

**Town of Middlefield**  
**June 11, 2024**  
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The regular meeting of the Middlefield Town Board was opened by Town Supervisor, David Karl at 7:00 pm. The minutes of the last town meeting held May 14, 2024 presented. A motion to approve was made by Jenn Pindar and seconded by Peg Leon.

Ayes – 4 Woeppel, Leon, Pindar, Karl

Nays – 0

Motion carried.

Present: Town Supervisor David Karl, Council Members Jeff Woeppel, Peg Leon. Zoning and IT officer Neal Newman, Highway Superintendent Brendan Kraham, Town Attorney David Clinton, Planning Board Secretary Carol Kennedy, Bart Burr, Maureen Murray, Patricia Slater.

Absent: Kelly Branigan

**Slater Lot Line Adjustment:**

Patricia Slater present lot line adjustment permits and map for Tax Map # 148.00-1-1.01. The Board reviewed. Motion to approve made by Peg Leon, seconded by Jenn Pindar.

Ayes – 4. Woeppel, Leon, Pindar, Karl

Nays – 0 Motion Carried.

Patricia Slater presented lot line adjustment permit and map for Tax Map 148.00-1-24. The Board reviewed. Motion to approve made by Peg Leon, seconded by Jenn Pindar.

Ayes – 4. Woeppel, Leon, Pindar, Karl

Nays - 0 Motion Carried.

Both lot line adjustment had been reviewed and approved by Planning Board.

**Privilege of the Floor**

Bart Burr presented issues concerning his property on 225 Van Yahres Rd concerning water run off onto his property. Mr. Burr and Brendan Kraham will meet at the property to potentially resolve the problem.

**Financial Report**

Deposits and Receipts report – David Karl distributed his report to the Board Members

Financial report from bookkeeper – Report distributed to Board Members.

**Highway Superintendents Report** – Brendan Kraham report problems with two bridges, Hade Hollow and Dubben's Rds. Hade Hollow is potentially slated for repair next year. Mower tractor, which is 20 years old, recommended surplus equipment sale and hold on replacement. Motion to approve the sale of the mower was made by Peg Leon, seconded by Jenn Pindar.

Ayes – 4 Woeppel, Leon, Pindar, Karl.

Nays – 0 Motion carried.

Discussion of replacement truck, with trade price, was discussed.

**Planning Board Report** – the Board discussed Lot line adjustment, Comprehensive Plan, Town Board meeting and change of Meeting to July 3<sup>rd</sup>. Notice will be sent to newspaper.

**Zoning Officer's Report** – Neal Newman submitted his written/verbal report.

**IT Officer's report** – Neal Newman submitted invoice for Zoom Subscription. A phone service change from Verizon to OE Connect is planned.

**Attorney's Report** – David Clinton presented the ADU law for review. Peg Leon will complete a Draft EAF application for review by Board in July. The same EAF application is required for the Comprehensive Plan. Peg Leon will complete both applications.

**Committee Reports**

- Planning – no report
- Highway – no report
- Finance – no report
- Bldg/Grounds – Jeff Woeppel plans to investigate the schoolhouse gardening/ landscaping.  
David Karl reported a new AED cabinet is on the wall.
- Union – no report
- Climate Smart Community – discussion about the potential grants and garage repair.
- ARPA Committee- no report

**Old Business**

- Policy Review – Code of Ethics – small grammatical change.  
Operational Norms – no change
- Motion made to approve the policies made by Jenn Pindar, seconded by Peg Leon.  
Ayes – 4 Woeppel, Leon, Pindar, Karl.  
Nays – 0 Motion passed.

**New Business**

**Resolution #6 of 2024 Standard Workday and Reporting Resolution**

Be it resolved that the TOWN OF MIDDLEFIELD hereby established the following as a standard work day for elected and appointed officials and will report the following days worked to, the New York State and Local Employees Retirement System board on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Days / Month	Term Expires
Town Assessor	Sherri Falcone	3 days/ month	6 years exp. 9/2025
Highway Supt.	Brendan Kraham	As previously submitted	2 yr. 12/2025
Zoning Officer	Neal Newman	2.03 days/month	appointed yearly
Town Attorney	David Clinton	1.75 days/month	appointed yearly

I, Jean Schifano, clerk of the governing board of the Town of Middlefield, of the State of New York, do hereby certify that I have completed the foregoing with resolution passed by the board at the legally convened meeting as part of the minutes of such meeting.

I further certify that the full board consists of four members and a supervisor, and that 3 members were present at such meeting and that 3 members voted in favor of the above resolution.

In witness whereof, I set my hand and seal of the TOWN OF MIDDLEFIELD.

Motion to approve made by Peg Leon, seconded by Jenn Pindar. Ayes – 3. Nays - 0 Motion carried.

**Town Board Comprehensive Plan Review**

The Town Board accepts the plan and will be the lead agency under SEQR. A motion / resolution was made by Jenn Pindar for the Town Board to be the lead agency, seconded by Peg Leon.  
Ayes – 4 Woepfel, Leon, Pindar, Karl  
Nays – 0 Motion Carried.

**Temporary Special Permits**

**Brewery Ommegang** – Concert on September 20, 2024 Motion to approve made by Peg Leon, seconded by Jenn Pindar.  
Ayes – 4 Woepfel, Karl, Leon, Pindar  
Nays – 0 Motion carried.

**BCTC** – September 26 – 27 Motion to approve made by Peg Leon, seconded by Jenn Pindar  
Ayes – 4 Woepfel, Karl, Leon, Pindar  
Nays – 0 Motion carried.

**Sydney Waller – LeArt Garage** – Exhibition opening – June 14  
Artist Talk – June 28, July 11  
Demo – July 20

Motion to approved made by Pen Leon, seconded by Jenn Pindar  
Ayes – 4 Woepfel, Karl, Leon, Pindar  
Nays – 0 Motion carried.

**Brent and Mary Leonard** – concert series- June 27, July 27, August 31, October 3.  
Motion to approve made by Peg Leon, seconded by Jenn Pindar  
Ayes – 4 Woepfel, Karl, Leon, Pindar  
Nays – 0 Motion carried.

**Monthly Bills**

**General Bills** -Abstract 6 Vouchers 111-128, \$6,996.65. Motion of approve made by Peg Leon, seconded by Jenn Pindar.  
Ayres – 4 Woepfel, Karl, Leon, Pindar  
Nays – 0 Motion carried

**Highway Bill** – Abstract 6 Vouchers 72-85, \$16,427.02. Motion to approve made by Jenn Pindar, seconded by Peg Leon.  
Ayes – 4 Woepfel, Karl, Leon, Pindar  
Nays- 0 Motion carried.

**Comments, announcement and other business** – no comment.

A motion to adjourn at 8:12 pm made by Peg Leon, seconded by Jenn Pindar.  
Ayes – 4 Woepfel, Karl, Leon, Pindar.  
Nays – 0 Motion carried.

Respectfully submitted,  
Jean Schifano, Town Clerk

