

Draft

PLYMOUTH TOWN BOARD MEETING

APRIL 13, 2026

6:30PM

PRESENT: Supervisor Tim Manwarren
Councilperson Rhonda Fairbanks
Councilperson Shelly Ciborowski
Councilperson Tameka Leib
Highway Superintendent Louis Redenback

ABSENT: Councilperson Christopher Collier

Supervisor Manwarren led in the Pledge to the Flag. He asked if anyone had any additions or corrections to the minutes of the Special Meeting of March 26, 2026. There were none. Mrs. Ciborowski made a motion to approve the minutes. Ms. Fairbanks seconded the motion. The Board was polled and the motion was passed with four yeases and no nos. Councilperson Collier was absent.

DOG CONTROLL OFFICER'S REPORT: Mr. Manwarren read Mr. Franklin's report in his absence:

- 4/4/26 Dog at large on Rt. 23 – no dog found
- 4/5/26 Dog at large on Rt. 23 – owner found. Took dog home.

CODE ENFORCEMENT OFFICER'S REPORT: Mr. Harold Cole reported on the following:

- Created a Complaint Form. Asked for approval from the Board.

- Mailed 2 violation letters. Property owner/occupant will have until the cut off date in the mailing to comply or an appearance ticket will be issued.
- Submitted a bill for \$41.58 for mailings

Ms. Fairbanks suggested that the person making a complaint should have the option to remain anonymous. Mr. Cole said he would add that to the complaint form.

Mr. Manzo expressed concern about a structure that is threatening to cause damage to his building. He wanted to know what could be done. Mr. Cole said he would look in to the issue.

HIGHWAY SUPERINTENDENT'S REPORT: Mr. Louis Redenback reported on the following:

- Now have a full crew.
- Cutting brush.
- Digging ditches.
- Doing storm damage control.
- Changed fuel company to Buell Fuel and are now purchasing fuel on state bid.
- Took delivery of the 2020 Peterbuilt dump truck on March 30, 2026.
- Dealing with beavers clogging culvert pipes.
- Mr. Redenback urged people to contact him or someone else in the Town if they have a complaint so the problem can be addressed.

Mr. Manwarren explained why Mr. Redenback was paid at the beginning of January. He said it was due closing out the budget for 2025.

Mr. Manzo thanked the Highway Dept. for the good work they had through the winter.

Mrs. Clemens asked Mr. Redenback if the Town trucks were equipped with computers that are connected to the sand and salt mechanisms. He said that only one truck has that, but that system will not work on Town roads. She also asked how many lanes per mile can dispense a load. Mr. Redenback said every route would be different depending on how many hills are covered.

Mr. Oehme asked if the Town had talked to the DEC about the beavers. Mr. Redenback said yes. The Town has a permit to get a trapper.

Ms. Murray asked about some markings on the road. Mr. Redenback said they were not the Town's.

PLANNING BOARD REPORT: Mrs. Kathryn Clemens reported on the following:

- The survey is completed.
- Compiling mailing lists.
- Members have completed 3 hrs. of training.
- More training to come.
- Requested that a list of the Planning Board members and the Planning Board address be put on the website.
- Planning to have a button or a QR Code to assist people in accessing the survey.

Mr. Manwarren suggested that we ask Mr. Peterson, our website master, what he would suggest to make it easier for people to find the survey electronically. Mrs. Clemens agreed. Mr. Manwarren said he would contact Mr. Peterson.

Mrs. Clemens also said that she would be attending events to help people by inputting their information for them.

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YOUTH COMMITTEE: Mrs. Ciborowski gave the following report in Mrs. Collier's absence.

- March 29, 2026 the Easter Egg Hunt was held. Thank you to Shelly, Rhonda, Patty Murray, Patty Collier, Tim and Laurie and Brendan and Rene.
- Asked for the Boards approval to set up an account at Village & Return in Sherburne for the return of bottles and cans to benefit the Town Youth.
- Also like to set up a give back night at Gilligans or Ninas with the Boards approval.

There was some discussion about the account at Village & Return. Mrs. Ciborowski made a motion to approve the account. Mrs. Leib seconded the motion. The Board was polled and the motion was carried with four yeses and no nos. Councilperson Mr. Collier was absent.

Mrs. Ciborowski made a motion to approve a give back night with any establishment. Mrs. Leib seconded the motion. The Board was polled and the motion was carried with four yeses and no nos. Councilperson Mr. Collier was absent.

SUPERVISOR'S REPORT: Mr. Manwarren reported on the following:

- Mini Splits have been installed and working well. Required documents have been submitted to the grant coordinator and received the phase 1 payment in the amount of \$2,500.00 which was deposited on March 23, 2026. The \$7,500.00 will be submitted after paying the Air Source invoice in tonight's bills.

- March 10, 2026 met with two separate roof contractors regarding the Highway Department roof project. Also, submitted pictures and square foot dimensions to two other contractors. We have received four estimates for the roof as well one for the spray foam installation for the building for the interior of the roof only.
 - Has finally found someone who will help with the FEMA projects.
 - Obtained a 2020 Peterbuilt with the funds rolled over from the 2025 Budget. The cost was \$149,050.00. There will be a zero effect on this year's budget.
 - Sent out an email to the Charities Bureau in Albany on guidance on how the Town could take possession of the Depot building in the village of Plymouth. Now awaiting a response.
 - Had received a few letters of interest and will assemble the new Highway Committee within the next week or so.
 - Thanked the Friends of Plymouth the Town Clean Up sponsors for their support. Their donations will cover the cost of the chicken barbeque dinners and offset the tipping fees that will be incurred by the Town Clean Up. It's community sponsors like them that move our Town in a positive direction.
 - Mr. Alexander Dennis's Eagle Scout Project will begin this weekend. He will be building raised flower boxes at Foster Park. Thanks again for choosing to improve our community with your Eagle Scout Project. Anyone wishing to donate to this project can contact Mr. Dennis or any Board member.
 - Thanked Mrs. Nicole Collier and all those who contributed to the successful Easter Egg Hunt this year.
 - At the County level, the month of April 2026 was declared Child Abuse Awareness Month. May 17, 2026 was declared a Day of

- Prayer. An event will be held at East Park at noon to celebrate that.

Ms. Murray asked what locations were in question for the FEMA Projects. Mr. Manwarren said one was the Montgomery Road project and the other was the Ashcraft Road project.

Mr. Molloy asked if the Friends of Plymouth had been declared a charitable organization. Mr. Manwarren said not yet, but the Board is working on it at the County level. It is a timely endeavor.

Mr. Redenback has signed the Highway crew up for a 2026 Work Zone Safety Seminar on April 22, 2026.

Week end events were announced:

- Pancake Breakfast Saturday morning April 18 to benefit the South Plymouth Cemetery Association.
- Clean Up Weekend is Friday through Sunday April 17 through the 19th.
- The Chicken Barbeque on Saturday April 18 noon to as long as chicken lasts. Thanks to the sponsors Kreiner Loomis Antique Gas Engine Tractor Auto Show, Little Farm House Lavender, Monroe Shaver Contracting, CT Hubbard Welding, Chenango Custom Embroidery, DK Logging, Thompson Firewood, Rothwell's Used Auto Sales, CDC Stables, Redenback Farms, and T&M Paint and Graphics. All proceeds will be donated to the Town Clean UP Day.
- Sunday afternoon (April 19th) the Plymouth Fire Department is in conjunction with the State of New York to recruit new

- members. Mr. Monzo stated that he will have a therapy dog at the event. He is a working dog from Mr. Monzo's former fire department in New Jersey. Hot dogs and water will be free.

There will be a meeting for the Cemetery Association at the Town Hall on May 6, 2026.

Mr. Manwarren outlined the effect the current market for petroleum products have on all road improvement projects that require hot pave, cold pave and/or chip seal. Our proposed road work would be cut by 75% at the current prices. Taking this into consideration, he felt that it would better serve the tax payers to submit a request to CHIPS for prior approval for a second dump truck that would be a new 25-26 off the lot truck. If allowed, we would purchase the truck 100% with approved CHIPS funds and would be 100% reimbursed in July for that purchase without drawing from the 2026 Budget resulting in no increase to the tax base.

Mr. Redenback stated that he had already secured four bids for a truck. He presented them to the Board. Kenworth was the lowest bid at \$215,388.00 with the extended warranty. Anything that is purchased through CHIPS has to have a 10 year life expectancy. Mrs. Ciborowski made a motion to purchase, with the approval of CHIPS, the new Kenworth 10 wheeler truck with the extended warranty. Ms. Fairbanks seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. Councilperson Collier was absent.

Mr. Redenback thanked Mrs. Leib for the work she has done entering 2 years of data on spread sheets to use in conjunction with the Iwoks program. This should help get a better picture of the status of the highway equipment.

Mr. Manwarren explained why the posting of the monthly Financial Statements was late. There was a death in his family. He assured everyone that the Annual Financial Report and the 284 Agreement have both been done on time and are available for viewing at the Town Clerk's office. He agreed that a fuel tracking system was important, but so was equipment replacement, completing approved grants within the required timeline and addressing FEMA projects. Fuel tracking systems have been researched.

The bills were reviewed and signed. Ms. Fairbanks made a motion to pay the bills. Mrs. Leib seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. Councilperson Collier was absent.

Ms. Fairbanks made a motion to adjourn. Mrs. Ciborowski seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. Councilperson Collier was absent. The meeting was adjourned at 9:07pm.

Respectfully submitted by,

Virginia E. Brown

Plymouth Town Clerk
April 28, 2026