

TOWN OF SANFORD

REGULAR MEETING

December 9, 2025

PRESENT:	Kenny Wist	Supervisor
	Jay Vandermark	Councilman-Absent
	Alice Ray	Councilman
	Shane Lester	Councilman
	Dan Andresen	Councilman

ALSO PRESENT:	Leo Shew	Highway Superintendent
	Deborah Proffitt	Town Clerk

Supervisor Wist called the Regular Meeting to order at 7:00pm with the Pledge of Allegiance led by Shane Lester at the Town Hall, 91 Second Street, Deposit, NY 13754.

Supervisor Wist presented the Code Enforcement Report, on behalf of Pete Hathaway. Zoning Board of Appeals is currently seeking legal advice, for the Farnham Rd application, due to a conflict of interest with the Town Attorney. Permits issued: 51-25 Dock 763 Oquaga Lake Rd, 52-25 Dock 68 Hanson Rd, De Icing permit 3-25 487 Oquaga Lake Rd. Inspections: 175 St. Rt. 41 insulation permit#20-25, 314 Rector Rd. Garage #24-25. Inspection 3014 Old Rt 17 Bar/Restaurant, Foundation 122 Old Plank Rd. #27-25, Tie down on manufactured Home 57 Johnson Rd. #38-25. Certificate of Occupancy: 3014 Old Rt. 17, Oaks Bar & Grill. Code Search, 859 N Sanford Rd., Subdivision H Decker Rd. must go before the Planning Board. Stop Work Order at 418 Oquaga Lake Rd, redoing roof without a permit. Fire on Big Hollow Rd, structure completely destroyed. On a motion made by Dan Andresen, seconded by Alice Ray and all approved the Code Enforcement Report.

Supervisor Wist presented the Oquaga Lake Sewer Report on behalf of Scott Conklin. On a motion made by Alice Ray, seconded by Shane Lester and all approved the Oquaga Lake Sewer Report.

Supervisor Wist gave the floor to Highway Superintendent Leo Shew. Shew stated that all the trucks are suited up for the winter and have already been out plowing and sanding. He wished to remind the public that there is a Local Law Banning Parking on the Town Roads. The Clark Road Pipe Project is under way. Weather permitting the majority of this job should be complete by the end of January. Unfortunately, this Project requires the Road to be closed for the duration of the Project so please bear with us. The Highway Crew is trying to prep for the move to the new facility as much as feasible at this time. Superintendent Shew stated that he, Supervisor Kenny Wist and Supervisor Secretary, Kristin Canedo are still working together with FEMA and the Engineers on other pipes that were compromised during Hurricane Debby. Danielle Seymour asked if anything had been done about the CheeseFactory Road Sign. Highway Superintendent Shew stated he would be ordering that the first of the year, along with several other signs that had been stolen.

The Dog Control Report was reviewed. This contained the reports for the year 2025, and also the Annual Agriculture and Markets Inspection Report which was found to be satisfactory. On a motion made by Shane Lester, seconded by Dan Andresen and all approved the Dog Control Report.

The Assessor's Report was reviewed. On a motion made by Alice Ray, seconded by Dan Andresen and all approved the Assessor's Report.

The Minutes of November 13, 2025 were presented to the board. On a motion made by Dan Andresen, seconded by Shane Lester and all approved the November 13, 2025 Minutes. The Preliminary Budget Public Hearing Minutes of November 13, 2025 were presented to the board. On a Motion made by Alice Ray, and seconded by Shane Lester and all approved the Preliminary Budget Public Hearing Minutes of November 13, 2025.

The Clerks report of November 2025 was presented to the Town Board. On a motion made by Alice Ray, seconded by Shane Lester and all approved the Clerks report for November 2025.

The Monthly report of October 2025 was presented to the Board. On a motion made by Alice Ray, seconded by Shane Lester and all approved the monthly report for October 2025.

Supervisor Wist gave the floor to Town Clerk, Deborah Proffitt.

Proffitt asked the Town Board to establish a PETTY CASH FUND, for the purpose of Collecting the Year 2026 Town & County Taxes in the amount of \$150.00 it will then be returned to the General Fund by the first week in April 2026. The motion was made by Dan Andresen, seconded by Alice Ray and all approved the following resolution.

**#83-RESOLUTION-2025
ALLOWING THE CLERK TO ESTABLISH A PETTY CASH FUND
IN THE AMOUNT OF \$150.00 FOR THE COLLECTION
OF THE 2026 TOWN & COUNTY TAXES**

RESOLVED, that the Town Board of the Town of Sanford, Broome County, New York do hereby approve a petty cash fund in the amount of \$150.00 for the collection of the 2026 Town & County Tax Collection Year.

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Clerk Proffitt also stated that she would like to reinvest the Tax Collection Monies into an Interest-Bearing Account. The Town Clerk/Tax Collector would turn over the Town's portion to the Supervisor, weekly and Town's portion of interest over to the Supervisor by the 15th of the month following the month of receipt. This is for Town & County Taxes for the Year 2026. The Broome County monies will be turned over by the 15th of the month following the month of receipt. This is for Town & County Taxes for the Year 2026. On a motion made by Shane Lester, seconded by Alice Ray and all approved the following Resolution.

**#84-RESOLUTION-2025
APPROVAL TO INVEST TAXES COLLECTED BY
TOWN CLERK/TAX COLLECTOR
FOR TOWN AND COUNTY TAXES, YEAR 2026**

RESOLVED, that the Town Board of the Town of Sanford, Broome County, New York, do hereby Authorize the Town Clerk/Tax Collector of the Town of Sanford, to Deposit Tax Monies in an Interest-Bearing Account, Pursuant to Chapter 109 of the Tax Laws of 1986 Town Law 35 & 37 and that the Town Clerk/Tax Collector turn the towns portion over to the Supervisor by the 15th of the month following the month of receipt. Broome County monies will be turned over after the Supervisor is settled and by the 15th of the month following the month of receipt, with penalty monies turned over at the end of Tax Collection. This is for Town & County Taxes for year 2026.

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist discussed a Proposal to purchase Office Furniture from Parlor City & Upstate Office in the amount of \$10,348.87 for the New Highway Garage Facility. These items were taken out of the original Bid so the Town could buy directly thru OGS, to save money. On a motion made by Alice Ray, seconded by Shane Lester and all approved the following Resolution.

**#85-RESOLUTION-2025
APPROVAL OF PROPOSAL TO PURCHASE OFFICE FURNITURE
FOR THE NEW HIGHWAY GARAGE FROM PARLOR CITY &
UPSTATE OFFICE, IN THE AMOUNT OF \$10,348.87**

RESOLVED, that the Town Board of the Town of Sanford, Broome County, New York, do hereby approve the proposal from Parlor City & Upstate Office to purchase Office Furniture for the New Highway Garage Facility, in the amount of \$10,348.87

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES:

None; CARRIED: Dated: December 9, 2025.

Supervisor Wist explained the need to bring the New Highway Garage up to Code by the purchase of 5 additional fire extinguishers and a Cabinet required on the exterior of the building to support the Fuel Island. He discussed the proposal from Fire Safety Equipment, Inc, in the amount of \$2,142.65 On a motion made by Alice Ray, seconded by Dan Andresen and all approved the following Resolution.

**#86-RESOLUTION-2025
APPROVAL OF PROPOSAL TO PURCHASE FIRE SAFETY EQUIPMENT
THRU FEDERAL SAFETY EQUIPMENT, INC. IN THE
AMOUNT OF \$2,142.65 FOR THE NEW HIGHWAY GARAGE PROJECT**

RESOLVED, that the Town Board of the Town of Sanford, Brome County New York, do hereby approve the purchase of 5 additional fire extinguishers and a Cabinet to support the Fuel Island. To be purchased from Federal Safety Equipment, Inc., in the amount of \$2,142.65

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist discussed a Proposal to purchase an Automatic Floor Scrubber from Sanico for the New Highway Garage Project in the amount of \$5,607.69 This is a Commercial Scrubber, seen in most schools and used for the upkeep of the concrete floors. This proposal includes warranty and service. On a Motion made by Alice Ray and seconded by Shane Lester and all approved the following Resolution.

**#87-RESOLUTION-2025
APPROVAL OF PROPOSAL TO PURCHASE AN AUTOMATIC COMMERCIAL
FLOOR SCRUBBER THRU SANICO IN THE AMOUNT OF \$5,607.69 FOR THE NEW
HIGHWAY GARAGE PROJECT**

RESOLVED, that the Town Board of the Town of Sanford, Broome County New York, do hereby approve the purchase of a Commercial Automatic Floor Scrubber with warranty and service. To be purchased from Sanico, in the amount of \$5,607.69

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist discussed a list of equipment received from the Highway Superintendent, to be declared surplus, so these items may be put up for Auction. On a Motion made by

Shane Lester and seconded by Dan Andresen and all approved the list of equipment to be declared surplus by the following Resolution.

#88-RESOLUTION-2025

APPROVAL TO DECLARE THE FOLLOWING EQUIPMENT ITEMS LISTED ON THE HIGHWAY SUPERINTENDENTS AUCTION LIST, AS SURPLUS FOR AUCTION PURPOSES:

Auction List

- *2012 International 4300 4x4 dump truck VIN# 1HTMZSKN9CJ616373
- *1996 Auto Car, Spicer Transmission rebuilt in 2017 shortly before parked with a Cummins 94-N14 Engine. VIN# 4V5SCBJH6TR516184
- *2008 GMC 5500. VIN# 1GDE5C1908F417113
- *Craig Grader plow off a 2021 672G John Deere
- *6WD grader never used. Plow serial # T210808950
- *3-Point hitch York rake.
- *Fisher Procastor sander. (8' Hydraulic).
- *2004 New Holland Tractor with rear Mower and front bucket. VIN# 1326419
- *2012 Ford F-350 pickup. VIN# 1FTRF3D68CEC05840

RESOLVED, that the Town Board of the Town of Sanford, Broome County, New York do hereby declare the aforementioned list of equipment as surplus items for the benefit of Auction purposes.

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist discussed the Agreement between the Town of Sanford and the Broome County Humane Society, Effective 2026-2028. He stated the Dog Owners Initial Redemption Fee would be increased as well as the Subsequent Offenders Fee, to get your dog back. On a Motion made by Shane Lester and seconded by Dan Andresen and all approved the following Resolution.

#89-RESOLUTION-2025

APPROVAL TO ENTER INTO AN AGREEMENT BETWEEN THE TOWN OF SANFORD AND THE BROOME COUNTY HUMANE SOCIETY. EFFECTIVE 2026-2028

RESOLVED, that the Town Board of the Town of Sanford, Broome County New York, do hereby approve the Agreement between the Town of Sanford and the Broome County Humane Society. To take effect 2026-2028.

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist discussed the hiring of Conflict Counsel to assist the Zoning Board of Appeals with a Special Use Permit Application, Case#5-25 Vandermark, as recommended by the Town Attorney. On a Motion made by Dan Andresen and seconded by Shane Lester and all approved the following Resolution.

#90-RESOLUTION-2025

A RESOLUTION APPROVING THE HIRING OF CONFLICT COUNSEL TO ASSIST THE ZONING BOARD OF APPEAL WITH A CERTAIN LAND USE APPLICATION

At a meeting of the Town Board of the Town of Sanford, held at Town Hall, 91 Second Street, Deposit, New York on the 9th day of December, 2025, the following resolution was offered and seconded:

WHEREAS, the Town Board has been advised that its general municipal counsel, Coughlin & Gerhart LLP, has a conflict of interest with respect to a Special Use Permit application bearing the appeal number 5-25 and currently pending before the Town’s Zoning Board of Appeals (“ZBA”) and, thus, must recuse itself from advising the ZBA on said application; and

WHEREAS, the Town has been referred to Nadine Bell, Esq., a qualified municipal attorney of the law firm of Costello, Cooney & Fearon, PLLC, to serve as Conflict Counsel for the ZBA on appeal number 5-25; and

WHEREAS, Attorney Bell has agreed to accept the appointment as Conflict Counsel for the ZBA on appeal number 5-25; and

WHEREAS, after due deliberation, the Town Board believes it to be in the best interest of the Town and the ZBA’s consideration of said appeal to appoint Attorney Bell as Conflict Counsel.

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Sanford hereby appoints Nadine Bell, Esq. of Costello, Cooney & Fearon, PLLC to serve as Conflict Counsel to the ZBA on appeal number 5-25 at a rate of \$250.00 per hour; and be it further

RESOLVED, that the scope of Attorney Bell’s representation of the ZBA and the Town shall be limited to any and all matters related to ZBA appeal number 5-25, including attendance at relevant ZBA meetings, the provision of all necessary legal advice, research and correspondence

to the ZBA during its consideration of the said appeal, and the handling of any and all litigation and subsequent appeal(s) that may arise from the ZBA's decision on said application; and be it further

RESOLVED, that the Town Supervisor is hereby authorized to execute all documents and take any other actions that may be necessary to effectuate the appointment of Attorney Bell as Conflict Counsel for ZBA appeal number 5-25; and be it further

RESOLVED that this resolution shall take effect immediately.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; NOES: None; CARRIED: Dated: December 9, 2025.

Supervisor Wist spoke about an Open House for the New Highway Garage Facility, located at 251 NYS Route 41, on January 24th, Saturday from 9am-12noon. He also spoke on a Thank You Note received from the Deposit Foundation for the Towns contribution made possible thru Public Relief Funds. Supervisor Wist discussed some of the minor changes involved with the Driveway Design Standards, and wished to consult with the Town Attorney prior to any final decision.

Supervisor Wist opened the floor up for Public Comment.

JD Seymour spoke again of his concern with the Highway Department Budget. Supervisor Wist informed him that the Highway Budget was in good shape.

Julie Beyer expressed her frustration with the Code Enforcement Officer and the process of issuing a Letter of Remedy for 200 Farnham Road. Supervisor Wist could not speak on behalf of the Code Enforcement Officer; however, he stated the Code Enforcement Officer remains under the advisement of the Town Attorney.

Mr. Seymour asked if there was an update on Bluestone Road Warranty work. Supervisor Wist stated that Highway Superintendent Shew was obtaining estimates and in negotiations with Bluestone.

Vere Vandermark stated it was his understanding that Jay Vandermark's Attorney was attempting to classify usage in reference to 200 Farnham Rd.

Supervisor Wist stated the Town will wait on the process and look to see what the Zoning Board of Appeals decision is. He sympathizes with the frustration of the process and the amount of time it is taking.

Jodie Seymour asked if the Town was also paying the Conflict Counsel to Assist the ZBA. Supervisor Wist stated the Town was paying. These are fees that cannot be passed down. Supervisor Wist declared the Public Comment portion of the Meeting was closed at 8:25PM.

Bills were presented to the Board.

The Motion was made by Shane Lester, seconded by Dan Andresen and all approved that the Bills be paid as presented:

The Total Amounts and Voucher Numbers submitted to Town Clerk by Supervisor's Secretary.

Date of Audit: 12/09/25 Abstract #12– General: \$70,205.21–Voucher #720, 755-775.

Highway: \$166,385.86– Voucher #721-745, 747-754; Sewer O & M: \$4,524.71– Voucher #747-754. T&A: \$19.56-Voucher #746; Capital: \$1,079,404.41-Voucher #719, 776-788.

Since no further business was at hand, on a motion made by Alice Ray seconded by Shane Lester and all approved that the Meeting be adjourned at 8:28 PM.

Deborah Proffitt, Town Clerk