

# Supervisor's Report

May 14, 2024

1. We had a meeting about the stone pile here at the office. Present: Kris Frego from Fiacco's, Shain Brunet & Harold Blandin. We discussed the status, costs to the taxpayers, and past practices. We relayed to Kris Frego the need to have a proposal in writing from Fiacco's so that it can be presented to the Town Board. He is working on this, and we will keep you all updated.
2. I am in the process of training with Bill Dashnaw to learn bookkeeping practices.
3. I have created an on-line Purchase Request form for all employees to start using when ordering supplies, etc. I feel we need to keep better track of how this is handled. I will make sure they are available at the office and the town barn. We can order from Amazon, E-Bay, and Staples. I will approve the purchases and then the Town Clerk will place the order.
4. There was an issue with the paperwork we signed at last month's meeting with regards to the water grant. An outdated form was given to us, and NYS held up funds being released to Buddy Fiacco for the water project. Harold and Frank came in and re-signed the form and it is all good now.
5. I would like to continue pursuing bulk water sales in the future. Bob LeClair has worked with Clarkson on a plan which I feel could be a great opportunity for Hermon! Bob is willing to keep spearheading this project.
6. Our "ARPA" report was due on April 30<sup>th</sup>, 2024, and has not been submitted yet. This is a quarterly Project & Expenditure Report NYS requires for the approximately \$106,000 we received from them that has to do with COVID money. I am working with Bill Dashnaw to get this done and submitted so we do not lose the money.
7. I would like to see about having a sidewalk laid between the sidewalks out front this summer, so they are connected. I notice most people coming in/out of the office cross through the grass and I don't want it to be a hazard.
8. On May 21<sup>st</sup> Jody Wenzel from the SLC Worker's Comp. office will conduct a safety inspection at all town-owned facilities.
9. It was brought to my attention that Town Highway employees are entitled to \$250 per year in work boot expenses. I checked with our Attorney who relayed they can be reimbursed the full \$250 as long as they provide us with receipts. I have devised a form, and it is available at the Town office. I will make sure Shain has some for the barn as well.
10. I have been in touch with the Comptroller's Office. They are willing to do an audit but it will take at least a year before they get to us. Do we want to wait for the Comptroller's Office to do it or hire Hoffman and Eells?? Free vs cost.
11. It has been suggested that we consider live-streaming our meetings.