

## Town of Ledyard

1099 Poplar Ridge Rd., Aurora, NY 13026  
315.364.5707 | [TownofLedyard@outlook.com](mailto:TownofLedyard@outlook.com)

January 9, 2023

### Organizational / Regular Monthly Meeting

A regular monthly meeting of the Ledyard Town Board, County of Cayuga, State of New York was held on the 9th day of January 2023 at the Ledyard Town Hall, 1099 Poplar Ridge Road, Aurora, NY 13026 at 7:30 pm.

**Present:** Mark Jordan, Supervisor  
Jason Burroughs, Council  
Anne Reynolds, Council arrived 7:38pm  
Therese Shook, Council  
Casey Otis, Council

**Others:** Jamie Bailey, Town Clerk

**Absent:** Stephan Arnold, Highway Superintendent

**Guests:** 3

#### PLEDGE-REMEMBER TROOPS

Supervisor, Mark Jordan called the meeting to order with the Pledge of Allegiance and asked for a moment of silence for our troops at 7:30 pm.

#### PRIVILEGE FROM THE FLOOR

Joanne Driscoll has asked that the assessor provides better communication to residents. Mrs. Driscoll sold a home and 1 acre of land in January 2022. In February 2022 the tax map number was changed. The paperwork that was required for their Ag exemption from water and soil needed to be submitted in March, this could not be done that quickly per Mrs. Driscoll. Mrs. Driscoll did not go to a BAR. Supervisor Jordan will speak to the assessor.

#### HIGHWAY

No report given

#### MINUTES

A motion was made to approve the **October 10, 2022** minutes

Motion made by: Jason Burroughs

Seconded by: Therese Shook

Aye: 3 Burroughs, Shook, Reynolds

Nay: 0

Abstain: 1 Otis

Absent: 0

## Town of Ledyard

1099 Poplar Ridge Rd., Aurora, NY 13026  
315.364.5707 | [TownofLedyard@outlook.com](mailto:TownofLedyard@outlook.com)

January 9, 2023

### Organizational / Regular Monthly Meeting

Motion: **PASSED**

A motion was made to accept the minutes for **December 12, 2022** meeting

Motion made by: Anne Reynolds  
Seconded by: Jason Burroughs  
Aye: 3 Reynolds, Burroughs, Jordan  
Nay: 0  
Abstain: 2 Shook, Otis  
Absent: 0

Motion: **PASSED**

### REPORTS

A motion was made to accept the Clerk report for the month of December 2022. Supervisors report was tabled, and Supervisor Jordan will ask the bookkeeper to come speak to the board.

Motion made by: Casey Otis  
Seconded by: Therese Shook  
Aye: 4 Otis, Shook, Burroughs, Reynolds  
Nay: 0  
Abstain: 0  
Absent: 0

Motion: **PASSED**

### ASSESSOR

Assessors report was received late, and council did not have time to review. It was asked again that these reports get submitted the Thursday prior to meetings for review.

### ORGANIZATIONAL 2023

A motion was made to adopt the following policies, procedures, and appointments for 2023

- VACATION POLICY FOR 2023
- PROCUREMENT POLICY
- RETENTION AND DISPOSITION SCHEDULE (LGS-1)
- RULES OF ORDER FOR TOWN BOARD MEETINGS
- MEETING TIMES: SECOND MONDAY OF EACH MONTH @ 7:30PM
- CITIZEN AS DESIGNATED NEWSPAPER

## Town of Ledyard

1099 Poplar Ridge Rd., Aurora, NY 13026  
315.364.5707 | [TownofLedyard@outlook.com](mailto:TownofLedyard@outlook.com)

January 9, 2023

### Organizational / Regular Monthly Meeting

- CAYUGA LAKE NATIONAL BANK FOR TOWN BANK
- DESIGNATE MARK JORDAN AS FISCAL OFFICER
- ADOPT PUBLIC HOURS FOR TOWN HALL 9AM-12PM TUESDAY, THURSDAY, AND SATURDAY
- APPROVE ANNUAL & TERM APPOINTMENTS FOR THE TOWN OF LEDYARD
- DEPUTY SUPERVISOR - JASON BURROUGHS
- DEPUTY TOWN CLERKS - LEAH HOOPER & MAUREEN MACNAMARA
- DEPUTY HIGHWAY SUPERINTENDENT - TYLER SMITH
- AUDITOR OF JUSTICE DEPT. - DUDLEY HAND
- HISTORIAN - LINDA KABLEC
- COURT CLERK - ERON KLIPPLE
- CODE ENFORCEMENT/ZONING OFFICER - DANIEL GREEN
- BOOKKEEPER - DUDLEY HAND
- DOG CONTROL OFFICER - CARL COLLIER (FINGERLAKES DOG PROTECTION AGENCY)
- REGISTRAR OF VITAL STATISTICS - JAMIE BAILEY
- CODE ENFORCEMENT / ZBA CLERK - JAMIE BAILEY
- TOWN REP. TO CAYUGA COUNTY PLANNING BOARD - DEBBIE ROSS
- PLANNING BOARD CLERK - LEAH HOOPER
- PLANNING BOARD MEMBER 5YR - MARK BAILEY
- BAR 3YR - WILL SCHONEFELD
- ZBA BOARD MEMBER - BRUCK MOSHER
- OFFICE SANITATION - CHRISTINE TANNER

Motion made by: Therese Shook  
Seconded by: Jason Burroughs  
Aye: 4 Shook, Burroughs, Otis, Reynolds  
Nay: 0  
Abstain: 0  
Absent: 0  
Motion: **PASSED**

### BILLS

ABSTRACT		1
Voucher		#001 -
Fund	A	\$ 14,743.69
	B	\$

**Town of Ledyard**

1099 Poplar Ridge Rd., Aurora, NY 13026  
315.364.5707 | [TownofLedyard@outlook.com](mailto:TownofLedyard@outlook.com)

January 9, 2023

**Organizational / Regular Monthly Meeting**

DB	\$ 226,140.58
TOTAL	\$ 240,884.27

**MOTION**

A motion was made to pay the bills

Motion made by: Shook

Seconded by: Burroughs

Aye: 4 Shook, Burroughs, Reynolds, Otis

Nay: 0

Absent: 0

Motion: **PASSED**

**NEW / OLD BUSINESS**

A check for \$21,200 was received by Dan Brown for the trees that were logged on the town land. Supervisor Jordan stated there is additional money to come.

**ADJOURN**

A motion was made to adjourn at 9:20pm

Motion made by: Shook

Seconded by: Otis

Aye: 4 Shook, Burroughs, Reynolds, Otis

Nay: 0

Motion: **PASSED**

Respectfully Submitted,  
Jamie Bailey, Ledyard Town Clerk