

TOWN OF LEDYARD
1099 Poplar Ridge Rd
Aurora, NY 13026
January 13, 2025

(The Organizational Meeting of the Ledyard Town Board, County of Cayuga, State of New York was held on the 13th day of January 2025 at the Ledyard Town Hall, 1099 Poplar Ridge Road, Aurora, NY 13026 at 6 pm.

Present: Mark Jordan, Supervisor
Mike Britt, Council
Therese Shook, Council
Anne Reynolds, Council
Jason Burroughs, Council

Others: Stephan Arnold, Highway Superintendent
Shirley Eagan, Historian
Debbie Ross

Absent:

Guests: 5

PLEDGE-REMEMBER TROOPS

Supervisor Jordan called the meeting to order with the Pledge of Allegiance and a moment of silence for our troops at 6 pm.

Norm Chirco, Town lawyer

Updated board on Kramer case

Wikstrom Ditch

Town Lawyer, Supervisor and Highway Superintendent looked at ditch prior to this meeting. Town lawyer wanted to speak with their lawyer prior to advising board. Wikstrom's lawyer (Adam Klausner) was in attendance and spoke of their concerns. After much discussion, the Town Lawyer wants definitive numbers in writing of what they want, how much it will cost the town and how it will benefit the town plus an engineer's report. Wikstrom's lawyer will provide information to the Town lawyer and get back to Board.

Town Clerk

The supervisor's proposal is for Debbie Ross to fill position until Dec 31, 2025. April Ford is coming at 7:30 tonight. Have April as Deputy Clerk? Any other names? The clerk's position is an elected position and the person has to live in Ledyard.

MINUTES

A motion was made to approve December 2024 minutes.

Motion made by: Jason Burroughs

Seconded by: Anne Reynolds

Aye: 4 Shook, Britt, Reynolds, Burroughs

Nay: 0

Abstain: 0

Absent: 0

Motion: **PASSED**

REPORTS for Clerk, Supervisor and Accessor

The supervisor spoke with Debbie Brooks, the town tax collector today. Debbie has health issues but wants to remain tax collector and will run for the position this fall.

Supervisor passed out Accessor report.

Heather's appointment is up in September. Town has 1240 parcels.

Discussed position

Town Clerk Misc fees? – Debbie will try to explain at next meeting

Empire passes (5) for 2025 have been purchased. Town sold 43 out of 50 park stickers in 2024. Order 75 park stickers for 2025.

A motion was made to approve reports

Motion made by: Anne Reynolds

Seconded by: Jason Burroughs

Aye: 4 Shook, Britt, Reynolds, Burroughs

Nay: 0

Abstain: 0

Absent: 0

Motion: **PASSED**

ORGANIZATIONAL MEETING

Adopt Vacation policy for 2025

7 paid holidays- includes either Martin Luther King or Juneteenth

Adopt Procurement (104-B) Policy for 2025

Adopt rules of order for town board meetings for 2025

Roberts Rules of Order

Adopt meeting times for 2025

2nd Monday of the month at 7:30PM

Citizen as designated newspaper for 2025

Cayuga Lake National Bank as town bank for 2025

Mark Jordan as chief fiscal officer for the town for 2025

Public office hours for Ledyard Town Hall for 2025

Tuesday, Thursday and Saturday, 9-12

Records Management

Appointments for 2025

Deputy Supervisor – Jason Burroughs

Deputy Highway Superintendent – Tyler Smith

Historian – Shirley Egan

Court Clerk – Eron Klipple

Code Enforcement Officer – Brian Hicks

Bookkeeper – Dudley Hand

Registrar of Vital Statistics – Debbie Ross

Deputy Registrar – April Ford

Assessor Clerk – appointed by Heather Garner

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Planning Board member – Debbie Ross
Town Rep to Cayuga County Planning Board – Debbie Ross
Board of Assessment Review Member – Glen Gabriel
Office Sanitation – Christie Tanner
Dog Warden - Count Acres Animal Shelter, Suzie Tracy

A motion was made to approve the above appointments and organizational agenda

Motion made by: Mark Jordan
Seconded by: Jason Burroughs
Aye: 4 Shook, Britt, Reynolds, Burroughs
Nay: 0
Abstain: 0
Absent: 0
Motion: **PASSED**

Recycling

Running ~\$30,000 in the red for 2024 as is Scipio. Will get exact figures for next meeting.
Discussion followed.

Historian report

Styrofoam, the hard stuff - recycling at Patrick Tavern on February 8, 2025 from 9 am - 2 pm

Applicants

April Ford – Sent cover letter and resume to board for Clerk position. Introduced herself to the Board and is interested in running for Town Clerk.
Matt VanNostrand for ZBA member

Deputy Clerk – April Ford
ZBA member – Matt VanNostrand

A motion was made to approve the appointments of deputy clerk and ZBA member

Motion made by: Mark Jordan
Seconded by: Anne Reynolds
Aye: 4 Shook, Britt, Reynolds, Burroughs
Nay: 0
Abstain: 0
Absent: 0
Motion: **PASSED**

BILLS

A Motion was made to pay the following:

Abstract	01
Voucher	1-30
Fund A	\$8,958.04
Fund B	\$18.63
Fund DB	\$30,344.26
Total Amount	\$39,320.93

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Motion made by: Therese Shook
Seconded by: Jason Burroughs
Aye: 4 Shook, Britt, Reynolds, Burroughs
Nay: 0
Abstain: 0
Absent: 0
Motion: **PASSED**

ADJOURN

A motion was made to adjourn the meeting at 8:15pm

Motion made by: Jason Burroughs
Seconded by: Anne Reynolds
Aye: 4 Burroughs, Shook, Reynolds, Britt
Nay: 0
Abstain: 0
Absent: 0
Motion: **PASSED**

Respectfully submitted,

Deborah A Ross, Town Clerk