

PLYMOUTH TOWN BOARD MEETING AND ORGANIZATIONAL MEETING

January 12, 2026

PRESENT: Supervisor Tim Manwarren
Councilperson Rhonda Fairbanks
Councilperson Christopher Collier
Councilperson Shelly Ciborowski
One Councilperson's Seat Was Empty
Highway Superintendent Louis Redenback

Supervisor addressed the community with a statement thanking Patricia Murray and Brett Wightman for their service to the Town. He also thanked Town Clerk Brown and Deputy Clerk Foster for their help.

Ms. Fairbanks made a motion to go into the Organizational Meeting. Mrs. Ciborowski seconded the motion. The Board was polled and the motion was carried with four yeases and no nos. One Councilperson's seat was vacant.

THE ORGANIZATIONAL MEETING

Mr. Manwarren read the following list of salaries to be paid to the Town officials:

Supervisor \$8,000.00
Tax Collector \$7,150.00
Town Clerk \$12,300.00
Registrar \$300.00

Town Board Members \$6,000.00 (\$1,500.00 each)
Highway Superintendent \$59,000.00
Justice \$9,000.00
Court Clerk \$3,000.00
Assessor \$10,000.00
Bookkeeper \$7,000.00
Code Enforcement Officer \$4,400.00
Dog Control Officer \$4,000.00
Deputy Town Clerk \$16.00 per hour
Historian at no salary
Youth Director no salary
Current Mileage Rate \$.725 per mile

NBT is the Town's official bank.

The Evening Sun is the Town's official newspaper.

Mr. Collier made a motion to accept the above salaries and appointments. Ms. Fairbanks seconded the motion. The Board was polled and the motion was passed with four yeases and no nos. One Councilperson's seat was vacant.

Mrs. Ciborowski read and moved Resolution #1 to Establish Monthly Board Meeting Dates for 2026. Mr. Collier seconded the Resolution. The Board was polled and the Resolution was passed with four yeases and no nos. One Councilperson's seat was vacant.

Mr. Manwarren read Resolution #2 the Annual Re-Appointment of Brian Franklin to the Dog Control Officer Position. Ms. Fairbanks moved that the Resolution be approved. Mrs. Ciborowski seconded the motion. The Board was polled and the Resolution was accepted with four yeases and no nos. One Councilperson's seat was vacant.

Mr. Manwarren read Resolution #3 for Obtaining Legal Counsel for the Town of Plymouth. He informed everyone that he had been in touch with Mr. Langey from Costello, Cooney and Fearon PLLC (the Town's Lawyers). Mr. Langey agreed to continue representing the Town at an increase of \$10.00 per hour for both lawyers and paralegals. Mrs. Ciborowski made a motion to accept Resolution #3. Mr. Collier seconded the motion. The Board was polled and the Resolution was accepted with four yeses and no nos. One Councilperson's seat was vacant.

Mr. Manwarren said that only one person had responded to the need to fill one position on the Youth Committee. That was Nicole Collier.

Mr. Manwarren read Resolution #6 to Appoint Dale Pennington as the Plymouth Town Historian. Ms. Fairbanks made a motion to approve Resolution #6. Mr. Collier seconded the motion. The Board was polled and the Resolution was approved with four yeses and no nos. One Councilperson's seat was vacant.

Mr. Manwarren asked anyone who was reappointed or appointed to complete an oath of office and turn it into the Town Clerk's office.

Mr. Manwarren announced that there was one vacant Board member's position open and the position of Code Enforcement Officer was open as well. He said he had 4 applicants for the Board member position and 2 applicants for the Code Enforcement Officer's position. He said there would be a special Board meeting on January 22, 2026 at 5:30pm to go into Executive Session to conduct interviews for the above mentioned positions. He said if approved, it will be advertised and posted as required. Mrs. Ciborowski made the motion to post this information.

Mr. Collier seconded the motion. The Board was polled and the motion was approved with four yeses and no nos. One Councilperson's seat was vacant.

Mrs. Ciborowski made a motion to come out of the Organizational Meeting. Ms. Fairbanks seconded the motion. The Board was polled and the motion was carried with four yeses and no nos. The Board came out of the Organizational Meeting at 6:46pm.

Ms. Fairbanks made a motion to reopen the regular meeting. Mr. Collier seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. One Councilperson's seat was vacant.

Mr. Manwarren asked if everyone had seen the minutes of 12/8, 12/18 and 12/29/2026. He asked for any corrections or additions. There were none. Mrs. Ciborowski made a motion to accept the minutes as sent. Ms. Fairbanks seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. One Councilperson's seat was vacant.

Mr. Manwarren announced that the financial reports were sent to each Board member and may be viewed on the Town's website.

DOG CONTROL OFFICER'S REPORT: Mr. Brian Franklin reported on the following:

- 12/31/25 Dog at large on Doing Rd. Owner found.
- He said he had signed the SPCA contract and would give the Board a copy.

CODE ENFORCEMENT OFFICER'S REPORT: Mr. Manwarren revealed that Mr. Barrows had sent him his report earlier that day. He read the report.

- 12/20/25 Mr. Barrows went on a sewer complaint. He gave them 60 days to make it compliant. No one was living at the residence.
- Received a new septic permit.
- Had a complaint of burning trash close to the old Dollar General. He warned the owners to stop burning trash.
- Had race cars removed from lawn on Hwy. 44
- He had been going around Town compiling a list of places that need cleaning up. He will leave a list for the new Code Enforcement Officer.
- Waiting on confirmation of new owners of the property on Rt.23 to get place cleaned up.

Mr. Manwarren said that during a conversation with Mr. Barrows, he said he wanted to withdraw his request for reinstatement.

SUPERINTENDENT OF HIGHWAYS REPORT: Mr. Louis Redenback made the following report:

- Plowed and sanded numerous times since the first, with a number of truck breakdowns.
- Replace breaks on pickup as the pads were down to steel.
- Truck #4 still has clutch issues.
- Replaced a Tire on the CV.
- Started to haul sand.
- Have been down one employee since Mr. Redenback came back.

Mr. Redenback presented a 284 Agreement to the Board. Mr. Collier made a motion to sign the Agreement. Mrs. Ciborowski seconded the

motion. The Board was polled and the motion was carried with four yeases and no nos. One Councilperson's seat was vacant.

PLANNING BOARD REPORT: Mr. John Owens gave the following report:

- Members took a 2 hour online program titled "Planning Board Overview.
- Kathy Clemens met with Matt Gladstone of the Chenango County Planning and Development to confirm the availability and use of gmail, email and docs for digital communication and file storage.
- Mr. Owens had been in touch with the Chenango County Board of Elections to start to secure names for the Comprehensive Plan mailing list. Town Assessor Richard Rifanburg has also been contacted. Supplies have been secured for sending out the survey.

YOUTH COMMITTEE REPORT: Mrs. Ciborowski reported that there was nothing new going on at the present time. She introduced Nicole Collier who was the newest member of the Youth Committee. Mrs. Ciborowski will give Mrs. Collier contact information so that she can get in touch with the other members.

SUPERVISOR'S REPORT: Mr. Manwarren said that on January 9, 2026, he and Ms. Fairbanks conducted a required Judicial audit. All reviewed records and reports were in order and met the set requirements and were on time.

Mr. Manwarren announced that an agreement had been accomplished with Assessor Richard Rifanburg that he would share an office with Mr. Redenback.

Monday, January 5, 2026, changes were made at NBT Bank to stay compliant with Resolution 11 of 2025.

News from the Chenango County Board of Supervisors:

- A resolution was passed recognizing the Raymond Corp. for donating a fork lift truck to the Chenango County Office of Emergency Services. A plaque was presented to their representative in appreciation.
- A resolution was passed addressing the ongoing issue concerning leachate generated from the County Landfill. The County will seek an alternate method to handle the leachate.
- A flyer was handed out to announce the upcoming Airport Day for June 13, 2026.

Mrs. Ciborowski read Resolution #4 an Amendment to the 2025 General Fund Budget and the 2025 Highway Fund Budget. She so moved. Mr. Collier seconded the motion. The Board was polled and the Resolution was passed with four yeses and no nos. One Councilperson's seat was vacant.

BOARD CONCERNS: There were none.

PUBLIC CONCERNS: Mr. Doug O'Hara let everyone know that possibly on 1/14/26 or 1/15/26 the Beckwith garage will be torn down. He suggested that everyone slow down and drive carefully through that area. Mr. Tom Kriener asked about the status of the issue about putting a solar operated speed limit sign on Rt. 16 near a car dealership. Ms. Patricia Murray said there was a problem with space for it. She said in the spring the problem could be revisited.

Mr. Manwarren said he would look into that.

Mr. Gary Simpson asked if the Town was still looking for a bookkeeper.

Mr. Manwarren said the Town still had April Ray at least for the time being. He said he hoped that she would stay in that capacity.

Ms. Murray asked who the people were that had expressed interest in the Councilperson's position. Mr. Manwarren said they were Mr. Brett Wightman, Ms. Barbra Lanza, Ms. Kaitlyn Miller, and Mrs. Tamika Leib.

Mr. Redenback asked for discussion about forming a Highway Committee. Mr. Manwarren asked Mr. Simpson if he would be willing to set down with him and Mr. Redenback to talk about this. Mr. Simpson had been a member of a highway committee in the past. He agreed to help out.

Mr. Brendan Molloy suggested that the Town work on getting a grant writer. Ms. Murray said the garage roof should be a priority. Several suggestions were made.

Mr. Manwarren announced that the next meeting will be on January 22, 2026 at 5:30pm to go into Executive Session for the purpose of interviewing candidates for the Councilperson and Code Enforcer openings. The next scheduled regular monthly meeting will be on February 9, 2026 at 6:30pm.

The Board reviewed and signed the bills. Mrs. Ciborowski made a motion to pay the bills. Ms. Fairbanks seconded the motion. The Board was polled and the motion was passed with four yeses and no nos. One Councilperson's seat was vacant.

Mr. Collier made a motion to adjourn the meeting. Ms. Ciborowski seconded the motion. The Board was polled and the motion was passed with four yeases and no nos. One Councilperson's seat was vacant. The meeting was adjourned.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Virginia E. Brown". The signature is written in dark ink and is positioned below the text "Respectfully submitted by,".

Virginia E. Brown
Plymouth Town Clerk
January 27, 2026