

Town of Campbell, NY

# Town Board Meeting

Minutes

Monday, November 10, 2025 at 10:00 am

## Guests

### 1. Pledge / Call to Order / Roll Call

**Minutes:**

Supervisor Horton Called the meeting to order at 10:00 AM with the Pledge of Allegiance. The Clerk then took roll call, all present

### 2. Prior Minutes

**Minutes:**

A motion to adopt the draft minutes from 10/14/25 and 10/27/25 was made by Michael Austin and seconded by John Tschantre, and was adopted by vote.

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

### 3. Ron Hull- Hakes Expansion update

**Minutes:**

Ron Hull spoke about the proposed Hakes C&D expansion. The process is in the hands of the DEC at this moment. The Town will need to do a Zoning change and a site plan for the proposed road realignment. All of the dirt for the new site will be "borrowed" from the existing site.

### 4. Reports

#### a. HWY Report

**Minutes:**

The NY State DOT project has been completed spoils have been spread out and there are enough millings for next year. The new truck may be delivered at the first of the year.

#### b. Water Report

**Minutes:**

A line broke at the Fire hall on Tuesday November 4, 2025. The issue has been addressed.

A motion to send the overdue water rents to the county for re-levy was made by Michael Austin and seconded by Glenn Vogel was adopted by roll call vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

#### c. Bookkeeper Report

**Minutes:**

Reports from the Town Clerk and the Court Clerk were submitted for the month of October 2025. The signed Supervisor report for October 2025 was submitted to the Town Clerk.

**General Revenues**

\$38,295.94 3rd Qtr Casella Host fees \$128,735.91 3rd Qtr Sales Tax \$7,522.00  
1st 2nd 3rd Qtrs Traffic Diversion Program \$75,000.00 Meads Creek Solar Host Agreement \$37,500.00 Wixon Road Solar Host Agreement \$20,000.00 Meads Creek & Wixon Road Solar Host Agreement for F1 and F2 for equipment \$100,000.00 Due to/Due from set-up from General to Highway loan for CHIPS \$150,000.00 Due to/Due from set-up from Money Market to Highway loan for CHIPS

\$1,500.00 Transfer to DA From General for flood area mowing reimbursement 2025

2026 Budget Process for 11-10 meeting 1. November 10, 2025 Board meeting:

a. The Preliminary Budget revisions reviewed with Board by Bookkeeper. Approve the Revisions of the Preliminary Budget. Adopt the Revised Preliminary Budget. b. The Bookkeeper files the Revised Preliminary Budget with the Town Clerk. Once these revisions are adopted, a Board Resolution is needed to adopt the Revised Preliminary Budget as the FINAL 2026 ADOPTED BUDGET. 2. Town Clerk files the Final 2026 Adopted Budget to Steuben County within 10 days – Nov. 21, 2025. 3. After filing, the 2026 Final Budget is available to the Public and posted on website. Project Status’ 1. Park – Tom Austin is in the process of the sign and the photos needed to complete the paperwork for the park submission.

**1. Water Extension Project – We have received a Notice of Completion from the DEC. I asked DEC the next steps for the town and their response is as follows:**

“There are no next steps for the Town at this time. The public comment period for this project ends on November 6, 2025. Supposing we receive no comments on this project, the only item remaining is to finish writing the permit itself.

Barring the receipt of any comments or any other unforeseen circumstances, I anticipate this permit will be issued very shortly after the public comment period ends.”

A motion to approve the Bookkeepers report and transfers was made by Glenn Vogel and seconded by Norman Maynard, adopted by Roll call vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**d. Zoning Officer Report**

**Minutes:**

The was (1) Zoning permit this period. (31) ytd - Fence at 4115 Meads Creek Road.

Reviewed zoning questions with interested parties.

- 4889 County Route 125
- 5422 County Route 125 – potential subdividing of farmland.
- Unaddressed property between 8498 SR 415 and 8510 SR 415.  
Drafted letters for November Planning Board and Zoning Board of Appeals mtgs.
  - No November Planning Board Meeting
  - No November Zoning Board of Appeals Meeting.

Zoning Map - Worked with Jack Cook at Southern Tier Central to develop a digital zoning map for our web site.

- Newly developed zoning maps are updated with notes and date stamped 10/20/2025.

- I would like to publish them on the internet for public access. (attached for review). - I would like to add parcel addresses to these maps before publishing.

Future work on Zoning Map - I would like to develop a separate zoning map that also has the flood plain mapping overlayed on the map. - I would like to add a reference for each property that has had variances, likely a hidden layer only accessible for Town use. - I would like to add a reference for each property that has had spot zoning, likely a hidden layer only accessible for Town use. - I would like to add a reference for each property that has had zoning changes, which will be incorporated into the current zoning map. Once completed a new date stamped map would be uploaded to the internet for public access. - I would like to request 2 hours a week in 2026 budget for future work on Zoning Map as listed above. The Board is ok with publishing the pre '82 Flood Plain Map

#### e. Dog Control

##### **Minutes:**

On 10/13/25 I issued a ticket to Miss. Kathy Clark for allowing a dog to run at large from the Patrick Nichols complaint. On 10/14/25 I received a complaint from a Mrs. Katie Saxbury about a neighbors dog that has been entering her property. The dog belongs to a Mr. Cali Horton who resides at the Robert Mills residence. After meeting with her I issued an appearance ticket for a dog at large to Mr. Horton. On 10/19/25 I received a call from a Jade about a stray dog that she had picked up on 415 and she took the dog to her residence and apparently the dog bit her boyfriend . I called her when I returned home and left a message, she never returned my call. A few days later I received a call from public health about the Dog, apparently Jade had called them and told them that I refused to pick up the dog, I told her that wasn't true as she never returned my call. The DCO from Wayland was apparently going to pick up the dog, the story did not make sense to me at all. I believe that she had the dog for awhile and things were not working out so she was trying to get me to remove the dog. Two of my cases that I issued tickets for in October were moved to November 19th As of 11/9/25 I still have not located a shelter for 2026.

#### f. Assessors Report

**Minutes:**

This month I have been processing monthly transfers, escrows, & other misc. administrative duties as well as reviewing current building permits and verifying current sales. I am currently working on renewal exemptions for 2026 and will be sending renewals and a cover letter to the property owners over the next few months. October 6th – 9th I attended The New York State Assessors Association Fall Conference and received continuing education credits for the following courses: Knowing your value: Beyond the roll: A deep dive into the (crucial) Role of the Assessor in New York Inventory and Cost Valuation of Communication Towers and Wireless Carriers Defining, Developing, Attacking, and Defending Capitalization Rates Sowing the Seeds of Knowledge: Administration of Agricultural Land Assessment Sales Chasing NYS Office of Real Property Presentation October 15th I attended our monthly assessor's association meeting.

**g. Supervisor Report****Minutes:**

A bid form Frey and Campbell for \$27,200 for the plumbing at the new highway garage was accepted by motion of Michael Austin and seconded by Norman Maynard and was adopted by Roll Call vote 5-0

The general construction and concrete bid from ACP with no apron for \$358,000 was accepted by motion from Michael Austin and seconded by Glenn Vogel and was adopted by Roll call vote 5-0

A motion to move the December meeting to Tuesday December 9, 2025 at 6:00 PM was made by John Tschantre and seconded by Norman Maynard was adopted by vote. 5-0

A motion to appropriate an additional \$3,500 to each fire department for the purchase of new side by side vehicles for up to \$32,000 total was made by John Tschantre and seconded by Michael Austin was adopted by Roll call Vote 4-0 Vogel Abstained

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**h. Town Clerk Report****i. Public Comment****5. Old Business****a. LL 2 of 2025- Rezoning of parcel****Minutes:**

Local Law 2 of 2025 A local law to amend the Zoning Map of Campbell NY to rezone 1 parcel; Tax Map #Lot 2 – 261.00-01-028.100 from industrial to agricultural to match the adjacent parcels in the area.

A motion to adopt LL# 2 of 2025 was made by Glenn Vogel and seconded by Michael Austin was adopted by vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**6. New Business**

**a. Court Audit**

**Minutes:**

A motion to allow Jacquie Kohman to do the annual Court audit for 2025 was made by Michael Austin and seconded by Glenn Vogel, was adopted by vote.

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**b. CD Renewal**

**Minutes:**

A motion to allow Wendy Oman to renew the CD at Community Bank for 6 months was made by Michael Austin and seconded by John Tschantre was adopted by Roll Call vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**c. 2026 Budget Adoption**

**Minutes:**

A motion to adopt the Preliminary budget as the Final 2026 budget was made by Norman Maynard and seconded by Michael Austin was adopted by Roll Call vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0

**7. Voucher Audit**

**Minutes:**

A-General 329-360 \$ 27,864.91 DA- Highway 182-190 \$13,660.12 SW1- Water District 1 72-75 \$1,421.33 SW-4 70-75 \$ 36,678.83 TA- Trust and Agency 31-33 \$ 734.77  
TOTAL \$ 80,359.96

**8. Executive session- Personnel**

**Minutes:**

A motion by John Tschantre to enter into Executive session at 11:30 am was seconded by Michael Austin was adopted by vote 5-0

A motion to return from Executive session at 11:42 am was made by Michael Austin and seconded by Norman Maynard was adopted by vote 5-0

**9. Adjournment**

**Minutes:**

A motion by Michael Austin to adjourn the meeting at 11:45 was seconded by Norman Maynard and adopted by vote

**Vote results:**

Ayes: 5 / Nays: 0 / Abstains: 0