

**Town of Walton
129 North Street
Walton, NY 13856**

Call to Order 6:00 PM

13 January 2024

- 1. Pledge of Allegiance – Kevin Armstrong**
- 2. Invocation**
- 3. Floor time -**
- 4. Approval of Minutes – 30 December 2024 and 2 January 2025**
- 5. Highway Report:**
- 6. Assessor, Code, Dog Control**
- 7. Town Clerk Report:**
- 8. Supervisor Report:**

Audit

Delaware County Planning Service

Generator/Evac plan

Water Street Improvements

Committee/Council Reports

Public Works	Armstrong/Govern
Finance & Insurance	Wood/Govern
Legal & Ordinance	Govern/Wood
Land Use & Village Liaison	Rodriguez/Wood
Personnel	Govern/Armstrong
Union Negotiations	Cetta/Armstrong
Building & Grounds	Cetta/Armstrong
Technology	Wood/Rodriguez
Emergency Disaster	Cetta/Govern
Historical	Rodriguez/Armstrong

- 9. Approval of Abstracts:**

General Fund A General OV B

General Highway DA General Highway DB

Executive Session –

TOWN OF WALTON HIGHWAY DEPARTMENT
25091 STATE HIGHWAY 10
WALTON, NY 13856
607-865-5120

TO: WALTON TOWN BOARD
FROM: JEFF OFFNICK, HIGHWAY SUPERINTENDENT
DATE: 1/9/2025
RE: REPORT

- ✓ We have received a shared services agreement from the town of Deposit.
- ✓ Thoughts on purchasing a 2017 Freightliner tandem dump truck with plow and sander
- ✓ Discuss selling the 2016 and 2017 Ram 5500 trucks
- ✓ Discuss the purchase of a plow for the 2023 Silverado 3500

Town of Walton
Code Enforcement Office
Garrett Newbauer

Monthly Summary Report
Month of December 2024

Building Permits Issued	2
Building Inspections Completed	1
Fire Inspections Completed	0
Notices of Violation Issued	0
Tickets Issued	0
Certificates Issued	1
Complaints Received	0
Floodplain Development Permits Issued	0
CO Searches	0

Martin J. Way, Jr.
Dog Control Officer, Town of Walton
129 North Street Walton,
New York 13856
December 2024
Dog Control Activity Summary

Complaints	3
Dogs Seized	1
Returned to Owner	0
Humane Society	1
Dangerous Dogs	0
Tickets Issued	9
Total Redemption Fees	0 for \$10.00
Assistance, Other Departments	1
Mileage	51 Miles

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALTON, NEW YORK
TO THE SUPERVISOR:

DECEMBER '2024

Pursuant to Section 27, Subd. 1 of the Town Law, I hereby make the following statement of all the fees and money received by me in connection with my office during the month above stated, excepting only such fees and monies the application and payment of which are otherwise provided for by law.

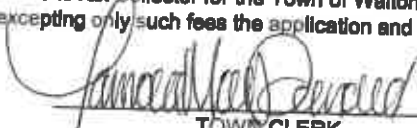
RECEIPTS

	BEGINNING BALANCE	
		\$3,019.25
DA2665 SALE OF HWY EQUIPMENT		
A2401 INTEREST FROM WAYNE		
A2545 MARRIAGE LICENSES		
A2545 MARRIAGE, DEATH, BIRTH CERTIFICATES		
A2545 GENEALOGY	\$10.00	
B2555 BUILDING PERMITS		
A1255 MISC. FEES	\$600.00	
A2544 DOG LICENSES	\$5.25	
	\$630.00	
A1010-1090 REAL PROPERTY TAX		
A2665 SURPLUS ITEMS		
A1090 REAL PROPERTY PENALTIES		
DB2545 HWY. DEPARTMENT		
DA2655 HWY. SLUICE		
A2545 DECALS	\$60.00	
A1170 FRANCHISE		
B2770 ZONING/PLANNING	\$100.00	
B2110 ZBA FEES		
B2115 PLANNING FEES		
	TOTAL RECEIPTS	\$1,405.25
	GRAND TOTAL	\$4,424.50

DISBURSEMENTS

DECALS	\$1,578.00	
TOWN CLERK FEES/INTEREST TO SUPERVISOR	\$1,775.00	
53% OF DOG LICENSE TO SUPERVISOR	\$904.00	
TOWN TAX REVENUES TO SUPERVISOR		
AMOUNT PAID TO DEPT. OF AG. & MARKET	\$145.00	
AMOUNT PAID TO COUNTY FOR DOG FEES		
AMOUNT PAID TO STATE HEALTH FOR MARRI	\$22.50	
TOWN TAX TO COUNTY TREASURER		
NSF CHECKS		
REFUNDS		
OTHER (POST OFFICE)		
	TOTAL DISBURSEMENTS	\$4,424.50
	NET BALANCE	\$0.00
	BANK BALANCE	\$1,363.25
	LESS OUT STANDING CHECKS	\$1,405.25
	(+) OUTSTANDING DEPOSITS	\$42.00
	ENDING BALANCE	\$0.00

STATE OF NEW YORK, COUNTY OF DELAWARE, TOWN OF WALTON
Ronda Williams, being duly sworn, says that she is the Town Clerk/Tax Collector for the Town of Walton, that the foregoing is a full and true statement during the month above stated, excepting only such fees the application and payment of which is otherwise provided for by law.


TOWN CLERK

TOWN OF WALTON
OFFICE OF TOWN CLERK
129 NORTH ST.
WALTON, NY 13856

TO: Town Board Members
FROM: Tamara MacDonald, Record Management Officer
DATE: January 7, 2025
SUBJECT: Obsolete Records

The following records have met the New York State Record Retention and Disposition Schedule and are no longer required to keep. Upon your approval these records will be disposed of properly.

DOG IDENTIFICATION AND CONTROL

RETENTION

2021	Copy of original or renewal license	3 years
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FISCAL

Banking and Investment:

2018	Banking communications; bank statements copy of checks, deposit books & slips, receipts	6 years
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Payroll:

2018	Employee time cards, sheets, request for time off,	6 years
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Purchasing:

2018	Invoices, abstracts,	6 years
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General Accounting and Miscellaneous:

2018	Accounting register, Cash transaction, Daily cash records	6 years
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GENERAL

2023	Correspondence including e-mails of no fiscal, legal or administrative value	o no longer need
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INSURANCE/SELF-INSURANCE

Insurance policy:

2018	Insurance Policies	6 years
Certificate of insurance:		
2018	Certificate of Insurance	6 years

PERSONNEL/CIVIL SERVICE

2018	Employee Benefit Records	6 years
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PUBLIC PROPERTY AND EQUIPMENT

Consumption and Dispensing Records:

2018	Fuel Consumption Records	6 years
2018	Use of Facilities Request	6 years

TAXATION AND ASSESSMENT

Assessment Roll/Tax Roll:

2019	Tentative assessment roll	5 years
2018	Tax Collection Records	6 years
2023	Tax Escrow Requests	1 year

TRANSPORTATION & ENGINEERING

Highway, Engineering, and Public Works:

2018	Truck Load Slips	6 years
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RESOLUTION # _____

Motion made by _____, seconded by _____

Roll call vote:

Aye	Nay	Councilman Armstrong
Aye	Nay	Councilwoman Wood
Aye	Nay	Councilman Govern
Aye	Nay	Councilman Rodriguez-Betancourt
Aye	Nay	Supervisor Cetta

Town Supervisors Monthly Statement

To Town of Walton Board Members

Pursuant to Section 52 of the Town Law, the following is a statement of monies received and disbursed by the Town Supervisor during the month of DECEMBER 2024

Fund	General Townwide (A)	General Outside (B)	Highway Townwide (DA)	Highway Outside (DB)	Good Neighbor (H)	Risk Retention (H)	Disaster Recovery (H)
RECEIPTS							
Balances First of Month							
Savings	\$ 449,729.52	\$ 82,211.28	\$ 802,372.00	\$ 612,534.47	\$ -	\$ -	\$ -
WALYNE BANK							
Checking	\$ 322.27	\$ 108.26	\$ 2,199.52	\$ 1,086.43			
TAXES/Penalty							
Interest	\$ 562.27	\$ 106.99	\$ 1,003.58	\$ 990.83			
Justice Fines	\$ 2,332.00						
Town Clerk Report	\$ 231.43						
Dog Licenses	\$ 365.00						
Building Permits							
MORTGAGE TAX		\$ 525.00					
REIMBURSEMENT	\$ 42,303.86						
CELL TOWER RENTAL							
PLANNING/ZONING FEE							
FRANCHISE							
STATE AID		\$ 519.80					
DRIVEWAY PERMIT							
CHIPS							
HYDRO SEEDER					\$ 300.00		
SALE OF EQUIP					\$ 391,637.47		
Interest on Checking	\$ 40.87	\$ 2.84	\$ 43.22	\$ 40.25			
TOTAL REVENUE	\$ 46,355.23	\$ 634.83	\$ 1,046.80	\$ 392,968.55	\$ -	\$ -	\$ -

Brian J. Pickard, C.P.A.

30 Grand Street, PO Box 1368, Kingston, NY 12402
T (845) 339-9926 F (845)339-9928
BPickardCPA@gmail.com

January 9, 2025

Mr. Joseph Cetta, Supervisor
Town of Walton
129 North St.
Walton, NY 13856

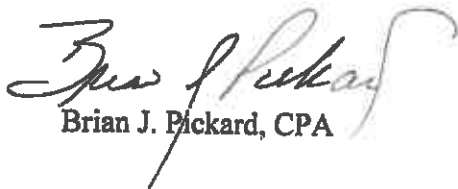
Dear Supervisor Cetta,

I have conducted an audit of the cash accounts of the following town offices for the year ended December 31, 2024: Town Clerk, Tax Collector and Justice Court. Those records included the regular checking account and the bail account for the justice. My audit was conducted to render assurance that all cash receipts and disbursements were properly recorded by the individuals in these departments.

The town justice is current in reporting to the Department of Motor Vehicles for the TSLE&D program and the handling of their cases.

It is my pleasure to report to you that I found no adjustments necessary to be made to any of these accounts.

Sincerely,


Brian J. Pickard, CPA

DISBURSEMENTS

	A	B	DA	DB	H	H	H
Payroll Transfers							
General Checking (A/B)	\$ 22,668.34	\$ 2,456.49	\$ 42,942.69				
TRANSFER	\$ 66,811.50	\$ 2,071.57	\$ 44,086.29				
BANK FEE				\$30,964.47			
INTUIT							

TOTAL PAYMENTS \$ 89,479.84 \$ 4,528.06 \$ 87,028.98 \$ 30,964.47 \$ - \$ -

Balances End of Month \$ 406,927.18 \$ 78,426.31 \$ 718,589.34 \$ 975,624.98 \$ - \$ -

Reconciled Checking \$ 312.14 \$ 111.10 \$ 2,242.74 \$ 1,126.68

Savings \$ 406,615.04 \$ 78,315.21 \$ 716,346.60 \$ 974,498.30 \$ - \$ -

ARRA FUNDS	\$25,019.92						
BOB GOULD O&M			\$10,709.91				
OXBOW HOLLOW O&M			\$19,119.54				
WALTON MT. O&M			\$13,100.64				
CWC MURPHY HILL			\$23,945.50				
HYDRO SEEDER- RESER			\$4,371.29				

Certificate of Deposit

Bank/Rate	Length	Amount	WAYNE/4.70%	WAYNE/4.70%	WAYNE/4.69%	WAYNE/4.70%
	12-MONTH CD	\$350,988.99				
	12-MONTH CD	\$300,000				
	12-MONTH CD					
	11-MONTH CD					
	12-MONTH CD					
	11-MONTHS					
	12-MONTH					

**TOWN PLANNING ADVISORY
SERVICE
(TPAS)**

Membership Packet

2025

municipality is establishing a comprehensive plan and would like the County Planning Advisor to assist, the town or village could contract for the \$3,500 TPAS fee for planning board services and adjust the contract to reflect an additional \$1,500 for assistance with the comprehensive plan committee. Each year the contract can be renegotiated to meet the needs of the community.

In addition to planning services, the Delaware County Planning Department now offers **Landscape Architectural services** for projects on an individual contract basis. Landscape Architectural services include but are not limited to the development of master plans, site plans, construction drawings and specifications, and opinions of possible cost as related to existing and proposed public projects. The Landscape Architect will coordinate with municipalities on the preparation of drawings, maps, and other illustrative materials, develop requests for proposals (RFPs), bid documents, grant applications, permit applications, field inspections, and required reports to assist in the design and management of streetscapes, parks, trails, and other public projects to enhance the living landscape.

The fees paid by the municipality are used to offset the salaries of the County Planning advisors, as well as travel to and from and attendance at meetings; thus allowing the positions to become advocates for the contract communities. Although the planners are County employees the advisors work for the TPAS communities as per the signed contracts. This means the first priority of the TPAS circuit riders is local municipal planning work.

The TPAS staff work closely with other County and State departments and agencies. This allows current information to be relayed to the contract communities as it is developed for programs, projects or funding opportunities. These working relationships also assist to insure a local review and the SEQR associated can be done as quickly as possible. The advisors coordinate reviews with all other involved and interested agencies and in return are able to expedite the process by making sure all possible impacts are mitigated and agency concerns are addressed before the review gets too involved. Each review is done with the expertise of the entire Planning Department, the Delaware County DPW, the Delaware County Economic Development Department and any other department that can be of assistance.

Mapping Services, with computerized Geographic Information System (GIS) and the use of Geographical Positioning Systems (GPS).

Mobile home and Mobile Home Park Regulations.

Municipal Water Supply Protection, to satisfy State Health Department requirements for well or spring protection.

Municipal Projects – Development, funding and administration of projects including; planning, infrastructure, Main Street revitalization, parks, etc.

Site Plan Review Local Laws – Development and Administration.

State Environmental Quality Review (SEQR), training for boards and assistance on individual cases.

Stormwater Pollution Prevention Plans – review for municipal and individual projects.

Subdivision and Road Take-Over Policies.

Updating Application Forms, for Zoning, Subdivision and Building Code.

Updating Local Laws/Regulations, to comply with recent changes in state planning statutes.

Watershed Technical Assistance, to assist Towns and Villages in maintaining local planning and authority when dealing with New York City, the Delaware River Basin Commission and the Susquehanna River Basin Commission.

Wellhead and Water Supply Protection Plans

Zoning Board of Appeals – Training and Technical Assistance.

Zoning Local Laws – Development, amendment and administration.

NOTE: The above list is just a broad listing of possible topics that municipalities may need assistance with.