

## **Town of Fowler Year-End Transfer Meeting Minutes for December 29, 2025 at 3:00PM**

The Year-End Transfer Meeting for the Town of Fowler was held on the above date with all Councilmembers present. Also present were Town Clerk Tami Gale, Bookkeeper Barbara Finnie, Highway Superintendent Randy Durham, and newly elected Councilperson John Walsh.

Supervisor Newvine called the meeting to order at 3:00 PM then proceeded with the pledge of allegiance.

Supervisor Newvine led a moment of silence to honor our military men and women, our local health care workers, and for the families of Hilton LaBow and Nancy Richards.

### **RESOLUTIONS**

#### **RESOLUTION #19 of 2025**

##### **APPOINTMENT OF HEALTH OFFICER**

Supervisor Newvine read aloud a resolution to appoint St. Lawrence County Public Health Department as the Health Officer for the Town of Fowler.

Supervisor Newvine asked for a motion to approve Resolution #19 of 2025. A motion was made by Councilperson Simmons seconded by Councilperson Bishop. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, BISHOP, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

#### **RESOLUTION # 20 of 2025**

##### **GENERAL FUND BUDGET AMENDMENT PAVILION/PLAYGROUND**

Supervisor Newvine read aloud a resolution proposing a general fund budget amendment for the pavilion/playground to the board for their consideration.

A motion was made by Councilperson Knight seconded by Councilperson Simmons to adopt Resolution #20 of 2025, a resolution to reflect an increase in the Estimated Revenues and Appropriations due to Pavilion and Playground donations. Estimated Revenues A510 and Appropriations A960 would be increased by \$5,554.17. The subsidiary revenue account A2771 Miscellaneous Revenues would increase by \$5,554.17. Appropriation accounts A7140.420 Pavilion/Fowler Days – Contractual would increase by \$5,554.17. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, BISHOP, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

#### **RESOLUTION # 21 of 2025**

##### **GENERAL FUND BUDGET AMENDMENT SOS/HAP PROGRAMS**

Supervisor Newvine read aloud a resolution proposing a general fund budget amendment for the SOS and HAP Programs to the board for their consideration.

A motion was made by Councilperson Bishop seconded by Councilperson Knight to adopt Resolution #21 of 2025 to amend the 2025 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to Senior Packages donations (SOS Program) and Hometown Assistance Program (HAP Program) donations. Estimated Revenues A510 and Appropriations A960 would be increased by \$8,758.03. The Subsidiary revenue account A2774 Miscellaneous Revenues would increase by \$8,758.03. Appropriation

accounts A3030.400 Senior Donations – Contractual increased by \$8,414.63 and A8020.410 HAP Program – Contractual increased by \$343.40. All in Favor. MOTION CARRIED.

**AYES: 4 NEWVINE, SIMMONS, BISHOP, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

**RESOLUTION # 22 of 2025**

**GENERAL FUND BUDGET AMENDMENT ST.LAWRENCE COUNTY YOUTH BUREAU**

Supervisor Newvine read aloud a resolution proposing a general fund budget amendment for the St. Lawrence County Youth Bureau to the board for their consideration.

A motion was made by Councilperson Simmons seconded by Councilperson Knight to adopt Resolution #22 of 2025 to amend the 2025 General Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to additional revenue from the St. Lawrence County Youth Bureau - Estimated Revenues A510 and Appropriations A960 would be increased by \$4,662.62. The subsidiary revenue accounts A2350 Youth Recreation Services would increase by \$4,662.62 Appropriation accounts A7180.1 Sylvia Lake – personnel services will be increased by \$3771.50 and A7180.400 – Sylvia Lake Contractual will be increase by 895.12.

**AYES: 4 NEWVINE, SIMMONS, BISHOP, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

**RESOLUTION # 23 of 2025**

**HIGHWAY FUND BUDGET AMENDMENT**

Supervisor Newvine read aloud a resolution proposing a highway fund budget amendment to the board for consideration.

A motion was made by Councilperson Bishop seconded by Councilperson Knight to adopt Resolution #23 of 2025 to amend the 2025 Highway Fund Budget to reflect an increase in the Estimated Revenues and Appropriations due to the additional revenue received from CHIPS and other Federal Aid. Estimated Revenues DA510 and Appropriations DA960 would be increased by \$344,253.99. The subsidiary revenue accounts DA3089 Other Aid - Federal would increase by \$292,945.28 and DA3501 – CHIPS Aid will increase by 51308.71 Appropriation accounts DA9785.600 Installment Purchase – Principal would increase by \$81,176.78, DA9785.7 Installment Purchase Interest will increase by \$1,681.73, DA5112.4 – Permanent Improvements-Contractual – will increase by \$149,132.39, DA5130.200 – Machinery – Equipment will increase by \$45,613.09, DA513.400 – Machinery – Contractual will increase by \$36,000.00, DA5148.100 – Serv Other Govts – Personnel Services will increase by \$26,200.00 and DA5148.110 – Serv Other Govts – Overtime will increase by \$4,450.00.

**AYES: 4 NEWVINE, SIMMONS, BISHOP, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

**BUDGET TRANSFERS**

**RESOLUTION # 24 of 2025**

**DECEMBER 29, 2025 BUDGET TRANSFERS**

Supervisor Newvine submitted Resolution #24 of 2025 to the board for their consideration. The Town of Fowler December 29, 2025, Budget Transfers were described by Bookkeeper Barbara Finnie as transfers to get accounts out of the hole and make accounts even. The Budget Transfers from the General Fund totaled \$33,170.00 and went to balance 17 accounts. The Budget Transfers from the Highway Fund totaled \$62,572.00 and went to balance 9 accounts.

A motion was made by Councilperson Knight seconded by Councilperson Simmons to adopt Resolution #24 of 2025, Town of Fowler December 29, 2025, Budget Transfers. All in Favor. MOTION CARRIED. Roll Call on the vote:

**AYES: 4 NEWVINE, SIMMONS, KNIGHT**

**NAYS: 0**

**ABSENT: 0**

#### **WPBS ALLOCATION REQUEST**

Supervisor Newvine discussed the Town of Fowler had received a fax from WPBS on the 2<sup>nd</sup> of December, asking to be added to the agenda for the final town board meeting of 2025. The fax received stated it was regarding an allocation request. Supervisor Newvine had further correspondence from a representative of WPBS reporting that they would not be able to attend the final board meeting as previously requested. Supervisor Newvine read aloud a letter that was received as part of the fax, noting that some of the fax was undecipherable due to the poor quality of the fax.

After some discussion, the board members recognized the correspondence, and the need described in the letter, and will further discuss the request after more information is provided to board members.

#### **ON DEMAND SECURE SHREDDING SERVICE AGREEMENT WITH SUMMIT SHRED LAB**

Supervisor Newvine asked the board for their thoughts to enter into an agreement with SUMMIT shred lab for on demand shredding service for the Town of Fowler. After some discussion, a motion was made by Councilperson Bishop seconded by Councilperson Simmons to approve Supervisor Newvine to sign the agreement.

#### **Bookkeeper**

Bookkeeper Barbara Finnie:

- Provided Town of Fowler Cash Balance month ending November 30, 2025, and Budget Balance month ending November 30, 2025 reports to the board for their review.
- Reported 90.49% of the General Fund has been spent and 134.38% of revenue has been received.
- Reported 126.68% of the Highway Fund has been spent and 116.70% of revenue has been received.
- Discussed there may be further budget amendments and transfers presented at the January 12, 2026 meeting.

Councilperson Simmons asked bookkeeper Finnie what account DA1990.4 in the amount of \$25,000 under the highway fund budget was for. Bookkeeper Finnie discussed it is a balancing account, a contingency account, that if it is not used it goes back to the fund balance.

Councilperson Bishop asked bookkeeper Finnie if there was an account that is just for overtime in the highway department. Bookkeeper Finnie discussed that each of the line items with .110 shows what is spent on overtime.

#### **HIGHWAY DEPARTMENT**

Highway Superintendent Randy Durham:

- Discussed, the highway department is still navigating and getting used to their new split shifts.
- Reported he comes into work every morning at 2:00 am and gives directives.
- The highway workers worked a 12- hour shift due to weather conditions and everything worked out well.
- Reported the highway crew had put a lot of sand and salt down on the roads, and he had received another 100 tons of salt in December.
- Reported he had filed for Social Security.

Supervisor Newvine asked Hwy. Superintendent Durham if there was a limit to what he could earn. Hwy. Superintendent Durham replied he could earn \$65,000 in 2026 until September and after that he could earn whatever he wanted to and reported that he could continue working. Highway Superintendent Durham stated he does the best job that he can and if the board felt that he couldn't do the job anymore to let him know and he would have someone else step in.

#### **PUBLIC COMMENT**

- No public comments were made.

#### **COUNCILPERSONS**

##### **Supervisor Newvine:**

- Reported the Town of Fowler legal services bill for 2025 was a little over \$4,000.
- Read aloud a Christmas card received from Sharon Stiles.
- Thanked the Town of Fowler for the card he received after the passing of his brother-in-law.
- Wished court clerk Irma Ashley a quick recovery after having broken her foot on Christmas.
- Asked the board members if they wanted to have a chicken BBQ on January 10<sup>th</sup> to support the food programs. After some discussion the date was tentatively scheduled.

##### **Councilperson Simmons:**

- Reported she had received a Christmas card with a check for the food programs from Barbara Sullivan.
- Reported there is a dog in the kennel which has been there since the 20<sup>th</sup> of November. She has made arrangements to have a photo of the dog advertised in the Gouverneur Tribune Press to try to have the animal adopted. The dog is a 5-year-old male, un-neutered pitbull mix, whose owner was evicted and the animal could not go with her.
- A call has been placed to Ag and Markets to determine if there are any new mandates that govern this situation.
- The dog is advertised on Facebook if anyone is interested in adopting the animal.
- Reported in the month of December, the HAP food pantry had a total of 16 visits with the pantry being closed two days in observance of the holidays.
- 113 care packages were delivered in the pouring rain to senior citizens participating in the SOS Program.

##### **Councilperson Bishop:**

- Asked Hwy. Superintendent Durham if he was able to call a 4<sup>th</sup> person in during a storm to shorten the plow time by running a 4<sup>th</sup> plow truck. Hwy. Superintendent Durham stated if he needed a 4<sup>th</sup> plow truck he would call someone in, however it only would save about 45 minutes. Hwy. Superintendent Durham stated that they needed to have a 4-hour break every 12 hours.

##### **Councilperson Knight:**

- Councilperson Knight asked Hwy. Superintendent Durham if the same sand/salt mix was used on county roads. Hwy. Superintendent Durham reported that he uses the same mix of sand and salt on all town roads.
- Reported one of the new signs that was installed on Sylvia Lake Road is ready to tip over. Hwy. Superintendent Durham stated that he would go look at the sign.
- Discussed, he has received complaints about the condition of highway department vehicles and would like to recommend that the approved new truck be cancelled and instead recommended the purchase of a used truck. Hwy. Superintendent Durham reported the new truck has already been ordered and the board can do what they wanted to.

Supervisor Newvine stated that he had looked at the 2014 truck, and he could not believe the bad shape it was in. Supervisor Newvine discussed that nobody was at fault, but everybody is to blame. He stated

the highway workers should know that they have to take care of their vehicles; the Highway Superintendent should be looking at the vehicles; the liaison to the highway department should be looking at the vehicles; the whole town board should be looking at the equipment periodically; and he as supervisor, the person signing the big checks hasn't been watching it.

Supervisor Newvine reported they have all let this slip through the cracks, and they can't do that anymore. Supervisor Newvine stated the vehicles need to be cleaned at least once a week. Councilperson Knight agreed, stating it should be done to help save the vehicle frames. Councilperson Bishop stated the highway workers needed to take care of and take pride of the town equipment.

After further discussion, Supervisor Newvine stated he did not think cancelling the new truck order was the answer and suggested the highway department needed a regular cleaning maintenance schedule moving forward. Supervisor Newvine suggested Councilperson Knight check the condition of the highway department equipment monthly, and every quarter all the board members could inspect the condition of the highway department equipment.

Supervisor Newvine asked Highway Superintendent Durham to prepare a plan to implement for the scheduled cleaning of the highway department equipment to present to the board members at the next board meeting.

Supervisor Newvine asked for a motion to audit the bills. A motion was made by Councilperson Bishop seconded by Councilperson Simmons to audit the bills. All in Favor. MOTION CARRIED.

The bills audited for the General and Highway Fund were #504 to #532 with a total of \$34,251.36.

The next regular scheduled board meeting will be the Organizational Meeting held on Monday, January, 12<sup>th</sup>, 2026, at 6PM.

Supervisor Newvine wished everyone a Happy New Year.

At 3:42 PM, a motion was made by Councilperson Simmons, seconded by Councilperson Knight to adjourn the Year -End Transfer meeting. All in Favor. MOTION CARRIED.

Tami Gale, Town Clerk