

TOWN OF SANFORD

SPECIAL MEETING

MARCH 31, 2026

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

ALSO PRESENT:	Deborah Proffitt	Town Clerk
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Supervisor Wist called the Special Meeting to order at 7pm at the Town of Sanford Town Hall, 91 Second Street, Deposit, NY 13754.

Supervisor Wist discussed ordering the Aluminum Box Culvert with Steel Express Foundation Structure to be purchased thru Crossroads Highway Supply Inc, for the amount of \$137,203.82 for the Perry Road Project.

On a Motion was made by Jay Vandermark, seconded by Alice Ray and all approved that the following Resolution be adopted:

#37-RESOLUTION-2026
PURCHASE OF AN ALUMINUM BOX CULVERT WITH STEEL EXPRESS
FOUNDATION STRUCTURE THRU CROSSROADS HIGHWAY SUPPLY, INC. FOR
\$137,203.82 FOR PERRY ROAD

WHEREAS, the purchase of an Aluminum Box Culvert with Steel Express Foundation Structure has been determined to be necessary and prudent to improve system reliability and safety for the Town of Sanford, therefore

IT IS HEREBY RESOLVED, that the Town Board of the Town of Sanford authorizes the purchase of an Aluminum Box Culvert with Steel Express Foundation Structure for the Perry Road Project in the amount of \$137,203.82 thru Crossroads Highway Supply, Inc.

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE NOES: None;
CARRIED: Dated: March 31, 2026.

Supervisor Wist discussed ordering the Aluminum Box Culvert with Steel Express Foundation Structure to be purchased thru Crossroads Highway Supply Inc, for the amount of 100,456.70 for the Stillson Road Project.

On a Motion was made by Dan Andresen, seconded by Shane Lester and all approved that the following Resolution be adopted:

#38-RESOLUTION-2026

PURCHASE OF AN ALUMINUM BOX CULVERT WITH STEEL EXPRESS FOUNDATION STRUCTURE THRU CROSSROADS HIGHWAY SUPPLY, INC. FOR \$100,456.70 FOR STILLSON ROAD

WHEREAS, the purchase of an Aluminum Box Culvert with Steel Express Foundation Structure has been determined to be necessary and prudent to improve system reliability and safety for the Town of Sanford, therefore

IT IS HEREBY RESOLVED, that the Town Board of the Town of Sanford authorizes the purchase of an Aluminum Box Culvert with Steel Express Foundation Structure for the Stillson Road Project in the amount of \$100,456.70 thru Crossroads Highway Supply, Inc.

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE NOES: None; CARRIED: Dated: March 31, 2026.

The Town Board discussed the NYSDOT requirement of designating a Responsible Local Official for project administration on the Hawkins Road Culvert Project. On a Motion made by Alice Ray and seconded by Shane Lester and all approved to have Supervisor Kenny Wist as the Responsible Local Official for project administration, approving the following Resolution

#39-RESOLUTION-2026

**TOWN OF SANFORD TOWN BOARD
DESIGNATION OF RESPONSIBLE LOCAL OFFICAL FOR THE HAWKINS ROAD CULVERT PROJECT**

WHEREAS, NYSDOT requires the Town Board to adopt a resolution designating Supervisor Kenneth Wist as the Responsible Local Official for project administration, including the use of the Equitable Business Opportunities (EBO) system, for the Hawkins Road Culvert Project.

THEREFORE, BE IT RESOLVED that Town Supervisor Kenneth Wist is designated as the Responsible Local Official for purposes of project administration, including use of the EBO system, for the Hawkins Road Culvert Project.

On a motion by Councilperson __Alice Ray__, seconded by Councilperson __Shane Lester__, the foregoing resolution was adopted on a vote of __5__ AYES, __0__ NAYS and __0__ Abstention.

Dated: March 31, 2026

Supervisor Wist discussed the situation of the Village of Deposit opting out of renewing the existing Contract with the Broome County Sheriff's Department. The Town Board felt it imperative to meet with the Village of Deposit and Town of Deposit Boards for discussion.

Supervisor Wist addressed Budget Modification that needed to be made to the 2026 Budget with regard to the NYDOT Hawkins Road Culvert Project. On a Motion made by Dan Andresen and seconded by Jay Vandermark and all approved the following Resolution

**#40-RESOLUTION-2026
AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET
MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO
THE HAWKINS ROAD NYDOT PROJECT.**

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the Hawkins Road NYDOT Project for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

2026 GEN A Budget Modifications

GENERAL (A)		<u>DR</u>	<u>CR</u>
Appropriations	DA960		775,000.00
CAPITAL RESERVE	962		775,000.00
Appropriations	DA960	775,000.00	
APPROPRIATED FUND BALANCE	599	775,000.00	

To amend 2026 Gen A Budget
To reserve money set aside in Fund Balance for Hawkins Rd Culvert Project.

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2026 Budget with regard to the FEMA monies and Engineering Fees. On a Motion made by Jay Vandermark and seconded by Shane Lester and all approved the following Resolution

**#41-RESOLUTION-2026
AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET
MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO
FEMA MONIES AND ENGINEERING FEES.**

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the FEMA Monies and Engineering Fees for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

Proposed 2026 HIGHWAY Budget Modifications

HIGHWAY 1 TOWN OUTSIDE (DB)		<u>DR</u>	<u>CR</u>
Appropriations	DB960		500,000.00
ENGINEERING-CONTRACTUAL	5020.4		50,000.00
FEMA DR4825-CONTRACTUAL	5112.42		450,000.00
Appropriations	DB960	500,000.00	
FEDERAL FEMA	4960	500,000.00	
Appropriated Fund Balance	DB599		-

To amend Highway 1 Town Outside (DB) 2026 Budget for FEMA Engineering/Construction

Expenses

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2026 Budget with regard to the Townwide Washout Project, Labor and Use of Equipment. On a Motion made by Dan Andresen and seconded by Shane Lester and all approved the following Resolution

#42-RESOLUTION-2026

AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO THE TOWNWIDE WASHOUT PROJECT, LABOR AND USE OF EQUIPMENT.

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the Townwide Washout Project, Labor and Use of Equipment for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

2026 DA Budget Modifications

HWY (DA)		<u>DR</u>	<u>CR</u>
Appropriations	DA960		162,722.54
EQUIPMENT RESERVE	962		162,722.54
Appropriations	DA960	162,722.54	
RENTAL OF EQUIPMENT	2414	138,782.29	
SALE OF EQUIPMENT	2665	23,940.25	
			-

To amend 2026 DA Budget
To correct amount of Equipment Reserve

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2026 Budget with regard to the JCAP Grant Funds. On a Motion made by Shane Lester and seconded by Alice Ray and all approved the following Resolution

**#43-RESOLUTION-2026
AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO THE JCAP GRANT FUNDS.**

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the JCAP Grant Funds for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

March 10, 2026 JCAP Budget Modifications

GENERAL (A)		<u>DR</u>	<u>CR</u>
Appropriations	A960	24,196.97	
State Aid - Court Facilities	3021	24,196.97	
Appropriations	A960		24,196.97
Buildings - Contractual	1620.4		24,196.97

To amend General A 2026 Budget

To amend the 2026 Budget for JCAP Grant Improvements

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2026 Budget with regard to the ARPA Funds. On a Motion made by Jay Vandermark and seconded by Dan Andresen and all approved the following Resolution

#44-RESOLUTION-2026

AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO ARPA FUNDS.

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the ARPA Funds for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

March 10, 2026 ARPA Budget Modifications

GENERAL (A)		<u>DR</u>	<u>CR</u>
Appropriations	A960	12,300.75	
Federal Aid-ARPA	4089	12,300.75	
Appropriations	A960		12,300.75
Public Safety-Pers Serv-ARPA (01/01/2026-03/31/2026)	3010.1		3,300.75
Public Safety-Contr-ARPA (Food Pantry)	3010.4		7,500.00
Public Safety-Contr-ARPA (Lumberjack Festival)	3010.4		1,500.00

To amend General A 2026 Budget

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2026 Budget with regard to the NYS Associations of Towns Membership. On a Motion made by Jay Vandermark and seconded by Dan Andresen and all approved the following Resolution

#45-RESOLUTION-2026
AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET MODIFICATIONS AND AMENDMENTS FOR THE YEAR 2026 WITH REGARD TO THE NYS ASSOCIATION OF TOWNS MEMBERSHIP.

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the Association of Towns Membership for the Year 2026.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

February 10, 2026 NYAOT Membership Budget Modifications

GENERAL (A)		<u>DR</u>	<u>CR</u>
Appropriations	A960	1,100.00	
Interest Revenue	2401	1,100.00	
Appropriations	A960		1,100.00
Mun Assoc Dues - Contractual	1920.4		1,100.00
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To amend General A 2026 Budget

To amend the 2026 Budget to join NYAOT paying for membership out of Interest Revenue

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A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Shane Lester: AYE; Councilman Jay Vandermark: AYE; Councilman Dan Andresen: AYE; Councilman Alice Ray: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist addressed Budget Modification/Appropriations that needed to be made to the 2025 Budget with regard to the End of the Year 2025. On a Motion made by Shane Lester and seconded by Alice Ray and all approved the following Resolution

#46-RESOLUTION-2026
AUTHORIZING KENNETH R. WIST TO PREPARE AND REPORT BUDGET
MODIFICATIONS AND AMENDMENTS FOR THE END OF THE YEAR 2025.

WHEREAS, CERTAIN Budgetary Modifications needed to be made with regard to the End of the Year 2025.

NOW, THEREFORE, BE IT RESOLVED that Supervisor Kenneth R. Wist is hereby authorized to prepare and report the necessary transfers as appended here to:

2025 Budget Modifications

GENERAL (A)		<u>DR</u>	<u>CR</u>
Appropriations	A960		14,331.86
Justices-Contractual	1110.4		312.41
Supervisor-Contractual	1220.4		553.39
Town Clerk/Tax Collector- Pers Svcs (CLK)	1410.1		0.06
Town Clerk/Tax Collector- Contractual	1410.4		3,522.31
Engineering-Contractual	1440.4		146.55
Buildings-Contractual	1620.4		4,357.09
Control of Dogs-Contractual	3510.4		3,044.30
Supt of Highways-Contractual	5010.4		1,319.46
Supt of Highways-Office Asst	5010.13		119.50
Celebrations-Contractual	7550.4		216.00
Retired Medical Insurance	9060.8R		740.79
Appropriations	A960	14,331.86	
Justices-Equipment	1110.2	312.41	
Supervisor-Personal Services (Backup)	1220.12	423.37	
Supervisor-Equipment	1220.2	130.02	
Town Clerk/Tax Collector-Pers Services (Deputy)	1410.11	3,522.37	
Town Attorney	1420.4	3,595.94	
Buildings-Equipment	1620.2	3,952.00	

Garage-Contractual	5132.4	1,438.96
Publicity-Contractual	6410.4	856.79
Historian-Contractual	7510.4	100.00
Appropriated Fund Balance	A599	-

To amend General A 2025 Budget

GENERAL (B)		<u>DR</u>	<u>CR</u>
Appropriations	B960		3,136.11
Regist Vital Stats - Pers Svcs	4020.1		27.00
Zoning - Pers Svcs	8010.1		370.00
Planning-Attorney	8020.41		2,649.11
Planning-Contractual	8020.43		90.00
Appropriations	B960	3,136.11	
Regist Vital Stats - Contractual	4020.4	100.00	
Zoning - Contractual	8010.4	500.00	
Planning-Pers Svcs	8020.1	1,150.00	
Planning-Engineer	8020.42	100.00	
Disability Ins	9055.8	81.53	
Safety Inspect - Contractual	3620.4	1,204.58	

To amend General B 2025 Budget

HIGHWAY 2-4 TOWNWIDE (DA)		<u>DR</u>	<u>CR</u>
Appropriations	DA960		54,396.20
Machinery-Pers Services	5130.1		3,146.11
Snow Removal - Pers Svcs	5142.1		27,848.44
Snow Removal - Contractual	5142.4		21,693.25
Social Security	9030.8		1,708.40
Appropriations	DA960	3,371.02	
Bridges-Contractual	5120.4	2,500.00	
Machinery-Contractual	5130.4	375.21	
Workers Compensation	9040.8	495.00	
Medical Insurance	9060.8	0.81	

Appropriated Fund Balance	DA599	51,025.18	
<i>To amend Highway 2-4 Townwide (DA) 2025 Budget</i>			
HIGHWAY 1 TOWN OUTSIDE (DB)		<u>DR</u>	<u>CR</u>
Appropriations	DB960		400,935.31
Engineering-Contractual	5020.4		93,795.00
General Repairs-Contractual	5110.4		192,979.16
CHIPS-Contractual	5112.4		114,161.15
Appropriations	DB960	400,935.31	
CHIPS-Pers Svcs	5112.1	5,613.62	
CHIPS Program-Revenue	3501	108,547.53	
NYS FEMA - Revenue	3960	40,967.74	
Federal FEMA - Revenue	4960	245,806.42	
Appropriated Fund Balance	DB599	-	

To amend Highway 1 Town Outside (DB) 2025 Budget

SEWER (G)

Appropriations	G960		54,296.30
System Operation-Insurance	8130.43		447.20
System Operation-Power-Collection	8130.46		672.77
System Operation-Engineering	8130.48		50,608.81
System Operation-Contr Oper Village	8130.49		2,567.52
Appropriations	G960	42,422.02	
Administration-Attorney	8110.41	1,775.45	
Administration-Contractual	8110.42	765.14	
System Operation-Equipment	8130.20	1,000.00	
System Operation-Chemicals & Lab Charges	8130.44	323.99	
System Operation-Power-Treatment	8130.45	857.29	
System Operation-Repairs-Miscellaneous	8130.47	12,685.54	
Social Security	9030.8	4.61	
Workers Comp	9040.8	10.00	
Sewer Project State Aid (Grant)	3990	25,000.00	
Appropriated Fund Balance	G599	11,874.28	

To amend Sewer 2025 Budget

Capital (H)

		8,677,608.05
Appropriations	H960	
		15.00
Contractual - Admin	1220.4	
		23,257.94
Fiscal Agent Fees	1380.4	
		49,781.00
Engineering - Contractual	1440.4	
		8,603,354.11
Buildings-Contractual New Hwy Facility	1620.41	
		1,200.00
Right of Way: Purchase/Lease Land	1940	
Appropriations	H960	-
Appropriated Fund Balance	H599	8,677,608.05

To amend Capital 2025 Budget

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; Councilman Jay Vandermark: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist discussed a Change Order with the Highway Garage Project and Slavik and Co., Inc. as a result of the 2% allowance in the contract. This is a final deduct Change Order to close out the contract with Slavik and Co. in the amount of -16,563.00 On a Motion made by Jay Vandermark and seconded by Shane Lester and all approved the following Resolution.

#47-RESOLUTION-2026

APPROVAL OF FINAL DEDUCT CHANGE ORDER WITH SLAVIK AND CO., INC IN THE AMOUNT OF -\$16,563.00

RESOLVED, That the Town Board of the Town of Sanford, County of Broome, New York, do hereby approve the Deduct Change Order for the Highway Garage Project, with Slavik and Co., Inc. in the amount of -\$16,563.00

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; Councilman Jay Vandermark: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Supervisor Wist discussed a Supplemental Agreement#1, with Delta Engineering in regard to Additional Work related to the Hawkins Road Culvert, in the amount of \$10,022.80 On a Motion made by Shane Lester and seconded by Dan Andresen and all approved the following Resolution

#48-RESOLUTION-2026

APPROVAL OF SUPPLEMENTAL AGREEMENT #1, WITH DELTA ENGINEERING IN THE INCREASED AMOUNT OF \$10,022.80 FOR THE ADDITIONAL WORK ON THE HAWKINS ROAD CULVERT

RESOLVED, That the Town Board of the Town of Sanford, County of Broome, New York, do hereby approve the Supplemental Agreement #1 with Delta Engineering, with an increased amount of \$10,022.80

A Roll Call Vote was taken as follows: Supervisor Kenny Wist: AYE; Councilman Alice Ray: AYE; Councilman Shane Lester: AYE; Councilman Dan Andresen: AYE; Councilman Jay Vandermark: AYE; NOES: None; CARRIED: Dated: MARCH 31, 2026.

Since no further business was at hand, on a Motion made by Dan Andresen seconded by Alice Ray and all approved that the meeting be adjourned at 8:30pm.

Deborah Proffitt, Town Clerk

