



Agenda
Town Board Meeting
September 10, 2025

1. AUDIENCE PARTICIPATION

- 1.1. Bruce Smith – Wanakena Boat Launch & Invasive Species

2. PRESENTATIONS:

- 2.1. **COUNTY UPDATE** -County Legislator- Larry Denesha

3. DEPARTMENT UPDATES:

- 3.1. **DOG CONTROL OFFICER (Sandy Griffin)**

- 3.1.1. Report

- 3.2. **CODE ENFORCEMENT OFFICER (Craig Demmon)**

- 3.2.1. Code Report

- 3.3. **HIGHWAY DEPARTMENT (Tracy Typhair)**

- 3.4. **STAR LAKE WATER DEPARTMENT (Mark Hall)**

- 3.5. **TOWN CLERK/TAX COLLECTOR: (Hope Dolan)**

- 3.5.1. Report

4. ADOPT MINUTES FROM PREVIOUS MEETING

- 4.1. Regular Meeting, August 13, 2025

5. SUPERVISOR/TOWN BOARD:

- 5.1. Review Supervisor's Financial Report

- 5.2. Review and Authorize Budget Amendments

- 5.3. Review and Authorize Payment of Town Bills (Abstract of Vouchers)

- 5.4. Approve a temporary loan for the Youngs Road Bridge Project

6. COMMITTEE UPDATES:

- 6.1. **ARENA: (Carlton Kerr/Melissa Streeter)**

- 6.1.1. Minutes

- 6.1.2. Financials

- 6.2. **GOLF COURSE: (Jeremy Thompson/Dave Downey):**

- 6.2.1. Minutes

- 6.2.2. Golf Course Audit

- 6.3. **CF YOUTH COMMISSION (Sam Bryant):**

7. OLD BUSINESS:

- 7.1. Review Action Plan

8. NEW BUSINESS:

- 8.1. Local Government Conference

- 8.2. Professional Services Agreement

- 8.3. EV Charging Stations Proposal

- 8.4. Set Budget Workshop

[illegible]

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Certified Copy of Marriage Record	Certified Copy - Marriage	1	10.00
	Conservation	Conservation	15	40.90
	Marr. Lic.	Marriage Licensing Fees	1	17.50
	Town Clerk Fees	Postcards	2	2.00
Sub-Total:				\$70.40
A1603	Misc. Fees	Certified Copy - Birth	2	20.00
		Certified Copy - Death	4	40.00
Sub-Total:				\$60.00
A2410		Refund of Comm Center Deposit	1	-25.00
		Refund of Deposit	1	-25.00
Sub-Total:				-\$50.00
A2544	Dog Licensing	Female, Spayed	6	27.00
		Female, Unspayed	1	10.50
		Male, Neutered	3	13.50
		Male, Unneutered	4	42.00
		Replacement Tags	1	3.00
Sub-Total:				\$96.00
A2555	Building Permits	Building Permits	1	50.00
Sub-Total:				\$50.00
A2770	Misc. Fees	Faxes	1	1.50
Sub-Total:				\$1.50
SW2142	Unmetered Sale Of Water	Unmetered Sale Of Water	1	5.00
Sub-Total:				\$5.00
Total Local Shares Remitted:				\$232.90
Amount paid to: NYS Ag. & Markets for spay/neuter program				24.00
Amount paid to: NYS Environmental Conservation				700.10
Amount paid to: State Health Dept. for Marriage Licenses				22.50
Total State, County & Local Revenues:		\$979.50		
Total Non-Local Revenues:		\$746.60		

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Hope Dolan, Town Clerk, Town of Fine during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date

Hope Dolan 9/2/25

The Fine Town Board held its regular meeting on Wednesday, August 13, 2025, at the Municipal Office Building in Star Lake. Attendance was taken, and a quorum was present. The meeting was called to order with the Pledge of Allegiance at 6:30 PM.

Board Members	Present	Absent	Late	Arrived
Supervisor Jeremy Thompson	X			
Councilman Philip Giardino	X			
Councilman Carlton Kerr	X			
Councilman Samuel Bryant	X			
Councilwoman Gigi Hayden	X			

Others present were H. Dolan, Town Clerk; M. Friden, D. Downey, C. Cook, S. Griffin, D. Landy; and Larry Denesha, County Legislator.

Historian – Mark Friden informed the board that he has done research on the stained-glass windows in our area churches and the families who are named on the windows. He has a binder on them if anyone is interested.

Signs – Mark is also inventorying all of the historic markers around town. He noticed that the one on the Skate Creek Rd is in poor condition and would like to look into replacing it. The board would like him to get an estimate on the cost and report back.

Town Hall– Mark will be meeting with a historical architect next week. This will be the first step in pursuing grant money to fix up the building. Jeremy suggested that he take a look at the last one that was done.

Reed Rd – Donna Landy, who owns Packbasket Adventures, was present to request that the town extend the pavement on Reed Rd so that it extends past her second driveway. Tracy was not present at the meeting. The board members explained that this may not be possible since that road is scheduled to be paved on Monday, and they are not sure what the subbase is at the end of the pavement. Ms. Landy stated that she would call Tracy tomorrow to discuss this.

Report – Sandra Griffin was present to give the board an update on dog control and explain her monthly report. The board continues to be appreciative of her hard work and effort in her work for the town.

Report – The Code Enforcement Officer's monthly report was presented to the board.

Report – 08/2025-97 Moved by C. Kerr, seconded by S. Bryant the town clerk's monthly report was accepted as presented.

Ayes: 5 Noes: 0 Carried.

Minutes – 08/2025-98 Moved by S. Bryant, seconded by G. Hayden the minutes from the July 9th board meeting were accepted as presented.

Ayes: 5 Noes: 0 Carried.

Reports – 08/2025-99 Moved by G. Hayden, seconded by C. Kerr the Supervisor's monthly reports were accepted as presented.

Ayes: 5 Noes: 0 Carried.

Budget – 08/2025-100 Moved by C. Kerr, seconded by P. Giardino to approve the following budget amendment:

Golf Course – Transfer \$1,000 from Contingency SPG19904 to Contractual Expenses – Clubhouse SPG72504.1

Ayes: 5 Noes: 0 Carried.

Bills- 08/2025-101 Moved by S. Bryant, seconded by G. Hayden the town bills represented by vouchers 25-267 through 25-308 be paid.

<i>General Fund -</i>	<i>-\$ 18,321.19</i>
<i>Highway Fund</i>	<i>-\$ 23,093.92</i>
<i>Youngs Rd Bridge</i>	<i>-\$ 73,679.96</i>
<i>Youth Commission</i>	<i>- \$ 4,355.13</i>
<i>Golf Course</i>	<i>- \$ 7,787.33</i>
<i>Sewer District</i>	<i>- \$ 305.80</i>
<i>Water District</i>	<i>- \$ 6,991.82</i>
<i>Total</i>	<i>- \$134,535.15</i>

Ayes: 5 Noes: 0 Carried.

Mileage – 08/2025-102 Moved by G. Hayden, seconded by S. Bryant to authorize the disbursement of the mileage checks for black fly mileage from June.

Ayes: 5 Noes: 0 Carried.

Arena – The arena financials were presented to the board. The Town of Clifton would like the insurance changed over to them. They received a quote of \$1,328.40 per year, with one-million-dollar cash value and general liability coverage. The board had questions about how this would work if it were not a total loss and would like to invite Clifton's agent to the joint town board meeting to discuss.

Golf Course – The minutes of the golf course committee meeting were presented to the board.

County – Larry Denesha, our County Legislator, was present to update the board on what is happening at the county. They have passed resolutions in support of a modular nuclear plant being built in the north country, for the sheriff's office to lease space from the Town of Fine for a satellite office, and to establish a volunteer firefighter's exemption on real property. For the fifth year in a row, there have been no findings in their audit. The burn ban has been extended until 8/17 for St. Lawrence County. Bruce Green will be retiring as the Real Property Director. They will be conducting interviews for the Emergency Services Director at the end of August. The county continues to house many state-ready inmates at the county jail, at a loss to the county. Larry did not know about the status of the house at 4231 SH 3 in Star Lake.

Youth Commission – 08/2025-103 Moved by P. Giardino, seconded by C. Kerr to authorize a temporary loan of \$15,000 from the General Fund to the Youth Commission Fund for cash flow purposes to pay expenditures required before reimbursements are received from the Towns of Clifton and Fine for their Towns' contributions and the St. Lawrence County YSEF Grant.

Ayes: 5 Noes: 0 Carried.

Action Plan – The action plan was reviewed. Carlton will work with Emerson to get estimates for replacing the three roofs on the buildings at the cemetery.

Batteries – 08/2025-104 Moved by G. Hayden, seconded by C. Kerr to authorize the expenditure of \$1,145.00 to replace the batteries for the solar panel at the cemetery.

Ayes: 5 Noes: 0 Carried.

Lease – 08/2025-105 Moved by P. Giardino, seconded by G. Hayden to authorize the signing of the lease agreement with St. Lawrence County for \$1.00 per year for office space for the sheriff.

Ayes: 5 Noes: 0 Carried.

JCAP Grant – 08/2025-106 Moved by S. Bryant, seconded by G. Hayden the Town Board of the Town of Fine authorizes the Fine Town Court to apply for a JCAP grant in the 2025-26 grant cycle, up to \$30,000.

Ayes: 5

Noes: 0

Carried.

Park Bench – Jeremy received a letter and picture regarding the park bench that the Town of Fine sponsored at the St. Lawrence County fairgrounds.

Ambulance Service- 08/2025-107 Moved by C. Kerr, seconded by G. Hayden to authorize the town supervisor to write a letter of support for the Natural Bridge Volunteer Ambulance Inc. taking over ambulance services to the Town of Diana and the Town of Pitcairn.

Ayes: 5

Noes: 0

Carried.

Invitation – The Ribbon Cutting for the hospital is scheduled for September 26th at 2:00 PM. Everyone is encouraged to attend.

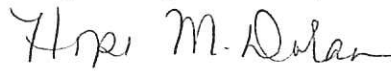
Adjourn – 08/2025-108 Moved by P. Giardino, seconded by S. Bryant the meeting was adjourned at 8:25 PM.

Ayes: 5

Noes: 0

Carried.

Respectfully submitted,



Hope M. Dolan, Town Clerk

Monthly Operating Statements

Town of Fine

For the 8 months ended August 31, 2025

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General Fund A - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
A1001 - Real Property Tax GEN FUND A	-	464,964.00	464,964.00	-	-
A1081 - Other Payments in Lieu Of GEN FUND A	-	1,264.21	-	(1,264.21)	-
A1089 - Other Tax Items-Surcharge Share GEN FUND A	-	1,405.22	1,000.00	(405.22)	(40.52)
A1090 - Real Property Tax Interest & Penalty GEN FUND A	-	2,969.24	1,500.00	(1,469.24)	(97.95)
A1232 - Tax Collection Fees not Interest on Taxes GEN FUND A	-	250.00	250.00	-	-
A1255 - Town Clerk Fees GEN FUND A	70.40	231.56	300.00	68.44	22.81
A1603 - Vital Statistics Fees Gen FUND A	60.00	750.00	1,000.00	250.00	25.00
A2192.1 - Charges for Cemetery Services (Oswegatchie) GEN FUND A	-	200.00	-	(200.00)	-
A2193.1 - Proceeds from Abandonment (Oswegatchie) GEN FUND A	-	36,811.42	5,000.00	(31,811.42)	(636.23)
A2210 - General Services Other Governments GEN FUND A	-	-	5,500.00	5,500.00	100.00
A2401 - Interest & Earnings GEN FUND A	2,539.01	20,550.98	15,475.00	(5,075.98)	(32.80)
A2410 - Rental of Real Property GEN FUND A	(50.00)	450.00	200.00	(250.00)	(125.00)
A2412 - Rental of Real Property Other Govern GEN FUND A	-	1,750.00	2,000.00	250.00	12.50
A2544 - Dog Licenses GEN FUND A	96.00	1,456.50	1,500.00	43.50	2.90
A2555 - Building Permits GEN FUND A	50.00	1,823.95	3,000.00	1,176.05	39.20
A2610 - Fines, Forfeits of Bail GEN FUND A	2,830.00	15,992.00	13,000.00	(2,992.00)	(23.02)
A2683 - Self Insurance Reimburse (Workers Comp) GEN FUND A	-	1,009.13	1,000.00	(9.13)	(0.91)
A2770 - Unclassified Revenues GEN FUND A	(58.50)	102.50	56.00	(46.50)	(83.04)
A3001 - State AIM per Capita Aid GEN FUND A	-	-	35,001.00	35,001.00	100.00
A3005 - State Aid Mortgage Tax GEN FUND A	-	6,595.23	8,500.00	1,904.77	22.41
A3089 - State Aid, Other GEN FUND A	2,288.00	2,288.00	-	(2,288.00)	-
Total Revenues	7,824.91	560,863.94	559,246.00	(1,617.94)	(0.29)

Appropriations

A10101 - Town Board PS GEN FUND A	866.48	7,798.32	11,264.00	3,465.68	30.77
A10104 - Town Board CE GEN FUND A	-	-	500.00	500.00	100.00
A11101 - Justices PS GEN FUND A	807.24	7,265.16	10,494.00	3,228.84	30.77
A11101.1 - Justices PS GEN FUND A Assistant	2,394.00	20,762.00	31,122.00	10,360.00	33.29
A11101.2 - Justices PS GEN FUND A Court Officer Services	-	-	2,232.00	2,232.00	100.00
A11104 - Justices CE GEN FUND A	201.48	2,945.33	4,000.00	1,054.67	26.37
A12201 - Supervisor PS GEN FUND A	1,299.00	11,691.00	16,887.00	5,196.00	30.77
A12202 - Supervisor EQ GEN FUND A	-	1,748.04	1,750.00	1.96	0.11
A12204 - Supervisor CE GEN FUND A	3,123.47	24,731.74	40,000.00	15,268.26	38.17
A13301 - Tax Collector PS GEN FUND A	353.08	3,177.72	4,590.00	1,412.28	30.77
A13301.1 - Tax Collector PS GEN FUND A School Tax Collector	-	-	4,590.00	4,590.00	100.00

NO ASSURANCE IS PROVIDED

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
A13302 - Tax Collector EQ GEN FUND A	-	-	250.00	250.00	100.00
A13304 - Tax Collector CE GEN FUND A	-	325.95	1,500.00	1,174.05	78.27
A13551 - Assessor PS GEN FUND A	1,923.08	17,307.72	25,000.00	7,692.28	30.77
A13552 - Assessor EQ GEN FUND A	-	-	1,000.00	1,000.00	100.00
A13554 - Assessor CE GEN FUND A	616.24	977.74	1,500.00	522.26	34.82
A14101 - Town Clerk PS GEN FUND A	2,677.30	24,095.70	34,805.00	10,709.30	30.77
A14101.1 - Town Clerk PS GEN FUND A Deputy Town Clerk	102.60	4,850.10	10,000.00	5,149.90	51.50
A14104 - Town Clerk CE GEN FUND A	-	2,049.90	8,000.00	5,950.10	74.38
A14204 - Attorney CE GEN FUND A	-	-	5,000.00	5,000.00	100.00
A14601 - Records Management PS GEN FUND A	128.46	1,156.14	1,670.00	513.86	30.77
A14604 - Records Management CE GEN FUND A	-	1,525.00	1,525.00	-	-
A16201 - Buildings PS GEN FUND A Custodians	709.50	5,431.75	6,435.00	1,003.25	15.59
A16204.1 - Buildings CE GEN FUND A Town Hall Expenses	38.08	1,114.34	3,000.00	1,885.66	62.86
A16204.2 - Buildings CE GEN FUND A Town Barn Expenses	342.62	14,365.61	23,000.00	8,634.39	37.54
A16204.3 - Buildings CE GEN FUND A Office Bldg Expenses	1,167.72	11,178.51	20,000.00	8,821.49	44.11
A16204.4 - Buildings CE GEN FUND A CF Comm Ctr Exp	530.94	11,278.84	10,000.00	(1,278.84)	(12.79)
A16204.5 - Buildings CE GEN FUND A Wanakena Restroom Ctr Exp	-	1,571.02	2,000.00	428.98	21.45
A16204.6 - Buildings CE GEN FUND A Footbridge	-	-	2,000.00	2,000.00	100.00
A19104 - Unallocated Insurance GEN FUND A	-	30,589.98	32,000.00	1,410.02	4.41
A19204 - Municipal Association Dues GEN FUND A	-	1,750.00	1,850.00	100.00	5.41
A19904 - Contingency GEN FUND A	-	-	12,020.00	12,020.00	100.00
A30101 - Public Safety Adm. PS GEN FUND A	-	-	2,093.00	2,093.00	100.00
A30104 - Public Safety CE GEN FUND A	20.80	1,080.71	2,000.00	919.29	45.96
A30104.1 - Public Safety CE GEN FUND A Demolition and Clean up	-	(673.17)	10,000.00	10,673.17	106.73
A33102 - Traffic Control EQ GEN FUND A	154.00	344.10	1,000.00	655.90	65.59
A33104 - Traffic Control CE GEN FUND A	7,531.85	7,531.85	7,000.00	(531.85)	(7.60)
A35101 - Dog Control PS GEN FUND A	333.70	3,003.30	4,338.00	1,334.70	30.77
A35104 - Dog Control CE GEN FUND A	89.94	2,557.30	2,900.00	342.70	11.82
A36104 - Review Board CE GEN FUND A	-	1,200.00	1,300.00	100.00	7.69
A36201 - Safety Inspection/Code Enforcement PS GEN FUND A	1,091.30	9,821.70	14,187.00	4,365.30	30.77
A36201.1 - Safety Inspection/Code Enforcement PS GEN FUND A Assistant	-	135.00	6,448.00	6,313.00	97.91
A36204 - Safety Inspection/Code Enforcement CE GEN FUND A	-	42.54	2,500.00	2,457.46	98.30
A40201 - Regis. of Vital Stats PS GEN FUND A	100.00	750.00	1,000.00	250.00	25.00
A40204 - Regis. of Vital Stats CE GEN FUND A	-	265.00	265.00	-	-
A40681 - Insect Control PS GEN FUND A	-	13,195.35	13,840.00	644.65	4.66
A40684 - Insect Control CE GEN FUND A	-	2,689.61	7,500.00	4,810.39	64.14
A45404 - Ambulance CE GEN FUND A	-	26,250.00	27,250.00	1,000.00	3.67
A50101 - Supt. of Highway PS GEN FUND A	5,179.92	46,694.28	67,339.00	20,644.72	30.66
A50104 - Supt. of Highway CE GEN FUND A	-	336.89	1,000.00	663.11	66.31

NO ASSURANCE IS PROVIDED

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
A51824 - Street Lighting CE GEN FUND A	2,110.95	17,387.93	25,500.00	8,112.07	31.81
A64104 - Publicity (Public Notices) CE GEN FUND A	53.00	347.66	800.00	452.34	56.54
A65104 - Veterans Services CE GEN FUND A	-	125.00	125.00	-	-
A71404 - Playgrounds/Recreation CE GEN FUND A	-	-	500.00	500.00	100.00
A73104 - Youth Programs CE GEN FUND A	-	-	8,492.00	8,492.00	100.00
A75104 - Historian CE GEN FUND A	64.70	311.92	1,200.00	888.08	74.01
A76204 - Adult Recreation CE GEN FUND A	-	1,500.00	1,500.00	-	-
A79894 - Other Culture & Rec. (Arena) GEN FUND A	-	14,000.00	14,000.00	-	-
A80204 - Planning CE GEN FUND A	-	446.90	2,000.00	1,553.10	77.66
A88104 - Cemeteries CE GEN FUND A	-	-	500.00	500.00	100.00
A88104.1 - Cemetery CE (Oswegatchie) GEN FUND A	-	385.54	5,000.00	4,614.46	92.29
A90108 - State Retirement GEN FUND A	-	(119.26)	41,200.00	41,319.26	100.29
A90308 - Social Security GEN FUND A	1,084.35	10,717.68	16,800.00	6,082.32	36.20
A90358 - Medicare GEN FUND A	253.61	2,506.59	4,000.00	1,493.41	37.34
A90458 - Life Ins GEN FUND A	28.32	254.88	350.00	95.12	27.18
A90508 - Unemployment Ins GEN FUND A	163.92	4,212.54	6,500.00	2,287.46	35.19
A90558 - Disability Ins GEN FUND A	(12.00)	19.45	150.00	130.55	87.03
A90608 - Medical/Dental Ins GEN FUND A	2,869.89	26,136.75	35,400.00	9,263.25	26.17
A99019 - Interfund Transfer to Highway GEN FUND A	-	20,000.00	20,000.00	-	-
Total Appropriations	38,399.54	423,145.65	685,961.00	262,815.35	38.31
Profit (Loss) for the Period	(30,574.63)	137,718.29	(126,715.00)	(264,433.29)	208.68

NO ASSURANCE IS PROVIDED

Highway Fund DA - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
DA1001 - Real Property Tax HIGHWAY FUND DA	-	847,149.00	847,149.00	-	-
DA2300 - Transport Svcs (County Mowing Contract) HIGHWAY FUND DA	-	-	3,300.00	3,300.00	100.00
DA2302 - Snow Removal Svcs-Other Govt (County Contract) HIGHWAY FUND DA	-	18,340.66	18,820.00	479.34	2.55
DA2401 - Interest & Earnings HIGHWAY FUND DA	2,847.51	23,109.31	14,000.00	(9,109.31)	(65.07)
DA2650 - Sale of Surplus Scrap HIGHWAY FUND DA	-	1,007.43	1,500.00	492.57	32.84
DA3501 - State Aid-CHIPS HIGHWAY FUND DA	243,283.36	243,283.36	400,000.00	156,716.64	39.18
DA5031 - Interfund Transfer from General HIGHWAY FUND DA	-	20,000.00	20,000.00	-	-
Total Revenues	246,130.87	1,152,889.76	1,304,769.00	151,879.24	11.64
Appropriations					
DA51101 - General Repairs PS HIGHWAY FUND DA	24,796.80	133,898.40	182,101.00	48,202.60	26.47
DA51104 - General Repairs CE HIGHWAY FUND DA	7,453.00	40,002.12	77,500.00	37,497.88	48.38
DA51122 - Permanent Improvements Capital Outlay HIGHWAY FUND DA	243,283.36	243,283.36	400,000.00	156,716.64	39.18
DA51204 - Bridges CE HIGHWAY FUND DA	-	3,950.60	5,000.00	1,049.40	20.99
DA51304 - Machinery CE HIGHWAY FUND DA	2,496.36	37,304.51	70,000.00	32,695.49	46.71
DA51421 - Snow Removal PS HIGHWAY FUND DA	-	86,738.66	163,504.00	76,765.34	46.95
DA51424 - Snow Removal CE HIGHWAY FUND DA	-	51,351.86	95,000.00	43,648.14	45.95
DA90108 - State Retirement HIGHWAY FUND DA	-	-	43,550.00	43,550.00	100.00
DA90308 - Social Security HIGHWAY FUND DA	1,441.98	12,916.01	21,430.00	8,513.99	39.73
DA90358 - Medicare HIGHWAY FUND DA	337.23	3,020.68	5,015.00	1,994.32	39.77
DA90458 - Life Ins HIGHWAY FUND DA	56.64	509.76	700.00	190.24	27.18
DA90508 - Unemployment Ins HIGHWAY FUND DA	-	5,068.76	6,200.00	1,131.24	18.25
DA90558 - Disability Ins HIGHWAY FUND DA	(14.40)	(25.80)	25.00	50.80	203.20
DA90608 - Medical/Dental Ins HIGHWAY FUND DA	10,319.04	98,102.52	115,550.00	17,447.48	15.10
DA19904 - Contingency HIGHWAY FUND DA	-	-	5,938.00	5,938.00	100.00
DA99509 - Interfund Transfer to Capital Project Fund HIGHWAY FUND DA	-	100,000.00	100,000.00	-	-
DA962.2 Budgetary Provision for Other Uses-Reserve Addition-Machinery/Equip HIGHWAY FUND DA	-	150,000.00	150,000.00	-	-
Total Appropriations	290,170.01	966,121.44	1,441,513.00	475,391.56	32.98
Profit (Loss) for the Period	(44,039.14)	186,768.32	(136,744.00)	(323,512.32)	236.58

NO ASSURANCE IS PROVIDED

Fire Protection Dist SF - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
SF1001 - Real Property Tax FIRE PROTECTION DIST SF	-	54,199.00	54,199.00	-	-
Total Revenues	-	54,199.00	54,199.00	-	-
Appropriations					
SF34104 - Fire Protection CE FIRE PROTECTION DIST SF Star Lake Fire Dept Contract	-	36,395.00	36,395.00	-	-
SF34104.1 - Fire Protection CE FIRE PROTECTION DIST SF Fine Fire Dept Contract	-	17,804.00	17,804.00	-	-
Total Appropriations	-	54,199.00	54,199.00	-	-
Profit (Loss) for the Period	-	-	-	-	-

NO ASSURANCE IS PROVIDED

Star Lake Water Dist SW - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
SW2140.1 - Metered Water Sales-EDU's-Fine w Taxes STAR LAKE WATER DIST SW	-	269,460.00	269,460.00	-	-
SW2140.2 - Metered Water Sales-EDU's-Clifton Star Lake (FKA Woodhaven, plus some Rt3) STAR LAKE WATER DIST SW	-	34,020.00	34,020.00	-	-
SW2140.3 - Metered Water Sales-EDU's-Clifton Newton Falls STAR LAKE WATER DIST SW	-	25,370.00	25,370.00	-	-
SW2140.4 - Metered Water Sales-Golf Course Raw Water Usage STAR LAKE WATER DIST SW	-	1,350.00	1,350.00	-	-
SW2142 - Unmetered Water Sales STAR LAKE WATER DIST SW	5.00	295.50	-	(295.50)	-
SW2401 - Interest & Earnings STAR LAKE WATER DIST SW	1,540.29	11,459.55	13,400.00	1,940.45	14.48
Total Revenues	1,545.29	341,955.05	343,600.00	1,644.95	0.48
Appropriations					
SW83101 - Personal Services STAR LAKE WATER DIST SW	4,377.72	39,217.53	57,814.00	18,596.47	32.17
SW83102 - Equip & Cap Outlay STAR LAKE WATER DIST SW	-	9,401.37	9,450.00	48.63	0.51
SW83104 - Contr Exp STAR LAKE WATER DIST SW	4,532.39	64,350.96	85,000.00	20,649.04	24.29
SW90108 - State Retirement STAR LAKE WATER DIST SW	-	-	10,000.00	10,000.00	100.00
SW90308 - Social Security STAR LAKE WATER DIST SW	264.87	2,379.02	3,600.00	1,220.98	33.92
SW90358 - Medicare STAR LAKE WATER DIST SW	61.94	556.38	850.00	293.62	34.54
SW90458 - Life Ins STAR LAKE WATER DIST SW	9.44	84.96	115.00	30.04	26.12
SW90508 - Unemployment Ins STAR LAKE WATER DIST SW	25.87	1,065.68	1,505.00	439.32	29.19
SW90558 - Disability Ins STAR LAKE WATER DIST SW	(4.80)	(6.00)	5.00	11.00	220.00
SW90608 - Medical/Dental Ins STAR LAKE WATER DIST SW	986.58	8,985.01	11,871.00	2,885.99	24.31
SW97106 - Debt Principal, Serial Bonds STAR LAKE WATER DIST SW	160,340.00	160,340.00	160,340.00	-	-
SW19904 - Contingency STAR LAKE WATER DIST SW	-	-	3,050.00	3,050.00	100.00
Total Appropriations	170,594.01	286,374.91	343,600.00	57,225.09	16.65
Profit (Loss) for the Period	(169,048.72)	55,580.14	-	(55,580.14)	-

NO ASSURANCE IS PROVIDED

Wanakena Sewer Dist SS - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
SS2120 - Sewer Rents WANAKENA SEWER DIST SS	-	30,290.00	30,290.00	-	-
SS2128 - Penalties on Sewer Rents WANAKENA SEWER DIST SS	15.40	70.30	100.00	29.70	29.70
SS2401 - Interest & Earnings WANAKENA SEWER DIST SS	195.21	1,525.33	1,250.00	(275.33)	(22.03)
Total Revenues	210.61	31,885.63	31,640.00	(245.63)	(0.78)
Appropriations					
SS81201 - Personal Services WANAKENA SEWER DIST SS	588.30	5,294.70	7,648.00	2,353.30	30.77
SS81202 - Equip & Cap Outlay WANAKENA SEWER DIST SS	-	2,949.00	2,950.00	1.00	0.03
SS81204 - Contr Exp WANAKENA SEWER DIST SS	382.08	5,888.21	11,220.00	5,331.79	47.52
SS90308 - Social Security WANAKENA SEWER DIST SS	36.47	328.27	474.00	145.73	30.74
SS90358 - Medicare WANAKENA SEWER DIST SS	8.53	76.77	111.00	34.23	30.84
SS90508 - Unemployment Ins WANAKENA SEWER DIST SS	38.82	349.38	615.00	265.62	43.19
SS90558 - Disability Ins WANAKENA SEWER DIST SS	(2.40)	(6.00)	5.00	11.00	220.00
SS97106 - Debt Principal, Serial Bond WANAKENA SEWER DIST SS	-	6,300.00	6,300.00	-	-
SS97107 - Debt Interest, Serial Bond WANAKENA SEWER DIST SS	-	2,700.61	5,267.00	2,566.39	48.73
Total Appropriations	1,051.80	23,880.94	34,590.00	10,709.06	30.96
Profit (Loss) for the Period	(841.19)	8,004.69	(2,950.00)	(10,954.69)	371.35

NO ASSURANCE IS PROVIDED

CF Youth Comm SP - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
SP2350 - Fine Youth Services, Governments CF YOUTH COMM. SP	-	-	8,492.00	8,492.00	100.00
SP2390 - Clifton Share Joint Activity-Other Government CF YOUTH COMM. SP	-	-	8,492.00	8,492.00	100.00
SP2401 - Interest & Earnings CF YOUTH COMM. SP	0.13	0.71	1.00	0.29	29.00
SP2705 - Gifts/Donations/Sponsorships CF YOUTH COMM. SP	-	-	500.00	500.00	100.00
Total Revenues	0.13	0.71	17,485.00	17,484.29	100.00
Appropriations					
SP73201 - Personal Services CF YOUTH COMM. SP	1,709.50	5,285.50	6,120.00	834.50	13.64
SP73204 - Contr Exp CF YOUTH COMM. SP	1,500.00	4,489.78	10,250.00	5,760.22	56.20
SP90308 - Social Security CF YOUTH COMM. SP	198.98	327.70	380.00	52.30	13.76
SP90358 - Medicare CF YOUTH COMM. SP	46.54	76.64	90.00	13.36	14.84
SP90408 - Workers Compensation CF YOUTH COMM. SP	-	62.32	65.00	2.68	4.12
SP90508 - Unemployment Ins CF YOUTH COMM. SP	-	-	525.00	525.00	100.00
SP90558 - Disability Ins CF YOUTH COMM. SP	-	-	55.00	55.00	100.00
Total Appropriations	3,455.02	10,241.94	17,485.00	7,243.06	41.42
Profit (Loss) for the Period	(3,454.89)	(10,241.23)	-	10,241.23	-

NO ASSURANCE IS PROVIDED

CF Golf Course SPG - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
SPG2001 - Cart Trail Fees CF GOLF COURSE SPG	100.00	11,232.00	11,500.00	268.00	2.33
SPG2010 - Cart Rentals CF GOLF COURSE SPG	4,617.00	13,545.00	15,000.00	1,455.00	9.70
SPG2015 - Concessions-Pro Shop CF GOLF COURSE SPG	383.79	1,449.03	1,500.00	50.97	3.40
SPG2025 - Cart Storage CF GOLF COURSE SPG	-	4,775.00	4,500.00	(275.00)	(6.11)
SPG2030 - Driving Range Fees CF GOLF COURSE SPG	441.00	1,493.00	1,833.00	340.00	18.55
SPG2050 - Greens Fees CF GOLF COURSE SPG	12,282.74	37,429.58	40,000.00	2,570.42	6.43
SPG2051 - Memberships CF GOLF COURSE SPG	-	37,942.50	42,000.00	4,057.50	9.66
SPG2401 - Interest & Earnings CF GOLF COURSE SPG	279.86	2,221.18	3,500.00	1,278.82	36.54
SPG2410 - Rental of Real Property-Kitchen CF GOLF COURSE SPG	-	-	3,600.00	3,600.00	100.00
SPG2691 - Gift Certificate Revenue CF GOLF COURSE SPG	-	151.00	300.00	149.00	49.67
SPG2702 - NYS Sales Tax Vendor Credit CF GOLF COURSE SPG	-	77.57	-	(77.57)	-
SPG2703 - NYS Sales Tax on Taxable Sales CF GOLF COURSE SPG	30.06	119.35	(1,000.00)	(1,119.35)	111.94
SPG2705 - Gifts & Donations CF GOLF COURSE SPG	-	100.00	-	(100.00)	-
SPG2705.1 - Sponsorships (Score Cards) CF GOLF COURSE SPG	-	1,150.00	1,500.00	350.00	23.33
Total Revenues	18,134.45	111,685.21	124,233.00	12,547.79	10.10
Appropriations					
SPG72501 - Personal Services CF GOLF COURSE SPG Fertilizer	408.00	1,623.50	1,580.00	(43.50)	(2.75)
SPG72501.1 - Personal Services CF GOLF COURSE SPG Club House	4,185.00	15,438.00	20,832.00	5,394.00	25.89
SPG72501.2 - Personal Services CF GOLF COURSE SPG Grounds	6,640.46	29,882.07	43,163.00	13,280.93	30.77
SPG72502.1 - Equipment CF GOLF COURSE SPG Club House	-	-	2,500.00	2,500.00	100.00
SPG72502.2 - Equipment CF GOLF COURSE SPG Grounds	-	12,500.00	12,500.00	-	-
SPG72504 - Contr Expense CF GOLF COURSE SPG Insurance	-	2,916.15	4,500.00	1,583.85	35.20
SPG72504.1 - Contr Expense CF GOLF COURSE SPG Club House	2,652.37	9,385.17	7,250.00	(2,135.17)	(29.45)
SPG72504.2 - Contr Expense CF GOLF COURSE SPG Grounds	1,110.79	19,697.19	20,000.00	302.81	1.51
SPG72504.3 - Contr Expense CF GOLF COURSE SPG Pro Shop Supplies	-	1,088.49	1,090.00	1.51	0.14
SPG90308 - Social Security CF GOLF COURSE SPG	696.48	2,910.52	4,066.00	1,155.48	28.42
SPG90358 - Medicare CF GOLF COURSE SPG	162.87	680.66	951.00	270.34	28.43
SPG90408 - Workers Compensation CF GOLF COURSE SPG	-	866.64	867.00	0.36	0.04
SPG90508 - Unemployment Ins CF GOLF COURSE SPG	718.84	3,075.76	4,486.00	1,410.24	31.44
SPG90558 - Disability Ins CF GOLF COURSE SPG	(13.20)	(18.40)	38.00	56.40	148.42
SPG19904 - Contingency CF GOLF COURSE SPG	-	-	410.00	410.00	100.00
Total Appropriations	16,561.61	100,045.75	124,233.00	24,187.25	19.47

NO ASSURANCE IS PROVIDED

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Profit (Loss) for the Period	1,572.84	11,639.46	-	(11,639.46)	-

NO ASSURANCE IS PROVIDED

Youngs RD H3 - Monthly Operating Statement

Town of Fine

For the 8 months ended August 31, 2025

	MONTHLY ACTUAL	YTD ACTUAL	YEARLY BUDGET	YTD VARIANCE	% VARIANCE
Revenues					
H32401 - Interest & Earnings H3 YOUNGS RD BRIDGE CAPITAL PROJECT	1,044.35	9,188.27	-	(9,188.27)	-
H33097 - State Aid H3 YOUNGS RD BRIDGE CAPITAL PROJECT	522,282.18	603,398.51	-	(603,398.51)	-
H35031 - Interfund Transfer from Highway H3 YOUNGS RD BRIDGE CAPITAL PROJECT	-	100,000.00	-	(100,000.00)	-
Total Revenues	523,326.53	712,586.78	-	(712,586.78)	-
Appropriations					
H351202 - Maint of Bridges-Equipment & Capital Outlay H3 YOUNGS RD BRIDGE CAPITAL PROJECT	524,251.18	605,367.51	-	(605,367.51)	-
Total Appropriations	524,251.18	605,367.51	-	(605,367.51)	-
Profit (Loss) for the Period	(924.65)	107,219.27	-	(107,219.27)	-

NO ASSURANCE IS PROVIDED

Balance Sheets

Town of Fine

As of August 31, 2025

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7	Star Lake Water Dist SW - Balance Sheet
8	Wanakena Sewer Dist SS - Balance Sheet
9	CF Youth Comm SP - Balance Sheet
10	CF Golf Course SPG - Balance Sheet
11	Balance Sheet - Trust & Agency
12	Youngs Rd Bridge Capital Project H3 - Balance Sheet

Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

A200 - Cash GEN FUND A	217,102.63
A200.1 - Cash (Oswegatchie Cemetery) GEN FUND A	36,628.68
A210 - Petty Cash GEN FUND A	200.00
A391 - Due From Other Funds GEN FUND A	15,000.00
A391.1 - Due from Other Funds-T&A GEN FUND A	40,000.00
A450 - Investments in Securities GEN FUN A	607,773.29
Accounts Receivable	1,586.20
DA200 - Cash HIGHWAY FUND DA	70,897.28
DA230 - Cash, Capital Reserves-Equipment HIGHWAY FUND DA	468.70
DA410 - Due from State/Fed Gov't-CHIPS HIGHWAY FUND DA	243,283.36
DA450 - Investments in Securities HIGHWAY FUND DA	599,102.49
DA450.1 - Investments in Securities-Equip Reserve HIGHWAY FUND DA	213,066.71
H3200 - Cash H3 YOUNGS RD BRIDGE CAPITAL PROJECT	42,152.13
H3410 - Due from State H3 YOUNGS RD BRIDGE CAPITAL PROJECT	603,398.51
H3450 - Investments in Securities H3 YOUNGS RD BRIDGE CAPITAL PROJECT	280,796.98
SP200 - Cash CF YOUTH COMM. SP	10,123.59
SPG200 - Cash CF GOLF COURSE SPG	20,174.55
SPG210 - Petty Cash CF GOLF COURSE SPG	250.00
SPG230 - Cash, Special Reserves CF GOLF COURSE SPG	3,163.00
SPG450 - Investments in Securities CF GOLF COURSE SPG	79,865.28
SS200 - Cash WANAKENA SEWER DIST SS	28,338.21
SS450 - Investments in Securities WANAKENA SEWER DIST SS	55,574.80
SW200 - Cash STAR LAKE WATER DIST SW	51,212.97
SW230 - Cash, Special Reserves STAR LAKE WATER DIST SW	50,000.00
SW450 - Investments in Securities STAR LAKE WATER DIST SW	439,058.84
TA200 - Cash TRUST & AGENCY FUND TA	42,603.54
Total Current Assets	3,751,821.74

Long Term Assets

K101 - Fixed Assets: Land FIXED ASSETS	88,126.33
K102 - Fixed Assets: Buildings FIXED ASSETS	3,095,219.30
K104 - Fixed assets: Mach. & Equip. FIXED ASSETS	2,386,881.36
K105 - Fixed Assets: Constr Work in Progress FIXED ASSETS	214,010.16
K106 - Infrastructure FIXED ASSETS	9,127,607.89
K117 - Accum. Deprec. FIXED ASSETS	(3,387,466.49)

NO ASSURANCE IS PROVIDED

AUG 31, 2025

K159 - Total Non-Current Gov't Assets FIXED ASSETS	(11,524,378.55)
Total Long Term Assets	-

Total Assets	3,751,821.74
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Liabilities and Fund Balances**Liabilities****Current Liabilities**

Accounts Payable	983,526.20
A631 - Due to Other Gov't GEN FUND A	3,240.00
A690 - Overpayments and Clearing Account GEN FUND A	(5,203.00)
SP630 - Due to Other Fund CF YOUTH COMM. SP	15,000.00
TA24 - SUTA Payable TRUST & AGENCY FUND TA	2,631.94
TA24.1 - SUTA Rounding TRUST & AGENCY FUND TA	3.73
TA26 - Social Security Tax TRUST & AGENCY FUND TA	(32.13)
TA630.1 - Due to Other Fund-General TRUST & AGENCY FUND TA	40,000.00
Total Current Liabilities	1,039,166.74

Long Term Liabilities

W129 - Total Non-Current Govt Liabilities LONG TERM DEBT	(4,588,394.52)
W628 - Bonds Payable LONG TERM DEBT	4,288,140.00
W638 - Net Pension Liabilities - ERS LONG TERM DEBT	191,830.00
W686 - Judgements & Claims Payable LONG TERM DEBT	108,424.52
Total Long Term Liabilities	-

Total Liabilities	1,039,166.74
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Fund Balances

A914 - Assigned Appropriated Fund Balance GEN FUND A	126,715.00
A917 - Unassigned Fund Balance GEN FUND A	629,752.25
DA878 - Capital Reserve Fund Balance Equipment HIGHWAY FUND DA	208,065.32
DA914 - Assigned Appropriated Fund Balance HIGHWAY FUND DA	136,744.00
DA915 - Assigned Unappropriated Fund Balance HIGHWAY FUND DA	330,093.20
H3915 - Assigned Unappropriated Fund Balance H3 YOUNGS RD BRIDGE CAPITAL PROJECT	294,877.17
SP915 - Assigned Unappropriated Fund Balance CF YOUTH COMM. SP	5,364.82
SPG878 - Water Fund Reserve CF GOLF COURSE SPG	3,163.00
SPG915 - Assigned Unappropriated Fund Balance CF GOLF COURSE SPG	85,361.39
SS915 - Assigned Unappropriated Fund Balance WANAKENA SEWER DIST SS	77,112.44
SW882 - Capital Repair Reserve STAR LAKE WATER DIST SW	50,000.00
SW915 - Assigned Unappropriated Fund Balance STAR LAKE WATER DIST SW	268,717.47
Current Year Earnings	496,688.94
Total Fund Balances	2,712,655.00

Total Liabilities and Fund Balances	3,751,821.74
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NO ASSURANCE IS PROVIDED

General Fund A - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

A200 - Cash GEN FUND A	217,102.63
A200.1 - Cash (Oswegatchie Cemetery) GEN FUND A	36,628.68
A210 - Petty Cash GEN FUND A	200.00
A391 - Due From Other Funds GEN FUND A	15,000.00
A391.1 - Due from Other Funds-T&A GEN FUND A	40,000.00
A450 - Investments in Securities GEN FUN A	607,773.29
Total Current Assets	916,704.60

Total Assets

916,704.60

Liabilities and Fund Balances

Current Liabilities

Accounts Payable	24,482.06
A631 - Due to Other Gov't GEN FUND A	3,240.00
A690 - Overpayments and Clearing Account GEN FUND A	(5,203.00)
Total Current Liabilities	22,519.06

Fund Balances

A914 - Assigned Appropriated Fund Balance GEN FUND A	126,715.00
A917 - Unassigned Fund Balance GEN FUND A	629,752.25
Current Year Earnings	137,718.29
Total Fund Balances	894,185.54

Total Liabilities and Fund Balances

916,704.60

NO ASSURANCE IS PROVIDED

Highway Fund DA - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

DA200 - Cash HIGHWAY FUND DA	70,897.28
DA230 - Cash, Capital Reserves-Equipment HIGHWAY FUND DA	468.70
DA410 - Due from State/Fed Gov't-CHIPS HIGHWAY FUND DA	243,283.36
DA450 - Investments in Securities HIGHWAY FUND DA	599,102.49
DA450.1 - Investments in Securities-Equip Reserve HIGHWAY FUND DA	213,066.71
Total Current Assets	1,126,818.54

Total Assets	1,126,818.54
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Liabilities and Fund Balances

Current Liabilities

Accounts Payable	265,147.70
Total Current Liabilities	265,147.70

Fund Balances

DA878 - Capital Reserve Fund Balance Equipment HIGHWAY FUND DA	208,065.32
DA914 - Assigned Appropriated Fund Balance HIGHWAY FUND DA	136,744.00
DA915 - Assigned Unappropriated Fund Balance HIGHWAY FUND DA	330,093.20
Current Year Earnings	186,768.32
Total Fund Balances	861,670.84

Total Liabilities and Fund Balances	1,126,818.54
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NO ASSURANCE IS PROVIDED

Star Lake Water Dist SW - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

SW200 - Cash STAR LAKE WATER DIST SW	51,212.97
SW230 - Cash, Special Reserves STAR LAKE WATER DIST SW	50,000.00
SW450 - Investments in Securities STAR LAKE WATER DIST SW	439,058.84
Total Current Assets	540,271.81

Total Assets	540,271.81
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Liabilities and Fund Balances

Current Liabilities

Accounts Payable	165,974.20
Total Current Liabilities	165,974.20

Fund Balances

SW882 - Capital Repair Reserve STAR LAKE WATER DIST SW	50,000.00
SW915 - Assigned Unappropriated Fund Balance STAR LAKE WATER DIST SW	268,717.47
Current Year Earnings	55,580.14
Total Fund Balances	374,297.61

Total Liabilities and Fund Balances	540,271.81
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NO ASSURANCE IS PROVIDED

Wanakena Sewer Dist SS - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

SS200 - Cash WANAKENA SEWER DIST SS	28,338.21
SS450 - Investments in Securities WANAKENA SEWER DIST SS	55,574.80
Accounts Receivable	1,586.20
Total Current Assets	85,499.21

Total Assets	85,499.21
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Liabilities and Fund Balances

Current Liabilities

Accounts Payable	382.08
Total Current Liabilities	382.08

Fund Balances

SS915 - Assigned Unappropriated Fund Balance WANAKENA SEWER DIST SS	77,112.44
Current Year Earnings	8,004.69
Total Fund Balances	85,117.13

Total Liabilities and Fund Balances	85,499.21
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NO ASSURANCE IS PROVIDED

CF Youth Comm SP - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

SP200 - Cash CF YOUTH COMM. SP	10,123.59
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Total Current Assets	10,123.59
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Total Assets	10,123.59
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Liabilities and Fund Balances

Current Liabilities

SP630 - Due to Other Fund CF YOUTH COMM. SP	15,000.00
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Total Current Liabilities	15,000.00
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Fund Balances

SP915 - Assigned Unappropriated Fund Balance CF YOUTH COMM. SP	5,364.82
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Current Year Earnings	(10,241.23)
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Total Fund Balances	(4,876.41)
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Total Liabilities and Fund Balances	10,123.59
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NO ASSURANCE IS PROVIDED

CF Golf Course SPG - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

SPG200 - Cash CF GOLF COURSE SPG	20,174.55
SPG210 - Petty Cash CF GOLF COURSE SPG	250.00
SPG230 - Cash, Special Reserves CF GOLF COURSE SPG	3,163.00
SPG450 - Investments in Securities CF GOLF COURSE SPG	79,865.28
Total Current Assets	103,452.83

Total Assets	103,452.83
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Liabilities and Fund Balances

Current Liabilities

Accounts Payable	3,288.98
Total Current Liabilities	3,288.98

Fund Balances

SPG878 - Water Fund Reserve CF GOLF COURSE SPG	3,163.00
SPG915 - Assigned Unappropriated Fund Balance CF GOLF COURSE SPG	85,361.39
Current Year Earnings	11,639.46
Total Fund Balances	100,163.85

Total Liabilities and Fund Balances	103,452.83
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NO ASSURANCE IS PROVIDED

Balance Sheet - Trust & Agency

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

TA200 - Cash TRUST & AGENCY FUND TA	42,603.54
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Total Current Assets	42,603.54
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Total Assets	42,603.54
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Liabilities and Fund Balances

Current Liabilities

TA24 - SUTA Payable TRUST & AGENCY FUND TA	2,631.94
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TA24.1 - SUTA Rounding TRUST & AGENCY FUND TA	3.73
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TA26 - Social Security Tax TRUST & AGENCY FUND TA	(32.13)
---	---------

TA630.1 - Due to Other Fund-General TRUST & AGENCY FUND TA	40,000.00
--	-----------

Total Current Liabilities	42,603.54
---------------------------	-----------

Total Liabilities and Fund Balances	42,603.54
-------------------------------------	-----------

NO ASSURANCE IS PROVIDED

Youngs Rd Bridge Capital Project H3 - Balance Sheet

Town of Fine

As of August 31, 2025

AUG 31, 2025

Assets

Current Assets

H3200 - Cash H3 YOUNGS RD BRIDGE CAPITAL PROJECT	42,152.13
H3410 - Due from State H3 YOUNGS RD BRIDGE CAPITAL PROJECT	603,398.51
H3450 - Investments in Securities H3 YOUNGS RD BRIDGE CAPITAL PROJECT	280,796.98
Total Current Assets	926,347.62

Total Assets	926,347.62
---------------------	-------------------

Liabilities and Fund Balances

Current liabilities

Accounts Payable	524,251.18
Total Current liabilities	524,251.18

Fund Balances

H3915 - Assigned Unappropriated Fund Balance H3 YOUNGS RD BRIDGE CAPITAL PROJECT	294,877.17
Current Year Earnings	107,219.27
Total Fund Balances	402,096.44

Total Liabilities and Fund Balances	926,347.62
--	-------------------

NO ASSURANCE IS PROVIDED

Town of Fine
Bank Reconciliations
August 31, 2025
Community Bank Statements

Total Bank	
Balance per Bank	572,618.95
Outstanding Checks	(3,649.56)
Deposits in Transit	3,895.89
Transfers in Transit	-

Adjusted Bank Balance 572,865.28

General Ledger Accounts

Total Book	
General Ledger Book Balance	<u>572,865.28</u>

Difference -

Acct #xxx00124	Acct #xxx5113	Acct #xxx3206	Acct #xxx95154
General Fund	Gen Fund Savings	Cemetery Savings	HWY Fund Savings
Bank	Bank	Bank	Bank
41,657.43	175,496.85	36,628.68	70,897.28
(1,647.44) *	-	-	-
1,595.85 ***	-	-	-
(0.06)	-	-	-
<u>41,605.78</u>	<u>175,496.85</u>	<u>36,628.68</u>	<u>70,897.28</u>
GL # A200		GL # A200.1	GL # DA200
A General Fund		A General Fund	DA Highway Fund
Book		Cemetery	Book
<u>217,102.63</u>	<u>-</u>	<u>36,628.68</u>	<u>70,897.28</u>
-	-	-	-

* O/S Checks

#12342	30.00	#12758 reissued
#12932	298.90	reissued
#12904	112.00	
#12914	1,206.54	

1,647.44 *

* Outstanding Checks

** Sewer Payments & Other Transfers in transit

*** Town Clerk's Report & Out standing Deposits

****Sale of Unmetered Water

Community Bank Statements

* Outstanding Checks
** Sewer Payments & Other Transfers
*** Town Clerk's Report & Outstanding
**** Sale of Unmetered Water

August 31, 2025
Community Bank Statements

Acct #xxx98273	10,123.59
Youth	-
Commission	-
Bank	-
	-
	10,123.59
GL # SP200	
SP Youth	
Comm	
Book	
	10,123.59

Transfers in Transit

42,152.13	GL # H3200 H3 Youngs Bridge Book	42,152.13
-----------	---	-----------

GL # SPG200	SPG Golf Course	Book	20,174.55
GL # SPG230	SPG Golf Reserves	Book	3,163.00

42,603.5

* O/S Checks

256.21
1,271.73

Cash Deposits	2,117.04
---------------	----------

619.01	88.00
210.00	59.96
812.01	30.02
	298.04

*****Sale of Unmetered Water

BUDGET AMENDMENTS AND TRANSFERS

09/10/2025

BUDGET AMENDMENTS –

GENERAL FUND:

Transfer \$2,172.00 from Contingency A19904 to
\$1,640.00 Building CE – Community Center A16204.4 (transfers remainder of 2021
insurance claim to CE \$1,637.78) and
\$ 532.00 to traffic control A33104

GOLF COURSE:

Transfer \$4000.00 from Contingency SPG19904 to Personal Services – Fertilizer
SPG72501

Transfer \$4,000 from Fund Balance SPG915 to Contractual Expense – Clubhouse
SPG72504.1

Town of Fine
Abstract of Vouchers September 2025

ContactName	InvoiceNumber	InvoiceDate	Description	LineAmount	AccountCode	Fund
Business Card	25-316	8/23/2025	Amazon paper	\$54.48	A11104	A
Diana C. Dufresne, M.Ed Director	25-326	8/26/2025	21343 Mileage @.70/mile 128 miles	\$89.60	A11104	A
Kyra Ames	25-315	8/14/2025	Court Clerk Meeting in Potsdam at \$.70/mile 82 miles	\$57.40	A11104	A
Business Card	25-316	8/23/2025	vista prints business card	\$23.47	A12204	A
Christine M. Cook	25-345	8/31/2025	Aug 2025 consulting services	\$350.00	A12204	A
Hoffman Eells Group CPA's, PC, The	25-334	8/31/2025	127979 bookkeeping services	\$2,750.00	A12204	A
Business Card	25-316	8/23/2025	2155AUG2025 NYSAA Fall conf registration	\$605.00	A13554	A
Business Card	25-316	8/23/2025	Vista prints business card	\$11.24	A13554	A
Nationalgrid	25-331	8/31/2025	48338-02103 town hall	\$38.08	A16204.1	A
Nationalgrid	25-331	8/31/2025	04411-07008 town barn	\$290.51	A16204.2	A
Slic Network Solutions	25-329	8/31/2025	town barn phone charges	\$52.11	A16204.2	A
Advanced Business Systems, Inc.	25-317	8/19/2025	631918 contract base fee	\$40.75	A16204.3	A
Business Card	25-316	8/23/2025	amazon postage meter ink	\$83.99	A16204.3	A
Nationalgrid	25-331	8/31/2025	26425-49122 office building	\$182.34	A16204.3	A
Pitney Bowes	25-333	8/1/2025	3321047099 lease	\$106.35	A16204.3	A
Pitney Bowes Bank Inc. - Reserve Account	25-310	8/14/2025	PostageAUG2025 postage	\$600.00	A16204.3	A
Slic Network Solutions	25-329	8/31/2025	Office Phone	\$138.31	A16204.3	A
Todd Supply, Inc.	25-344	8/31/2025	231254 water exchange	\$15.98	A16204.3	A
Business Card	25-316	8/23/2025	Amazon	\$129.99	A16204.4	A
Business Card	25-316	8/23/2025	staples supplies for community center	\$124.93	A16204.4	A
Nationalgrid	25-331	8/31/2025	82110-28007 OF Comm Center	\$235.15	A16204.4	A
Slic Network Solutions	25-329	8/31/2025	4387091 Community center	\$29.88	A16204.4	A
Todd Supply, Inc.	25-344	8/31/2025	231176 batteries	\$10.99	A16204.4	A
Nationalgrid	25-331	8/31/2025	31052-33013 star lake speed sign	\$20.80	A30104	A
St. Lawrence County Dept Of Highways	25-314	8/6/2025	child with autism sign	\$154.00	A33102	A
St. Lawrence County Dept Of Highways	25-309	8/1/2025	painted center and edge lines on Youngs road, Lake road	\$7,531.85	A33104	A
Business Card	25-316	8/23/2025	vista prints business card	\$11.24	A35104	A
Sandra Griffin	25-325	8/26/2025	aug2025 mileage at \$.70/mile 101	\$70.70	A35104	A
Nationalgrid	25-331	8/31/2025	26352-95100 street lights	\$2,110.95	A51824	A
Bargain Hunter	25-337	8/1/2025	9137 dog licensing ad	\$53.00	A64104	A
Office Of The State Comptroller-Justice Co	25-323	8/1/2025	june2025 states share of fines collected and fees earned	\$2,697.00	A690	A
Office Of The State Comptroller-Justice Co	25-323	8/1/2025	july2025 states share of fines collected and fees earned	\$2,373.00	A690	A

Town of Fine
Abstract of Vouchers September 2025

Mark Friden	25-338	8/31/2025	12413122 newspapers.com Subscription	\$64.70	A75104	A
Hartford Group Benefits	25-330	8/31/2025	137329278409 life insurance general	\$28.32	A90458	A
Excellus Health Plan - Group	25-313	8/11/2025	44526537 general fund share ins	\$3,173.85	A90608	A
Excellus Health Plan - Group	25-312	8/11/2025	44528005 general fund share dental ins	\$172.10	A90608	A
				\$24,482.06		
Barrett Paving Materials, Inc	25-327	8/21/2025	4218236 t-3	\$1,092.76	DA51104	DA
Mitchell Stone Products	25-328	8/14/2025	77650 3/4" minus	\$1,238.49	DA51104	DA
MX Fuels	25-343	8/31/2025	F1256461 200 dyed ULSD	\$531.70	DA51104	DA
MX Fuels	25-343	8/31/2025	F1256763 498.6 dyed ULSD	\$1,244.01	DA51104	DA
MX Fuels	25-343	8/31/2025	F1257513 1250.6 dyed ULSD	\$3,097.11	DA51104	DA
MX Fuels	25-343	8/31/2025	F1257438 98.4 87 Octane gasoline	\$248.93	DA51104	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4253772 I-6	\$21,078.04	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4253773 t-6	\$6,794.05	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4248162 t-7	\$16,635.38	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4248161 t-7	\$30,545.65	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4242875 t-7	\$14,768.34	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	424876 t-7	\$21,986.02	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4240413 t-6	\$36,080.16	DA51122	DA
Barrett Paving Materials, Inc	25-327	8/21/2025	4240412 t-6	\$57,960.22	DA51122	DA
Mitchell Stone Products	25-328	8/14/2025	77813 3/4" minus	\$4,582.43	DA51122	DA
Mitchell Stone Products	25-328	8/14/2025	77935 3/8" minus	\$2,991.66	DA51122	DA
Mitchell Stone Products	25-328	8/14/2025	77936 3/8" minus	\$680.68	DA51122	DA
St. Lawrence County Dept Of Highways	25-339	8/22/2025	paving 2025 labor, equipment, materials for paving	\$29,180.73	DA51122	DA
Cook Brothers Truck Parts Co.	25-340	8/13/2025	2459866 parts for hwy	\$351.66	DA51304	DA
Cook Brothers Truck Parts Co.	25-340	8/13/2025	2470834 parts for hwy	\$9.68	DA51304	DA
Cook Brothers Truck Parts Co.	25-340	8/13/2025	2472587 parts for hwy	\$30.70	DA51304	DA
Corporate Billing	25-318	8/1/2025	X813021176 credit return	-\$218.75	DA51304	DA
Corporate Billing	25-318	8/1/2025	X813022509 parts for hwy	\$292.43	DA51304	DA
Corporate Billing	25-318	8/1/2025	X813022585 parts for hwy	\$1,393.06	DA51304	DA
G&R Auto Parts	25-341	8/7/2025	5161-418041 parts for hwy	\$338.30	DA51304	DA
Haun Welding Supply Inc.	25-342	8/31/2025	569108 cylinder lease - one year	\$299.28	DA51304	DA
Hartford Group Benefits	25-330	8/31/2025	Life Insurance hwy	\$56.64	DA90458	DA
Excellus Health Plan - Group	25-313	8/11/2025	highway fund share ins	\$11,478.73	DA90608	DA

Town of Fine
Abstract of Vouchers September 2025

Excelsus Health Plan - Group	25-312	8/11/2025	highway fund share dental ins	\$379.61	DA90608	DA
				\$265,147.70		
Barton & Loguidice, PC	25-319	8/1/2025	22 Youngs road bridge project	\$11,866.63	H351202	H3
Barton & Loguidice, PC	25-319	8/1/2025	23 Youngs road bridge project	\$24,115.45	H351202	H3
J. E. Sheehan Contracting Corp.	25-322	8/1/2025	2 youngs road bridge project	\$488,269.10	H351202	H3
				\$524,251.18		
Business Card	25-316	8/23/2025	Amazon supplies for golf course	\$120.65	SPG72504.1	SPG
Friends of CF Golf Course	25-321	8/1/2025	1/2 of Garbage cans for golf course	\$1,170.00	SPG72504.1	SPG
MX Fuels	25-343	8/31/2025	F1257264 94.9 propane	\$128.23	SPG72504.1	SPG
Nationalgrid	25-331	8/31/2025	11298-54281 clubhouse	\$679.46	SPG72504.1	SPG
Slic Network Solutions	25-329	8/31/2025	golf course	\$0.05	SPG72504.1	SPG
Williamson Services, LLC.	25-335	8/31/2025	AUG2025 golf course trash removal	\$79.80	SPG72504.1	SPG
Business Card	25-316	8/23/2025	Amazon windshield	\$113.99	SPG72504.2	SPG
Cheryl Schuyler	25-332	8/31/2025	AUG2025 Aluminum cups	\$378.00	SPG72504.2	SPG
Cheryl Schuyler	25-332	8/31/2025	Aluminum signs	\$32.43	SPG72504.2	SPG
G&R Auto Parts	25-341	8/7/2025	5161-418775 parts for golf course	\$115.24	SPG72504.2	SPG
Nationalgrid	25-331	8/31/2025	18747-05273 cart storage building	\$91.61	SPG72504.2	SPG
Todd Supply, Inc.	25-344	8/31/2025	231207 supplies for golf course	\$39.28	SPG72504.2	SPG
Todd Supply, Inc.	25-344	8/31/2025	231373 supplies for golf course	\$308.29	SPG72504.2	SPG
Todd Supply, Inc.	25-344	8/31/2025	231374 supplies for golf course	\$12.98	SPG72504.2	SPG
Todd Supply, Inc.	25-344	8/31/2025	231419 supplies for golf course	\$8.99	SPG72504.2	SPG
Todd Supply, Inc.	25-344	8/31/2025	231421 supplies for golf course	\$9.98	SPG72504.2	SPG
				\$3,288.98		
Nationalgrid	25-331	8/31/2025	02011-27004 FRONT ST	\$74.95	SS81204	SS
Nationalgrid	25-331	8/31/2025	09050-60004 s shore rd	\$161.21	SS81204	SS
Slic Network Solutions	25-329	8/31/2025	south shore rd & river street	\$56.04	SS81204	SS
Todd Supply, Inc.	25-344	8/31/2025	231045 supplies for sewer district	\$89.88	SS81204	SS
				\$382.08		
Business Card	25-316	8/23/2025	vista prints business card	\$11.24	SW83104	SW
Development Auth. of the North Country	25-320	8/12/2025	343089 base contract services	\$808.33	SW83104	SW
Nationalgrid	25-331	8/31/2025	56990-87105 pump house	\$486.06	SW83104	SW
Nationalgrid	25-331	8/31/2025	44459-10005 water tank	\$64.02	SW83104	SW
Nationalgrid	25-331	8/31/2025	74253-36006 filtration plant	\$1,300.71	SW83104	SW

Town of Fine
Abstract of Vouchers September 2025

Nationalgrid	25-331	8/31/2025	04856-31016 water meter pole	\$22.89	SW83104	SW
Rod Langevin	25-324	8/12/2025	AUG2025 clean and inspect 2 water intake screens	\$800.00	SW83104	SW
Slic Network Solutions	25-329	8/31/2025	Internet	\$80.00	SW83104	SW
Todd Supply, Inc.	25-344	8/31/2025	231042 supplies for water district	\$19.86	SW83104	SW
Town Of Clifton	25-336	8/31/2025	102-2025 billing for water district	\$939.28	SW83104	SW
Hartford Group Benefits	25-330	8/31/2025	life insurance water	\$9.44	SW90458	SW
Excellus Health Plan - Group	25-313	8/11/2025	star lake water share ins	\$1,057.95	SW90608	SW
Excellus Health Plan - Group	25-312	8/11/2025	star lake water share dental ins	\$34.42	SW90608	SW
M&T Bank	25-311	8/18/2025	5930-2025 principal payment on long term debt	\$160,340.00	SW97106	SW
				\$165,974.20		
				\$983,526.20		

I hereby certify that the vouchers listed on this abstract were audited and allowed in the amounts shown. Authorization is hereby given and direction is made to pay each of the claimants the amounts listed.

Town Clerk (Auditing Clerk)

Date

Jeremy Thompson - Supervisor

Philip Giardino - Town Board Member

Carlton Kerr - Town Board Member

Samuel Bryant - Town Board Member

Gigi Hayden - Town Board Member

**Town of Fine Action Plan
August 2025**

Department	Subject	Who is responsible?	Date added to Action Plan	Done?
Town Hall	Follow up with engineer regarding the upstairs and fire escape at the town hall	Jeremy Thompson	12/11/2024	
Cemetery	Get estimates and quotes for a grant	Carlton Kerr & Jeremy Thompson	4/9/2025	
Community Center	Get estimates for baseboard heating or new piping for in-floor heat filled with water	Jeremy Thompson	4/2/2025	
Golf Course	Talk to Club Grub about paying rent	Jeremy Thompson	5/14/2025	
Federal Budget	Write a letter in opposition to federal budget cuts	Jeremy Thompson	5/14/2025	
Petition	Write a letter to the state DOT regarding the speed limit on Ridge Road	Jeremy Thompson	6/11/2025	
Codes	Check with Craig on the status of 4256A SH 3 in Star Lake	Jeremy Thompson	7/09/2025	
Arena	Check IMA for Arena to see if it needs amending	Hope Dolan	8/13/2025	
Arena	Invite Clifton's insurance agent to the joint meeting	Jeremy Thompson	08/13/2025	
Demolition	Check with County Attorney on status of 4231 SH 3	Jeremy Thompson	08/13/2025	
Ambulance Service	Write letter of support	Jeremy Thompson	08/13/2025	

CLIFTON FINE ARENA

Balance as of 8/01/2025	\$	26,482.19
	\$	-
Concession	\$	-
Rentals	\$	-
Town's Clifton & Fine share of revenues (Fine)	\$	-
Donation	\$	-
Monies received from Hockey Assoc for benches/net	\$	-
Total Receipts	\$	-
Balance total	\$	26,482.19

Disbursements

Transfer to TA Payroll Unemployment	\$	-
National grid	\$	318.29
Ferrellgas	\$	165.12
Town of Fine	\$	-
Transer to cover UI payment 1ST QTR	\$	-
NCC	\$	-
SLC Waste Dept	\$	-
Bargain Hunter	\$	-
SLIC	\$	27.39
Stop payment fee	\$	-
Todd Supply	.	-
Fine Heating & Plumbing	\$	-
Total Disbursed	\$	510.80

BALANCE IN CHECKING ACCOUNT

as of 8/31/2025 \$ 25,971.39

Total Arena Funds \$ 25,971.39

TOWN OF CLIFTON

ARENA RECR DISTRICT

DETAIL OF REVENUES

August 2025

		Modified budget	Earned 2025	Unearned Balance	%
DEPARTMENTAL INCOME					
SP2012	RECREATION CONCESSIONS	300.00	1,048.09	-748.09	0.0
SP2025	SPECIAL REC FACILITY CHARGES	200.00	1,340.00	-1,140.00	0.0
SP2070	DONATIONS & CONTRIBUTIONS	0.00	10.00	-10.00	0.0
	TOTAL DEPARTMENTAL INCOME	500.00	2,398.09	-1,898.09	0.0
INTERGOVERNMENTAL CHARGES					
SP2390	SHARE OF JT ACCT	28,000.00	28,000.00	0.00	0.0
	TOTAL INTERGOVERNMENTAL CHARGES	28,000.00	28,000.00	0.00	0.0
	TOTAL REVENUES:	28,500.00	30,398.09	-1,898.09	0.0

TOWN OF CLIFTON - ARENA RECR DISTRICT**BALANCE SHEET**

August 2025

ASSETS

SP200	A/P CHECKING	0.00
SP201	ARENA CHECKING	25,971.39
SP391	DUE FROM OTHER FUNDS	0.00
	TOTAL	25,971.39

LIABILITIES AND FUND BALANCE

SP600	ACCOUNTS PAYABLE	0.00
SP630	DUE TO OTHER FUNDS	0.00
	TOTAL	0.00

UNEXPENDED FUND BALANCE	25,971.39
TOTAL LIABILITIES & FUND BALANCE	25,971.39

TOWN OF CLIFTON

ARENA

CHECK REGISTER DATE

FOR THE PERIOD 08/01/2025 THROUGH 08/31/2025

Date	Check #	Payee	Status	Amount
08/14/2025	2321	FERRELLGAS		165.12
08/14/2025	2322	NATIONAL GRID		318.29
08/14/2025	2323	SLIC NETWORKS SOLUTIONS		27.39
			TOTAL	510.80

Appendix G – General Recordkeeping Requirements for Departments

To exercise effective oversight, as a general rule, the governing board should first gain an understanding of department operations. Board members will need to know the general rules and requirements for financial accountability and reporting. Board members will also need to determine what types of financial records should be maintained to meet these responsibilities. Many board members, particularly those newly elected, may not be familiar with these requirements.

The department's personnel should maintain appropriate records (either manual or computerized) to account for money received and disbursed. Board members should expect to find the following minimum records:

1. Cash receipt records and supporting documents.
2. Cash disbursement records and supporting documents.
3. Bank statements and supporting documents.
4. Determinations of accountability.
5. Reports to the chief fiscal officer or other applicable officials, individuals, entities, or agencies.

Appendix G – General Recordkeeping Requirements for Departments continued

Checklist for Review of Departments

The following checklist may be used for reviewing departments that receive and/or disburse cash.

<u>Cash Receipts</u>	<u>YES</u>	<u>NO</u>
Is the cash receipts journal up-to-date?	☒	☐
Is the cash receipts journal maintained in a manner that identifies the date received, payer, purpose, and the amount either individually or totals referenced to subsidiary receipt records? <u>Cash register used</u>	☒	☐
Are duplicate deposit slips kept? <u>with bank statement</u>	☒	☐
Do deposit amounts agree with cash receipt amounts?	☒	☐
Are deposits made timely and recorded up-to-date? <i>Last Recorded Deposit: Date <u>11/5/24</u> Amount <u>\$150.00</u></i>	☒	☐
Are un-deposited cash receipts safeguarded? <u>Working cash locked in file cabinet in locked clubhouse overnight.</u>	☒	☐
Is the cash receipts journal totaled and summarized <u>weekly?</u>	☒	☐

daily receipts deposited daily

<u>Cash Disbursements</u>	<u>YES</u>	<u>NO</u>
Is the cash disbursements journal up-to-date?	☐	☐
Is the cash disbursements journal maintained in a manner to identify amounts disbursed either individually or totals referenced to abstracts or payrolls?	☐	☐
Are pre-numbered checks used for all disbursements (other than petty cash)?	☐	☐
Are all checks signed by the appropriate official?	☐	☐
If checks are signed electronically, is the signature stamp or software in the custody and control of the department head?	☐	☐
Are canceled checks or check images returned with bank statements and maintained on file?	☐	☐
Are all unused checks properly controlled (blank check stock)?	☐	☐
Are checks recorded up-to-date? <i>Last Recorded Check: # _____ Date _____ Amount _____</i>	☐	☐
Are payments supported by appropriate documentation? Consider comparing a sample of disbursements with supporting documentation.	☒	☐

N/A

No checks are issued from the Golf Course checking account. The only disbursements made are 1) bank transfers for vouchers paid by abstract or payroll (both funded by transfer to another Town of Fine bank account) 2) direct bank charges for payment of credit card processing fees or sales tax withheld.

Appendix G – General Recordkeeping Requirements for Departments continued

<u>Cash Reconciliations</u>	<u>YES</u>	<u>NO</u>																					
Are bank accounts reconciled? <i>By Whom?</i> <u>Kate Barrett</u> <i>How Often?</i> <u>monthly</u> <i>Who Reviews/Verifies Them?</i> <u>Christine Cook & Town Board</u>	☒	☐																					
Is the bank reconciliation performed timely after the bank statement is received? <table border="1"> <thead> <tr> <th colspan="3"><u>Last Bank Reconciliation for Each Bank Account</u></th> </tr> <tr> <th><u>Bank Account</u></th> <th><u>Date Performed</u></th> <th><u>Month Ending</u></th> </tr> </thead> <tbody> <tr> <td><u>Golf Course</u></td> <td><u>1/7/2025</u></td> <td><u>December 2024</u></td> </tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	<u>Last Bank Reconciliation for Each Bank Account</u>			<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>	<u>Golf Course</u>	<u>1/7/2025</u>	<u>December 2024</u>													☒	☐
<u>Last Bank Reconciliation for Each Bank Account</u>																							
<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>																					
<u>Golf Course</u>	<u>1/7/2025</u>	<u>December 2024</u>																					
Are reconciliations documented and available for review?	☒	☐																					
Does the reconciled bank balance agree with the cash balance recorded in the accounting records?	☒	☐																					

<u>Deposit Protection</u>	<u>YES</u>	<u>NO</u>
Has the bank pledged adequate, eligible securities to protect deposits (held in department bank accounts) that exceed FDIC insurance protection, if applicable?	☐	☐

N/A

<u>Accountability</u>	<u>YES</u>	<u>NO</u>
Is accountability (what the department owes) determined at the end of each month?	☒	☐
Does accountability agree with bank reconciliation and supporting records?	☒	☐
Are receipts for the year comparable with those of previous years?	☒	☐
Are there significant safeguards for the protection of records and cash, such as a safe or a locking file cabinet, an office with a door that can be locked, regular deposits of cash, etc.?	☒	☐

Appendix G – General Recordkeeping Requirements for Departments continued

<u>Financial Reporting</u>	<u>YES</u>	<u>NO</u>	
Are monthly reports and payments to the chief fiscal officer timely?	☒	☐	
Are monthly reports and payments to other appropriate officials, individuals, entities, or agencies timely?	☐	☐	N/A
Do amounts reported agree with summarized cash receipt and disbursement books? Cash Register daily summaries are used.	☒	☐	
Are annual reports prepared and submitted timely?	☐	☐	N/A
Do annual reports agree with the records?	☐	☐	N/A

<u>Other Concerns</u> <i>(if applicable)</i>	<u>YES</u>	<u>NO</u>	
Are receivable control accounts maintained?	☐	☐	N/A
Is there indication that the receivable control accounts are reconciled to the detail subsidiary records?	☐	☐	N/A

Comments and Conclusions

The cash receipts reporting of the Clifton-Fine Golf Course for 2024 is in compliance with requirements, however some opportunities for strengthening operations exist. All funds received are deposited into a checking account the same day. Disbursements are only made by reimbursing the Town of Fine for vouchers for expenses or payroll, and automatic withdrawals for credit card processing fees and sales tax payable.

Opportunities for strengthening operations include:

1) REPEAT COMMENT - All customers that have paid for cart storage possess a key to the storage building, and as such, have access at any time to not only their own cart, but to all other carts. A "contract" was developed to be signed by each cart storage customer relating to waiving liability for damage that may be incurred to their own cart in storage, as the Town's insurance does not cover these carts. However, although a contract was signed by some of the owners, it was not obtained for 5 of the 23 customers renting storage space (although 3 of those had signed the agreement in prior years).

Submitted by Christine Cook, Accounting Consultant to the Town of Fine 08/28/25

SUNY Potsdam – Local Government Conference, October 14, 2025

**LUNCH KEYNOTE SPEAKER – CHRIS KOETZLE, EXECUTIVE
DIRECTOR, NY ASSOCIATION OF TOWNS**

ASSESSORS - 6.0 CONTINUING EDUCATION CREDITS

SESSIONS 1-3: Land Valuation

8:30 am – 3:00 pm

This session will explain the 4 methods to value vacant land by using the Allocation, Abstraction, Land Residual and Sales/Market Approach. Definitions will be presented on land size and the classifications necessary to develop consistent land value. Discussion will involve how current sales data can be affected by parcel size, the type of land and location. Developing early and consistent guidelines in land breakdown will help the assessor prepare for their next revaluation.

Presenter: John Stack, Assessor for Town of Brighton and Duane, Retired NYS ORTPS in valuation projects.

BOARD MEMBERS, BUDGET AND FINANCE

SESSION 1: Red Flags of Fraud

8:30 – 10:00 am

Municipal Fraud does happen. The NYS Comptroller's Office will provide insight into signs of potential fraud in municipalities and internal controls that should be in place.

Presenter: Ingrid Otto, NYS Comptroller's Office

SESSION 2: Municipalities and Professional Organizations: What You Need to Know

10:30 am – Noon

NYAOT Executive Director Chris Koetzle, NYCOM Executive Director Barbara Van Epps and NYGFOA Executive Director Maura Ryan will discuss how the professional associations they lead can help municipalities navigate their daily operations, protect home rule, avoid common pitfalls, and deliver essential services more effectively.

**SESSION 3: The Financial Responsibilities of Elected Officials and Municipal Fiscal
Officers: What You Need to Know**

1:30 – 3:00 pm

This is for Chief Elected Officials, Governing Board Members, and interested Government Finance Professionals. You will leave with a better understanding of the roles and responsibilities of Elected Officials versus Finance Officers as well as the government finance function, the planning and budgeting process, the numerous financial reports and what those reports indicate about a municipality's financial health, and how to make sound decisions based on a government's financial position. Bring Your Questions!

Panel: John Snow Jr, Town Supervisor-Town of Granby, Oswego County; Mindy Goddeau, Treasurer-Village of Lake Placid; Peggy L. Mousaw, Retired Municipal Finance Officer

MUNICIPAL CLERKS

SESSION 1: Policies in the Clerk's Office

8:30 – 10:00 am

Town and Village Clerks are responsible for maintaining specific policies in their office, a responsibility that's often overlooked with our busy schedules. To help clarify what's essential and what's simply recommended, NYAOT's Chief Counsel, Lori Mithen-DeMassi, will guide us through the latest requirements and best practices. Don't miss this always-informative session with Lori. Come prepared with your questions and leave with confidence that your office is fully compliant and well-organized.

Presenter: Lori Mithen-DeMassi, Chief Counsel, NY Associations of Towns

SESSION 2. Cybersecurity Made Simple for Government Leaders

10:30 am - Noon

Cut through the jargon and learn the must-have steps to protect your community's data. Cyberattacks on municipalities are on the rise—but protecting your town doesn't have to be complicated or expensive. In this practical, non-technical session, CST Group, Inc. CEO & Founder Lisa Brown breaks down the five essential cybersecurity protocols every NY local government should have in place. You'll learn how to reduce risk, ask the right questions of your IT team, and implement smart, budget-friendly practices that protect public data and services. Leave with a clear roadmap and simple tools you can use right away.

Presenter: Lisa A Brown, CEO & Founder, CST Group Inc.

SESSION 3. Navigating AI: The Do's, Don'ts, and Must-Knows for Local

1:30 – 3:00 pm

AI is everywhere—but what does it actually mean for local government? In this insightful and approachable session, tech expert and municipal advocate Lisa Brown demystifies artificial intelligence and shows clerks how to harness its power without falling into common traps.

You'll discover where AI tools can save you time and improve service delivery, where caution is critical, and what policies every municipality should consider before diving in. From document drafting to fraud detection, we'll explore real-world use cases, ethical boundaries, and simple steps to ensure responsible AI adoption in your office.

Whether you're curious, cautious, or already experimenting, this session will equip you with the clarity and confidence to lead your municipality through the evolving AI landscape.

Presenter: Lisa A Brown, CEO & Founder, CST Group, Inc.

PLANNING AND ZONING - 4.5 CONTINUING EDUCATION CREDITS

SESSION 1: Short Term Rental Regulation

8:30 – 10:00 am

Short-term rentals have been around for years, but the availability of online booking sites and the growth of local management companies has had dramatic effects on neighborhoods big and

small across the state (and around the world). A number of cities, towns, and villages in New York have come up with a variety of means to permit or restrict short-term rentals consistent with the character of the respective communities. This session looks at the problems short-term rentals posed for several of those municipalities and summarizes the regulations with which they responded to the challenge.

Presenters: New York State Department of State

SESSION 2: SEQOR -State Environmental Quality Review Act Basics 10:30 am - Noon

This introduction to the State Environmental Quality Review Act includes an overview of the environmental assessment form (EAF), Type I, Type II, and Unlisted actions and the sequence of making a positive or negative declaration on a project's potential to have an adverse impact on the environment. The relationship between the administration of local regulations and SEQOR will also be discussed.

Presenters: New York State Department of State

SESSION 3: Local Land Use Hot Topics 1:30 – 3:00 pm

This session will address the latest land use issues that are happening in the North Country. Topics to be reviewed include the new DEC wetland regulations; data centers; utility variances; existing mapping tools and a review of a use variance that was granted after all 4 legal tests were met. Come with specific questions or examples of creative land use solutions.

Presenters: Preston Santimaw, Planner I, St. Lawrence County Planning Office
Jason Pfothhauer, Director, St. Lawrence County Planning Office

PUBLIC WORKS - Approved for up to 4.5 CEU's

Session Moderator: Bob Henninger, Chairman, NNYWWC

SESSION 1: Municipal Water/Wastewater Infrastructure 8:30 – 10:00 am

“Project Planning, Funding and Implementation”

Presenters: Carrie Tuttle, PHD, Chief Operating Officer, and Mark Hall, Board Director, DANC
2.0 hrs.

SESSION 2: Geographic Information System (GIS) and the Modern Operator 10:30 am - Noon

Presenter: Thomas C. Haynes, PE, Director of Engineering, DANC 1.5 hrs.

SESSION 3: NYS Municipal Water/Wastewater Infrastructure Funding Opportunities 1:30 – 3:00 pm

Presenters: NYS Homes/Community Renewal, Department of State, Health/Environmental Conservation, Environmental Facilities Corporations and Department of Agriculture Rural Development. 1.5 hrs

Professional Services Agreement

Agreement made the _____ day of _____, 2025
between

LaBella Associates, D.P.C.

and

Mark Friden Representing: Town of Fine

for services related to the following Project:

91 NY-58, Fine NY 13648

LaBella and Client hereby agree as follows:

Description of Services: LaBella shall perform the services set forth and described in LaBella's proposal, dated August 18, 2025, a copy of which is attached as *Exhibit A*, in accordance with the terms and conditions of this contract attached as *Exhibit B*.

Compensation for Services: Client shall compensate LaBella for its professional services as set forth in LaBella's proposal. LaBella shall submit invoices for services rendered monthly. Client shall make payment to LaBella no later than thirty (30) days after the date of each invoice.

Term: LaBella shall commence performing its services when Client gives notice to proceed. This Agreement shall terminate when LaBella's services are completed and final payment has been received from Client, or as otherwise provided in this Agreement.

Insurance: LaBella shall maintain, at its own expense, throughout the term of this Agreement and until the expiration of all applicable statutes of limitation, the following insurance coverages:

- Comprehensive general liability insurance with policy limits of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate for bodily injury and property damage;
- Automobile liability insurance covering owned, non-owned, rented and hired vehicles operated by LaBella with policy limits of not less than \$1,000,000 combined single limit and aggregate for bodily injury and property damage;
- Umbrella liability insurance with policy limits of not less than \$10,000,000 each occurrence and \$10,000,000 in the aggregate;
- Worker's compensation insurance at statutory limits and employer's liability insurance with a policy limit of not less than \$1,000,000 for all employees engaged in the rendering of professional services under this Agreement; and
- Professional liability insurance with policy limits of not less than \$5,000,000 per claim and \$7,500,000 in the aggregate.

Client shall be named as an additional insured on a primary and non-contributory basis under the CGL, Automobile and Umbrella insurance policies. LaBella shall provide to the Client certificates of insurance evidencing compliance with the requirements of this Agreement. The certificates shall contain a provision that at least thirty (30) days prior written notice shall be given to Client in the event of cancellation, non-renewal, or reduction of the insurance.

Indemnification: To the fullest extent permitted by law, LaBella shall indemnify and hold the Client and its officers and employees harmless from and against liabilities, damages, losses and judgments, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts, errors or omissions of LaBella, its employees and its consultants in the performance of professional services under this Agreement.

In recognition of the relative risks and benefits of the Project to both Client and LaBella, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the liability of LaBella and LaBella's consultants for any and all claims, liabilities, damages, losses, costs, and judgments of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of LaBella and LaBella's consultants shall not exceed \$50,000 or LaBella's total fee for services rendered on this Project, whichever is greater.

LaBella Associates, D.P.C.

By: _____

Name _____

Title _____

Date: _____

Representative

By: _____

Name _____

Title _____

Date _____

Exhibit A
LaBella's Proposal



August 18th, 2025

Mark Friden

Town Historian
Town of Fine
4078 State Highway 3
Star Lake, NY, 13690

RE: *Professional Services Proposal
Town of Fine Old Town Hall
Building Condition Survey
91 NY-58
Fine, NY, 13648*

Dear Mr. Mark Friden:

Thank you for the opportunity to submit a proposal to complete a building condition survey of the Town of Fine Old Town Hall on NY-58 in Fine, New York. As requested, LaBella will provide general consulting, engineering and architectural services to complete the assessment and prepare a property inspection report. The following is the basis for our proposal.

PROJECT DESCRIPTION:

Per our in person meeting on August 14, 2025, we understand that our scope is to provide a comprehensive investigation report that assesses the current condition and future repair needs of the building located at 91 NY-58. The multi-disciplinary architectural/engineering review of the building should reflect the current state of the building, site and all building systems including, but not limited to: architectural, structural, environmental, regulated building materials, site/civil, and mechanical, electrical, and plumbing needs. The final assessment report will include a high-level estimate of probable construction costs based on the current condition, recommended repairs and improvements. Programming information is limited to assessing code requirements and needs in order to prepare the facility for future use. We understand the historic significance of the structure, as it is located on the National Register of Historical Places.

Based on this description our services will include the following tasks:

SCOPE OF SERVICES:

- A. Attend a kickoff meeting with you to discuss the scope of work, project intent, establish work and communication protocols, project schedule and other key project requirements.
- B. Prepare existing floor plans based on fieldwork by technicians on LaBella staff.

300 State Street, Suite 201 | Rochester, NY 14614 | p (585) 454-6110 | f (585) 454-3066

www.labellapc.com



- C. Conduct site visits by all A/E disciplines to observe and document the existing interior and exterior conditions of the building and site including visual, handwritten notes and photo documentation.
- D. Conduct a preliminary code review including the current editions of the Building Code of New York State, Existing Building Code of New York State, ADA, ICC/ ANSI A117.1 Accessibility Code, and other pertinent local, State and Federal codes and regulations relevant to this project will be performed to confirm basic design requirements for elements that may not meet current Code requirements.
- E. Prepare a facility conditions report for the existing building and site including all building systems, that summarizes our findings.
- F. Provide a rough order of magnitude estimates of probable construction cost to correct deficient items noted in the facility conditions report.
- G. Prepare a matrix of deficiencies and related recommended repair items and rate each item on a sliding scale in order of importance, with life-safety items receiving the most urgent designation.
- H. Conduct meetings with you to review our progress and to review a draft of the final building conditions report. We have included time for up to two (2) meetings with Mark
- I. Issue Draft and Final reports to Mr. Mark Friden in electronic PDF format.

ASSUMPTIONS & EXCLUSIONS:

- 1. No programming or building alteration design work is included.
- 2. Field measuring and detailed documentation to verify the building size, individual building areas, rooms and dimensions of any space has been included.
- 3. We have assumed there are limited existing drawings of the building available for our use.
- 4. Evaluation of the site and site utilities serving the building is limited to a visual inspection of what can be seen without special means.
- 5. Instrument surveys; boundary, topography, underground utility mapping, are not included.
- 6. Visual observations will be limited to the items that can be seen by the naked eye. No destructive investigation or special non-destructive testing will be performed.
- 7. Preparation of a regulated building materials survey of the building can be included as an optional additional service.
- 8. Subsurface investigations are not included; geotechnical, contaminated soils evaluation, underground utility mapping, etc...
- 9. Design solutions to correct building and site deficiencies are not included.
- 10. Performance testing of any building systems or equipment, including air balance testing of HVAC units, registers, grilles and diffusers, and testing of electrical equipment and gear is not included.
- 11. Structural evaluation to determine structural floor, roof, and wall system capacities is not included. Our work is limited to assessing conditions only.
- 12. Energy conservation and building energy modeling analysis is not included.
- 13. Any historic preservation work including review and applications with the NYSHPO is not included.
- 14. Preparation of applications and supporting documentation for private or government grants, loans, or advances in connection with the project is not included.
- 15. Preparation of architectural renderings, colored 2D or 3D drawings, models or other



visualization and presentation materials is not included.

16. We have assumed and included two (2) meetings with Mr. Mark Friden for the duration of this project. Additional meetings requested by the Town of Fine may require additional fees.
17. We have assumed that we can complete our work during normal business hours, and that we will be provided with unencumbered access to all areas of the building.
18. We have assumed the Town of Fine can provide us with safe access to document all areas of the building. If areas are deemed unsafe, we will not be able to assess those areas.

FEE:

LaBella will complete these services **as a lump-sum fee.**

Architectural, Structural & Project Management:	\$7,400
Mechanical, Electrical, Plumbing & Fire Protection:	\$7,100
Civil:	\$2,020
TOTAL LUMP SUM FEE	\$16,520

REIMBURSABLE EXPENSES:

Costs associated with printing drawings and any other reimbursable expense are included in the fee quote.

SCHEDULE:

We can begin working on this project upon receipt of your written authorization of this agreement. A final project schedule to confirm the final deliverable date can be discussed during a kickoff meeting for the project.

We foresee the following schedule durations for this project:

- | | |
|--|----------------|
| • Post Contract Coordination & Start Up | 3 weeks |
| • Complete Initial Field Work and CAD Plans | 1.5 weeks |
| • Complete Investigative Field Work & Draft Report | 3.5 weeks |
| • Complete Cost Estimate & Final Report | <u>4 weeks</u> |

TOTAL DURATION TO ISSUE DRAFT REPORT	12 weeks
---	-----------------

- | | |
|--|---------|
| • Town of Fine Review and Final Report Revisions | 2 weeks |
|--|---------|

If needed, we can discuss this proposed project schedule. I am certain that we will be able to accommodate both the Frederic Remington Art Museum needs and our scheduling requirements to complete the project.

ACCEPTANCE:

The "Terms and Conditions" for Professional Services related to this proposal are outlined in our Agreement for Professional Services. If all of the provisions of this proposal are acceptable, please execute the agreement by signing the attached PSA and returning it to our office.



If you wish to discuss any of the terms outlined above, please feel free to contact me on my direct line at (315) 627-3856, or via e-mail at cmousaw@labellapc.com to discuss them in more detail. I am sure that we can work through any of your concerns.

Best Regards,

LaBella Associates

A handwritten signature in black ink, appearing to read 'CM' or 'Corey Mousaw'.

Corey Mousaw
Project Manager

Exhibit B

Terms and Conditions

Terms and Conditions

LaBella's Responsibilities: LaBella shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

LaBella shall perform its services consistent with the professional skill and care ordinarily provided by members of the same profession practicing in the same or similar locality under the same or similar circumstances. LaBella shall perform its services as expeditiously as is consistent with such professional skill and care, and the orderly progress of the Project.

LaBella shall not at any time supervise, direct, control or have authority over any contractor or subcontractor's work, nor shall LaBella have authority over, or be responsible for, the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor or subcontractor, or the safety precautions and programs incident thereto, for safety or security at the Project location, nor for any failure of a contractor or subcontractor to comply with laws and regulations applicable to the performance of their work and the furnishing of materials on the Project. LaBella shall not be responsible for the acts or omissions of any contractor or subcontractor.

Client's Responsibilities: Client shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

Client shall provide LaBella with all available information regarding, and site access to, the Project necessary for LaBella to perform its professional services, including Client's requirements for the Project. Client also shall provide information regarding the Project site and any existing facilities, including destructive testing and investigation of concealed conditions and hazardous substances or injurious conditions. If Client does not perform destructive testing or investigation, nor provide information beyond that which is apparent by non-intrusive observations, or in the event documentation or information furnished by Client is inaccurate or incomplete, then any resulting damages, losses and expenses, including the cost of LaBella's changes in service or additional services, shall be borne by Client.

Client shall examine documents submitted by LaBella and render decisions pertaining thereto promptly to avoid unreasonable delay in the progress of LaBella's services.

Additional Services: LaBella may provide additional services after execution of this Agreement without invalidating the Agreement. LaBella shall not proceed to provide any additional services, unless and until LaBella receives written direction from Client. Client shall compensate LaBella for additional services as set forth in LaBella's proposal, or any supplemental proposal or contract modification, or as agreed upon in writing signed by both parties.

Assignment: Neither party may assign any benefit or obligation under this Agreement without the prior written consent of the other party, except LaBella may use the services of persons and entities not in LaBella's employ when appropriate and customary to do so.

Confidentiality: During the Project, confidential and/or proprietary information of the Client might be furnished to LaBella. LaBella shall use such information for the purpose of providing its professional services on the Project, and for no other purpose. LaBella shall hold such information in strict confidence and shall not disclose such information to any person or entity, except sub-consultants engaged on the Project or as required by law. Upon completion of its services, LaBella shall return or destroy all confidential and/or proprietary information to the Client.

Instruments of Service: All documents prepared or furnished by LaBella pursuant to this Agreement are instruments of professional service, and LaBella shall retain its ownership and property interest therein, including all copyrights and the right to reuse the documents. Upon payment in full for services rendered, LaBella grants Client a license to use the instruments of service for the purposes of constructing, occupying and maintaining the Project. Reuse or modification of any documents by Client without LaBella's written permission shall be at Client's sole risk, and Client agrees to defend, indemnify, and hold LaBella harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

Client and Client's contractors and other consultants may rely only upon printed copies (also known as hard copies) of documents that are signed and sealed by a licensed professional employed by LaBella. If there is any discrepancy between printed copies and any electronic copies, the most recent version of the printed and certified copies shall govern. Any electronic copies (files) provided by LaBella will be provided solely as a convenience and shall not be considered "Contract Documents," "Construction Documents" or any type of certified document. All documents considered "Contract Documents," "Construction Documents" or any type of certified document shall consist only of printed copies having an original signature and seal of a licensed professional employed by LaBella. Client is advised that electronic copies of documents can deteriorate or be inadvertently modified without LaBella's consent or may otherwise be corrupted or defective. Accordingly, Client and Client's contractors or other consultants may not rely upon the accuracy of any electronic copies of documents.

Escalation: In the event the term of this Agreement is extended beyond the period of service set forth in LaBella's proposal, then compensation for professional services is subject to review and escalation by LaBella upon thirty (30) days written notice to Client.

Suspension: Client may suspend this Agreement in whole or in part at any time for convenience upon seven (7) days written notice. Upon receipt of notice, LaBella shall immediately discontinue all services. LaBella shall be entitled to compensation for all services rendered up to the date of suspension. If the suspension exceeds three (3) months, an equitable adjustment in compensation shall be negotiated to compensate LaBella for all reasonable costs incurred by LaBella on account of the suspension of the Project.

LaBella may suspend its performance under this Agreement if any delinquent amounts due for services and expenses have not been paid. LaBella may refuse to release drawings, plans, specifications, reports, maps, materials and any other instruments of service prepared by LaBella

for Client until all arrearages are paid in full. LaBella shall not be liable to Client for delay or any other damages due to any such suspension of services.

Termination: Either party may terminate this Agreement for cause upon seven (7) days written notice with an opportunity to cure any default during that period. In any event, without regard to the party terminating the Agreement, Client shall remit payment of all amounts that are not in dispute no later than thirty (30) days after the date of each invoice.

Disputes: The parties agree that mediation before a mutually agreeable neutral third party shall be a condition precedent to any legal action arising out of this Agreement, unless waived in writing by the parties. The cost of the mediation shall be borne equally by the parties. The mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, unless the parties agree otherwise. No demand for mediation shall be made after the date that the applicable statute of limitations would bar a legal or equitable action based on the claim or dispute.

Venue and Jurisdiction: Any legal suit, action or proceeding arising out of or relating to this agreement shall be instituted in a court of competent jurisdiction located in the state and county where the project is located. The parties hereby waive any objection which they may have now or hereafter to the venue of any such suit, action or proceeding, and hereby irrevocably consent to the personal jurisdiction of any such court in any such suit, action or proceeding.

Choice of Law: This Agreement shall be interpreted, construed and enforced in accordance with the laws of the state where the project is located without giving effect or reference to any conflict of laws provisions.

Consequential Damages: In any suit, action or proceeding, the parties shall be entitled to recover compensatory damages incurred as a result of the breach of this Agreement, but, to the fullest extent permitted by law, neither party shall be liable to the other for any special, incidental, indirect, or consequential damages.

Late Fees, Costs and Attorneys' Fees: An additional charge of 1.5% of an invoice will be imposed each month on all past due accounts. Imposition of such charges does not constitute an extension of the payment due date. If LaBella must bring suit to collect payment of any invoices, then Client agrees to pay LaBella's costs and expenses, including reasonable attorneys' fees.

Remedies Cumulative: The rights and remedies available to a party under this Agreement are cumulative and in addition to, not exclusive of, or in substitution for, any other rights or remedies either party may have at law, or in equity, or under this Agreement. Nothing contained in this Agreement shall be deemed to preclude either party from seeking injunctive relief, if necessary, to prevent the other party from willfully or intentionally breaching its obligations under this Agreement or to compel the other party to perform its obligations hereunder.

Non-Waiver: Failure by either party at any time to require performance by the other party or to claim a breach of any provision of this Agreement will not be construed as a waiver of any right

accruing under this Agreement, nor affect any subsequent breach, nor affect the effectiveness of this Agreement or any part hereof, nor prejudice either party as regards any subsequent action.

Force Majeure: Neither party to this Agreement shall be liable to the other for delays in performing the obligations called for by this Agreement, or the direct and indirect costs resulting from such delays, that are caused by labor strikes, riots, war, acts of government authorities other than the Client (if a governmental authority), extraordinary weather conditions, epidemics, pandemics or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.

Severability: The provisions of this Agreement are hereby agreed and declared to be severable. Any term or provision of this Agreement which is held to be unenforceable by a court of competent jurisdiction shall be deemed to have been stricken from this Agreement, and the remaining terms and provisions of this Agreement shall be construed and enforced without such terms or provisions.

Counterparts: This Agreement may be executed in one or more counterparts, each one of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Scope of Agreement: This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral, except that terms specific to future projects shall be set forth in LaBella's proposals. This Agreement may be amended only by written instrument signed by both parties.

Trey Talbott

3 Colby Rd, Star Lake NY 13690 / 1650 Malone Rd, Victor NY 14564

trey.talbott@me.com

585-924-4266

Town Supervisor

Jeremy Thompson

Town of Fine NY

August 28, 2025

Hi Jeremy,

Not sure we have met but we have family on the lake, regularly visited the area over 30 years and about five years ago purchased a place on Colby Rd.

I hope this message finds you well. I am writing to propose a forward-looking initiative that could bring both economic and environmental benefits to Star Lake: the installation of a small number of electric vehicle (EV) charging stations.

As you may know, northern New York currently has limited EV charging infrastructure. Star Lake is uniquely positioned along Route 3 to popular North Country destinations such as Cranberry Lake, Tupper Lake, Saranac Lake, and Lake Placid. I believe this is an excellent opportunity to capitalize on a situation to drive more awareness and visibility of Star Lake.

Available Funding Opportunities

I am no expert on grants but in doing a little research there are evidently several federal programs that can significantly offset the cost of installing EV chargers:

- **National Electric Vehicle Infrastructure (NEVI) Formula Program:** Allocates \$5 billion (2022–2026) to states for building a national EV charging network. It covers up to 80% of eligible project costs, including acquisition, installation, and maintenance of chargers. [[Explore Av...s | US ...](#)]
- **Charging and Fueling Infrastructure (CFI) Discretionary Grant Program:** Offers \$2.5 billion over five years for community and corridor charging projects. The Community Program prioritizes rural and underserved areas, making Star Lake an ideal candidate. Grants range from \$500,000 to \$15 million. [[Charging a...nt Program](#)]

These programs are designed to support rural communities like ours and can be accessed by local governments and public entities.

Benefits to Star Lake

According to the U.S. Department of Transportation, EV infrastructure offers several advantages for rural communities: [[Benefits to rural communities](#)]

- **Economic Development:** EV drivers often plan their routes around charging availability. While charging, they are likely to visit local shops, restaurants, and attractions—bringing new revenue to the community.
- **Health and Environmental Benefits:** EVs produce zero tailpipe emissions, improving air quality and reducing greenhouse gas emissions. This contributes to better public health and environmental sustainability.
- **Workforce and Infrastructure Investment:** Installing and maintaining EV chargers can create local jobs.

Next Steps

I am no expert at any of this and do not own an EV car but the EV market is certainly doing nothing but growing. I would be happy to assist in exploring grant applications, identifying suitable locations, and connecting with potential partners. This initiative would make Star Lake a strategic stop for EV drivers—bringing new visitors into town and increasing visibility for local businesses for years to come.

Thank you for considering this opportunity. I welcome the chance to discuss this further and explore how we can bring this vision to life.

I appreciate your consideration.

Regards,

Trey