

Town Supervisor
Timothy Doney
Town Board Members
Kenneth Knapp
Donna Patchen
James Kenney
Kathleen LaClair



Town of Clayton
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Clayton, New York 13624
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Town Clerk
Megan Badour

TOWN BOARD REGULAR MEETING AGENDA

Wednesday, February 12, 2025 • 5:00pm • Cerow Recreation Park Arena

1. **Pledge of Allegiance**
2. **Guests:**
3. **Town Clerk**
 - A. *Correspondence* that Needs Recording
 - B. *Minutes* from 01/22/25 Regular Meeting
4. **Public:** *Comment on Agenda Items*
5. **General Discussion Items:**
 - A. Bills & Transfers
 - i. Abstract #2 of 2024 in the amount of \$570,446.75
 - ii. Transfers: *N/A*
 - iii. Budget Amendment: *N/A*
 - iv. New Accounts/Special Entries: *N/A*
 - B. Supervisor's Report & Bank Reconciliations: January 2025
 - C. Balance Sheets: January 2025
 - D. Resignations, Appointments & Rate Changes
 - i. Resignations & Appointments: *N/A*
 - ii. Rate Changes: *N/A*
 - E. Training:
 - i. *Tug Hill Training Authorization: Planning Board & Zoning Board of Appeals*
 - i. *Admin: James Kenney*
 - ii. *ZBA: Steve Mack, Chip Garnsey, Lori Arnot, Nick Reddick*
 - iii. *Planning: Doug Rogers, Kevin Patchen, Ed Higgins, Adam Powers, Sandra McMullen, Alson Taylor, Thomas Williams, Therese Christensen.*
 - F. Utility Truck Bid Award
 - G. 2025 Municipal Solutions Agreement
 - H. Designate Tim Doney CDGB- Fair Housing Officer & Section 3 Coordinator
 - I. Extend due date for CDBG RFQ/RFP to March 10, 2025 @ 2PM
 - J. Request Authorization to apply for Village Zoning Permit for Rec Park Digital Sign
6. **Supervisor's Report:** Highway, Consolidated Health District, Youth Commission & Antique Boat Museum
7. **Department Head Reports:**
 - A. Highway Superintendent: Steve Dorr
 - B. Buildings & Grounds: James Jones
 - C. Assessor: Interim Alexander Marchenkoff
 - D. Codes/Zoning: Richard Ingerson
8. **Council Reports:**
 - A. **Councilman Knapp:** Libraries & Chamber of Commerce
 - B. **Councilwoman Patchen:** Buildings & Grounds, Cemeteries, and Purchasing & Personnel
 - C. **Councilman Kenney:** Safety Coordinator, Planning/Zoning, and Sewer Districts
 - D. **Councilwoman LaClair:** TIERS, Paynter Center and CLDC
9. **Public:** *Submitted Requests to Address the Board*
10. **Executive Session:** *NYS POL Chapter 47 Section 7 §105(f)*
11. **Adjournment**

Next Board Meeting: *Wednesday, February 26, 2025 @ 5:00pm*



Alex Camarda
Associate VP, State Government Affairs

February 3, 2025

RE: Charter Communications – Upcoming Change

Dear Municipal Official:

Spectrum is notifying its customers that Universal Kids will cease programming its channel on or around March 6, 2025. This change is out of Spectrum's control. On March 6, 2025, the channel will be slated with a notice that Universal Kids programming is no longer available.

If you have any questions, please feel free to contact me at 212-379-5123 or via email at Alex.Camarda@charter.com.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Camarda".

Alex Camarda
Associate VP, State Government Affairs
Charter Communications



Alex Camarda
Associate VP, State Government Affairs

January 31, 2025

RE: Charter Communications – Upcoming Change

Dear Municipal Official:

Municipal Official:

Spectrum Northeast, LLC (“Spectrum”), is noticing its customers that on or around March 4, 2025, E! and SyFy networks will be moved from Spectrum Select to Entertainment View.

Spectrum is noticing its customers that on or around February 24, 2025, New York 1 News Noticias located on Spectrum channel 2218 will be rebranded to Spectrum Noticias NYC on the channel lineup serving your community.

If you have any questions, please feel free to contact me at 212-379-5123 or via email at Alex.Camarda@charter.com.

Sincerely,

Alex Camarda
Associate VP, State Government Affairs
Charter Communications

Town of Clayton Regular Meeting Minutes

Wednesday, January 22, 2025

The Town Board of the Town of Clayton held their regular meeting at 5:00 PM, located at Cerow Recreation Park, 600 East Line Rd, Clayton, NY.

The following persons attended:

Tim Doney
James Kenney
Savarah Wright
Christopher Matthews

Kenneth Knapp
Douglas Rogers
Earl Castillo

Megan Badour
Pamela McDowell
Bill Conner

Steve Dorr, Sr.
Mariah LaClair
Kim Conner

1. Pledge of Allegiance: Supervisor Doney led the pledge of allegiance. A moment of silence was dedicated to Duane Hazelton, a long-time member of the Joint Town/Village Planning Board, who has sadly passed away. Duane will be missed in the community.

2. Guests: Christopher Matthews

- Mr. Matthews spoke on behalf of the residents of Heritage Heights, seeking a noise ordinance or a reasonable noise law. This is part of the Comprehensive Plan so Mr. Doug Rogers, Planning Board Chairman was able to indicate that research and development will commence on this concern.

3. Town Clerk:

Correspondence:

- TIERS Letter Re: North Star Health Alliance (see attached)
- NCR EMS Letter Re: North Star Health Alliance (see attached)

Meeting Minutes:

- Minutes from 1/8/2025 Regular Meeting to be approved. Motion made by James Kenney seconded by Kenneth Knapp. **Motion carried.**
- Minutes from 1/8/2025 Annual Meeting to be approved. Motion made by Kenneth Knapp seconded by James Kenney. **Motion carried.**

4. Public: N/A

5. Workshop Discussion Items:

- a) Fireworks Permit- Harbor Hotel Fire & Ice Event- 2/6, 2/7, & 2/8
 - Motion to approve the fireworks permit application for the Fire and Ice Event at the Harbor Hotel, February 6, 7, and 8th, 2025 by Kenneth Knapp seconded by James Kenney. **Motion carried.**
 - Motion to approve use of the attenuator for the Fire and Ice Event at the Harbor Hotel, February 6, 7, and 8th, 2025 by James Kenney seconded by Kenneth Knapp. **Motion carried.**
- b) New Transfer Site Fee Schedule

- Motion to adopt the New Transfer Site Fee Schedule effective April 1, 2025, made by James Kenney seconded by Kenneth Knapp. **Motion carried.**
- c) Depauville Sewer Disinfection Project Accounts
 - Motion to approve new accounting lines for the Depauville Sewer Disinfection Project made by James Kenney seconded by Kenneth Knapp. **Motion carried.**
 - Motion to authorize Supervisor Doney, and Deputy Supervisor Knapp to open a new bank account for the Depauville Sewer Disinfection Project made by James Kenney seconded by Kenneth Knapp. **Motion carried.**
- d) RFQ for Engineering Services/ RFP for Administrative Services- Depauville Wastewater Disinfection Project
 - Motion to advertise RFQ for Engineering Services and RFP for Administrative Services with a return date of February 22 @ 2 pm by Kenneth Knapp seconded by James Kenney. **Motion carried.**
- e) Appointment
 - Motion to appoint D. L. Marshall as seasonal part-time laborer for plowing at a rate of \$21.00 effective 1/11/25 made by James Kenney seconded by Kenneth Knapp. **Motion carried.**
- f) Set Joint Town/Village Meeting for February 10, 2025 @ Village Municipal Building.
 - Motion to set Joint Town/Village Meeting for February 10, 2025 @ 5:00 PM at the Village Municipal Building made by Kenneth Knapp seconded by James Kenney. **Motion carried.**
- g) Advertise for Bid:
 - Motion to authorize advertisement for request for sealed bids for a 2024 5500 utility truck with a return date of February 10, 2025 @ 2 pm made by Kenneth Knapp, seconded by James Kenney. **Motion carried.**

5. Adjournment:

Motion was made by Kenneth Knapp, seconded by James Kenney to adjourn at 5:30 PM. **Motion carried.**

Next Meeting: Monday, February 10, 2025 at 5:00PM at the Village Municipal building located at 425 Mary Street, Clayton, NY.

Next regular Town Board Meeting: Wednesday, February 12, 2025 at 5:00PM located at Cerow Rec Park Arena, 600 East Line Rd, Clayton, NY 13624.

Megan Badour, Town Clerk

Ranges

Range: First to Last
Rcvd Batch Id Range: First to Last
Encumbrance Date Range: First to 02/10/25
Open: Y
Void: N
Paid: N
Held: N
Aprv: N
Rcvd: N
Bid: Y
State: Y
Other: Y
Exempt: Y
P.O. Type: All
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
Prior Year Only: N
*** Means Prior Year Line:**
Vendors: All

PO #	PO Date	Vendor	Contract	PO Type	Item Status	Purchase Types	Misc	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00040	02/06/25	NATGRI	NATIONAL GRID													
1				E	Y			\$21.33	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	O	02/06/25			
2				E	N			\$8,131.83	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	O	02/06/25			
3				E	N			\$116.15	A -8160-40	E	TRANSFER SITE-CONTRACTUAL E	O	02/06/25			
4				E	N			\$1,484.53	A -7560-40	E	TOWN HALL-CONTRACTUAL	O	02/06/25			
5				E	N			\$62.99	GD -8130-40	E	DEPAUVILLE SEWER-CONTRACTU/	O	02/06/25			
6				E	N			\$40.74	GD -8130-40	E	DEPAUVILLE SEWER-CONTRACTU/	O	02/06/25			
7				E	N			\$20.65	GD -8130-40	E	DEPAUVILLE SEWER-CONTRACTU/	O	02/06/25			
8				E	N			\$267.75	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/06/25			
9				E	N			\$20.20	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/06/25			
10				E	N			\$171.95	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/06/25			
11				E	N			\$777.09	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/06/25			
12				E	N			\$641.12	B -7410-40	E	DEPAUVILLE LIBRARY-CONTRACTL	O	02/06/25			
13				E	N			\$65.31	GH -8130-40	E	HERITAGE HEIGHTS SEWER-CONT	O	02/06/25			
14				E	N			\$425.80	SL1-5182-40	E	DEPAUVILLE STREET LIGHTING-CC	O	02/06/25			
15				E	N			\$70.67	SL2-5182-40	E	HERITAGE HTS STREET LIGHTING-I	O	02/06/25			
16				E	N			\$409.71	A -5720-40	E	TRANSIENT DOCKING-CONTRACTL	O	02/06/25			
								\$12,727.82								
25-00041	02/06/25	FIRREH	SHELTER POINT LIFE													
1				E	Y			\$87.47	A -9055-80	E	BENEFITS-DISABILITY INSURANCE	O	02/06/25			
2				E	N			\$15.41	DA -9055-80	E	BENEFITS-DISABILITY INSURANCE	O	02/06/25			
3				E	N			\$15.41	DB -9055-80	E	BENEFITS-DISABILITY INSURANCE	O	02/06/25			
4				E	N			\$8.86	GD -9055-80	E	DISABILITY INSURANCE	O	02/06/25			
5				E	N			\$25.55	B -9055-80	E	BENEFITS-DISABILITY INSURANCE	O	02/06/25			

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00041	02/06/25	FIRREH				SHELTER POINT LIFE							
					<u>\$152.70</u>								
25-00042	02/06/25	KONIC005				KONICA MINOLTA PREMIER FINANCE							
1		BOARD ROOM COPIER - B&W		E	\$156.65	A -1650-40		CENTRAL COMMUNICATIONS-CON	O	02/06/25			
2		ARENA COPIER		E	\$48.35	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/06/25			
3		HIGHWAY COPIER		E	\$48.35	A -5010-40		HIGHWAY SUPERINTENDENT-CONT	O	02/06/25			
4		BOARD ROOM COPIER - COLOR		E	\$80.00	A -1650-40		CENTRAL COMMUNICATIONS-CON	O	02/06/25			
					<u>\$333.35</u>								
25-00043	02/06/25	KONIC005				KONICA MINOLTA PREMIER FINANCE							
1		CLERK COPIER CONTRACT		E	\$135.57	A -1410-40		TOWN CLERK-CONTRACTUAL EXPI	O	02/06/25			
25-00044	02/06/25	VERWIR				VERIZON WIRELESS							
1		WIRELESS CHARGES		E	\$18.99	A -3620-40		CODE ENFORCEMENT-CONTRACTI	O	02/06/25			
2		WIRELESS CHARGES		E	\$37.99	A -1220-40		SUPERVISOR-CONTRACTUAL EXP	O	02/06/25			
3		WIRELESS CHARGES		E	\$19.00	B -8010-41		ZONING-CONTRACTUAL EXPENSE	O	02/06/25			
4		WIRELESS CHARGES		E	\$49.15	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/06/25			
					<u>\$125.13</u>								
25-00045	02/06/25	WESTEL				WESTELCOM							
1		JUSTICE PHONE		E	\$38.95	A -1110-41		COURT-JOINT COURTROOM EXPEN	O	02/06/25			
2		JUSTICE INTERNET		E	\$99.95	A -1110-41		COURT-JOINT COURTROOM EXPEN	O	02/06/25			
3		TOWN PHONE/INTERNET		E	\$1,672.07	A -1650-40		CENTRAL COMMUNICATIONS-CON	O	02/06/25			
					<u>\$1,810.97</u>								
25-00046	02/06/25	WSB-FEE				WATERTOWN SAVINGS BANK-ACC FEE							
1		MONTHLY RDC FEE		E	\$20.00	A -1310-42		FINANCE-BANK SERVICE FEES	O	02/06/25			
25-00047	02/06/25	ANDEQU				ANDERSON EQUIPMENT COMPANY INC							
1		TAKEUCHI EXCAVATOR PARTS		E	\$23.10	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/06/25			05250003020
2		TAKEUCHI EXCAVATOR PARTS		E	\$105.33	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/06/25			052500003
3		TAKEUCHI SKID STEER PARTS		E	\$105.33	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/06/25			05250003220
4		JOHN DEERE TRACTOR PARTS		E	\$372.10	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/06/25			05240273620
					<u>\$605.86</u>								

Account Continued

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00057	02/07/25	COOBRO	COOK BROS. TRUCK PARTS, INC.					Account Continued					
1		GREEN PICKUP PARTS		E	\$288.99	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2287388
2		WH 08Z 108		E	\$56.94	DA -5130-41		MACHINERY-JT VILLAGE CONTRAC	O	02/07/25			2288002
3		1" COUPLER/PLUG TRUCK 84		E	\$63.75	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2288002
4		DUMP BODY VIB TRUCK 78		E	\$650.87	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2289382
5		POWER WASH/SENSOR/WH08Z 8MPX		E	\$231.41	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2293940
6		WIRE ROPE/CLIP		E	\$858.17	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2294335
7		DUST SHIELD/SHOE KIT/TRUCK 83		E	\$856.24	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2297270
8		SENSOR TRUCK 83		E	\$178.72	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2297295
9		WH HOSE ASSEMBLY		E	\$202.92	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			2298977
10		WH HOSE ASSEMBLY/AW46 HYD OIL		E	\$195.43	A -8160-40		TRANSFER SITE-CONTRACTUAL E	O	02/07/25			2299199
11		WH 04Z 606 TRUCK 83		E	\$32.60	A -8160-40		TRANSFER SITE-CONTRACTUAL E	O	02/07/25			2303699
					\$3,616.04								
25-00058	02/07/25	BEAMAC	BEAM MACK SALES & SERV., INC.										
1		HOSE/CLAMPS TRUCK 83		E	\$213.88	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			264116W
2		HOSE TRUCK 83		E	\$71.91	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			264118W
3		HOSE TRUCK 83 RETURN		E	160.83-	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			CM264116W
4		A9 RUBBER/A5S WIPER TRK 84&88		E	\$96.86	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			264133W
5		A9 RUBBER/A5S WIPER RETURN		E	96.86-	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			CM264133W
6		FAN/WIPER TRUCKS 84 & 88		E	\$418.32	DA -5130-40		MACHINERY-CONTRACTUAL EXPEI	O	02/07/25			264134W
					\$543.28								
25-00059	02/07/25	DANC	DANC										
1		GIS HOSTING		E	\$1,700.00	A -6990-43		GRANTS-GIS CONTRACTUAL	O	02/07/25			336855
25-00060	02/07/25	DCBU1005	DC BUILDING SYSTEMS, INC.										
1		PAY APP 1 UTILITY UPGRADE		E	\$70,585.00	HR -5720-22		REDI MARINA- CAPITAL EXPENSES	O	02/07/25			224335
25-00061	02/07/25	DCBU1005	DC BUILDING SYSTEMS, INC.										
1		PAY APP 2 UTILITY UPGRADE		E	\$3,508.82	HR -5720-22		REDI MARINA- CAPITAL EXPENSES	O	02/07/25			224335
25-00062	02/07/25	DONNA005	DONINA PATCHEN										
1		\$600 PLAN		E	\$600.00	A -9070-80		BENEFITS-\$600 PLAN	O	02/07/25			
Tracking Id: 600PLAN \$600 PLAN REIMBURSEMENT													

PO #	Item Description	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00063	02/07/25 BMSSMA B M S SMALL ENGINE													
1	MAKITA 20" CHAINSAW EA6100P	02/07/25	BMSSMA		E	\$625.00	DA -5130-40		MACHINERY-CONTRACTUAL EXPE	O	02/07/25			
25-00064	02/07/25 EWAST005 E-WASTE+													
1	ELECTRONIC RECYCLING	02/07/25	EWAST005		E	\$74.25	A -8160-40		TRANSFER SITE-CONTRACTUAL E	O	02/07/25			202500160
25-00065	02/07/25 FINGE005 FINGER LAKES SYSTEM CHEMISTRY,													
1	HAND CLEANER	02/07/25	FINGE005		E	\$103.80	A -1640-41		CENTRAL GARAGE-JT HIGHWAY CC	O	02/07/25			913896
25-00066	02/07/25 FIRSTBNK FIRST NATIONAL BANK OF OMAHA													
1	USPS- 2025 BANK CODE TAX BILLS	02/07/25	FIRSTBNK		E	\$43.90	A -1330-40		TAX COLLECTION-CONTRACTUAL E	O	02/07/25			
2	ICE RINK- PURE HOCKEY	02/07/25	FIRSTBNK		E	\$552.61	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			
3	AMAZON- TIM DONEY DESK	02/07/25	FIRSTBNK		E	\$179.99	A -1220-20		SUPERVISOR-EQUIPMENT & CAPIT.	O	02/07/25			
4	STAPLES- MARIAH LACLAIR LAPTOP	02/07/25	FIRSTBNK		E	\$646.91	A -1220-20		SUPERVISOR-EQUIPMENT & CAPIT.	O	02/07/25			
5	STAPLES- COURT OFFICE SUPPLIES	02/07/25	FIRSTBNK		E	\$310.16	A -1110-40		COURT-CONTRACTUAL EXP	O	02/07/25			
6	AMAZON- COURT WINDOW SLIDE EXT	02/07/25	FIRSTBNK		E	\$34.48	A -1110-40		COURT-CONTRACTUAL EXP	O	02/07/25			
7	AMAZON- MOUSE/LAPTOP CASE	02/07/25	FIRSTBNK		E	\$55.98	A -1220-40		SUPERVISOR-CONTRACTUAL EXP	O	02/07/25			
8	WEISS- BEARING/KNIFE/ROD	02/07/25	FIRSTBNK		E	\$180.07	DA -5130-40		MACHINERY-CONTRACTUAL EXPE	O	02/07/25			
9	USPS- WINDOW ENVELOPES	02/07/25	FIRSTBNK		E	\$446.10	A -1220-40		SUPERVISOR-CONTRACTUAL EXP	O	02/07/25			
10	USPS- WINDOW ENVELOPES	02/07/25	FIRSTBNK		E	\$1,339.90	A -1330-40		TAX COLLECTION-CONTRACTUAL E	O	02/07/25			
11	USPS- IRS W2/W3 & 1099/1096	02/07/25	FIRSTBNK		E	\$23.37	A -1430-40		PERSONNEL-CONTRACTUAL EXP	O	02/07/25			
12	USPS- FOREVER STAMPS	02/07/25	FIRSTBNK		E	\$73.00	A -1220-40		SUPERVISOR-CONTRACTUAL EXP	O	02/07/25			
13	USPS- FOREVER STAMPS	02/07/25	FIRSTBNK		E	\$73.00	A -1410-40		TOWN CLERK-CONTRACTUAL EXP	O	02/07/25			
14	USPS- IRS CHD FED-944	02/07/25	FIRSTBNK		E	\$9.72	A -1220-40		SUPERVISOR-CONTRACTUAL EXP	O	02/07/25			
15	2025 DOCKWA ANNUAL MEMBERSHIP	02/07/25	FIRSTBNK		E	\$7,776.00	A -6410-45		PUBLICITY-MARINE CONTRACTUAL	O	02/07/25			
16	STAMP INK REFILLS	02/07/25	FIRSTBNK		E	\$14.99	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
17	STAMP INK PAD REPLACEMENTS	02/07/25	FIRSTBNK		E	\$18.46	A -1410-40		TOWN CLERK-CONTRACTUAL EXP	O	02/07/25			
18	KEURIG- COFFEE	02/07/25	FIRSTBNK		E	\$53.59	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
19	2025 AMAZON PRIME MEMBERSHIP	02/07/25	FIRSTBNK		E	\$139.00	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
20	GOOGLE GSUITE	02/07/25	FIRSTBNK		E	\$331.20	A -1650-40		CENTRAL COMMUNICATIONS-CON	O	02/07/25			
21	STAPLES- DEPUTY CLERK MONITORS	02/07/25	FIRSTBNK		E	\$280.78	A -1650-20		CENTRAL COMMUNICATION-EQUIP	O	02/07/25			
22	ICE RINK- NEVCO SPORTS	02/07/25	FIRSTBNK		E	\$1,177.50	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			
23	LATE FEE/FINANCE CHARGE	02/07/25	FIRSTBNK		E	\$118.53	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00066	02/07/25	FIRSTBNK	FIRST NATIONAL BANK OF OMAHA					Account Continued					
24			REVERSE LATE FEE/FIN CHARGE	E	118.53-	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
25			BACK DT REVERSE FEE/FIN CHARGE	E	118.53-	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
26			INTEREST	E	\$129.28	A -1660-40		CENTRAL STOREROOM-GENERAL :	O	02/07/25			
					\$13,771.46								
25-00067	02/07/25	FROCRY	FRONTENAC CRYSTAL SPRINGS, INC										
1			TOWN HALL WATER	E	\$6.25	A -7560-40		TOWN HALL-CONTRACTUAL	O	02/07/25			164585
2			TOWN HALL WATER	E	\$12.50	A -7560-40		TOWN HALL-CONTRACTUAL	O	02/07/25			164565
3			HWY WATER	E	\$12.50	A -1640-41		CENTRAL GARAGE-JT HIGHWAY CC	O	02/07/25			165551
4			HWY WATER	E	\$12.50	A -1640-41		CENTRAL GARAGE-JT HIGHWAY CC	O	02/07/25			164571
5			REC PARK WATER	E	\$6.25	A -7110-40		REC PARK-CONTRACTUAL EXPENSE	O	02/07/25			164572
6			REC PARK WATER	E	1.75-	A -7110-40		REC PARK-CONTRACTUAL EXPENSE	O	02/07/25			165552
					\$48.25								
25-00068	02/07/25	GENER005	GENERAL CODE, LLC										
1			ECODE 360 ANNUAL MAINTENANCE	E	\$1,195.00	A -1010-40		LEGISLATIVE-CONTRACTUAL EXP	O	02/07/25			GC00127035
2			2024 TOWN CODE UPDATE	E	\$615.00	A -1010-40		LEGISLATIVE-CONTRACTUAL EXP	O	02/07/25			PG000038489
					\$1,810.00								
25-00069	02/07/25	GILCO	GILCO AUTO & TRUCK SERVICE CEN										
1			HOSE END FITTING TRUCK 78	E	\$72.71	DA -5130-40		MACHINERY-CONTRACTUAL EXPEN	O	02/07/25			75214
25-00070	02/07/25	GILAUT	GILLEE'S AUTO TRUCK & MARINE,										
1			PARTS	E	\$1,328.11	DA -5130-40		MACHINERY-CONTRACTUAL EXPEN	O	02/07/25			
2			PARTS	E	\$732.60	DA -5130-41		MACHINERY-JT VILLAGE CONTRAC	O	02/07/25			
3			PARTS	E	\$20.58	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			
4			PARTS	E	\$55.87	A -8160-40		TRANSFER SITE-CONTRACTUAL E	O	02/07/25			
					\$2,137.16								
25-00071	02/07/25	GRAPAR	GRAINGER, INC.										
1			BALL VALVE	E	\$106.22	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			9362313182
2			MOP HEADS/CABINET/WASTE CONTAI	E	\$829.27	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			9362313174
3			HYDRONIC CIRCULATING PUMP	E	\$563.58	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			9363045080
4			AIR FILTERS	E	\$109.32	A -7110-40		REC PARK-CONTRACTUAL EXPENS	O	02/07/25			9367374460

PO #	Item Description	PO Date	Vendor	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00086	02/08/25 JENIS JENIS PROPERTY SERVICE											
1	MOUSE CHECK & REMOVAL	02/08/25	JENIS	\$200.00	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			
25-00087	02/08/25 JUSTAY JUSTIN TAYLOR											
1	PER DIEM	02/08/25	JUSTAY	\$414.00	A -3610-40	E	BAR-CONTRACTUAL EXPENSE	O	02/08/25			
25-00088	02/08/25 KRAFF005 KRAFFT CLEANING SERVICE, INC.											
1	MONTHLY TOWN HALL CLEAN	02/08/25	KRAFF005	\$1,325.00	A -7560-40	E	TOWN HALL-CONTRACTUAL	O	02/08/25			20780
25-00089	02/08/25 KBKCL005 KBK CLEANING, LLC											
1	MONTHLY TOWN BARN CLEAN	02/08/25	KBKCL005	\$1,575.00	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			1073
25-00090	02/08/25 MARIA005 MARIAH LACLAIR											
1	PER DIEM	02/08/25	MARIA005	\$506.00	A -1220-40	E	SUPERVISOR-CONTRACTUAL EXP	O	02/08/25			
25-00091	02/08/25 MCQBAN MCQUADE & BANNIGAN INC.											
1	BARTLETT PT ROAD SIGN POST	02/08/25	MCQBAN	\$83.97	DB -5110-40	E	MAINTENANCE OF ROADS-CONTR	O	02/08/25			4246316
2	GREASE GUN KIT	02/08/25	MCQBAN	\$219.95	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPEN	O	02/08/25			4247077
				<u>\$303.92</u>								
25-00092	02/08/25 PETCAS MEGAN BADOOR, TOWN CLERK											
1	USPS- JEFF CO HUMAN RESOURCES	02/08/25	PETCAS	\$9.96	A -1430-40	E	PERSONNEL-CONTRACTUAL EXP	O	02/08/25			
25-00093	02/08/25 MEGAN005 MEGAN BADOOR											
1	PER DIEM	02/08/25	MEGAN005	\$506.00	A -1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	O	02/08/25			
25-00094	02/08/25 MSTSREIC MSTTS RECEIVABLES (HARBOR FREI)											
1	9 GAL WET DRY VAC/ SQ DRL BIT	02/08/25	MSTSREIC	\$115.53	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			67B62574
2	TOOLS	02/08/25	MSTSREIC	\$364.73	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			D143A7A6
				<u>\$480.26</u>								
25-00095	02/08/25 MUNIC005 MUNICIPAL SOLUTIONS, INC.											
1	SEWER DISTRICT FORMATION 7S	02/08/25	MUNIC005	\$645.00	B -8110-40	E	SEWER DISTRICT FORMATION-CON	O	02/08/25			22123

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00112	02/08/25	SUPER005			SUPERIOR PLUS PROPANE				Account Continued					
1		TOWN HALL PROPANE			\$3,703.54	A -7560-40	E	TOWN HALL-CONTRACTUAL	O		02/08/25			
2		ZAMBONI PROPANE			\$121.66	A -7110-40	E	REC PARK-CONTRACTUAL EXPENSE	O		02/08/25			
3		REC PARK PROPANE			\$3,643.57	A -7110-40	E	REC PARK-CONTRACTUAL EXPENSE	O		02/08/25			
4		HIGHWAY PROPANE			\$4,262.22	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O		02/08/25			
5		TRANSFER SITE PROPANE			\$137.76	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O		02/08/25			
7		DP LIB PROPANE			\$370.58	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O		02/10/25			
					\$12,239.33									
25-00113	02/08/25	SAVAR005			SAVARAH WRIGHT									
1		PER DIEM			\$506.00	A -1220-40	E	SUPERVISOR-CONTRACTUAL EXP	O		02/08/25			
25-00114	02/08/25	S0UMIL			SOUTHWORTH-MILTON, INC.									
1		PARTS/OIL/FILTERS			\$1,202.38	A -8160-40	E	TRANSFER SITE-CONTRACTUAL E	O		02/08/25			INV3404267
2		PARTS			\$184.20	A -8160-40	E	TRANSFER SITE-CONTRACTUAL E	O		02/08/25			INV3472932
					\$1,386.58									
25-00115	02/08/25	TIELE005			TIELECTRICAL SUPPLY LLC									
1		RIB RELAY			\$26.00	A -7110-40	E	REC PARK-CONTRACTUAL EXPENSE	O		02/08/25			7982
25-00116	02/08/25	TIER			T.I.E.R.S. INC.									
1		2025 AMBULANCE DISTRICT CONTRA			\$128,200.00	SA -4540-40	E	AMBULANCE-CONTRACTUAL	O		02/08/25			
25-00117	02/08/25	TIPRI			T.I. PRINTING CO., INC.									
1		2025 MARINE TRANSPORTATION RFP			\$62.27	A -1670-40	E	CENTRAL PRINTING-CONTRACTUA	O		02/08/25			202972
2		TOWN CLERK HOLIDAY HOURS			\$48.00	A -1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	O		02/08/25			203022
3		GRASSI ZBA VARIANCE APP			\$35.41	B -8010-40	E	ZONING-CONTRACTUAL EXPENSE	O		02/08/25			203071
4		TOWN CLERK HOLIDAY HOURS			\$48.00	A -1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	O		02/08/25			203128
5		RESCHEDULE EOY BOARD MEETING			\$24.74	A -1010-40	E	LEGISLATIVE-CONTRACTUAL EXP	O		02/08/25			203162
6		TOWN CLERK HOLIDAY HOURS			\$48.00	A -1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	O		02/08/25			203187
					\$266.42									
25-00118	02/08/25	TIPRI			T.I. PRINTING CO., INC.									
1		TOWN CLERK MLK JR DAY HOURS			\$48.00	A -1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	O		02/08/25			203550
2		RESHCEDULE ZBA MTG TO 1/27			\$26.72	B -8010-41	E	ZONING-CONTRACTUAL EXPENSE	O		02/08/25			203580

PO #	Item Description	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00118	02/08/25 TIPRI		T.I. PRINTING CO., INC.						Account Continued					
3	SPRAGUE ZBA VARIANCE APP					\$35.01	B -8010-40	E	ZONING-CONTRACTUAL EXPENSE	O	02/08/25			203651
4	UTILITY TRUCK BID					\$46.07	A -5010-40	E	HIGHWAY SUPERINTENDENT-CONT	O	02/08/25			203748
5	ZENDA FARMS SPECIAL USE PERMIT					\$33.83	B -8020-40	E	PLANNING-CONTRACTUAL	O	02/08/25			203749
						<u>\$189.63</u>								
25-00119	02/08/25 TIMDON		TIMOTHY DONEY											
1	PER DIEM					\$506.00	A -1220-40	E	SUPERVISOR-CONTRACTUAL EXP	O	02/08/25			
25-00120	02/08/25 TOWORL		TOWN OF ORLEANS											
1	RTE 12 SEWER ANNUAL O&M					\$51,587.00	GW -8130-41	E	ROUTE 12 SEWER-CONTRACTUAL	O	02/08/25			
25-00121	02/08/25 TOWORL		TOWN OF ORLEANS											
1	REED POINT SEWER O&M					\$1,328.13	GR -8130-40	E	REED POINT SEWER-CONTRACTU/	O	02/08/25			
25-00122	02/08/25 UNIFI005		UNIFIRST FIRST AID + SAFETY											
1	FIRST AID SUPPLIES					\$50.02	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			
25-00123	02/08/25 UNICOR		UNIFIRST CORPORATION											
1	UNIFORMS					\$138.73	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	O	02/08/25			
2	UNIFORMS/TOWELS					\$449.22	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPE/	O	02/08/25			
						<u>\$587.95</u>								
25-00124	02/08/25 UNICOR		UNIFIRST CORPORATION											
1	GARAGE MATS					\$153.35	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O	02/08/25			
2	TOWN HALL MATS					\$159.25	A -7560-40	E	TOWN HALL-CONTRACTUAL	O	02/08/25			
						<u>\$312.60</u>								
25-00125	02/08/25 UNIAUTO		UNITED AUTO SUPPLY											
1	MOTOR ASM-BLO/ SENSOR					\$188.24	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPE/	O	02/08/25			8-678688
25-00126	02/08/25 VIKCIV		VIKING CIVES USA, INC.											
1	TRUCK 78					\$1,194.12	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPE/	O	02/08/25			4538999

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00127	02/08/25	VILCLA	VILLAGE OF CLAYTON											
1		HERITAGE HEIGHTS SEWER O&M	\$44,919.95	GH -8130-41	E	HERITAGE HEIGHTS- CONTRACTU/	O		02/08/25					
25-00128	02/08/25	VILCLA	VILLAGE OF CLAYTON											
1		JOINT COURT LEASE 02/2025	\$1,543.50	A -1110-41	E	COURT-JOINT COURTROOM EXPEN	O		02/08/25					
25-00129	02/08/25	VILCLA	VILLAGE OF CLAYTON											
1		2025 HISTORIAN SERVICE AGREEMT	\$1,826.82	B -7510-41	E	HISTORIAN-VILLAGE CONTRACT	O		02/08/25					
25-00130	02/08/25	VILCLA	VILLAGE OF CLAYTON											
1		2025 HAWN MEM LIBRARY AGREEMNT	\$10,000.00	B -7410-41	E	HAWN LIBRARY-CONTRACTUAL	O		02/08/25					
25-00131	02/08/25	WHITEPLW	WHITESBORO PLOW SHOP INC.											
1		LED FLOOD LIGHTS TRKS 83 & 84	\$229.28	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPEN	O		02/08/25					250350007
25-00132	02/08/25	VOLTRA	VOLUNTEER TRANSPORTATION CENTE											
1		2025 VTC STIPEND	\$1,500.00	A -6991-40	E	VOLUNTEER CENTER STIPEND	O		02/08/25					
25-00133	02/08/25	WINNI005	WINNING PROMOTIONS LLC											
1		FULL BACK SNOWPLOW	\$227.50	A -5010-40	E	HIGHWAY SUPERINTENDENT-CONT	O		02/08/25					6568
25-00134	02/08/25	WASMAN	WASTE MANAGEMENT OF NY, LLC											
1		DUMPSTER	\$195.10	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	O		02/08/25					
25-00135	02/08/25	WISNI005	WISNIEWSKI LAW PLLC											
1		TRACY SOLAR ORES	\$150.00	A -1420-41	E	LEGAL-SPECIAL LEGAL EXPENSES	O		02/08/25					169
25-00136	02/08/25	WHILUM	WHITE'S LUMBER											
1		SUPPLIES	\$189.99	DA -5130-41	E	MACHINERY-JT VILLAGE CONTRAC	O		02/08/25					
3		SUPPLIES	\$46.60	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	O		02/08/25					
4		SUPPLIES	\$244.57	DB -5110-40	E	MAINTENANCE OF ROADS-CONTR/	O		02/08/25					
5		SUPPLIES	\$83.18	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPEN	O		02/08/25					
														\$564.34

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
Total Purchase Orders: 97 Total P.O. Line Items: 233 Total List Amount: \$570,446.75 Total Void Amount: \$0.00													

Totals by Year-Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
General Fund	5-A	\$172,710.51	\$0.00	\$0.00	\$172,710.51
General Fund B	5-B	\$14,510.10	\$0.00	\$0.00	\$14,510.10
Highway Town Wide Fund	5-DA	\$20,132.01	\$0.00	\$0.00	\$20,132.01
Highway Part Town Fund	5-DB	\$6,272.71	\$0.00	\$0.00	\$6,272.71
Depauville Sewer Fund	5-GD	\$508.24	\$0.00	\$0.00	\$508.24
Heritage Heights Sewer Fund	5-GH	\$44,985.26	\$0.00	\$0.00	\$44,985.26
Reed Point Sewer Fund	5-GR	\$1,328.13	\$0.00	\$0.00	\$1,328.13
Route 12 Sewer	5-GW	\$51,587.00	\$0.00	\$0.00	\$51,587.00
REDI CAPITAL PROJECT	5-HR	\$129,716.32	\$0.00	\$0.00	\$129,716.32
Ambulance Fund	5-SA	\$128,200.00	\$0.00	\$0.00	\$128,200.00
Depauville Street Light	5-SL1	\$425.80	\$0.00	\$0.00	\$425.80
Heritage Heights Street Light	5-SL2	\$70.67	\$0.00	\$0.00	\$70.67
Total Of All Funds:		\$570,446.75	\$0.00	\$0.00	\$570,446.75

Totals by Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
General Fund	A	\$172,710.51	\$0.00	\$0.00	\$172,710.51
General Fund B	B	\$14,510.10	\$0.00	\$0.00	\$14,510.10
Highway Town Wide Fund	DA	\$20,132.01	\$0.00	\$0.00	\$20,132.01
Highway Part Town Fund	DB	\$6,272.71	\$0.00	\$0.00	\$6,272.71
Depauville Sewer Fund	GD	\$508.24	\$0.00	\$0.00	\$508.24
Heritage Heights Sewer Fund	GH	\$44,985.26	\$0.00	\$0.00	\$44,985.26
Reed Point Sewer Fund	GR	\$1,328.13	\$0.00	\$0.00	\$1,328.13
Route 12 Sewer	GW	\$51,587.00	\$0.00	\$0.00	\$51,587.00
REDI CAPITAL PROJECT	HR	\$129,716.32	\$0.00	\$0.00	\$129,716.32
Ambulance Fund	SA	\$128,200.00	\$0.00	\$0.00	\$128,200.00
Depauville Street Light	SL1	\$425.80	\$0.00	\$0.00	\$425.80
Heritage Heights Street Light	SL2	\$70.67	\$0.00	\$0.00	\$70.67
Total Of All Funds:		\$570,446.75	\$0.00	\$0.00	\$570,446.75

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
General Fund	5-A	\$172,710.51	\$0.00	\$0.00	\$0.00	\$172,710.51
General Fund B	5-B	\$14,510.10	\$0.00	\$0.00	\$0.00	\$14,510.10
Highway Town Wide Fund	5-DA	\$20,132.01	\$0.00	\$0.00	\$0.00	\$20,132.01
Highway Part Town Fund	5-DB	\$6,272.71	\$0.00	\$0.00	\$0.00	\$6,272.71
Depauville Sewer Fund	5-GD	\$508.24	\$0.00	\$0.00	\$0.00	\$508.24
Heritage Heights Sewer Fund	5-GH	\$44,985.26	\$0.00	\$0.00	\$0.00	\$44,985.26
Reed Point Sewer Fund	5-GR	\$1,328.13	\$0.00	\$0.00	\$0.00	\$1,328.13
Route 12 Sewer	5-GW	\$51,587.00	\$0.00	\$0.00	\$0.00	\$51,587.00
REDI CAPITAL PROJECT	5-HR	\$129,716.32	\$0.00	\$0.00	\$0.00	\$129,716.32
Ambulance Fund	5-SA	\$128,200.00	\$0.00	\$0.00	\$0.00	\$128,200.00
Depauville Street Light	5-SL1	\$425.80	\$0.00	\$0.00	\$0.00	\$425.80
Heritage Heights Street Light	5-SL2	\$70.67	\$0.00	\$0.00	\$0.00	\$70.67
Total Of All Funds:		\$570,446.75	\$0.00	\$0.00	\$0.00	\$570,446.75

NYS Tug Hill Commission

34th Annual Local Government Conference

Turning Stone Conference Center – 5218 Patrick Road, Verona, NY 13478

Tuesday, April 1, 2025

7:30 a.m. to 4:15 p.m.

Monday, March 31, 2025

Two Optional Four-Hour Focused Sessions from 1:00 p.m. to 5:00 p.m.
followed by

Reception and Mixer from 5:30 p.m. to 6:30 p.m.

2025 Local Government Conference

Turning Stone Conference Center – 5218 Patrick Road, Verona, NY 13478

Tuesday, April 1, 2025 from 7:30 a.m. to 4:15 p.m.



Attend one of two focused sessions on Monday, March 31, 2025 from 1:00 p.m. to 5:00 p.m.

Reception on Monday, March 31, 2025 from 5:30 p.m. to 6:30 p.m.

All of this and more can be found at www.tughill.org/localgovernmentconference

TWO FOUR-HOUR FOCUSED SESSIONS (pick one)
Monday, March 31, 2025 1:00 p.m. - 5:00 p.m.

Budgeting and Accounting for Small Communities Mini-Course

Laird Petrie, Municipal Consultant, and representatives from the NYS Society of Municipal Finance Officers, will deliver this course about town and village requirements and regulations related to budgeting and accounting. Topics will be beneficial for elected town and village officials as well as bookkeepers, accountants, and comptrollers.

or

Tackling Vacancy, Blight, and Housing in Small Towns & Rural Communities

This solutions-focused workshop will address the separate yet connected challenges of housing shortages and vacant, dilapidated properties in upstate New York. In partnership with the New York State Conference of Mayors, multiple speakers will explore actionable strategies and funding tools related to housing and abandoned/neglected properties, with the goal of fostering community growth.

\$25
if postmarked by 2/28/2025

\$50
if postmarked 3/1/2025 or later

**Two Ways
to
Register**

Register Online
(credit card only).
lgc2025.eventbrite.com

Open through
March 7, 2025.

or

Register by Mail
(check only).
Complete this form and
mail
it back with your check.

RECEPTION

Monday, March 31, 2025
5:30 p.m. - 6:30 p.m.

This is your opportunity to mingle with exhibitors, sponsors, speakers, agencies, and other conference attendees. Hearty appetizers are included and a cash bar will be available.

\$20
if postmarked by 2/28/2025

\$40
if postmarked 3/1/2025 or later

FULL DAY of TRAINING

Tuesday, April 1, 2025
7:30 a.m. - 4:15 p.m.

Session Descriptions Here

The conference features four concurrent sessions, an individual class for assessors, breakfast, lunch, coffee break, and a printed program. Certificates of Attendance will be given to all attendees at the conclusion of the conference. Free parking is available in the covered garage.

\$90
if postmarked by 2/28/2025

\$180
if postmarked 3/1/2025 or later

Registrations will not be accepted over the phone or by fax or email.

Please call the Tug Hill Commission at (315) 785-2380 with any questions.

ABSOLUTELY NO REFUNDS AFTER FEBRUARY 28, 2025

TURNING STONE HOTEL INFORMATION

For overnight reservations, please call Turning Stone at 1-800-771-7711 by Friday, March 7, 2025. To ensure you receive the group rate, please tell the attendant you are booking under the **NYS Tug Hill Commission room block**. Rooms are limited, so please book early. Hotel rooms on-site at Turning Stone are \$149. Hotel rooms off-site at the Inn (\$80) or Sandstone Hollow Inn (\$104) are also available with free shuttle service to and from Turning Stone Conference Center.

If you are paying with a check, complete this registration form and mail it back with your check. One sheet per attendee please (payment can be made together). Make check payable to: **NYS Tug Hill Commission**, 317 Washington Street, 6th Floor, Watertown, NY 13601. **If you are paying with a credit card**, you must register online by **March 7, 2025**, at lqc2025.eventbrite.com. Please see the fee schedule below.

★ Step 1: Circle your registration and payment choice:

	Housing or Budgeting Monday, March 31st 1:00 p.m. – 5:00 p.m.	Reception Monday, March 31st 5:30 p.m. – 6:30 p.m.	All Day Conference Tuesday, April 1st 7:30 a.m. – 4:15 p.m.
	Choose from one of two focused sessions	Includes hearty appetizers (cash bar)	Includes breakfast and lunch
Regular Fee If registered online or postmarked by February 28, 2025	\$25 (Circle one session below) Housing or Budgeting	\$20	\$90
Late Fee If registered online or postmarked on March 1, 2025 or later	\$50	\$40	\$180
NO REFUNDS AFTER FEBRUARY 28, 2025 No registrations by phone, fax, or email.			

Step 2: Fill out your contact information:

First Name:	Last Name:
Title:	Phone:
Email: (required for registration)	
Organization or Municipality: (If it is a municipality, please specify town or village.)	
Step 3 <input type="checkbox"/> By checking this box, I acknowledge that audio or video streaming or recording of the conference sessions is prohibited and will result in removal from the venue if attempted (failure to accept this will result in your registration being declined and payment being refunded).	

★ Step 4: Make your session selections:

Assessors Only
(circle below):

Assessor Training

9:00 a.m. – Noon
and
1:15 – 4:15 p.m.

OR

Circle the four sessions you will be attending below (select only one choice per column):

<u>Session 1</u> 9:00 a.m. to 10:15 a.m.	<u>Session 2</u> 10:45 a.m. to 12:00 p.m.	<u>Session 3</u> 1:15 p.m. to 2:30 p.m.	<u>Session 4</u> 3:00 p.m. to 4:15 p.m.
1A	2A	3A	4A
1B	2B	3B	4B
1C	2C	3C	4C
1D	2D	3D	4D
1E	2E	3E	4E
1F	2F	3F	4F

Session titles and speakers are on the next page. Please be sure to choose one session per column!



Step 5: Mail This Entire Sheet Back – Keep a Copy For Yourself

Tuesday, April 1, 2025 – LGC Sessions

Complete session descriptions can be found on our website at

www.tughill.org/local-government-conference-presentations/

7:30 a.m.
Registration opens

7:30 a.m.
Breakfast with Exhibitors

8:30 a.m.
Opening Remarks

Session 1 9:00 a.m. to 10:15 a.m.	Session 2 10:45 a.m. to 12:00 p.m.	Session 3 1:15 p.m. to 2:30 p.m.	Session 4 3:00 p.m. to 4:15 p.m.
LUNCH SERVED AT NOON			
(1A) Crime and Fidelity: Protecting Your Municipal Financial Assets Susan O’Rorke, New York Municipal Insurance Reciprocal	(2A) Code Enforcement: What Every Local Official Should Know Local Government Specialist, NYS Department of State	(3A) Fiscal Responsibilities of Governing Boards Staff, NYS Society of Municipal Finance Officers, and Laird Petrie, Municipal Consultant	(4A) Equalization Rates: What Are They and Why Do We Need Them Anyway? Warren Wheeler, NYS Assessors Association
(1B) Providing Fire Protection in Your Community Dan Acquilano, Office of the NYS Comptroller, and Katie Hodgdon, Association of Towns of the State of New York	(2B) Large Scale Renewable Energy Permitting and Local Governments Charles A. Voss, NYS Office of Renewable Energy Siting	(3B) Lessons Learned from Solar Farm Battery Fire and Considerations for Development Joseph Plummer, Jefferson County Emergency Services and Will Lipczynski, Chaumont Fire Department	(4B) Preparing for Grant Opportunities Jay Grasso, G&G Municipal Consulting and Grant Writing
(1C) Planning Board Overview Local Government Specialist, NYS Department of State	(2C) Land Use and SEQR Case Law Update Matthew Fitzgerald, Phillips Lytle LLP	(3C) Navigating the Haze: Regulating Cannabis in Your Town Sarah Brancatella, Association of Towns of the State of New York	(4C) Regulating Short-Term Rentals Charles Malcomb and Alicia Legland, Hodgson Russ LLP
(1D) Proper Use of Alternate Members of Planning Boards and Zoning Boards of Appeal Mark Schachner, Miller, Mannix, Schachner & Hafner, LLC	(2D) Public Participation: The Good the Bad and the Ugly Mark Schachner, Miller, Mannix, Schachner & Hafner, LLC	(3D) General Municipal Law 239 and County Referrals Kristin Campbell, Herkimer Oneida Counties Comprehensive Planning Program	(4D) Questions and Answers for Zoning Boards of Appeal Matthew Fitzgerald, Phillips Lytle LLP
(1E) Freshwater Wetlands Regulations Changes: An Overview Krista Spohr, NYS Department of Environmental Conservation	(2E) Powering the Fleet Forward - Alternatives to Gas and Diesel David Orr, NYS LTAP Center - Cornell Local Roads Program and Scott Wajda-Griffin, NYS Department of Environmental Conservation	(3E) Speed Limit Reduction – How to Establish Safe Speeds in Your Community Jesse Vogl, LaBella Associates	(4E) Abandoned Cemeteries and Municipal Responsibilities David Fleming, Jr. Featherstonhaugh, Wiley & Clyne
(1F) Basics of Electronic Records Management Michael Martin, NYS Archives	(2F) Hot Topics for Clerks Staff, Association of Towns of the State of New York	(3F) Employee Well Being in the Public Sector Michael Kenneally, Comp Alliance and Bob Blaisdell, Wright Insurance	(4F) Write This Down: The Basics of Conducting Meetings and Taking Minutes Wade Beltramo, New York Conference of Mayors and Staff, NYS Society of Municipal Finance Officers
<p>Assessor Session: “Architectural Features That Influence Property Values” with Rob Bick, AIA, CSI, SCA Assessors will receive 6 hours of CE credits for attending the entire session (9:00 a.m. – Noon and 1:15 p.m. – 4:15 p.m.).</p>			

★ KEEP THIS PAGE AND YOUR SESSION CHOICE, ONE PER COLUMN, FOR YOUR REFERENCE! ★

February 5, 2025

F.X. Caprara DCJR

44170 NY Rt 12

Alexandria Bay, NY 13607

Phone: 315-482-7400

Town Supervisor

Town of Clayton

405 Riverside Dr., PO Box 379

Clayton NY 13624

Attn: Steve Dorr

We are please to quote you the following:

2024 Ram 5500 Reg Cab Chassis 84 CA MSRP	\$78255
Knapheide Service Body w/accessories	18500
Sub Total	\$96755
Less Discount	(8375)
Your Final Price	\$88380

Price is delivered and valid 30 days from today.

Please see the attached Chassis and Body Options...

Thank you for the opportunity to quote you and potentially serve you!



DEJANA TRUCK & UTILITY EQUIPMENT
106 LUZERNE RD
QUEENSBURY, NY 12804

Priced Order Confirmation (POC)

Date Printed: 2024-05-29 3:33 PM **VIN:** 3C7WRNBL6RG271094 **Quantity:** 01
Estimated Ship Date: 2024-04-12 1:59 AM **VON:** 60438212 **Status:** JJ - Consigned body v
Date Ordered: 2024-02-09 2:04 PM **Ordered By:** S01642J

Sold to: DEJANA TRUCK & UTILITY EQUIPMENT (16575)
 106 LUZERNE RD
 QUEENSBURY, NY 12804

Ship to: DEJANA TRUCK & UTILITY EQUIPMENT (16575)
 106 LUZERNE RD
 QUEENSBURY, NY 12804

Vehicle: 2024 5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) (DP0L64)

	Sales Code	Description	MSRP(USD)
Model:	DP0L64	5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in)	58,405
Package:	2YA	Customer Preferred Package 2YA	0
	ETN	6.7L I6 Cummins Turbo Diesel Engine	9,295
	DF2	6-Spd Auto Aisin AS69RC HD Trans	1,000
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	NAH	Heavy Duty Truck Federal Emissions	0
	MRT	Chrome Tubular Side Steps	595
	JKV	115V Auxiliary Power Outlet	195
	CBE	40/20/40 Split Bench Seat	0
	A61	Tradesman Level 1 Equipment Group	1,880
	AMP	Chrome Appearance Group	1,525
	AHQ	Max Tow Package	1,295
	AHD	Heavy Duty Snow Plow Prep Group	410
	XHC	Trailer Brake Control	465
	ADE	Cold Weather Group	200
	TSJ	225/70R19.5G Off Road Tires	995
	4NU	Fuel Fill / Battery Charge	0
	YGL	6 Additional Gallons of Diesel Fuel	0
	5N6	Easy Order	0
Non Equipment:	4FM	Fleet Option Editor	0
	4DN	Recreational Vehicle Tracking	0
Destination Fees:			1,995

Total Price: 78,255

DEJANA

Truck and Utility Equipment



QUOTE

New York, New England, Mid Atlantic
 & Greater Philadelphia
 490 Pulaski Rd Kings Park, NY 11754
 Phone(631)544-9000 Fax(631)544-3501
 WWW.DEJANA.COM

QUOTE #	STM037452-3
DATE	1/13/2025

BILL TO: FX CAPRARA CDJR

SHIP TO: FX CAPRARA CDJR

44170 NYS ROUTE 12
 ALEXANDRIA BAY NY 13607

44170 NYS ROUTE 12
 ALEXANDRIA BAY NY 13607

Phone: 315-482-7400
 Fax: 315-482-4061
 Email: scjc1@hotmail.com

Phone: 315-482-7400
 Fax: 315-482-4061

SALESPERSON	REFERENCE	P.O. REQUIRED	QUOTE VALID UNTIL	STD/CUSTOM
JASON CLANTON	TOWN OF CLAYTON	Yes	2/12/2025	STD

MAKE:	RAM	MODEL:	RAM 5500	YEAR:	2025	SRW/DRW:	DRW
CAB TO AXLE:	84.0	WHEELBASE:	169.0	VIN:			
STOCK/ORDER NUMBER:	QB O# 60438212		TOTAL WEIGHT (LBS) OF ALL QUOTED ITEMS: 2193.65				

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	KNAPEIDE SERVICE BODY MODEL 6132D54 ----- * DODGE CHASSIS 84" C.A. *11' BODY *94" WIDE *COMPARTMENT DEPTH 20" *WHEEL BOX DELETE *AUTOMOTIVE QUALITY, PADDLE ACTIVATED, ROTARY LATCHES *LED SURFACE MOUNT S/T/T AND BACK UP LIGHTS *INSTALLED AND PAINTED INCLUDED:		
1	PAINT BODY STANDARD WHITE TO MATCH CAB Price reflects Single-Stage Paint only. An incremental up-charge will be assessed on all Base Coat / Clear Coat applications"		
1	MAXON MODEL C2-54-1342 EA38 LIFTGATE *PLATFORM 49" X 38" + 6" *EXTRUDED ALUMINUM PLATFORM *1,300 CAPACITY		

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
	*FOR SERVICE BODY WITH 48" TO 55" OPENING *42" MAX BED HEIGHT		
1	BACK UP ALARM 97DB		
1	CLASS V RECEIVER HITCH WITH 2.5" TUBE FOR SERVICE BODY 20,000 LB CAPACITY		
1	PLUG, 7 PRONG FLAT TRAILER		
1	ROOF MOUNTED BUYERS LED MINI STROBE LIGHT BAR 15" WITH AMBER LENS ON CENTER OF CAB ROOF (UNLESS OTHERWISE SPECIFIED)		
1	2 4.5" AMBER LED STROBES IN FRONT GRILL		
1	STROBES IN KNAPHEIDE REAR TAIL LIGHT ASSEMBLY OF SERVICE BODY WIRED TO FACTORY UPFITTER SWITCH		
1	SAFETY RACK SCREEN WINDOW PROTECTOR - BLACK		
1	BACKRACK LIGHT BAR BRACKETS (PAIR)		
1	DOT SAFETY KIT INCLUDING: TRIANGLE REFLECTOR KIT 2.5 LB FIRE EXTINGUISHER FIRST AID KIT DAILY DRIVER'S LOG		
1	SPRAY THE TOPS, FLOOR, SIDE WALLS AND INSIDE OF TAILGATE OF SERVICE BODY WITH DEJANA SPRAY IN LINER		
	DELIVERY TO DEALERSHIP		

SUBTOTAL	\$20,500.00
DISCOUNT	(\$2,000.00)
SALES TAX	\$0.00
TOTAL	\$18,500.00

Suggested Items:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE	ADD TO ORDER
				Yes

- ◆ IF YOU WANT ANY OF THE SUGGESTED ITEMS CIRCLE YES FOR THAT ITEM
- ◆ SURCHARGES AND/OR REQUOTE MAY BE REQUIRED WHEN CHASSIS IS SERIALIZED OR SCHEDULED.

Customer must fill out the information below before the order can be processed...

Quote #STM037452-3

Accepted by:		Date:		PO#:	
Please Fill In All Truck Information					



Legacy Brothers INC

Bid Submission Packet

Company Summary

-Legacy Brothers INC is a turnkey, trailer/truck/van and mobile asset designer & constructor across the private and public sectors. With a focus on global restaurant brands in the private sector, and government contracting/subcontracting in the public sector - we offer reliable, affordable, and high-quality mobile assets/towing trailers for a broad spectrum of standard and customized needs to any government department, or agency that requires our product.

Company Value/Differentiators

- Small/reliable/nimble company with a wide variety of expertise across many mobile asset needs
- Supply Chain Advantages- exclusive partnerships with factories, builders, and in-house installation teams to deliver customized/large-volume trailers/trucks (open, enclosed, full custom) reliably, accurately, and timely
- Turnkey, One Stop Shop- our company reduces a 6-8 step process into a 1 step process- which is unique in the industry
- Delivery Expertise- our in-house and insured delivery team will take your assets wherever they are needed- we use the same teams for each client- we do not outsource or use 3rd party delivery companies as it can create complications in larger volume contracts with important delivery timelines
- Ability to work on large volume contracts as a contractor or subcontractor for a larger company that is the prime contract holder
- High-quality, strong warranty/repair abilities, transport/towing
- Price Flexibility- our company structure and construction teams ensure that we can deliver a high-grade product at a very competitive price- we can match/beat any existing price as well as offer added value to our clients with product upgrades and more. We exist to build good products that help our clients, that is our top priority

Core Competencies

Food and Beverage Storage/Service Assets

- Customized, enclosed trailers/trucks
- Food and beverage services (food trucks/trailers/vans)

Customized, Multi-use Mobile Assets

- Customized, enclosed trailers/trucks
- Showers, bathing, housing/dorms, disaster relief services, dentistry, medicine, storage, transport

Customized, multi-use hauler/dumping/towing Trailer Assets

- Customized, enclosed/open trailers- haulers, dump, transport, storage for military assets such as generators/equipment, utility trailers, large weight/axle needs, customized length/height/size need

Past Performance

Private Sector

- The team at Legacy Brothers INC has constructed mobile food trucks/trailers, shower, bathing, and multi-use enclosed/open trailers for hundreds of clients. Colleges such as Clemson University, hospital systems, restaurants, and large institutions have all been clients and continue to be.

Public Sector

- Legacy Brothers INC's original construction and installation director has built mobile assets for city governments such as the City of Key West and FEMA (3,500 trailers as a subcontractor after a major hurricane), along with many, many others. A joint venture is also being formed with this company- which is owned by Shane Dilling- our Installation Director/Construction Manager.

Contact Information

Primary Point of Contact: Micah Trexler- Air Force Medic Veteran- Honorable Service/Discharge

Phone: 772-577-1816

Email: micah.legacybrothers@gmail.com

NAICS : 721310, 722310, 722320, 722330, 722514, 811310

PSC Codes: 2330, 2320, 3605, 7320

Certifications : -Small Business -Veteran Owned Small Business

UEI- PFATBHP2SU22

Cage Code- 9QKY8

NOTICE OF SEALED BID REQUEST

The Town of Clayton is soliciting sealed bids for a 2024 5500 Regular Cab Chassis 4x4 Utility Truck. In addition to the standard options, the vehicle shall include the following:

- 11'-94" WIDTH
- UTILITY BODY
- 1300# ALUMINUM LIFT GATE
- 6.7L I6 CUMMINS TURBO DIESEL ENGINE
- 6-SPEED AUTO AISIN AS69RC HD TRANSMISSION
- BRIGHT WHIGHT CLEAR COAT
- HD VINYL 40/20/40 SPLIT BENCH SEAT
- HEAVY DUTY TRUCK FEDERAL EMISSIONS
- CHROME TUBULAR SIDE STEPS
- 115V AUXILIARY POWER OUTLET
- TRADESMAN LEVEL 1 EQUIPMENT GROUP
- MAX TOW PACKAGE
- HEAVY DUTY SNOW PLOW PREP GROUP
- TRAILER BRAKE CONTROL
- COLD WEATHER GROUP
- 225/70R19.5G OFF ROAD TIRES
- FUEL FILL/ BATTERY CHARGE

Please email support@townofclayton.com for further details or questions.

The bid shall include delivery to the site located at the Town of Clayton Highway Department, 615 East Line Road, Clayton, NY 13624.

Sealed bids are due by Monday, February 10, 2025 by 2pm. Sealed bids may be hand delivered or mailed to the Town Supervisor, 405 Riverside Drive, PO Box 379, Clayton, New York 13624 and labeled with bidder's return address and must say "Sealed Utility Truck Bid". The Town of Clayton reserves the right to accept or reject any and all bids, or any part thereof, if it is in the best interest of the Town.

BY ORDER OF THE TOWN BOARD
Megan Badour, Town Clerk



Legacy Brothers
 407 N Peterson Ave
 Douglas GA 31634
 772-577-1816
 micah@coasttocoastcmv.com



INVOICE

ORDER 1/31/2025

COMPANY Town of Clayton Highway Department		YEAR 2025	MANUFACTURER Ford
ADDRESS 515 East Line Road, PO BOX		TEMP TAG #	MODEL F-550 XL
CITY Clayton,		PHONE (PRIMARY)	COLOR WHITE
STATE		PHONE (CELL)	DEPOSIT
ZIP CODE 31624		E-MAIL support@townofclayton.com	

QTY	ITEM NO.	DESCRIPTION	PRICE
1		FORD F550 XL CHASSIS CAB	\$71,395.00
1		6.7L DIESEL	\$11,755.00
1		MAX TOW PACKAGE	\$550.00
1		OFF ROAD TIRES	\$241.00
1		SNOW PLOW PACKAGE	\$280.00
1		110V/400W ON BOARD POWER	\$196.00
1		CHROME PACKAGE	\$252.00
1		UTILITY BODY	\$13,800.00
1		1300 ALUMINUM TOMMY LIFTGATE	\$5,175.00
1		DELIVERY AND FEES	\$1,995.00
			\$105,739.00

- EXTERIOR**
- HEADLAMPS - AUTOLAMP
 - WIPERS - INTERMITTENT
 - HEADLAMPS -WIPER ACTIVATED
 - MIRRORS - HTD, PWR GLASS/
 - L TOW HOOKS
 - C ROOF CLEARANCE LIGHTS
 - TRAILER TOW WIRE HARNESS
 - TRAILER BRAKE CONTROLLER
 - TRAILER SWAY CONTROL
- INTERIOR**
- F 4.2" PRODUCTIVITY SCREEN
 - I AIR COND, MANUAL FRONT
 - I BLACK VINYL FLOOR COVERING
 - L OUTSIDE TEMP DISPLAY
 - L PARTICULATE AIR FILTER
 - F POWER LOCKS AND WINDOWS
 - F STEERING:TLT/TELESCOPE,
 - I CRUISE & AUDIO CONT

- SAFETY/SECURITY**
- ADVANCETRAC™ WITH RSC®
 - AIRBAGS - SAFETY CANOPY®
 - BELT-MINDER CHIME
 - DRIVER/PASSENGER AIR
 - SECURILOCK® ANTI-THEFT
 - SOS POST-CRASH ALERT
- WARRANTY**
- 3YR/36,000 BUMPER /
 - 3YR/60,000 POWERTRAIN
 - 5YR/60,000 ROADSIDE
 - 5YR/100,000 DIESEL ENGINE

		\$105,739.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
DATE		\$0.00
PRINT DATE: 1/31/2025		\$0.00
BALANCE DUE		\$105,739.00

900W
 MVD WEB
 4125 WELCOME AVE RD
 ATLANTA, GA 30329



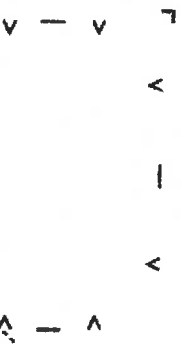
**STATE OF GEORGIA
 MOTOR VEHICLE REGISTRATION**

REGISTRATION TYPE		REGISTRATION DATE		ESTIMATION DATE	
LEGACY BROTHERS INC		6/30/2024		6/30/2024	
TITLE NUMBER		REPAIR AGENT ID		DEALER MASTER PLATE FEE	
CLASSIFICATION		900W		62.00	
Plate Auto Dealer		DATE FEE		48.00	
VIN		62.00		23.00	
G.M.1996 - G.M.1996		YEAR		5.50	
MAKE		4/1/2024		140.50	
MODEL		LEASE DATE		TOTAL FEES PAID	
G.M.1996		4/1/2024		140.50	
COUNTY		COUNTY		PAYMENT TYPE	
COCON		COCON			
DISTRICT		CUSTOMER 1 NUMBER			
02		100754062336			
COFFEE		CUSTOMER 2 NUMBER			
09436100					
INSURANCE STATUS		LEASE DESCRIPTION			
N					

LEGACY BROTHERS INC
 407 PETERSON AVE N. OFC
 DOUGLAS, GA 31533-4917



- INSTRUCTIONS:**
- 1) Remove decal by bending paper along dotted line.
 - 2) Lift edge of decal and slowly peel.
 - 3) See back side for instructions.



SIGNATURE _____ THIS IS YOUR RECEIPT *** RETAIN FOR TAX PURPOSES ***

PEEL HERE



CERTIFICATE OF GARAGE INSURANCE

DATE (MM/DD/YYYY)
05/31/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ellie Insurance Group 625 E Twiggs St Tampa FL 33602-3925		CONTACT NAME: Chris Urena PHONE (A/C, No, Ext): 813-582-5215 E-MAIL ADDRESS: Info@ellieinsurancegroup.com		FAX (A/C, No): 813-582-5215	
INSURED Legacy Brothers Inc 407 N Peterson Ave Douglas GA 31533-4917		INSURER(S) AFFORDING COVERAGE			
		INSURER A: Mesa Underwriters Specialty Insurance Company		NAIC # 36838	
		INSURER B:			
		INSURER C:			
		INSURER D:			
		INSURER E:			
		INSURER F:			

COVERAGES PROD / CUSTOMER ID: _____ **CERTIFICATE #:** _____ **REVISION #:** _____

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> GARAGE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS USED IN GARAGE BUSINESS	X	TBD8516	05/30/2024	05/30/2025	AUTO ONLY (Ea accident) \$ 1,000,000 OTHER THAN AUTO ONLY EA ACCIDENT \$ 1,000,000 AGGREGATE \$ 2,000,000
	<input type="checkbox"/> GARAGE KEEPERS LIABILITY <input type="checkbox"/> LEGAL LIABILITY <input type="checkbox"/> DIRECT BASIS <input type="checkbox"/> PRIMARY <input type="checkbox"/> EXCESS						COMP / OTC SPECIFIED PERILS LOC \$ LOC \$ COLLISION LOC \$ LOC \$
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		X	TBD8516	05/30/2024	05/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under REMARKS below	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

REMARKS (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
This coverage applies to 4 dealer tags.

CERTIFICATE HOLDER

Tarrant County
100 East Weatherford St

Fort Worth TX 76196

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Chris Urena



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/31/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Chris Urena	
Ellie Insurance Group		PHONE (A/C, No, Ext): 813-582-5215	FAX (A/C, No): 813-582-5215
625 E Twiggs St		E-MAIL ADDRESS: Info@ellieinsurancegroup.com	
Tampa	FL 33602-3925	INSURER(S) AFFORDING COVERAGE	
INSURED		INSURER A: Mesa Underwriters Specialty Insurance Company	NAIC # 36838
Legacy Brothers Inc		INSURER B:	
407 N Peterson Ave		INSURER C:	
Douglas		INSURER D:	
GA 31533-4917		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	TBD6516	05/30/2024	05/30/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	GEN'L AGGREGATE LIMIT APPLIES PER:					MED EXP (Any one person) \$
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$
	OTHER:					GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COMP/OP AGG \$
	<input type="checkbox"/> ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> NON-OWNED AUTOS					\$
	UMBRELLA LIAB					EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR					AGGREGATE \$
	EXCESS LIAB					\$
	<input type="checkbox"/> CLAIMS-MADE					
	DED RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Tarrant County	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
100 East Weatherford St	
Fort Worth TX 76196	
	AUTHORIZED REPRESENTATIVE
	<i>Chris Urena</i>

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References

Red Post Vending LLC 937-572-0163
Billy Faris
4330 Webb Road
Jamestown
OH 45335
eztrottin@sbcglobal.net
Porch concession trailer worth \$40,000

Inglewood Customs 9/2023-11/2023
Shannon Peterson
229-332-0052
224 Industrial Blvd, Eastman GA 31023
inglewoodcustom@gmail.com
Multiple custom trailers worth over \$100,000

LUKE MCWHORTER
605-461-9322
2/2022-7/2022
103 Stable Rd, State LA
\$120,000 Custom trailer and two bunk trailers worth \$140,000

Starkville Parks and Recreation 11/30/22
Brandon Doherty 662-323-2294
405 Lynn Lane
Starkville MS 39759
bdoherty@sportsfacilities.com



Thank You For Considering This
Bid Submission Packet

Municipal
Solutions, Inc.
Municipal Financial Advisors

January 17, 2025

Timothy Doney, Supervisor
Town of Clayton
405 Riverside Drive
Clayton, New York 13624

Dear Supervisor Doney:

Municipal Solutions, Inc. is submitting this proposal in connection with the Town of Clayton's Depauville Disinfection project for your consideration and approval.

Per the Municipal Securities Rulemaking Board's (MSRB) Rule G-42, we must have a current contract in place prior to work commencing. This contract must state fair market value rates and fees and be accepted by both the municipality and Municipal Solutions, Inc. We must, under rule G-42, show that we've acted in good faith with the issuer and to ensure the accuracy of representation in our contracts regarding the agreed upon scope and fees, whether the contract be a Preliminary Authorization to Proceed or a Full Contract.

The Securities and Exchange Commission (SEC) enforces the rules and regulations set by the MSRB. Municipal Solutions, Inc. is registered as a recognized municipal advisor with the SEC (MS ID #867-00383) and the MSRB (MS ID #K0173) as mandated by the Dodd-Frank Wall Street Reform and Consumer Protection Act (the Dodd-Frank Act).

This proposal is divided into the following parts and rates can be found in the attached Appendix B:

- I. Note Borrowing Scope of Services
- II. Fiscal Services
- III. Conflicts of Interest and Other Required Disclosures
- IV. Miscellaneous

I. Note Borrowing Scope of Services

The following items will be completed under this portion of the contract, if appropriate, and as required under current State and Federal regulations:

- 1) Prepare a Notice of Sale to be used in the advertisement of the sale and, if over \$1,000,000, prepare an Official Statement.
- 2) Prepare and convert Notice of Sale, financial information, and/or Preliminary Official Statement files for upload to Municipal Solutions' website and electronic transfer to underwriters. Post results to website after the sale.

Municipal Solutions, Inc. is a Member of the National Association of Municipal Advisors

62 Main Street, LeRoy, NY 14482 Phone: 585-768-2136 Fax: 585-394-4092
2528 State Route 21, Canandaigua, NY 14424 Phone: 585-394-4090 Fax: 585-394-4092
www.municipalsolution.com

- 3) Conduct the Note sale and make recommendation on the acceptance of the bids.
- 4) Prepare, convert, and arrange for distribution of the Final Official Statement, if prepared.
- 5) Coordinate closing arrangements with the purchaser and other appropriate officials.

II. Fiscal Services

The following items will be completed under this portion of the contract, if appropriate and as requested:

- 1) Work with the engineer to establish a monthly cash flow for the term of the project.
- 2) Prepare a schedule of deadline dates to ensure contractors are paid monthly per contract documents.
- 3) Complete paperwork to report progress and/or draw funds from funding agencies.
- 4) Assist in the preparation of information, development of an operating budget and cash flow that may be used for public or internal discussions in connection with the project.
- 5) Attend construction or other meetings, as required.
- 6) Advise the Town on required principal and interest payments at budget time.
- 7) Complete a time-frame calendar for all items to be completed in connection with an anticipated borrowing.
- 8) Prepare various maturity schedules for Town officials to determine repayment of anticipated borrowed funds for planning purposes.
- 9) Application to secure CUSIP numbers for borrowings, as required.
- 10) Convert financial documents into useable formats for processing, if necessary.
- 11) Assist the Town with project bookkeeping and accounting entries, as needed.
- 12) Compliance with IRS, MSRB and SEC regulations, reviews, and updates.
- 13) Advise Town of additional funding opportunities that may arise for project. A separate contract will be submitted for the preparation of any funding applications not included in this contract.
- 14) Provide other financial consulting services as may be requested by the Town.

Fiscal Services will be billed at the current hourly rate plus reimbursable expenses (see Appendix B).

The total fee for this contract based on the current project scope is estimated to be \$12,000 over a 12-month construction period. This includes prior work for the development of the project. If this timeframe is exceeded, or the estimated total fee is exhausted due to unanticipated changes in project plans, scope, or timeline, we reserve the right to amend this agreement through project completion.

If there are project related or non-specific project services requested outside of the intended scope under this contract, an invoice for any work completed will be billed as general financial services at the current hourly rate plus expenses.

The fees may be adjusted annually based on the U.S. Bureau of Labor and Statistics Consumer Price Index – All Urban Consumers.

Invoices will be submitted periodically. Payment is due within 45 days of the invoice date.

III. Conflicts of Interest and Other Required Disclosures

Rule G-42 of the Municipal Securities Rulemaking Board requires us to provide you with certain disclosures regarding conflicts of interest and other required disclosures (the "Disclosures"). Those Disclosures are attached hereto in Appendix A. We further covenant and agree to provide to the Town updated Disclosures as required by Municipal Securities Rulemaking Board Rule G-42 to the extent any arise after the date of this letter. The Disclosures, and each delivery thereof, as provided from time to time, shall be incorporated by reference as of the date thereof into this letter to the same extent as if set forth herein.

We at Municipal Solutions, Inc. operate with a core value of honesty and integrity in all aspects of our business. We pride ourselves on our competent and friendly staff and our services go above and beyond what our contracts call for. We do our very best to keep costs down and pass any savings back to our clients. If you have any concerns that are not addressed in this contract, we would be happy to discuss them with you at your convenience.

IV. Miscellaneous

Municipal Solutions, Inc. agrees to comply with the funding agency requirements of the New York State Environmental Facilities Corporation related to MWBE participation.

Upon acceptance of this proposal, please execute and return one copy to our LeRoy office located at 62 Main Street, LeRoy, New York 14482 following the next Board meeting. The terms set forth above are subject to change if we do not receive a signed contract within 30 days. This contract will remain in effect until terminated by either party. You have the right to terminate this contract for any reason at any time.

We agree to promptly amend or supplement this letter to reflect any material changes or additions to the agreement evidenced by this letter.

If you should have any questions concerning this proposal, please do not hesitate to contact me. We look forward to our continued working relationship with the Town.

Sincerely,

Theresa K. Smith, CEO

TKS/slw

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Sincerely,



Theresa K. Smith, CEO

TKS/slw

**Town of Clayton, New York
Contract Dated January 17, 2025
Depauville Disinfection Project
Accepted by:**

Signature: _____

Name/Title: _____

Date: _____

APPENDIX A

TOWN OF CLAYTON, NEW YORK Contract Dated January 17, 2025 Depauville Disinfection Project

DISCLOSURE OF CONFLICTS OF INTEREST

Municipal Securities Rulemaking Board Rule G-42 requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest.

We have determined, after exercising reasonable diligence, that we have no known material conflicts of interest that would impair our ability to provide advice to the Town in accordance with our fiduciary duty to municipal entity clients. The attached paragraphs outline areas of potential conflicts of interest we have reviewed to make this no material conflict of interest determination.

Our proposal includes compensation for municipal advisory activities to be performed that is contingent on the size or closing of any transaction as to which Municipal Solutions, Inc. is providing advice, the potential conflicts that could occur as a result of this pricing compensation are outlined below.

FORMS OF COMPENSATION AS POTENTIAL CONFLICTS

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

Fixed fee - Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

Hourly fee - Under an hourly fee form of compensation, the municipal advisor is paid an amount equal to the number of hours worked by the advisor times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum amount at the outset of the engagement, because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked.

In some cases, an hourly fee may be applied against a retainer (*e.g.*, a retainer payable monthly), in which case it is payable whether or not a financing closes. Alternatively, it may be contingent upon the successful completion of a financing, in which case there may be additional conflicts of interest, as described below.

Fee contingent upon the completion of a financing or other transaction - Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Fee paid under a retainer agreement - Under a retainer agreement, fees are paid to a municipal advisor periodically (*e.g.*, monthly) and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis (*e.g.*, a fixed fee per month regardless of the number of hours worked) or an hourly basis (*e.g.*, a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded). A retainer agreement does not present the conflicts associated with a contingent fee arrangement (described above).

Fee based upon principal - Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities (*e.g.*, bonds). This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation.

From time to time, Municipal Solutions, Inc. does provide municipal advisory assistance to surrounding municipalities including, but not limited to, the towns of Alexandria, Philadelphia and Watertown, the villages of Alexandria Bay, Clayton, Dexter, Evans Mills, Philadelphia, and Theresa, and the Watertown Fire District. Municipal Solutions, Inc. is not aware of any material conflicts of interest that this relationship would bring to our fiduciary responsibility to the Town as of the date of this Agreement. If Municipal Solutions, Inc. becomes aware of any conflict of interest that could interfere with our fiduciary obligations to the Town, Municipal Solutions, Inc. will notify the Town that a conflict has been identified and we will meet with the Town to discuss the impacts of the conflict and possible methods to resolve the identified conflict areas.

RELIANCE ON OUTSIDE INFORMATION

In formulating our recommendations as it comes to the issuance of municipal securities, we often have to rely on information provided by outside sources such as engineering firms, architectural firms, CPAs, attorneys, and other professional entities, as well as the municipality itself. We must rely on the expertise and professional knowledge of these entities in that the information they are providing is reasonable and correct. As part of our fiduciary duty to our clients, we will do our best to make sure this is the case. If we

feel that the information provided to us is inaccurate, inconsistent, or incomplete, we will ensure to tell you before providing any recommendations based on the material.

LEGAL OR DISCIPLINARY EVENTS

Municipal Solutions, Inc. is registered as a “municipal advisor” pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission (“SEC”) and the Municipal Securities Rulemaking Board (“MSRB”). As part of this registration, we are required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Municipal Solutions, Inc. Pursuant to MSRB Rule G-42, Municipal Solutions, Inc. is required to disclose any legal or disciplinary event that is material to the Town’s evaluation of Municipal Solutions, Inc. or the integrity of its management or advisory personnel.

We have determined that no such event exists.

Copies of Municipal Solutions, Inc. filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC’s EDGAR Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Municipal Solutions, Inc. or for our CIK number which is 0001612999.

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

APPENDIX B

**MUNICIPAL SOLUTIONS, INC.
FEE SCHEDULE – 2025**

Bond Anticipation Notes

Revenue Anticipation Notes

Tax Anticipation Notes

Under \$500,000 (NOS only)	\$1,575	(+ \$500 if no prior issue within 3 years)
\$500,000 – 999,999 (NOS only)	\$2,175	(+ \$500 if no prior issue within 3 years)

Hourly Rate * \$165

*** Please note that if the project ceases for any reason, an invoice for any work completed will be due at the current hourly rate plus expenses.**

Expenses

Expenses include copies, postage, mileage at the IRS prevailing rate, travel and, if applicable, official statement printing, website fees and any incidental costs.

VILLAGE OF CLAYTON ZONING PERMIT

Please Note: If this application requires review by Zoning Board of Appeals or Planning board - the applicant or agent MUST be present.

Village Clerk's Office
425 Mary Street
Clayton, NY 13624
Ph. (315) 686-5552, Option 5

Permit No. _____

Fee _____

Date 2/13/2025

Tax Map No. 20.55-2-19

Name of Applicant TOWN OF CLAYTON

Agent (if different) JIMMY JONES

Address 600 E LINE RD

Telephone # 315-399-7729

FOR OFFICE USE ONLY:

Approved By _____

Date _____

Denied By _____

Date _____

Reason for Denial _____

The applicant, or his agent proposes to: (check one) ERECT ___ ALTER ___ EXTEND ___ LOCATE ___ MOVE
___ A FAMILY DWELLING ___ PRIVATE ___ GARAGE ___ APARTMENT ___ MOBILE HOME ___ RECREATIONAL VEHICLE
___ UTILITY BUILDING ___ OTHER

Property located at DIGITAL MESSAGE BOARD- SIGN PERMIT

The proposed activity will be used for the following :(check one) ___ residence commercial/business
___ industrial ___ accessory building (describe): LOCAL GOVERNMENT
LOCAL GOVERNMENT

Estimated Construction Value: \$ _____

Further description of the property activity (if necessary): SIMILAR TO CLAYTON FIRE DISTRICT SIGN W/ MESSAGE BOARD

Two copies of a sketch plan must accompany this application showing the proposed structure, accessory structures and their placement on the lot on which they are located. The drawing shall show distances between the structure and all lot lines, other structures on the lot, road right-of-way line and any other outstanding natural or man-made features on or adjacent to the lot (e.g. streams, driveways, fences, cliffs, etc.). The dimensions of all lot lines shall be noted. Such a drawing shall be prepared for a change of use in an existing structure as well.

I, the owner or agent of the proposed use for which this permit application is being sought, do hereby affirm that the above information is true and accurate (to the best of my knowledge) and agree to abide by the regulations of the zoning ordinance, health codes and other applicable town ordinances.

Landowner, or agent, signature

Date