

The regular meeting of the Town Board of the Town of Stamford was held on April 12, 2023 at 6:11 P.M. at the Town of Stamford Municipal Building with the following present:

Supervisor-John Kosier
Councilperson- Daniel Deysenroth
Councilperson-Roderick Hillis
Councilperson-Brent Trimbell
Councilperson-David Post

Absent was: Hwy. Supt. Jonathan Ballard

Also present: Liz Page, Duane Martin, Jackie Lamport, Kevin Rinehart, Ken Gopel, Ryan Loucks, Travis Loucks, Daniel and Tammy Fancher, Jake More, David Reed, Norah Van Buren, Madison Porter and Chris Porter.

A MOTION was made by Roderick Hillis and seconded by Brent Trimbell to approve the minutes of the previous meeting. ALL AYE votes cast, MOTION carried.

A MOTION was made by Brent Trimbell and seconded by David Post to approve the Supervisor's monthly report. ALL AYE votes cast, MOTION carried.

A MOTION was made by Roderick Hillis and seconded by Daniel Deysenroth to approve General bills abstract no. 4, dated Apr. 12, 2023, Fund A claim nos. A52 – A63, Fund B no. B10 – B11 and Fund SL no. SL15 in the amount of \$5,011.20. ALL AYE votes cast, MOTION carried.

A MOTION was made by Brent Trimbell and seconded by Roderick Hillis to approve Highway bills abstract no.4, dated Apr. 12, 2023, 2023, Fund DA claim nos. DA15 – DA24 and Fund DB nos. DB15 and DB17 in the amount of \$24,775.51. ALL AYE votes cast, MOTION carried.

A MOTION was made by David Post and seconded by Brent Trimbell to approve South Kortright Sewer District bills abstract no.4, dated Apr. 12, 2023, claim nos. SK17, SK19 -SK21 and SK23 – SK24 in the amount of \$12,256.69. ALL AYE votes cast, MOTION carried.

RESOLUTION NO. 10-2023 was introduced by Roderick Hillis and seconded by Daniel Deysenroth:

BE IT HEREBY RESOLVED that we the adopt following updated Procurement Policy:

Town of Stamford	Supervisor's Report					Mar-23	
	General Townwide	General Part-Town	Highway Townwide	Highway Part-Town	SK Light	SK Walls	Sewer Dist.
Beginning Balance:	\$ 730,869.38	\$ 91,473.92	\$ 256,481.27	\$ 500,802.02	\$ 3,428.13	\$ 2,437.24	\$ 53,818.21
REVENUES							
Interest Earned	\$ 51.00	\$ 0.53	\$ 24.04	\$ 40.00			\$ 0.34
Tax Interest	\$ 539.81						
Town Clerk Fees	\$ 36.11						
County Road Fund			\$ 9,844.71				
Dog Fees	\$ 19.50						
Court Fines (February)	\$ 1,103.00						
SK Sewer Rent		\$ 865.00					\$ 5,332.01
Permits							
EXPENDITURES							
Abstracts	\$ 10,482.07	\$ 5,754.32	\$ 4,430.38	\$ 17,745.09	\$ 58.81		\$ 3,745.82
Health Insurance							
Payroll & Fringe	\$ 19,362.92	\$ 1,343.64	\$ 29,069.95				
ENDING BALANCE	\$ 702,773.81	\$ 85,241.49	\$ 232,849.69	\$ 483,096.93	\$ 3,369.32	\$ 2,437.24	\$ 55,404.74

**PROCUREMENT POLICY
FOR
THE TOWN OF STAMFORD**

This resolution sets forth the policies and procedures of the Town of Stamford to meet the requirements of General Municipal Law, Sec.104-b.

Purpose

Goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public monies, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. To further these objectives, the Town Board is adopting internal policies and procedures governing all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of General Municipal Law, Sec. 103 or of any other general, special or local law.

Procedures for Determining Whether Procurements are Subject to Bidding

All purchases of a) supplies or equipment which will exceed \$10,000 in the fiscal year or b) public works contracts over \$20,000 shall be formally bid pursuant to GMC 103.

Methods of Competition to be Used for Non-Bid Procurements

All estimated purchases of:

- Less than \$10,000 but greater than \$3,000 require a written request for a proposal (RFP) and written/fax or email quotes from three vendors.
- Less than \$3,000 but greater than \$1,000 require an oral request for the goods and oral/fax or email quotes from two vendors.
- Less than \$1,000 but greater than \$250 are left to discretion of the purchaser.

All estimated public works contracts of:

- Less than \$20,000 but greater than \$10,000 require a written RFP and fax/email proposals from three contractors.
- Less than \$10,000 but greater than \$3,000 require a written RFP and fax/email proposals from two contractors.
- Less than \$3,000 but greater than \$500 are left to the discretion of the Town Board.

Adequate Documentation

Any written RFP shall describe the desired goods, quantity, and particulars of delivery. The purchaser shall compile a list of all vendors from whom written/fax/email or oral quotes have been requested and the written/fax/email or oral quotes offered.

All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Minority and Women-Owned Business Enterprise (M/WBE) Business Participation Procurement and Contracting:

In an effort to affirmatively increase procurement and contracting opportunities for minority and women-owned business enterprises, the Town of Stamford will solicit MBEs and/or

WBEs as part of its procurement process when appropriate. Solicitation may be undertaken via advertisements in minority publications or direct outreach by letter or email to identified State-certified M/WBEs, or by working with a clearinghouse such as using certified websites. The Town of Stamford established purchase/contracting thresholds will apply. For purposes of the above, the M/WBE must be certified by Empire State Development (ESD) through the Division of Minority and Women Business Development (DMWBD). The Town of Stamford will keep documentation of M/WBE solicitation in its records and any responses thereto.

Awards to Other Than Lowest Responsible Dollar Offeror.

If a bidder is not deemed responsible, facts supporting that judgement shall be documented and filed with the record supporting the procurement.

Items Excepted from Policies and Procedures by Town Board:

Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a. Emergencies
- b. Sole source situations
- c. Goods purchased from another governmental agency
- d. Goods purchased at auctions
- e. Goods purchased for less than \$250

THIS POLICY SHALL BE REVIEWED ANNUALLY BY THE TOWN BOARD AT ITS ORGANIZATIONAL MEETING OR AS SOON THEREAFTER AS IS REASONALY PRACTICABLE.

The foregoing RESOLUTION WAS DULY PUT TO A VOTE WHICH resulted as follows

AYES: John Kosier-Roderick Hillis-Daniel Deysenroth
David Post-Brent Trimbell

NOES: None

Said RESOLUTION was thereupon declared duly adopted

The board further discussed Local Law No. 1-2023 – Local Law Designating Town Highways for Travel by ATV’s. Speed limits of 30 mph and 35mph was discussed along with the town not being liable for personal property or property damage to land owners or injury or death.

RESOLUTION NO. 11-2023 was introduced by Daniel Deysenroth and seconded by Brent Trimbell:

BE IT HEREBY RESOLVED that we adopt Local Law No. 1-2023 – Local Law Designating Town Highways for Travel by ATV’s.

Local Law Designating Town Highways for Travel by ATV's

Be it enacted by the Town Board of the Town of Stamford as follows:

Section 1: Purpose and Authority

The Town Board of the Town of Stamford has determined that it is appropriate for ATV's to access certain areas and /or trails adjacent to Town Highways and deems it appropriate to designate Town Highways for travel by ATV's.

New York State Vehicle and Traffic Law 2405 authorizes municipalities to post and designate certain highways within such municipalities for travel by ATV's, as defined in 2281 of the Vehicle and Traffic Law and the Town Board of the Town of Stamford shall hereby exercise such authority.

Section 2: Town Highways designated for travel by ATV's

A: All Town Highways shall be and hereby are designated for travel by ATV's

B: A copy of this Local Law shall be filed with the Commissioner of the New York State Department of Transportation.

Section 3: Rules and Requirements

All Persons traveling on Town Highways must abide by the following:

A: Abide by all New York State Vehicle and Traffic Laws

B: Not trespassing on any private property, and must obtain permission from any landowner to operate an ATV on such property.

C: Operate ATV's with respect for vehicular traffic, private property owners, and the Town Highways.

D: Operate ATV's in such a manner as to not cause damage to Town Highways.

E: Operate only on the farther Right side of the designated roads

F: Operate only a registered and insured ATV .. If ATV is not able to be registered in New York State it must still be insured.

G.: Obtain and prominently display an affixed permit from a town Board approved ATV/UTV club
Visit town website for club information. Website: townofstamfordny.us

H. maximum speed limit for ATV/UTV on town roads shall be 35MPH, unless specified

**I. Town of Stamford not liable for personal property or property damage to land-owner,
Or injury or death.**

Section 4: Definitions

A: For the purpose of this law ATV is defined as any: All-Terrain-Vehicle, or Utility-Terrain-Vehicle

Local Law Designating Town Highways for Travel by ATV's

Section 5: When Effective

A: This law shall take effect immediately upon passage by the Town Board of the Town of Stamford and filing with the Secretary of State's office.

The foregoing RESOLUTION WAS DULY PUT TO A VOTE WHICH resulted as follows:

AYES: John Kosier-Roderick Hillis-Daniel Deysenroth
David Post-Brent Trimbell

NOES: None

Said RESOLUTION was thereupon declared duly adopted

Headwaters Emergency Medical Services, Inc. update:

- Councilperson Brent Trimbell stated the house on Terry Rd. to store the ambulances is being renovated.

Deputy Hwy. Supt. Kevin Rinehart gave the following highway report:

- We have been brooming town roads with the broom rental from Montana.
- Have been grading town roads.
- Have put 2 culverts on Relay Rd. and 1 culvert on Scotch Valley Ranch Rd.
- Will make grader patch on Friday.
- Have been cleaning trucks.

The culvert on Foote Hollow Rd. was discussed and will be checked out. A caution sign or safety barrel will be installed.

A MOTION was made by John Kosier and seconded by Brent Daniel Deysenroth to adjourn this meeting at 7:05 P.M. The next regular meeting will be held on May 10, 2023 at 6:00 P.M. at the Town Municipal Building, 101 Maple Ave., Hobart, New York.

WE, the undersigned members of the Town Board of the Town of Stamford, Delaware County, New York, do hereby certify that we have examined the minutes of the previous meeting and found them to be correct and accurate as recorded.

Supervisor _____

Councilperson _____

Councilperson _____

Councilperson _____

Councilperson _____

Attest _____

Town Clerk