112.00	-386,112.00
6010.1 • Superintendent of Highways P.S.	4,730.60	9,461.20	61,505.00	-52,043.80
6010.11 • Superintendent of Highway Clerk	258.56	517.12	3,360.00	-2,842.88
6010.12 • Deputy Superintendent of HWY	0.00	0.00	3,000.00	-3,000.00
6010.2 • Superintendent of Hwy Equipment	0.00	0.00	500.00	-500.00
6010.4 • Superintendent of Hwy C.E.	0.00	207.59	500.00	-292.41
6010.4 • Social Services Contractual Exp	0.00	0.00	3,000.00	-3,000.00
6410.1 • Web Site Personal Svcs	0.00	0.00	2,000.00	-2,000.00
6410.4 • Web Site Contractual Exp	0.00	0.00	2,500.00	-2,500.00
6772.4 • Programs for Aging C.E.	0.00	0.00	2,600.00	-2,600.00
7020.1 • Recreation Supervisor P.S.	0.00	0.00	3,500.00	-3,500.00
7110.1 • Parks Personal Svcs	421.31	1,094.63	4,715.00	-3,620.37
7110.2 • Parks Equipment	0.00	0.00	30,000.00	-30,000.00
7110.4 • Parks Contractual Exp	276.23	1,049.23	15,000.00	-13,950.77
7310.1 • Youth Program Personal Svcs	0.00	0.00	11,700.00	-11,700.00
7310.4 • Youth Program Contractual Exp	0.00	0.00	1,600.00	-1,600.00
7510.1 • Historian Personal Svcs	62.50	125.00	750.00	-625.00
7510.4 • Duanesburg Historian Society	0.00	0.00	3,000.00	-3,000.00
7550.4 • Celebrations Contractual Exp	0.00	0.00	2,000.00	-2,000.00
8160.48 • Refuse & Garbage-Eng. & Testing	0.00	0.00	22,000.00	-22,000.00
8160.49 • Refuse & Garbage Haul & Treat	0.00	0.00	1,500.00	-1,500.00
9010.8 • State Retirement	0.00	24,714.88	24,725.00	-10.12
9030.8 • Social Security	2,292.52	4,625.91	29,305.00	-24,679.09
9040.8 • Workers Compensation Ins.	5,855.00	5,855.00	6,085.00	-230.00
9060.8 • Health Insurance	11,559.88	17,679.56	45,420.00	-27,740.44
Total Expense	128,372.25	218,095.17	1,345,711.00	-1,127,615.83
Net Income	-190,218.69	396,272.64	0.00	396,272.64

Profit & Loss Budget Performance

February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1120 • Sales Tax	0.00	0.00	109,609.00	-109,609.00
1170 • Franchise Fees	0.00	0.00	45,000.00	-45,000.00
2110 • Zoning Variances	0.00	0.00	1,000.00	-1,000.00
2555 • Building Permits	440.00	2,230.00	18,000.00	-15,770.00
599 • Appropriated Fund Balance	0.00	0.00	75,000.00	-75,000.00
Total Income	<u>440.00</u>	<u>2,230.00</u>	<u>248,609.00</u>	<u>-246,379.00</u>
Expense				
8010.1 • Building Inspector	4,230.80	8,461.80	55,000.00	-46,538.40
8010.11 • Building Inspector's Clerk	1,388.88	2,718.48	17,543.00	-14,824.52
8010.13 • Zoning Assistant	1,632.40	2,982.00	17,543.00	-14,561.00
8010.14 • Zoning Board Personal Svcs	0.00	48.20	2,865.00	-2,816.80
8010.15 • Zoning-Code Officer	2,307.76	4,780.36	30,000.00	-25,219.64
8010.2 • Zoning Equipment	0.00	0.00	1,000.00	-1,000.00
8010.4 • Zoning Contractual Exp	37,510.00	37,738.67	4,500.00	33,238.67
8010.44 • ZBA Expenses	0.00	0.00	250.00	-250.00
8010.47 • Zoning Attorney	0.00	0.00	1,000.00	-1,000.00
8010.70 • Broadband Extention	0.00	0.00	37,500.00	-37,500.00
8020.13 • Planning Assistant	1,632.40	2,982.00	17,543.00	-14,561.00
8020.14 • Planning Board Personal Svcs	0.00	115.68	2,865.00	-2,749.32
8020.2 • Planning Equipment	0.00	0.00	500.00	-500.00
8020.44 • Planning Board Expenses	0.00	15.00	1,000.00	-985.00
8020.47 • Planning Attorney	884.00	1,800.00	15,000.00	-13,200.00
9010.8 • State Retirement	0.00	13,902.12	13,905.00	-2.88
9030.8 • Social Security	854.80	1,690.01	9,415.00	-7,724.99
9040.8 • Workers Compensation Ins.	1,099.68	1,099.68	1,505.00	-405.32
9060.8 • Health Insurance	3,269.48	5,214.44	19,675.00	-14,460.56
Total Expense	<u>54,590.30</u>	<u>83,548.24</u>	<u>248,609.00</u>	<u>-165,060.76</u>
Net Income	<u><u>-54,150.30</u></u>	<u><u>-81,318.24</u></u>	<u><u>0.00</u></u>	<u><u>-81,318.24</u></u>

Profit & Loss Budget Performance

February 2023

	Feb 23	Jan - Feb 23	Annual Budget	\$ Over Budget
Income				
1001 - Real Property Taxes	0.00	298,000.00	298,000.00	0.00
1120 - Sales Tax	0.00	0.00	100,000.00	-100,000.00
2300 - Transportation Svcs	0.00	0.00	15,200.00	-15,200.00
2389 - Misc Revenue-other gov't	0.00	1,200.00	0.00	1,200.00
2401 - Interest Income	322.33	322.33	250.00	72.33
Total Income	322.33	299,522.33	413,450.00	-113,927.67
Expense				
5130.1 - Machinery Personal Svcs	245.44	490.68	7,500.00	-7,009.12
5130.2 - Machinery Equipment	0.00	0.00	30,000.00	-30,000.00
5130.4 - Machinery Contractual Exp	3,340.44	5,994.24	45,000.00	-39,005.76
5142.1 - Snow Removal Personal Svcs	18,569.66	35,829.33	130,000.00	-94,170.67
5142.4 - Snow Removal Contractual Exp	5,006.27	13,684.75	40,000.00	-26,315.25
9010.8 - State Retirement	0.00	14,674.46	14,675.00	-0.54
9030.8 - Social Security	1,449.63	2,799.06	13,400.00	-10,600.94
9040.8 - Workers Compensation Ins.	13,929.34	13,929.34	12,700.00	1,229.34
9060.8 - Health Insurance	8,949.15	15,967.28	70,175.00	-54,207.72
9730.6 - Bond Anticipation Principal	0.00	0.00	50,000.00	-50,000.00
Total Expense	51,489.93	103,369.34	413,450.00	-310,080.66
Net Income	-51,167.60	196,152.99	0.00	196,152.99

Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1120 • Sales Tax	0.00	0.00	227,309.00	-227,309.00
2300 • Transportation Svcs	0.00	0.00	15,200.00	-15,200.00
2401 • Interest Income	0.00	98.15	250.00	-151.85
3501 • CHIPs	0.00	0.00	227,241.00	-227,241.00
Total Income	0.00	98.15	470,000.00	-469,901.85
Expense				
5110.1 • General Repairs Personal Svcs	250.00	500.00	110,000.00	-109,500.00
5110.4 • General Repairs Contractual Exp	0.00	618.55	50,000.00	-49,381.45
5112.2 • Capital Improvements	0.00	0.00	160,000.00	-160,000.00
5130.2 • Machinery Equipment	0.00	0.00	30,000.00	-30,000.00
5130.4 • Machinery Contractual Exp	9.93	9.93	30,000.00	-29,990.07
9010.8 • State Retirement	0.00	17,763.82	17,775.00	-11.18
9030.8 • Social Security	0.00	0.00	11,075.00	-11,075.00
9040.8 • Workers Compensation Ins.	12,096.53	12,096.53	10,950.00	1,146.53
9055.8 • Disability Insurance	0.00	0.00	100.00	-100.00
9060.8 • Health Insurance	8,881.88	13,591.87	50,100.00	-36,508.03
Total Expense	21,238.34	44,580.80	470,000.00	-425,419.20
Net Income	<u>-21,238.34</u>	<u>-44,482.65</u>	<u>0.00</u>	<u>-44,482.65</u>

Town of Duquesburg-Drainage
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001 - Real Property Taxes	0.00	1,000.00	1,000.00	0.00
Total Income	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>
Expense				
8540 - Drainage Exp	0.00	0.00	1,000.00	-1,000.00
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>-1,000.00</u>
Net Income	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</u>

Town of Duanesburg Fire Districts
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001.46 · Real Prop. Tax FD-Quaker St.#1	0.00	142,308.41	142,308.00	0.41
1001.47 · Real Prop. Tax FD-Duanesburg#2	0.00	265,000.00	265,000.00	0.00
1001.48 · Real Prop. Tax-FPD#2 Marlaville	281,881.00	281,881.00	281,881.00	0.00
1001.49 · Real Prop. Tax-FPD#3 Combined	239,783.03	239,783.03	239,783.00	0.03
Total Income	521,664.03	928,972.44	928,972.00	0.44
Expense				
3410.46 · Fire Dist.-Quaker St.#1	0.00	142,308.00	142,308.00	0.00
3410.47 · Fire Dist.-Duanesburg#2	0.00	265,000.00	265,000.00	0.00
3410.48 · FPD#2 Marlaville	4,100.00	59,002.00	281,881.00	-222,879.00
3410.49 · FPD#3 Combined	0.00	0.00	239,783.00	-239,783.00
Total Expense	4,100.00	466,310.00	928,972.00	-462,662.00
Net Income	<u>517,564.03</u>	<u>462,662.44</u>	<u>0.00</u>	<u>462,662.44</u>

Town of Duquesburg-East Quaker St.
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001.46 · Real Prop.Tax FD-Quaker St.#1	0.00	4,000.00	4,000.00	0.00
Total Income	0.00	4,000.00	4,000.00	0.00
Expense				
5182.4 · Lighting-Contractual	400.03	952.68	4,000.00	-3,047.32
Total Expense	400.03	952.68	4,000.00	-3,047.32
Net Income	<u>-400.03</u>	<u>3,047.32</u>	<u>0.00</u>	<u>3,047.32</u>

TOWN OF Duaneburg-ED#2-Duaneburg
Profit & Loss Budget Performance
 February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001.47 · Real Prop.Tax FD-Duaneburg#2	0.00	7,000.00	7,000.00	0.00
Total Income	0.00	7,000.00	7,000.00	0.00
Expense				
5182.4 · Lighting-Contractual	768.05	1,829.13	7,000.00	-5,170.87
Total Expense	768.05	1,829.13	7,000.00	-5,170.87
Net Income	<u>-768.05</u>	<u>5,170.87</u>	<u>0.00</u>	<u>5,170.87</u>

TOWN OF DANBURY
Profit & Loss Budget Performance
 February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001.48 • Real Prop. Tax-FPD#2 Marlaville	0.00	3,000.00	3,000.00	0.00
Total Income	0.00	3,000.00	3,000.00	0.00
Expense				
5182.4 • Lighting-Contractual	352.02	838.35	3,000.00	0.00
Total Expense	352.02	838.35	3,000.00	0.00
Net Income	<u>-352.02</u>	<u>2,161.65</u>	<u>0.00</u>	<u>0.00</u>

Town of Duquesburg-Sewer District No. 1
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001 • Real Property Taxes	350,906.70	350,906.70	350,902.00	4.70
2122 • Sewer Charges-connection fee	0.00	0.00	1,000.00	-1,000.00
2401 • Interest Income	7.88	14.09		
Total Income	<u>350,914.58</u>	<u>350,920.79</u>	<u>351,902.00</u>	<u>-981.21</u>
Expense				
1990.4 • Contingency	0.00	683.76	10,000.00	-9,316.24
8110.2 • Sewer Equipment	0.00	25,788.75	250.00	25,538.75
8110.40 • Sewer - Contractual	8,579.19	8,936.43	17,750.00	-8,813.57
8110.46 • Sewer Easement Fee	0.00	0.00	2,002.00	-2,002.00
8120.2 • Sanitary Sewers-Equip.	0.00	0.00	2,500.00	-2,500.00
8120.42 • Sanitary Sewer-Pump Sta. Elec.	459.46	1,293.06	6,000.00	-4,706.94
8120.43 • Sanitary Sewer-R&M	238.36	426.25	12,000.00	-11,573.75
8130.1 • Sewage Treatment-Plant Operator	2,230.88	4,461.76	29,000.00	-24,538.24
8130.11 • Sewage Treatment-Backup Op.	0.00	0.00	16,390.00	-16,390.00
8130.13 • Sewage Treatment-Mtnc Tech.	3,010.72	6,027.38	20,985.00	-14,957.62
8130.2 • Sewage Treatment-Equipment	0.00	0.00	1,000.00	-1,000.00
8130.40 • Sewage Contract Generator Mtnc	10,473.60	12,724.67	23,000.00	-10,275.43
8130.42 • Sewage Treatment Plant Electric	3,681.40	5,112.06	24,000.00	-18,887.94
8130.43 • Sewage - R&M	0.00	189.84	8,000.00	-7,810.16
9010.8 • State Retirement	0.00	3,089.36	3,100.00	-10.64
9030.8 • Social Security	409.40	808.35	5,550.00	-4,741.65
9040.8 • Workers Compensation Ins.	1,832.81	1,832.81	1,725.00	107.81
9060.8 • Health Insurance	1,984.76	2,831.76	9,850.00	-7,018.24
9730.6 • Bond Anticipation Principal	0.00	0.00	158,800.00	-158,800.00
Total Expense	<u>32,900.58</u>	<u>74,206.14</u>	<u>351,902.00</u>	<u>-277,695.86</u>
Net Income	<u><u>318,014.00</u></u>	<u><u>276,714.65</u></u>	<u><u>0.00</u></u>	<u><u>276,714.65</u></u>

Town of Danvers Sewer District No. 2
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001 • Real Property Taxes	318,784.00	318,784.00	349,545.00	-30,761.00
2122 • Sewer Charges-connection fee	0.00	0.00	1,000.00	-1,000.00
2401 • Interest Income	318.01	480.41		
Total Income	<u>319,100.01</u>	<u>319,244.41</u>	<u>350,545.00</u>	<u>-31,300.59</u>
Expense				
1990.4 • Contingency	0.00	0.00	10,000.00	-10,000.00
8110.2 • Sewer Equipment	0.00	18,052.13	175.00	17,877.13
8110.40 • Sewer - Contractual	6,418.21	8,507.33	25,650.00	-17,142.67
8120.2 • Sanitary Sewers-Equip.	0.00	0.00	2,500.00	-2,500.00
8120.42 • Sanitary Sewer-Pump Sta. Elec.	174.41	1,498.68	10,500.00	-9,001.12
8120.43 • Sanitary Sewer-R&M	1,552.93	3,878.25	18,000.00	-14,121.75
8130.1 • Sewage Treatment-Plant Operator	1,561.84	3,123.28	20,300.00	-17,176.72
8130.11 • Sewage Treatment-Backup Op.	0.00	0.00	11,470.00	-11,470.00
8130.13 • Sewage Treatment-Mtnc Tech.	2,107.48	4,221.11	14,690.00	-10,468.89
8130.2 • Sewage Treatment-Equipment	0.00	0.00	1,000.00	-1,000.00
8130.40 • Sewage Contract Generator Mtnc	4,444.72	10,099.39	34,000.00	-23,901.61
8130.42 • Sewage Treatment Plant Electric	523.22	2,294.44	19,000.00	-16,705.56
8130.43 • Sewage - R&M	1,312.10	1,844.17	8,000.00	-6,155.83
9010.8 • State Retirement	0.00	2,317.02	2,325.00	-7.98
9030.8 • Social Security	256.00	512.49	5,000.00	-4,487.51
9040.8 • Workers Compensation Ins.	1,099.88	1,099.88	1,050.00	49.88
9060.8 • Health Insurance	1,541.04	2,133.94	6,885.00	-4,751.06
9730.6 • Bond Anticipation Principal	0.00	0.00	180,000.00	-180,000.00
Total Expense	<u>22,989.43</u>	<u>50,581.11</u>	<u>350,545.00</u>	<u>-290,963.89</u>
Net Income	<u>296,110.58</u>	<u>268,663.30</u>	<u>0.00</u>	<u>268,663.30</u>

Town of Danvers Sewer District No. 2
Profit & Loss Budget Performance
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>	<u>Annual Budget</u>	<u>\$ Over Budget</u>
Income				
1001 • Real Property Taxes	158,648.00	158,648.00	158,648.00	0.00
2122 • Sewer Charges-connection fee	0.00	0.00	1,000.00	-1,000.00
2401 • Interest Income	11.54	23.26		
Total Income	<u>158,659.54</u>	<u>158,671.26</u>	<u>159,648.00</u>	<u>-976.74</u>
Expense				
1990.4 • Contingency	0.00	204.24	1,000.00	-795.76
8110.2 • Sewer Equipment	0.00	7,736.62	75.00	7,661.62
8110.40 • Sewer - Contractual	5,895.31	6,115.18	9,350.00	-3,234.82
8110.46 • Sewer Easement Fee	0.00	0.00	588.00	-588.00
8120.2 • Sanitary Sewers-Equip.	0.00	0.00	600.00	-600.00
8120.42 • Sanitary Sewer-Pump Sta. Elec.	87.90	281.11	4,200.00	-3,918.89
8120.43 • Sanitary Sewer-R&M	606.60	1,465.08	8,000.00	-6,514.92
8130.1 • Sewage Treatment-Plant Operator	669.28	1,338.56	8,700.00	-7,361.44
8130.11 • Sewage Treatment-Backup Op.	0.00	0.00	4,915.00	-4,915.00
8130.13 • Sewage Treatment-Mtnc Tech.	903.24	1,806.26	6,295.00	-4,488.74
8130.2 • Sewage Treatment-Equipment	0.00	0.00	500.00	-500.00
8130.40 • Sewage Contract Generator Mtnc	1,354.06	2,043.55	13,200.00	-11,156.45
8130.42 • Sewage Treatment Plant Electric	3,065.36	3,065.36	5,500.00	-2,434.64
8130.43 • Sewage - R&M	0.00	41.04	4,000.00	-3,958.96
9010.8 • State Retirement	0.00	772.34	775.00	-2.66
9030.8 • Social Security	66.20	143.26	1,550.00	-1,406.74
9040.8 • Workers Compensation Ins.	733.12	733.12	725.00	8.12
9060.8 • Health Insurance	633.39	887.53	2,955.00	-2,067.47
9730.6 • Bond Anticipation Principal	0.00	0.00	86,810.00	-86,810.00
Total Expense	<u>14,014.36</u>	<u>26,653.25</u>	<u>159,648.00</u>	<u>-132,994.75</u>
Net Income	<u>144,645.18</u>	<u>132,018.01</u>	<u>0.00</u>	<u>132,018.01</u>

TOWN OF DUANESBURG TOWN BOARD

RESOLUTION NO. 54 -2023

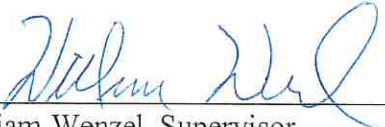
March 23, 2023

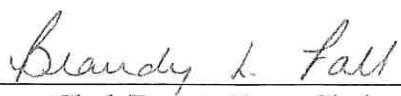
WHEREAS, the Town Board members do audits of certain records on an annual basis as required by State Law;

WHEREAS, Town Board member Michael Santulli undertook the annual audit of supervisor's office records and completed the necessary form;

NOW THEREFORE BE IT RESOLVED, the Town Board accepts the results of the audit undertaken by Town Board member Michael Santulli.

By a (unanimous/majority) vote of the Town Board of the Town of Duanesburg at its regular meeting on March 23, 2023.


William Wenzel, Supervisor


Town Clerk/Deputy Town Clerk

Present: Supervisor Wenzel, Council Member Potter, Council Member Lucks + Council Member Santulli.
Absent: Council Member Grant

Town Board Members:

Dianne Grant	Yea	Nay	Abstain
Michael Santulli	<u>Yea</u>	Nay	Abstain
Rick Potter	<u>Yea</u>	Nay	Abstain
William Wenzel	<u>Yea</u>	Nay	Abstain
Andrew Lucks	<u>Yea</u>	Nay	Abstain

TOWN OF DUANESBURG TOWN BOARD

RESOLUTION NO. 55-2023

March 23, 2023

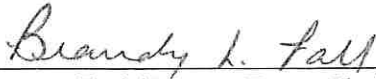
WHEREAS, the Town of Duanesburg sponsors Youth Services and/or Youth Recreation Programs;

WHEREAS, the Town Board has reviewed the attached contract provided by Schenectady County;

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign the contract.



William Wenzel, Supervisor



Town Clerk/Deputy Town Clerk

Present: Supervisor Wenzel, Council Member Potter, Council Member Lucks + Council Member Santulli
Absent: Council Member Grant

Town Board Members:

William Wenzel	<u>Yea</u>	Nay	Abstain
Dianne Grant	Yea	Nay	Abstain
Rick Potter	<u>Yea</u>	Nay	Abstain
Andrew Lucks	<u>Yea</u>	Nay	Abstain
Michael Santulli	<u>Yea</u>	Nay	Abstain

2023 OCFS Youth Bureau Contract
Schenectady Job Training Agency & Town of Duanesburg
Town of Duanesburg Recreation

This Agreement made the 14th of March 2023, between the Schenectady County Job Training Agency (SJTA), a municipal department, hereinafter called the "County" and the youth serving provider: Town of Duanesburg, hereinafter called the "Agency."

WITNESSETH:

WHEREAS, the County requires services for the administration of its lawfully mandated programs and services from the Agency; and

WHEREAS, the County has determined the amount of funds to be paid to the Agency is reasonable and necessary.

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter contained the parties agree as follows:

1. **SCOPE OF WORK.** The scope of work is outlined in the attached Office of Children and Family Services Program Application Documents (OCFS 5001-5003) hereto and made a part hereof as Appendix "A."
2. **CONSIDERATION.** Consideration is budgeted at Four thousand dollars (\$4,000.00). The Agency will submit invoices to the County for reimbursement based on actual cost. If services required exceed the above amount set forth and funds become available to the County, then the County shall pay for such excess services.
3. **TERM.** This Agreement shall commence on 01/01/2023 and terminate 12/31/2023, unless terminated earlier as provided herein or otherwise modified in writing and duly executed by both parties.
4. **TERMINATION.** The County may terminate this agreement with thirty (30) days' notice to the other party without cause and immediately if for cause or if Federal or State reimbursement is terminated or not allowed.
5. **RECORDS AVAILABILITY/RETENTION.** The Agency agrees to maintain books, records, and documents according to proper procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in performance of this agreement, and to maintain these records for a period of six (6) years hereafter. These records shall be subject to all reasonable times for inspection, review, or audit by State, Federal, and other personnel duly authorized by the County.
6. **CONFIDENTIALITY.** The County and Agency shall observe and require the observance of applicable Federal and State requirements relating to confidentiality of records and information.

Each agrees not to allow the examination of records or disclose information, except that examination of records as may be necessary to assure that the purpose of the Agreement will be effectuated and will otherwise comply with requirements and obligations under law. Any disclosure of confidential HIV-related information shall be accompanied by a written statement as follows: This information has been disclosed to you from confidential records which are protected by State law. State law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of State law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is not sufficient authorization for further disclosure. This section shall survive the termination of the Agreement.

- 7. COMPLIANCE WITH RULES, REGULATIONS, AND LAWS.** It is mutually agreed that all rules, regulations, and laws pertaining hereto shall be deemed to be part of this Agreement and anything contained herein that may be in whole or in part inconsistent therewith shall be deemed to be hereby amended and modified to comply with such legislation, rules, regulations, and laws for and during such time the same shall be in effect, but at no other time. If any provision contained herein is found now or during the life of this Agreement to be null and void, in whole or in part as a matter of law, then said clause or part hereof shall be deemed to be severed and deleted from this Agreement leaving all other clauses or parts thereof in full force and effect. It is further agreed that there shall be no gap in the coverage or applicability of said remaining clauses or parts thereof.

The Agency agrees to comply with the Civil Rights Act of 1964 (Pub. L. 88-352, 78 Stat. 241, enacted July 2, 1964, amended by Executive Order 11246, 41 CFR Part 60, Section 504 of the Rehabilitation Act of 1973 and 45 CFR Parts 84 and 85).

During the performance of this Agreement, the Agency agrees that it will not discriminate against any employee or applicant for employment because of age, race, creed, sex, color, or national origin with respect to employment opportunities including but not limited to: recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff or termination, rates of pay, or other forms of compensation, and selection for training or retraining, including apprenticeship and on-the-job training.

In acceptance of this Agreement, the Agency covenants and certifies that it will comply in all respects with all Federal, State, County, or other Municipal Law which pertains hereto regarding work on municipal contracts, matters of employment, length of hours, workers' compensation, and human rights.

- 8. CONFLICT OF INTERESTS.** The Agency hereby stipulates and certifies that there is no member of the Schenectady County Legislature or other Schenectady County Officer or employee forbidden by law to be interested in the Agreement directly or indirectly, who will benefit therefrom or who is a party thereto.
- 9. ASSIGNABILITY.** This contract may not be assigned, transferred, conveyed, sublet, or disposed of without the previous consent, in writing, of the County of Schenectady. To the extent assignment is granted in accordance with the terms of this paragraph, this Agreement shall be binding on the parties, their successors, heirs, and assigns.

10. **AMENDMENTS.** No waiver, modification, or amendment of this Agreement or any part thereof shall be valid unless in writing and duly executed by the parties hereto. A waiver of any breach hereof shall not prevent forfeiture for any succeeding breach.
11. **ENTIRE AGREEMENT.** This Agreement contains the sole and entire Agreement between the parties relating to the services provided hereunder and shall supersede any and all other Agreements between the parties. Any other statements or representations made by either party are void and have no force or effect. Agreement shall be governed by the laws of the State of New York and any claims brought hereunder shall be brought in and under the jurisdiction of the State of New York.
12. **STAFFING ASSIGNMENT AND SUPERVISION.** The local Director of Workforce Development will have organizational supervision of any staff working for the County under the terms of the agreement and may have input into the assignment, retention, and reassignment of any staff working under the terms of the agreement. However, the ultimate authority for these staff remains with the appointing office.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

**COUNTY OF SCHENECTADY
SCHENECTADY COUNTY JOB TRAINING**

Name: Bailey Gardiner, LMSW

Title: Sr. Workforce Invest. Youth Coord.

Signed: _____

Dated: _____

Town of Duanesburg

Name: WILLIAM WENZEL

Title: TOWN SUPERVISOR

Signed: William Wenzel

Dated: 3/24/2023

SCHENECTADY COUNTY MANAGER

Name: Rory Fluman

Title: Schenectady County Manager

Signed: _____

Dated: _____

Approved as to Form:

By: _____
County Attorney

Dated: _____

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
Program Information

Program Title: Town of Duanesburg Recreation		QYDS ID# (For County Use Only):	Program Year: 2021
FUNDING INFORMATION			
Funding Category: <input checked="" type="checkbox"/> Youth Development Funding <input type="checkbox"/> RHYA-Part I <input type="checkbox"/> RHYA-Part II <input type="checkbox"/> Safe Harbour <input type="checkbox"/> Other _____		County: Schenectady	
FUND AMOUNTS			
TOTAL PROGRAM AMOUNT: \$11,000			
OCFS FUNDS ALLOCATED:		OCFS FUNDS REQUESTED:	
PERIOD OF ACTUAL PROGRAM OPERATION:			
FROM: 1/1/2021		TO: 12/31/2021	
AGENCY INFORMATION:			
This Agency is: <input type="checkbox"/> Private, Not for Profit <input checked="" type="checkbox"/> x Public <input type="checkbox"/> Religious Corporations		Federal ID #: 14-6002612	Charities Reg. #:
Agency Website: www.duanesburg.net		Implementing Agency: Town of Duanesburg	
Mailing Address: 5853 Western Turnpike			
Address Line 2:			
City: Duanesburg		State: New York	Zip Code: 12056
CONTACT PERSON FOR AGENCY:			
Last Name: McCarthy		First Name: Elaine	
Title: Recreation Director		Phone Number: (518)505-5398	Extension:
Fax Number: (518) 895-8171		E-Mail: el.r.mccarthy@gmail.com	
EXECUTIVE DIRECTOR FOR AGENCY:			
CONTACT PERSON FOR AGENCY/MUNICIPALITY:			
Last Name: Tidball		First Name: Roger	
Title: Town Supervisor		Phone Number: (518)895-8920	Extension:
Fax Number: (518)895-8171		E-Mail: rtidball@duanesburg.net	

EXECUTIVE DIRECTOR/BOARD CHAIRPERSON SIGNATURE

Disclaimer: Please note that submission of these forms to the County Youth Bureau does NOT guarantee funding will be allocated to your program.

☐ Changes have been submitted on the electronic OCFS-5001, 5002, 5003.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
Agency Summary Instructions

Implementing Agency: Enter name of incorporated agency responsible for program.

Program Title: Enter the title of the program.

QYDS ID#: **County Use Only.** This number will be provided to you after the application has been entered into QYDS. Contract Agencies will get this number from their County Youth Bureau. **All programs will have new QYDS ID#'s annually.**

Program Year: Enter the year the program will operate.

FUNDING INFORMATION

Funding Category: To be completed by the County. Categories include: Youth Development Funding, RHYA Part I, RHYA Part II, Safe Harbor **OR** Other.

County: Enter County where program applying for funding is located.

FUNDING AMOUNTS

Total Program Amount: Enter the total Program Budget.

OCFS Funds Allocated: To be completed by the County. This figure should be what the Youth Bureau is actually allocating to the program applying for funds.

OCFS Funds Requested: Enter the state aid being requested from the County.

Period of Actual Operation: Enter the month and year that the program begins (FROM) and the month and year that the program ends (TO).

RHYA PROGRAMS ONLY:

RHYA I: Provides 60/40 state-local matching funds for coordination of RHY services, as well as short-term (30-60 days) **OR** (60/120 days) **OR** residential and non-residential services to runaway and homeless youth under age 21, i.e. Interim Family Programs (Host Home).

RHYA II: Provides 60/40 state-local matching funds for residential and non-residential services to youths ages 16-21 for up to twenty-four months, i.e. Transitional Independent Living Support Programs.

Agency Information: Enter the type of agency; Federal ID #; Charities Registration #; and agency website (if Applicable). Enter the name, address, city, state, and zip code of the incorporated agency responsible for operation of the program.

Contact Person for Agency: Enter name, title, phone number, extension (if applicable) fax number and email of the person who can sign on behalf of the applying agency.

Executive Director for Agency: Enter information for the person to contact for this program. The email should be a business or official e-mail address.

Disclaimer: Check the box only if there have been changes to the 5001, 5002 and/or 5003. If there are no changes a hard copy of the 5001 **must** still be sent to the County Youth Bureau with an original signature.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
AGENCY- PROGRAM PROFILE

IMPLEMENTING AGENCY:

Town of Duanesburg

PROGRAM TITLE: Town of Duanesburg Recreation

SITE INFORMATION Most Significant (3 Maximum)

Type	Address (street, city, state, zip)
Playground	Depot Road, Duanesburg, NY 12056

Projected total program enrollment

75

Projected daily attendance

40

PROGRAM SUMMARY: (maximum of 100 words) The Town of Duanesburg Recreation Program serves youth from the western end of Schenectady County. This includes children who live in the Town of Duanesburg, the Duanesburg School District and many homeschoolers. The area includes the village of Delanson, the hamlets of Quakers Street and Mariaville. The Recreation Program includes games, sports, educational visitors, freeplay and arts and crafts. These activities provide a safe place, encourage children and their families to interact with others and staff, to use their imaginations, to develop confidence and independence and have pride in themselves and their community and to be physically active.

Please use whole numbers not percentages. Please note, residential programs may only serve young adults 21-24 if certified to do so and such services have been documented.

GENDER OF PROGRAM PARTICIPANTS, ETHNICITY AND AGES: (Enter basic demographic information for Gender, Ages and Target population)

Male

71

Female

64

ETHNICITY:

(Enter number of participants per ethnic group)

WHITE
E

12

7

BLACK OR AFRICAN
AMERICAN

3

HISPANIC OR LATINO

2

AMERICAN INDIAN OR ALASKAN NATIVE

0

ASIAN

3

NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

TWO OR MORE RACES

AGES

0

13

5-9

79

10-14

43

15-17

0

18-20

21 +

IS TARGET POPULATION SERVING DISCONNECTED YOUTH: (Enter number of participants per population described)

☐ No☐ Yes

IF "YES",

Youth aging out of foster care

Children of incarcerated parents

Youth in the juvenile justice system who re-enter the community

Runaway and Homeless Youth

Please describe (in 100 words maximum per feature) how the program for which you are requesting funding addresses each of the Features of positive youth development settings below.

Features of youth development settings
(school, home and community)

Please describe how the program for which you are requesting funding addresses each of the Features of Positive Youth Development settings.

Physical & Psychological Safety

Safe and health-promoting facilities; practices that increase safe peer group interaction and decrease unsafe or confrontational peer interactions.

This Program promotes peer interaction through free play and promotes learning and physical activity through age appropriate supervised games, sports, arts and crafts.

IMPLEMENTING AGENCY:

Town of Duaneburg

PROGRAM TITLE:

Town of Duaneburg Recreation

Appropriate structure

Limit setting; clear and consistent rules and expectations; firm enough control; continuity and predictability; clear boundaries, and age appropriate monitoring.

This entire program is monitored by a trained Recreation Director and Assistant Recreation Director on a daily basis to ensure safety and rule following and who design and oversee all activities. Rules are set by the Director and counselors. Counselors are trained in working with children and are expected to report any issues to the Director or Assistant who then reports any concerns to the parents or Board.

Supportive relationship

Warmth; closeness; connectedness; good communication; caring; support; guidance; secure attachment, and responsiveness.

This program provides counselors who interact with children through games, sports, arts and crafts and various activities while providing support as needed.

Opportunities to belong

Opportunities for meaningful inclusion, regardless of one's gender, ethnicity, sexual orientation, or disabilities; social inclusion, social engagement, and integration; opportunities for socio-cultural identity formation; and support for cultural and bicultural competence.

The park program offers children a variety of activities to participate in. Children are encouraged by counselors to experience the many activities available. A calendar of activities is provided to encourage participation.

Positive Social Norms

Rules of behavior, expectations, injunctions, ways of doing things, values and morals, and obligations for service.

The entire program is monitored by the Recreation Director and Assistant to ensure safety and rule-following. Counselors work to encourage participation, rule following, consideration of others and enjoyment for all children. As well as upholding standard rules for public behavior for children.

IMPLEMENTING AGENCY:

Town of Duanesburg

PROGRAM TITLE:

Town of Duanesburg Recreation

Support for Efficacy & Mattering

Youth-based; empowerment practices that support autonomy; making a real difference in one's community, and being taken seriously. Practices that include enabling, responsibility granting, and meaningful challenge. Practices that focus on improvement rather than on relative current performance levels.

This program expects and encourages children to interact with peers and adults in a positive manner while at the park. In addition, children form relationships with peers and adults which promotes a sense of community. In turn, children are more confident and independent when facing challenges.

Opportunities for Skill Building

Opportunities to learn physical, intellectual, psychological, emotional, and social skills; exposure to intentional learning experiences, opportunities to learn cultural literacy, media literacy, communication skills and good habits of mind; preparation for adult employment, and opportunities to develop social and cultural capital.

During the park program, children are exposed to many structured and unstructured activities to promote social, physical, academic and thinking skills. During the program, we promote literacy and safety by bringing in volunteers from the library and trained EMTs and an ambulance.

Integration of Family, School & Community Efforts

Concordance; coordination and synergy among family, school and community.

The program works with the local schools to distribute information and encourage participation in the program. Local high school students and college students are hired for summer employment. Family members are also encouraged to participate in the daily activities at the park with their children.

Monitoring & Evaluation Methods	(Please describe in 100 words or less)
<p>Monitoring is defined as a systematic review of a funded program based upon the requirements of a contract, rules, regulations, policies and/or State and Local laws. It identifies the degree to which a program or operation accomplishes the activities specified in a contract/application and how it complies with requirements. Describe your process to be used to monitor on a regular basis. Include who will be responsible, frequency, and documentation of monitoring activities.</p>	<p>The Program is monitored by the Recreation Director through emergency contact sheets and sign-in sheets for the park program. The Recreation Director and the Assistant Recreation Director are present at all times and monitor daily activities. Park Commission members drop by throughout the program. The Town Supervisor, Board members and the Recreation Director use participant and parent feedback and sign in sheets for planning and budgeting purposes.</p>
<p>Evaluation Methods is the process to determine the value or amount of success in achieving a pre-determined program or operational goal. Evaluations can identify program strengths and weaknesses to improve the program. Evaluations can verify if the program is really running as originally planned. Describe the process to be used to evaluate the attainment of the objectives. Include what will be measured, who will conduct the evaluation, when it will be conducted, and how results will be used.</p>	<p>Success of the program is determined by the Recreation Director by reviewing the sign-in sheets to determine the daily numbers of participants and the success of daily activities. The Recreation Director and Assistant Director monitor activities to determine the enjoyment and safety of participants. The Director and Assistant regularly speak with families to discuss any concerns and the success of activities and the overall program. This information is shared with the Park Commission and Town Board. Commission members drop in during the program to evaluate. This information is used to evaluate for future programs and budgeting purposes.</p>

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
Agency-Program Profile Instructions

Implementing Agency: Enter name of incorporated agency responsible for program.

Program Title: Enter the title of the program.

Site Information: Please enter up to three (3) of the most significant sites for this program. Must use the following types only: Agency, Athletic Fields, Campsite, Church, Community/Youth Center, Gym, Housing Project, Library, Office, Playground, Pool, Program, School/Classroom, or Shelter.

Projected Total Enrollment: With knowledge of the community to be served and/or history providing programming in the community, please use your best projections on the data required. **Please use whole numbers, not percentages.**

Projected Daily Attendance: Use your best projections on this data. If you checked other on the 5001 please provide the projected attendance on the day that the program operates (i.e. once a week, two days a week, once a month). **Please use whole numbers, not percentages.**

Program Summary (Maximum 100 words): Include in your summary; TARGET POPULATION-the characteristics of the youth to be served; GEOGRAPHIC AREA-physical boundaries (i.e. school district, village, town, city, county, etc.) in which the program will operate; and SERVICE METHODS-key services and activities to be used.

Gender of Program Participants, Ethnicity, and Ages: Enter basic demographic information on the programs target population. Please use whole numbers, not percentages. Please note residential programs may only serve young adults aged 21-24 if certified to do so and such services have been documented.

Disconnected Youth: This should be checked yes only if you can document that you are serving that particular population. Please refer to the website resources section on this document for further explanation on Disconnected Youth. **Please use whole numbers, not percentages.**

Features of Youth Development Settings: Please describe in 100 words (maximum) per feature how the program for which you are requesting funding addresses each of the Features of Positive Development Settings below.

The Features of Positive Development Settings are processes or "active ingredients" that community programs should use in designing programs to facilitate positive youth development. We stress that the implementation of these features need to vary across programs precisely because they have diverse clientele and different constraints, resources, and goals (source: Community Programs to Promote Youth Development, National Research Council, Institute of Medicine).

MONITORING AND EVALUATION

Monitoring: Describe the process to be used to monitor **the program** on a regular basis. Include who will be responsible, frequency, and how you document monitoring activities. (See Monitoring Manual for Youth Bureaus for more information on monitoring)

Evaluation Methods: Describe the process to be used to evaluate the attainment of the **program** objectives. Include what will be measured, who will conduct the evaluation, when it will be conducted, and how results will be used. Please refer to the website resources section on this document for further explanation on Program Evaluation.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
Program Summary-Program Components

IMPLEMENTING AGENCY: Town of Duaneburg
PROGRAM TITLE: Town of Duaneburg Recreation

LIFE AREA: (Enter Code)	4CVC	GOAL: (Enter Code)	41
OBJECTIVE: (Enter Code)	416	SOS: (Enter Code)	0420
		Performance Measures: (Enter Code)	How much: 135 How well: 90% Better off: 80%

Use whole numbers when entering information for Gender, Ethnicity, Ages, and Target Population areas, NOT percentages.

GENDER OF PROGRAM PARTICIPANTS: (Enter number participants per gender)		MALE	71	FEMALE	64							
ETHNICITY: (Enter number of participants per ethnic group)	WHITE	127	BLACK OR AFRICAN AMERICAN	3	HISPANIC OR LATINO	2						
	AMERICAN INDIAN OR ALASKAN NATIVE	0	ASIAN	3								
	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	0	TWO OR MORE RACES	0								
AGES	0-4	13	5-9	79	10-14	43	15-17	0	18-20	0	21+	0
IS TARGET POPULATION SERVING DISCONNECTED YOUTH: (Enter number of participants per population described) <input type="checkbox"/> No <input type="checkbox"/> Yes												
IF "YES", Youth aging out of foster care _____ Children of incarcerated parents _____ Youth in the juvenile justice system who re-enter the community _____ Runaway and Homeless Youth _____												

IF APPLICABLE

OBJECTIVE: (Enter Code)		SOS: (Enter Code)		Performance Measures: (Enter Code)	How much: How well: Better off:
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Use whole numbers when entering information for Gender, Ethnicity, Ages, and Target Population areas, NOT percentages.

GENDER OF PROGRAM PARTICIPANTS: (Enter number participants per gender)	MALE	FEMALE

ETHNICITY: (Enter number of participants per ethnic group)	WHIT E _____	BLACK OR AFRICAN AMERICAN _____	HISPANIC OR LATINO _____
	AMERICAN INDIAN OR ALASKAN NATIVE _____		ASIAN _____
	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER _____		TWO OR MORE RACES _____

AGES	0-4 _____	5-9 _____	10-14 _____	15-17 _____	18-20 _____	21+ _____
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IS TARGET POPULATION SERVING DISCONNECTED YOUTH:
 (Enter number of participants per population described)

☐ No ☐ Yes

IF "YES", Youth aging out of foster care _____ Children of incarcerated parents _____

Youth in the juvenile justice system who re-enter the community _____ Runaway and Homeless Youth _____

OCFS-5003 (11/2015)

Page 2 of 3

NEW YORK STATE
 OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
 Program Summary-Program Components (OCFS 5003) Instructions

Implementing Agency: Enter name of incorporated agency responsible for program.

Program Title: Enter the title of the program.

Each program will select:

Life areas
 Goals per Life Area
 Objectives per Goal
 Services, Opportunities and Supports (SOS)

Step 1: For the Program Component, identify the **Life Area** to be addressed and the appropriate code.

1 ES: ECONOMIC SECURITY

You would enter code **1ES**.

Step 2: Select the **GOAL** to be targeted and its code.

11 Goal: Youth will be prepared for their eventual economic self sufficiency.

You would enter code **11**.

Step 3: Select the objective to be achieved. Choices under this goal include:

111 Objective: Youth will have skills, attitudes and competencies to enter college, the work force or other meaningful activities.

112 Objective: Young adults who can work will have opportunities for employment.

113 Objective: Youth seeking summer jobs will have employment opportunities.

If you selected Objective **111** - Youth will have skills, attitudes and competencies to enter college, the work force or other meaningful activities

You would enter code **111**.

Step 4: Select from the following choices the Services Opportunities and Supports that your program offers.

Services, Opportunities, and Supports

0119	Employment Opportunities
0120	Work Readiness Skills
0121	Career Development Supports
0122	College Exploration Opportunities
0123	Life Skills Supports

If you selected Services, Opportunities and Supports 0121 Career Development Supports

You would enter code **0121.**

Step 5: Enter the Performance Measures to be achieved. Choices under this SOS, include:

Performance Measures

How Much

- **021B.1** # of youth enrolled in the program (unduplicated)

How Well

- **0121B.1** % of youth who completed the program
- **0121B.2** % of youth reporting satisfaction with the program

Better Off

- **0121C.1** %% of youth with increased understanding of career interests
- **0121C.2** %% of youth with defined career occupational objectives
- **0121C.3** %% of youth who can name one skill they learned in the program

Note: a selection from each question must be indicated.

Step 6: Enter the following data on your projected target population (in whole numbers not percentages) for those youth participating in –Career Development Supports):

Please use whole numbers, not percentages.

- Gender
- Ethnicity
- Ages
- And if serving Disconnected Youth identify the number (not percentages) in group (i.e. Youth aging out of foster care, Children of incarcerated parents, Youth in juvenile justice system who re-enter community, Runaway and Homeless Youth)

Step 7: (IF APPLICABLE): If your Program chooses to address more selections, you would follow the steps again.

Note: that no more than 2 SOS can be selected per program.

Special Notes:

If the program checked the box on the OCFS-5002, Direct Services will not be provided by this program, follow steps 1-4 for each life area selected.

Each Life area has its own set of Goal(s), Objectives and Services, Opportunities and Supports. Once you identify the Life Area your program is addressing you must use the Goal(s), Objectives and Services, Opportunities and Supports listed under it.

My name is Dean Romano, Executive Director for Rotterdam EMS

- REMS has been part of the Duanesburg community for several years staffing Duanesburg Ambulance day shift
- This year the contract negotiations have broken down over issues of DVAC's retention of leadership that are unsuitable to manage people
- This has created a work environment where the Rotterdam EMS staff feel unsafe in their work environment.
- Rotterdam EMS has tried to build buffers in the system to mitigate the risk to both Duanesburg Ambulance and Rotterdam EMS.
- However Duanesburg Ambulance has rejected all suggestions and have decided to end the contract.
- Rotterdam EMS will stop staffing Duanesburg Ambulance on Friday 4/21 at 6:00 PM
- The people of the Town of Duanesburg should be concerned with the future of EMS in their town.
- There are other opportunities for the Town of Duanesburg to ensure a professional EMS service that the town implement controls and standards.
- At this time it is unsafe for Rotterdam EMS to put staff inside Duanesburg Ambulance.
- Rotterdam EMS would be willing to walk that journey with the town should they decide to take responsibility to ensure the essential service in a professional manner.
- The people of the Town of Duanesburg should be very concerned about the availability of EMS within the town of Duanesburg.

PO Box 160
Quaker Street, NY 12141

William Wenzel, Supervisor
Town Board
Town of Duanesburg
5853 Western Turnpike
Duanesburg, NY 12056

Transmitted via email: jhowe@duanesburg.net

March 23, 2023

Re: Privilege of the Floor Town Board

Dear William Wenzel,

Lynne Bruning 13388 Duanesburg Road. Please include my comments in the town boards official meeting minutes as posted on the town website.

1. At the February 23, 2023 and March 9, 2023 town board meetings I ask what Tammy Arquette's role is on the town's ethics board. Is she acting as the board attorney or is she a concerned citizen. The town has not responded to my question. Would the supervisor please tell me what is Ms. Arquette's role on the ethics board. Additionally, if she is not the board attorney then who is the ethics board attorney?
2. Duanesburg Volunteer Ambulance Corps. Has posted multiple job offers online. Has the town received a recent report from DVAC on their response rate? I submitted a Freedom of Information request for this information and am waiting on a reply from the town.
3. At the March 9, 2023 town board meeting the board approved the internal audits for the supervisor's office, the town court, and the town clerk's office. The meeting minutes provide a one page form stating an audit was performed. This one page does not provide a report that may include recommendations, concerns, balance sheets, or a summary of findings. A Freedom of Information request for the three audits yield the resolutions and the corresponding one page form. A single form indicating an audit was performed does not provide accountability or transparency into the town's actions. This may erode taxpayer trust in the town. What information does the town board member provide the board to substantiate their audit? Why isn't this information available to the public?

Thank you for your time and consideration.

Respectfully,
Lynne Bruning
720-272-0956
lynnebruning@gmail.com

