

**Town of Galen
Town Council Monthly Meeting Minutes
Monday – March 9, 2026 – at 6:00 PM
Clyde Municipal Building Board Room**

Present; Supervisor Les Carr Jr. - Absent
Council Members; Mike Record, Jeff Montemorano, Sarah Salerno, Nicole Malbone
Town Clerk; Norma Lancaster, HW Supt. Andy Porter
Attending: Warren Leisenring Jr., Dan Dapolito, Glen Simpson, Jared Steverson, Kate Steverson

Pledge of Allegiance

The Town Council meeting was called to order by Deputy Supervisor Montemorano at 6:00PM.

At this time bids for cemetery mowing, stone hauling, and sand hauling were opened as advertised in the Town’s legal paper. The following bids received;

CEMETERY MOWING BIDS

VENDOR

	Block I	Block II	Block III	Block IV
1. Simpson Lawn Care Bid Winner All	\$2843	\$2144	\$1424	\$1699
2. Bramble & Rose Farm Lawn Care	\$4800	\$3000	\$2160	\$2160

ICE CONTROL SAND BIDS

VENDOR

1. LR Martin Transport; Dolomite to Galen 7.73T – Dendis to Galen 4.99T
2. David Donk; Dendis to Galen 7.75T – Smith Gravel 9.75T – Dolomite to Galen 9.75T
(Prices based on \$4.45 per diesel gal.)
- 3. Craft Family Farm; Dendis to Galen 4.985T– Dolomite to Galen 4.98T
(Based on 5.00/gallon)**
4. Howard Albrecht; Dolomite to Galen 5.98T – Dendis to Galen 4.50T

STONE HAULING BIDS

VENDOR

1. LR Martin Transport; Seneca Stone, Heidelberg Buter & Oakes Corners, Smith Sand and Gravel to

Galen – 7.23T

2. David Donk; Seneca Stone to Galen – 9.75T

Oaks Corners to Galen – 11.00T (Based on 4.245/gallon)

Heidelberg Butler to Galen – 11.50T

Smith sand & Gravel to Galen – 9.75T

3. **Craft Family Farm; Seneca/Smith Stone to Galen 6.48T – Heidelberg/Oaks Corners to Galen 6.48T**

(Prices based on \$5.00 per diesel gal.)

Motion by; Record 2nd by; Salerno to close the bid opening and enter bids to the minutes. Ayes; Montemorano, Record, Malbone, Salerno

Public Comment Period – No public comment

Scheduled Speaker – Warren Leisenring and Dan Dapolito

Both are here to discuss Warren’s new book “A Guide to Understanding Unequal & Excessive Property Tax Grievances”. They also had two shorter informational handouts for all to read for a brief description of the book’s contents. He explained he has had good reviews on the book so far. He is looking for support from the board as to present this info to other towns, county and other administration. He is hoping to present this information to each town in Wayne County and then to the board of supervisors. The book initially explains the process to grieve a change in assessment value.

At this time Councilman Montemorano explained the grievance process to the board members that didn’t know a whole lot about it, from beginning to end. Councilman Montemorano would like to involve the assessor before supporting Mr. Leisenring’s idea.

The assessor will be asked to attend the next board meeting to discuss the request.

All thanked Warren and Dan for their presentation.

Assessment

Motion by; Montemorano 2nd by; Salerno to acknowledge the Assessment sales report submitted by Vince Fischer for the month of February.

Ayes; Montemorano, Record, Malbone, Salerno

It was requested at this time, by the board, for the Assessor to possibly attend the next board meeting if he is available to discuss an update timeline and any other assessment business.

Cemetery and Animal Control

Motion by; Record 2nd by; Salerno to accept the mowing bid from Glenn Simpson as listed above for the 2026 mowing season as the lowest most responsible bid.

Ayes; Montemorano, Record, Malbone, Salerno

Collateral Security Reports – LNB – February 2026

Motion by; Malbone 2nd by; Record to acknowledge the collateral report.

Ayes; Montemorano, Record, Malbone, Salerno

Correspondence –

Wayne County Treasurer – 4th Quarter Sales Tax Report

Anderson Van Horne – Deletion of Lock Berlin School House from policy

Financials –

Resolution No. 4 -2026 Budget Adjustment to General Expenditures

The Galen Town Board authorizes the Clerk to the Supervisor to make a budget adjustment to the 2026 budget line A1620.2 in the amount of \$1,350.00 to be funded by a donation from EDF Power Solutions for the purchase of an AED machine.

Motion by; Salerno 2nd by; Record to adopt Resolution No. 4-2026 Budget Adjustment

Ayes; Montemorano. Record, Salerno, Malbone

Resolution No. 5-2026 Budget Adjustment to General Expenditures

The Galen Town Board authorizes the Clerk to the Supervisor to make a budget adjustment to the 2026 budget accounts listed below, to be transferred from account A1990.4- Contingency, in the amount of \$100.54 to cover the increase in general expenses for the 2026 budget year.

A1010.4 – Town Board-Contractual – \$100.54

Motion by; Malbone 2nd by; Salerno to adopt Resolution No. 5-2026 Budget Adjustment

Ayes; Montemorano. Record, Salerno, Malbone

Highway and Buildings

HW Superintendent Porter here to present his report as follows;

Town of Galen Highway report 3-9-2026

- 36 plow/ sand runs were made in the month of February
- 131 total runs for the season as of 3-1
- Last years total at this point was 119 runs
- Brush mowing has continued as time allows
- Several repairs to plow equipment have been made as needed
- Quotes for a reversable plate tamper have been obtained, the highway department seeks the purchase of a plate tamp for proper installation of culvert pipes.
- Quotes for this season's road projects have been obtained and are included in this years 284 agreement presented to the board

- The 2025 Mack has been delivered to Viking in Harrisville and should be built sometime in the summer of 2027
- Several roads are suffering from frost damage and repairs will begin to those places as soon as conditions allow.

Motion By; Malbone 2nd by; Salerno to enter the February Highway report to the minutes.
Ayes; Montemorano, Record, Salerno, Malbone

Supt. Porter requested the purchase of a reversible plate tamper; he presented quotes of \$6099 for a used one and \$6066 for a new one. The highway department has in the past rented this piece of equipment.

Motion by; Salerno 2nd by; Record to approve the purchase of a new plate tamper at \$6066. Ayes; Montemorano, Record, Malbone, Salerno

The Highway Superintendent also submitted his annual "Agreement for the Expenditure of Highway Moneys". The agreement states that he intends to use \$215,000 for general repairs on 75.03 miles of Town Roads. Road construction for 2.02 miles on Old Route 31 for the amount of \$51,750. He will also chip seal 12.07 miles of road for \$250,000 on various roads.

Motion by; Malbone 2nd by; Record to accept the agreement as submitted.
Ayes; Montemorano, Record, Malbone, Salerno

Motion by; Record 2nd by; Salerno to award Craft Family Farms for both sand and stone hauling as he was the lowest bidder as listed above. It was stated the Howard Albrecht will be an alternate with sand hauling if Craft is unavailable at that time. The HW Superintendent will determine, based on need if the alternate is to be used for the hauling of sand.

Ayes; Montemorano, Record, Malbone, Salerno

Justice

Motion by; Malbone 2nd by; Salerno to accept the two justice reports submitted by that department for the month of February.

Ayes; Montemorano, Record, Malbone, Salerno

Landfill –

The annual AFR submitted by Allied Financial has been sent to all board members for approval.

Motion by; Salerno 2nd by; Record to accept the report as submitted.

Ayes; Montemorano, Record, Malbone, Salerno

Review and Adopt Minutes

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Motion by; Salerno 2nd by; Record to accept the minutes as submitted.

Ayes; Montemorano, Record, Salerno, Malbone

Other information for this meeting;

The clerk is in the process of completing a grant application from the NYS Archives, a project manager must be allocated for the grant if received, she has presented the following resolution to attach to the grant application.

**TOWN OF GALEN
WAYNE COUNTY, NEW YORK
RESOLUTION NO. 6-2026 APPOINTING PROJECT MANAGER
LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND
(LGRMIF) GRANT**

At a regular meeting of the Town Board of the Town of Galen, held at the Town Hall, duly called and held on the 9th day of March, 2026, the following resolution was offered:

WHEREAS, the Town of Galen is applying for funding through the New York State Local Government Records Management Improvement Fund (LGRMIF) for the purpose of digitizing and improving access to historical and operational municipal records; and **WHEREAS**, the proposed project includes the digitization and indexing of Payroll Records (1964–Present), Audit Reports (2006–Present), Burial Permits (1898–Present), and Assessment Property Records for approximately 4,500 parcels; and **WHEREAS**, effective project oversight and administration are necessary to ensure compliance with grant requirements, records retention schedules, and reporting obligations;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Galen hereby appoints **Norma Lancaster, Galen Town Clerk**, as Project Manager for the Local Government Records Management Improvement Fund (LGRMIF) Grant; and

BE IT FURTHER RESOLVED, that the Project Manager shall be responsible for the coordination and oversight of all grant-related activities, including but not limited to project implementation, vendor coordination, records preparation, compliance with New York State Archives requirements, financial tracking, reporting, and final project documentation; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Project Manager to execute all necessary documents related to the administration of the grant, subject to Town Board approval where required; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved by: Sarah Salerno

Seconded by: Mike Record

Roll Call Vote:

Supervisor; Absent	___	Aye	___	Nay
Councilperson; Jeff Montemorano	<u>X</u>	Aye	___	Nay
Councilperson Sarah Salerno	<u>X</u>	Aye	___	Nay
Councilperson Nicole Malbone	<u>X</u>	Aye	___	Nay
Councilperson Mike Record	<u>X</u>	Aye	___	Nay

Dated: 3/11/26

Revenues Received –

Wayne County Treasurer – Jan Snow & Ice - \$100,729.98

Wayne County Treasurer – 4th Quarter sales Tax - \$85,591.31

Windy Hill apts. – 1st Quarter Lieu Tax Payment - \$6,218.63

Midtown Square – Lieu Tax Payment - \$9145

Wayne County Treasurer – Advent 2025 Program – \$187.50

Wayne County Treasurer – Advent Jan 2026 Program - \$150.00

Motion by; Malbone 2nd by; Salerno to enter the revenues to the minutes.

Ayes; Montemorano, Record, Malbone, Salerno

Supervisor

Motion by; Salerno 2nd by; Record to accept the Supervisor’s report as submitted for the month of February.

Ayes; Montemorano, Record, Malbone, Salerno

Town Clerk

Motion by; Malbone 2nd by; Record to accept the Town Clerk’s regular report and tax collection report as submitted for the month of February.

Ayes; Montemorano, Record, Salerno, Record

Motion by; Record 2nd by; Malbone for the clerk to attend the annual Town Clerks conference in Albany in April.

Ayes; Montemorano, Record, Salerno, Record

Zoning

Motion by; Salerno 2nd by; Record to accept the zoning report as submitted for the month of February.

Ayes; Montemorano, Record, Salerno, Record

Review and Approve Warrants – March 2026

General Warrant: V# 41 – 59 in the amount of \$15,507.21

Highway Warrant: V# 40 - 60 in the amount of \$47,858.96

Landfill Warrant: V# 59 in the amount of \$3,205.47

Motion by; Record 2nd Malbone to approve payment for the (3) warrants

Ayes; Montemorano, Record, Salerno, Malbone

Supervisor Carr received a flyer from the Village Mayor announcing the annual Easter egg hunt for children under the age of 12. He also asked if the Town would like to donate something for the event and add Galen as a sponsor. Supervisor Carr stated he would like to buy a bike or two for the event and asked the board to support it.

Motion by; Salerno 2nd by; Record to purchase two bikes for the event.

Ayes; Montemorano, Record, Salerno, Malbone

With no further business before the board a **Motion** made by Malbone 2nd by Salerno to adjourn the meeting at 7:37pm

Ayes; Montemorano, Record, Malbone, Salerno

Respectfully submitted,

Norma Lancaster – Galen Town Clerk