



Agenda
Town Board Meeting
April 8, 2026

1. AUDIENCE PARTICIPATION

- 1.1. Wanakena Boat Launch
- 1.2. CFEDC

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. Report
- 3.3. **HIGHWAY DEPARTMENT (Nelson Martin Jr.)**
- 3.4. **STAR LAKE WATER DEPARTMENT (Mark Hall)**
- 3.5. **TOWN CLERK/TAX COLLECTOR: (Tamika Provost)**
 - 3.5.1. Report

4. ADOPT MINUTES FROM PREVIOUS MEETING

- 4.1. Regular Meeting, March 11, 2026
- 4.2. Joint Board Meeting, April 1, 2026

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)

6. COMMITTEE UPDATES:

- 6.1. **ARENA: (Carlton Kerr/Melissa Streeter)**
- 6.2. **GOLF COURSE: (Jeremy Thompson/Dave Downey):**
- 6.3. **CF YOUTH COMMISSION (Sam Bryant):**
- 6.4. **OSWEGATCHIE CEMETERY (Carlton Kerr/Gigi Hayden):**

7. OLD BUSINESS:

- 7.1. Review Action Plan

8. NEW BUSINESS:

- 8.1. 2025 Justice Court Audit Report Resolution
- 8.2. Review Investment Policy
- 8.3. CF Hospital Request



Dog Control Officer Report
 Month- April 2026

# of dogs seized for the town: 0	# taken to the shelter: 0	# held at local kennel: 0
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of trips conducted for dog control:

1

of miles traveled for dog control:

36

calls, messages/home visits-contacts
12

\$\$\$ for mileage- \$27.00

of DCO Final Notices
& Rabies Vac Info given out
2

Dog Complaints Received
1

of tickets issued for dog violations:

0

of Summons Served

0

NOTES:
 * Mike Gilbo, Potsdam ACO & a back-up, fielded a call from a dog owner for me & I'm now monitoring situation.
 * Rabies Clinic New Date- 6/11/26 5:00-7:00 @ Clifton Highway Dept-Newton Falls
 * Attended Zoom training on 4/2/26 by SLCPH Dept re: coordinating 2026 rabies clinics

I hereby certify, that this report is a true statement of all activity conducted by me, as dog control officer for the time period stated.

Sandra Griffin
 Dog Control Officer

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	3	2.49
			Sub-Total:	\$2.49
A1603	Misc. Fees	Certified Copy - Birth	4	40.00
			Sub-Total:	\$40.00
A2410	Rental of Real Property	Refund of Deposit	2	-50.00
		Refund of Deposit & Rent	1	-50.00
		Reund of rent & deposit	1	-50.00
		Rent (Residential)	6	150.00
		Residential Security Deposit	5	125.00
			Sub-Total:	\$125.00
A2544	Dog Licensing	Female, Spayed	9	40.50
		Male, Neutered	5	22.50
		Male, Unneutered	6	63.00
			Sub-Total:	\$126.00
SS2120	Sewer Rents	Wanakena Sewer Rents	6	4,720.00
			Sub-Total:	\$4,720.00

Total Local Shares Remitted: \$5,013.49

Amount paid to: NYS Ag. & Markets for spay/neuter program 32.00

Amount paid to: NYS Environmental Conservation 42.51

Total State, County & Local Revenues: \$5,088.00

Total Non-Local Revenues: \$74.51

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, Tamika Provost, 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

Tamika Provost

Town Clerk

04/01/26

Date

The Fine Town Board held its regular meeting on Wednesday, March 11, 2026, 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			

Guests: Tamika Provost, Town Clerk; Nelson Martin Jr, Highway Superintendent; Chris Cook (on the phone), Larry Denesha, County Legislator; Kathleen Nevil, and Donna Landy.

Audience Participation- Kathleen Nevil spoke about the Clifton Fine Economic Development Corporation. Donna Landy gave updates on the outcome of the ADK winter white-out weekend.

Report – 03/2026-38- Moved by C. Kerr, seconded by P. Giardino, to accept the Dog Control Officer report.

Ayes: 5 Noes: 0 Carried.

Codes- No permits were issued for the month of February.

Board of Assessment Review-03/2026-39- Moved by S. Bryant, seconded by C. Kerr, to appoint Daisy Demmon to the Board of Assessment Review to fill the expired term of Renee Waters from 03/11/2026- 09/30/2030.

Ayes: 5 Noes: 0 Carried.

Report –03/2026-40- Moved by S. Bryant, seconded by G. Hayden, to accept the town clerk’s report as presented.

Ayes: 5 Noes: 0 Carried.

2nd Notice Fee- 03/2026-41- Moved by C. Kerr, seconded by P. Giardino, to set the second notice fee for unpaid taxes at \$2.00.

Ayes: 5 Noes: 0 Carried.

Minutes –03/2026-42- Moved by C. Kerr, seconded by G. Hayden, to accept the minutes from the February town board meeting as presented.

Ayes: 5 Noes: 0 Carried.

Reports –03/2026-43- Moved by S. Bryant, seconded by P. Giardino, to accept the February financial report as presented.

Ayes: 5 Noes: 0 Carried.

Budget Amendments- 03/2026-44- Moved by G. Hayden, seconded by S. Bryant, to approve the February budget amendments.

Ayes: 5 Noes: 0 Carried.

Bills –03/2026-45- Moved by S. Bryant, seconded by P. Giardino, the town bills represented by vouchers 26-57 through 26-103 be paid.

General Fund - \$ 68,904.58
Highway Fund - \$ 28,049.61
Young’s Road Bridge Project \$ 87,561.00
Sewer District - \$ 1,649.07
Water District - \$ 27,533.15
Total - \$217,394.53

Ayes: 5 Noes: 0 Carried.

Arena – The minutes were reviewed.

Action Plan – The action plan was reviewed.

Policy- 03/2026-46- Moved by S. Bryant, seconded by C. Kerr, that the Drug & Alcohol Policy was reviewed, and no changes were recommended.

Ayes: 5 Noes: 0 Carried.

Conference- 03/2026-47- Moved by G. Hayden, seconded by C. Kerr, to approve the request for the Town Justice and Court Clerk to attend the conference in September.

Ayes: 5 Noes: 0 Carried.

County- Larry Denesha, our county legislator, was present to give an update on what is happening at the county level.

Adjourn – 03/2026-48- Moved by S. Bryant, seconded by G. Hayden, the meeting was adjourned at 8:07 PM.

Ayes: 5 Noes: 0 Carried.

Respectfully Submitted,

Tamika Provost, Town Clerk

A joint town board meeting with the Towns of Clifton and Fine was held on Wednesday, April 1, 2026, at the Clifton-Fine Community Center in Star Lake. A quorum of both boards was present. The meeting was called to order by Supervisor Griffin at 6:30 PM.

Board Members	Present	Absent	Late	Arrived
Fine Supervisor Jeremy Thompson	X			
Fine Councilman Philip Giardino		X		
Fine Councilwoman Gigi Hayden	X			
Fine Councilman Carlton Kerr	X			
Fine Councilman Sam Bryant	X			
Clifton Supervisor William Griffin	X			
Clifton Councilman John Russell		X		
Clifton Councilwoman Mary Zuhlsdorf	X			
Clifton Councilman Brett Blackmer	X			
Clifton Councilman Ray Company	X			

Others present: T. Provost, S. Mandigo, D. Downey, J. LaTray, L. McCagg, C. Demmon, C. Cook (on phone).

Golf Course: The current funds for the golf course are \$69,657, which includes \$3,163.00 for the water fund.

Appointments – 04/2026-49 Moved by S. Bryant, seconded by M. Zuhlsdorf, to accept John Russell & William Griffin as committee members from Clifton, Jeremy Thompson, and Herb Snider as committee members from Fine.

Ayes: 9 Noes: 0 Carried.

Lease – The committee will be working with Club Grub for the lease of the kitchen.

Attendants – 04/2026-50 Moved by C. Kerr, seconded by B. Blackmer, to hire Phillip Towne for ground maintenance and Cynthia Johnson, Lily Mitchell, and Noah Bullock for clubhouse attendants.

Ayes: 8 Noes: 1 J. Thompson Carried.

Credit Cards- 04/2026-51 Moved by S. Bryant, seconded by B. Blackmer, to authorize the 3% charge for the use of credit cards.

Ayes: 9 Noes: 0 Carried.

Arena - The current funds for the arena are \$47,373.31. The contributions from each town are \$14,000 each. The arena was open for 71 days and had to close for only 3 days. There were 7 private rentals, 12 Ranger school rentals, 46 open skating nights, 8 youth/10 adult hockey sessions, and the ice show.

Appointments – 04/2026-52 Moved by J. Thompson, seconded by S. Bryant, to accept John Russell and Lyndsay McCagg as committee members from Clifton, and Carlton Kerr and Melissa Streeter as committee members from Fine.

Ayes: 9 Noes: 0 Carried.

Youth Commission Coaches – The committee needs to work with the Youth Commission Director to come up with a list of volunteer coaches for the sports programs. The Volunteers will need to be First Aid & CPR Certified.

Arts & Crafts – The committee will also need to work with Lydia and the school on how the arts & crafts program will run this year. The school is not doing a local summer school, so busing is probably not an option for the program this year.

Rabies Clinic- The rabies clinic will be held on June 11th this year at the town barn in Newton Falls from 5 pm – 7 pm.

Community Center – The heat at the community center has been an issue this winter. The town of Fine will get estimates to replace the in-floor piping.

Black Fly Program – We have started spraying in the local streams.

Next Joint Meeting- The next joint town board meeting will be on October 7th, 2026, at the Community Center.

Adjourn- 04/2026-53 Moved by R. Company, seconded by J. Thompson, the meeting was adjourned at 7:42 PM.

Respectfully submitted,

Tamika Provost, Town Clerk

Town of Fine
Abstract of Vouchers April 2026

ContactName	InvoiceNum	InvoiceDate	Description	LineAmount	AccountCode	Fund
Blue 360 Media LLC	26-142	3/31/2026	2604285777 Shipping	\$55.55	A11104	A
Kyra Ames	26-115	3/23/2026	MAR-26 Mileage for Meeting 30 Miles @ \$0.725/mile	\$43.50	A11104	A
Julie LaTray	26-114	3/23/2026	MAR2026 Mileage for Meeting 72 Miles @ \$0.725/mile	\$52.20	A11104	A
Hoffman Eells Group CPA's, PC, The	26-146	3/31/2026	KIN Booking Services	\$2,750.00	A12204	A
Christine M. Cook	26-107	3/31/2026	MAR2026 Consulting Services	\$350.00	A12204	A
Community Bank FNBO	26-111	3/11/2026	Late Fee	\$39.00	A12204	A
Community Bank FNBO	26-111	3/11/2026	Finance Charge	\$1.75	A12204	A
Advanced Business Systems, Inc.	26-129	3/17/2026	8996578 Laptop & set up	\$1,578.14	A14104	A
MX Fuels	26-133	3/31/2026	F1278423 Propane	\$193.27	A16204.1	A
Nationalgrid	26-117	3/30/2026	48338-02103 Town Hall	\$74.19	A16204.1	A
Slic Network Solutions	26-138	3/31/2026	2425 Town Barn	\$52.11	A16204.2	A
MX Fuels	26-133	3/31/2026	F1278601 Propane	\$702.04	A16204.2	A
Todd Supply, Inc.	26-124	3/31/2026	233134 Wtaer Exchange	\$16.48	A16204.2	A
Todd Supply, Inc.	26-124	3/31/2026	K32984 Paint/ brush/ tray liner	\$89.19	A16204.2	A
Todd Supply, Inc.	26-124	3/31/2026	K32994 Paint/ liner/ cover	\$97.16	A16204.2	A
Todd Supply, Inc.	26-124	3/31/2026	233154 trash bags/ soap	\$25.27	A16204.2	A
Nationalgrid	26-117	3/30/2026	04411-07008 Town Barn	\$481.83	A16204.2	A
Hartford Steam Boiler Inspection And Ins. Co	26-113	3/11/2026	1340401 Boiler Inspection	\$220.00	A16204.2	A
Slic Network Solutions	26-138	3/31/2026	3121 Office	\$138.36	A16204.3	A
MX Fuels	26-133	3/31/2026	F127889 Fuel Oil	\$463.66	A16204.3	A
Nationalgrid	26-117	3/30/2026	26425-49122 Office Building	\$213.41	A16204.3	A
Advanced Business Systems, Inc.	26-129	3/17/2026	642757 Credit for early removal	-\$24.45	A16204.3	A
Slic Network Solutions	26-138	3/31/2026	47096202390 Community Center	\$29.88	A16204.4	A
MX Fuels	26-133	3/31/2026	F1279587 Fuel Oil	\$298.95	A16204.4	A
Todd Supply, Inc.	26-124	3/31/2026	233119 parts for community center	\$14.57	A16204.4	A
Todd Supply, Inc.	26-124	3/31/2026	233120 parts for community center	\$4.79	A16204.4	A
Nationalgrid	26-117	3/30/2026	82110-28007 CF Community Center	\$333.87	A16204.4	A
Fine Heating & Plumbing	26-110	3/16/2026	12567 Service Call & 2 Hour Labor	\$629.02	A16204.4	A

Town of Fine
Abstract of Vouchers April 2026

Fine Heating & Plumbing	26-110	3/16/2026	12575 Service Call & 2 Hour Labor	\$762.00	A16204.4	A
Blue Line Insurance Agency Inc	26-134	3/23/2026	2026 26-27 Excess/ Umbrella Balance Due	\$700.00	A19104	A
Nationalgrid	26-117	3/30/2026	31052-33013 Star Lake Speed Sign	\$24.40	A30104	A
St. Lawrence County Dept Of Highways	26-123	3/17/2026	MAR2026 Road Sign	\$23.60	A33102	A
Sandra Griffin	26-141	3/31/2026	MAR2026 Mileage 36 miles @ \$0.725/mile	\$26.10	A35104	A
Nationalgrid	26-117	3/30/2026	26352-95100 Street Lights	\$2,473.12	A51824	A
Adirondack Whiteout Weekend	26-133	3/1/2026	ADK2026	\$5,000.00	A63104	A
Bargain Hunter	26-105	3/2/2026	9452 AD for Deputy Clerk	\$10.00	A64104	A
Bargain Hunter	26-105	3/2/2026	9452 AD for Planning board member	\$37.00	A64104	A
Office Of The State Comptroller-Justice Court Fund	26-118	3/19/2026	FEB2026 The States' Share of Fines collected and fees earned	\$2,539.65	A690	A
Mark Friden	26-116	3/3/2026	13239996 6 month subscription to Newspapers.com	\$64.70	A75104	A
Mark Friden	26-116	3/3/2026	61892 Staples	\$51.78	A75104	A
Hartford Group Benefits	26-112	3/30/2026	137328954454 Life Insurance General Fund	\$28.32	A90458	A
Guardian Life Ins Company Of America	26-145	3/31/2026	DBL QTR #1 2026General Fund Share	\$57.90	A90558	A
Excellus Bluecross Blueshield-Group	26-137	3/10/2026	47325158 General Fund Share Insurance	\$9,077.53	A90608	A
Excellus Health Plan - Group	26-136	3/10/2026	4737033 General Fund Share Dental Insurance	\$280.41	A90608	A
Todd Supply, Inc.	26-124	3/31/2026	233060 Propane exchange	\$60.73	DA51104	DA
Team Blevins, LLC	26-121	3/26/2026	17899 Inspection	\$21.00	DA51104	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2616942 parts for hwy	\$689.81	DA51104	DA
Midstate Industrial Supply	26-132	3/4/2026	26-93900 parts for hwy	\$5,250.00	DA51104	DA
Midstate Industrial Supply	26-132	3/4/2026	26-93978 parts for hwy	\$26.52	DA51104	DA
Midstate Industrial Supply	26-132	3/4/2026	26-93768 parts for hwy	\$382.51	DA51104	DA
				\$30,080.25		

Town of Fine
Abstract of Vouchers April 2026

AR Auto Glass	26-135	3/3/2026	14276 2026 Dodge 2500 Windshield Replacement	\$450.00	DA51104	DA
AR Auto Glass	26-135	3/3/2026	14277 2019 International HX520 Windshield Replacement	\$450.00	DA51104	DA
Emerald Equipment Systems Inc.	26-139	3/31/2026	SO10072 Screening Plant	\$160,000.00	DA51302	DA
Evans Equipment	26-144	3/31/2026	01-38534 Parts for hwy tractor	\$3,000.00	DA51304	DA
Beam Mack Sales & Service DBA Conway Beam Truck Group	26-143	3/31/2026	272081W parts for hwy	\$738.03	DA51304	DA
Beam Mack Sales & Service DBA Conway Beam Truck Group	26-143	3/31/2026	272094W parts for hwy	\$176.18	DA51304	DA
Beam Mack Sales & Service DBA Conway Beam Truck Group	26-143	3/31/2026	CM268837W Credit	-\$297.00	DA51304	DA
Todd Supply, Inc.	26-124	3/31/2026	233050 parts for hwy	\$1.99	DA51304	DA
Team Blevins, LLC	26-121	3/26/2026	17480 Parts for HWY	\$1,444.80	DA51304	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2607706 parts for hwy	\$217.44	DA51304	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2605836 parts for hwy	\$222.02	DA51304	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2606496 parts for hwy	\$209.08	DA51304	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2628534 parts for hwy	\$192.06	DA51304	DA
Cook Brothers Truck Parts Co.	26-131	3/5/2026	2628636 parts for hwy	\$42.00	DA51304	DA
Blevins Motor Inc.	26-122	3/5/2026	56299 Parts for Hwy	\$117.80	DA51304	DA
Route 11 Truck & Equip Sales & Serv	26-119	3/5/2026	P61176 Parts for hwy	\$316.50	DA51304	DA
Midstate Industrial Supply	26-132	3/4/2026	26-94134 parts for hwy	\$190.66	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026531 parts for hwy	\$62.35	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026527 parts for hwy	\$62.35	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026531 parts for hwy	\$92.69	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813025115 parts for hwy	\$90.73	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813025422 parts for hwy	\$269.45	DA51304	DA
Corporate Billing	26-130	3/1/2026	X811076995 parts for hwy	\$1,050.00	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026531 parts for hwy	\$92.69	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026605 parts for hwy	\$70.74	DA51304	DA
Corporate Billing	26-130	3/1/2026	X813026609 parts for hwy	\$88.71	DA51304	DA
MX Fuels	26-133	3/31/2026	F1277346 Dyed ULSD	\$1,238.96	DA51424	DA

Town of Fine
Abstract of Vouchers April 2026

MX Fuels	26-133	3/31/2026	F127883 Dyed ULSD	\$2,303.19	DA51424	DA
MX Fuels	26-133	3/31/2026	F1279571 87 Octane	\$476.67	DA51424	DA
MX Fuels	26-133	3/31/2026	F1279887 Dyed ULSD	\$698.72	DA51424	DA
United Construction & Forestry	26-127	3/11/2026	11508967 Parts for hwy	\$1,059.36	DA51424	DA
Tracey Road Equipment, INC	26-125	3/5/2026	X103078710 parts for hwy	\$691.68	DA51424	DA
Hartford Group Benefits	26-112	3/30/2026	Life Insurance Highway Fund	\$56.64	DA90458	DA
Guardian Life Ins Company Of America	26-145	3/31/2026	Highway Fund Share	\$46.80	DA90558	DA
Excellus Bluecross Blueshield-Group	26-137	3/10/2026	Highway Fund Share Insurance	\$11,612.17	DA90608	DA
Excellus Health Plan - Group	26-136	3/10/2026	Highway Fund Share Dental Insurance	\$386.59	DA90608	DA
Barton & Loguidice, PC	26-106	3/1/2026	29 Youngs Road Bridge Project	\$1,982.03	H351202	H3
Converse Laboratories, Inc.	26-140	3/31/2026	76814 Sewer testing March 2026	\$163.00	SS81204	SS
Slic Network Solutions	26-138	3/31/2026	2516 & 3082 S Shore Rd & River St	\$56.04	SS81204	SS
Nationalgrid	26-117	3/30/2026	02011-27004 Front St Lift Station	\$154.01	SS81204	SS
Nationalgrid	26-117	3/30/2026	09050-60004 S Shore Rd Lift Station	\$227.10	SS81204	SS
Trojan Technologies	26-126	3/17/2026	200/50011991 Supplies for Sewer District	\$675.26	SS81204	SS
Amerigas Propane LP	26-104	3/12/2026	806433306 Propane for Sewer District	\$149.99	SS81204	SS
NYS DEC	26-109	3/1/2026	999000700460 SPDES Municipal Fee for <200,000 gpd	\$425.00	SS81204	SS
Guardian Life Ins Company Of America	26-145	3/31/2026	Wanaekna Sewer Share	\$7.80	SS90558	SS
Converse Laboratories, Inc.	26-140	3/31/2026	76802 water testing & pick up	\$89.00	SW83104	SW
Slic Network Solutions	26-138	3/31/2026	4079 Internet & phone	\$80.86	SW83104	SW
MX Fuels	26-133	3/31/2026	F1277593 Propane	\$540.10	SW83104	SW
Todd Supply, Inc.	26-124	3/31/2026	233117 parts for water dist	\$12.28	SW83104	SW
Todd Supply, Inc.	26-124	3/31/2026	K32993 parts for water district	\$26.98	SW83104	SW
				\$1,982.03		
				\$1,858.20		

Town of Fine
Abstract of Vouchers April 2026

Todd Supply, Inc.	26-124	3/31/2026	K32999 parts for water district	\$10.99	SW83104	SW
Todd Supply, Inc.	26-124	3/31/2026	233029 parts for water district	\$14.99	SW83104	SW
Nationalgrid	26-117	3/30/2026	26990-87105 Pump House	\$451.76	SW83104	SW
Nationalgrid	26-117	3/30/2026	44459-10005 Water Tank	\$70.58	SW83104	SW
Nationalgrid	26-117	3/30/2026	74253-36006 Filtration Plant	\$1,676.23	SW83104	SW
Nationalgrid	26-117	3/30/2026	04856-31016 Water Meter Pole	\$35.75	SW83104	SW
Slack Chemical Co Inc	26-120	3/11/2026	499335 Supplies for Water District	\$803.75	SW83104	SW
Slack Chemical Co Inc	26-120	3/11/2026	Credit	-\$270.00	SW83104	SW
Community Bank FNBO	26-111	3/11/2026	MAR6690Amazon	\$120.92	SW83104	SW
Community Bank FNBO	26-111	3/11/2026	Amazon	\$45.34	SW83104	SW
Community Bank FNBO	26-111	3/11/2026	Grianger	\$129.56	SW83104	SW
USA BlueBook	26-128	3/9/2026	INV00984607 Parts for water district	\$242.43	SW83104	SW
DANC	26-108	3/6/2026	349185 Base Contract Fee	\$825.00	SW83104	SW
NYS DEC	26-109	3/1/2026	9990000703985 SPDES Municipal	\$425.00	SW83104	SW
Hartford Group Benefits	26-112	3/30/2026	Fee for <200,000 gpd	\$9.44	SW90458	SW
Guardian Life Ins Company Of America	26-145	3/31/2026	SL Water Share	\$15.60	SW90558	SW
Excellus Bluecross Blueshield-Group	26-137	3/10/2026	Star Lake Water Share Insurance	\$1,178.90	SW90608	SW
Excellus Health Plan - Group	26-136	3/10/2026	Star Lake Water Share Dental Insurance	\$35.05	SW90608	SW
				\$6,570.51		
				\$234,843.61		

Town of Fine
Abstract of Vouchers April 2026

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)

Jeremy Thompson - Supervisor

Carlton Kerr - Town Board Member

Gigi Hayden - Town Board Member

Date

Philip Giardino - Town Board Member

Samuel Bryant - Town Board Member

**Town of Fine Action Plan
March 2026**

Department	Subject	Who is responsible?	Date added to Action Plan	Done?
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	
Petition	Write a letter to the state DOT regarding the speed limit on Ridge Road	Jeremy Thompson	6/11/2025	
Sewer District	Review Local Law to see if we need to amend rates for sewer district	Henry Leader	9/10/2025	
Grants	Look into Downtown Revitalization Grant for Fine Town Hall	Sam Bryant	9/10/2025	
EV Charging	Research & report back to board in writing	Sam Bryant	01/14/2026	
Training	CPR & First Aid training & AED	Jeremy Thompson	03/11/2026	
Arena	Inspection	Jeremy Thompson & Craig Demmon	03/11/2026	

RESOLUTION NO. 2026-__

TITLE: RESOLUTION ACKNOWLEDGING THE ANNUAL AUDIT OF THE JUSTICE COURT RECORDS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective auditing board, and that such records be examined and the fact of such examination be recorded in the minutes of the board's proceedings; and

WHEREAS, the Town Board of Fine has conducted an audit of the records and dockets of Justice Julie LaTray for the period of January 1, 2025, through December 31, 2025; and

WHEREAS, the audit was performed by Christine Cook, the accounting consultant to the Town of Fine and

WHEREAS, the Auditor has presented the audit report and completed the necessary checklists to the Town Board for review;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Fine hereby acknowledges that the required audit of the Justice Court records and dockets for the 2025 fiscal year was conducted and the findings have been examined; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to forward a certified copy of this resolution, along with the audit report and completed checklists, to the **NYS Unified Court System, Division of Internal Audit Services**, at tvauditcompliance@nycourts.gov and adussing@nycourts.gov.

Appendix 10 – Annual Checklist for Review of Justice Court Records

Name of Municipality:

Town of Fine

Month Reviewed:

January 2025

Through

December 2025

Name of Justice:

Julie LaTray	

Review Performed By:

Christine Cook	
Accounting	
Consultant to the	
Town of Fine	

Date

3/26/26

Annual Checklist for Review of Justice Court Records

	Yes	No
Note: The Justice has a separate PO box		
Cash Receipts Book		
Generated by computer system. 2 part receipts printed for in-person & mail payments.		
▶ Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate receipts kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are receipts recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded receipt:</i>		
# <input type="text" value="F005902"/> Date <input type="text" value="12/31/25"/> Amount <input type="text" value="\$ 218.00"/>		
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monthly Report Listing generated by computer system		
▶ Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded deposit:</i>		
Date <input type="text" value="12/31/25"/> Amount <input type="text" value="\$218.00"/>		
▶ Is the receipt book totaled and summarized at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Month Totaled and Summarized</i> <input type="text" value="Dec 2025"/>		
Monthly Report Listing generated by computer system		
Cash Disbursements Book		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are all checks signed by the Justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded check:</i>		
# <input type="text" value="1177"/> Date <input type="text" value="12/31/25"/> Amount <input type="text" value="\$143.00"/>		
Bank Reconciliations		
▶ Are bank accounts reconciled promptly after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <input type="text" value="early Jan 2026"/> Month Ending <input type="text" value="December 2025"/>		
Additional Supporting Records		
▶ Is a list of bail maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A tickler calendar is maintained by the computer system and is listed on the Case History Report		

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Dockets and Case Files</u> color coded file folders: civil, vehicle & traffic-yellow, criminal-red		
▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address. computerized	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Do dockets for disposed cases appear to be complete?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Do dockets for disposed cases agree with amounts reported?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cash Book Reconciliation

- | | | |
|---|-------------------------------------|--------------------------|
| ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Does the cash book total agree with the bank reconciliation and supporting information? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Last Cash Reconciliation:

Date Performed Early Jan 2026 Month Ending December 2025

Reports to the Division of Criminal Justice Services

- | | | |
|---|-------------------------------------|--|
| ▶ Are reports made timely to the Division of Criminal Justice Services? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ | <input type="checkbox"/> | <input checked="" type="checkbox"/> X - OK |

Reports to the Justice Court Fund

- | | | |
|---|-------------------------------------|--|
| ▶ Are reports made timely to the Justice Court Fund? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do reported amounts agree with docket dispositions and case files? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Do reported amounts agree with cash receipt and disbursement books?
Last report submitted: Month Ending 12/2025 Date 1/22/26 Amount \$7,592.13 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| ▶ Has the court received any notices regarding late reporting?
If yes, why were the reports late and what corrective actions were taken? _____ | <input type="checkbox"/> | <input checked="" type="checkbox"/> X - OK |

Annual Checklist for Review of Justice Court Records

Yes No

Reporting to the Department of Motor Vehicles - TSLED Program

- ▶ Has the court received any notices regarding pending cases?
 If yes, why were the cases pending and what corrective actions were taken, if any _____

Normal # of cases _____

Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- ▶ Are reports from TSLED to the court maintained and utilized?
 Last TSLED Report Available: Date December 2025

Note: Courts can access reports on-line from TSLED at any time.

- ▶ How many cases are shown as pending in the last TSLED report? 12 _____
- Is the number of pending cases reasonable?
 - How many cases are shown as pending for more than 90 days? 0
 - What actions have been taken to dispose of these cases? Resubmitted for correction

Overall Evaluation

The 2025 Justice records (both case files and financial) were found to be in substantial compliance with requirements. All case file activity is recorded in an electronic format including payments received. All reporting is also done electronically.

Now that additional administrative time has become available, the minimal poundage fees from prior years in the Bail bank account need to be processed to resolve this long standing balance.

Also see the attached analysis of financial activity for the Justice for 2025.

Town of Fine - Justice									
2025 Report of Activity									
	Total	Paid		Refund of		Town Paid			Date Report
	Receipts	to Town	Check #	Over-	Check #	to State/ County	Town Retained	Verify Total	Filed with OSC
				Payment					
January	6,694.93	6,694.93	1159			4,317.93	2,377.00	6,694.93	02/04/2025
February	3,449.00	3,449.00	1163	2.00	1160 ^	1,764.00	1,685.00	3,449.00	03/05/2025
				VOID	1161				
				65.00	1162 ^				
March	4,236.00	4,236.00	1164			2,521.00	1,715.00	4,236.00	04/11/2025
April	4,266.00	4,266.00	1165			2,596.00	1,670.00	4,266.00	05/05/2025
May	4,655.85	4,655.85	1166	485.00	1167	2,480.85	2,175.00	4,655.85	06/02/2025
June	4,567.00	4,567.00	1169	VOID	1168	2,697.00	1,870.00	4,567.00	07/07/2025
July	5,203.00	5,203.00	1170			2,373.00	2,830.00	5,203.00	08/01/2025
August	6,275.31	6,275.31	1171			3,177.81	3,097.50	6,275.31	09/09/2025
September	7,645.49	7,645.49	1172			*	*	-	10/07/2025
October	8,847.00	8,847.00	1173	32.00	1174	3,767.00	5,080.00	8,847.00	11/07/2025
November	7,411.10	7,411.10	1175			*	*	-	12/04/2025
December	7,592.13	7,592.13	1178	2.00	1176	*	*	-	01/22/2026
				143.00	1177				
	70,842.81	70,842.81		729.00		25,694.59	22,499.50	48,194.09	
* Not recognized until January 2026						3,915.49	3,730.00	7,645.49	Plus September 2025
* Not recognized until March 2026						4,028.60	3,382.50	7,411.10	Plus November 2025
* Not recognized until January 2026, but not deposited until Jan						3,877.13	3,715.00	7,592.13	Plus December 2025
								70,842.81	
Plus Dec 2024 recognized as Revenue in 2025 when notice received from OSC							1,670.00		
							(3,730.00)		
							(3,382.50)		
							(3,715.00)		
2025 Account #A2610 Fines, Forfeits of Bail							24,169.50		Agrees
								3,730.00	September
								3,767.00	October
								3,382.50	November
12/31/2025 Account #A690 Clearing Account Balance								10,879.50	Agrees
^ = Refund check cleared the bank as of 12/31/25									
December 2025 not remitted to the Town until after 12/31/25, so not in the Clearing Account									
Check 1167 for \$485.00 was return of Bail from Bail account									

Town of Fine - Justice		
12/31/25 Bank Reconciliations		
<u>Fines Account</u>		
12/31/2025	Bank Statement	8,369.13
	Less Outstanding checks	
05/2022	#1107	(258.00)
02/2024	#1136	(5.00)
08/2024	#1149	(2.00)
5/2025	#1166	(485.00)
10/2025	#1174	(32.00)
12/2025	#1176	(2.00)
12/2025	#1177	(143.00)
	error on check deposit	150.00
	December Report-Not paid to Town until 1/22/26	7,592.13
<u>Bail Account</u>		
12/31/2025	Bank Statement	935.20
	<u>Previous Judge</u>	
	Bail	100.00
	Poundage	50.20
	<u>Current Judge</u>	
	Bail	695.00
	Poundage	90.00
		935.20
		Agrees



February 11, 2026

Assemblyman Kenneth Blankenbush
40 Franklin Street
Carthage, NY 13619

Re: Clifton-Fine Hospital
Public Authority Dissolution

Dear Assemblyman Blankenbush,

The Clifton-Fine Hospital opened as a municipal hospital in 1951 as a rural 20-bed facility that provided critical health care in a remote area within the Adirondack Park. The two Town Boards and Hospital Board have consistently engaged proactive strategies to continually operate amidst ever changing times.

The corporate structure of the hospital has evolved to keep up with changing needs, changing regulations, and changing financial conditions over the last 75 years.

1. 1951-2003

The municipal hospital was originally owned and operated by the Town of Clifton and the Town of Fine. The hospital received “Critical Access Hospital (CAH)” designation, after the Federal Balance Budget Act of 1997, which improved access to healthcare by keeping essential services in rural communities.

2. 2003-2013

Clifton-Fine Hospital transitioned from a Municipal Hospital to a Public Benefit Corporation, “Public Authority”, created by NYS Legislation. At the time, municipal hospitals were unable to negotiate with HMO’s.

3. 2013-current

Clifton-Fine Hospital becomes a 501(c)3 Not-for-Profit corporation to allow affiliation with Samaritan Medical Center. Legislation prohibited Public Benefit Corporation hospitals from affiliation, which was necessary for shared services that were necessary for survival along with other financial benefits.



In October 2025, the hospital received designation as a “Rural Emergency Hospital,” which maintains access to emergency and outpatient services in communities that cannot support Critical Access Hospitals.

We are requesting the New York State Legislature to dissolve the Clifton-Fine Hospital Public Benefit Corporation. The corporation has had no assets, employees, or physical operations since 2013, which has led to confusion with the NYSDOH and other state records. We see no reason to maintain this non-functional paper corporation, and the Board of Directors fully supports its dissolution.

We appreciate your assistance with this matter.

Thank you,

Dierdra Sorrell, Clifton-Fine Hospital CEO

2/11/26
Date

Thomas Sauter, Clifton-Fine Hospital Board Chair

2/11/26
Date