

TOWN BOARD
ORGANIZATIONAL MEETING
January 5, 2026
6:00 P.M.

PRESENT: Councilpersons: Kevin Armstrong, Leonard Govern, Patricia Wood, Luis Rodriguez-Betancourt, Highway Superintendent Offnick, Attorney Carly Walas Supervisor Joseph Cetta, and Town Clerk Tamara MacDonald

ABSENT:

OTHERS PRESENT:

Supervisor Cetta introduced the following resolutions.

Organizational Resolutions

1. Town Board Meetings—Second Monday of each month at 6:00pm at the Walton Town Board Room, 129 North St. Walton, NY unless otherwise advertised.
2. Official Radio Station-----Bold Gold Radio—92.1FM, 1270 AM WDLA
3. Official Newspaper—The Reporter
4. Official Library—William B. Ogden Free Library
5. Official Depository—Wayne Bank, Community Bank, National Bank of Delhi
6. Planning Board Chairman—Gale Neale
7. ZBA Chairman—Stephen Hodge
8. Sole Assessor – Penny Haddad 10/1/2025-09/30/2031
9. Flood Plain Manager – Garrett Newbauer
10. Health Officer - Dr. Michael Freeman
11. Town Historian – Walton Historical Society
12. Reappointment to Planning Board— Arthur Munn 1/1/25-12/31/29
13. Reappointment to Zoning Board of Appeals – Milt Brock 1/1/25-12/31/29
14. Planning Board Alternate – Graydon Dutcher 01/01/2026 – 12/31/2026
15. Law Enforcement Officer—Delaware County Sheriff Craig S. DuMond
16. Records Management Officer (RMO)/ Registrar—Tamara MacDonald, Town Clerk
17. Code Enforcement Officer (CEO)—Garrett Newbauer
18. Bookkeeper – Ronda Williams
19. Dog Control Officer – Christopher Bodo
20. Walton Court Clerk – Kristin Beers ---01/01/2026---12/31/2026
21. Appoint Jeff Offnick as FEMA Coordinator--- 01/01/2026-12/31/2026
22. Planning Board Secretary – Sharon Brennon – 1/1/2026-12/31/2026
23. Approval of Salaries—per Salary Schedule listed in the 2026 Town Budget

24. The Walton Town Supervisor is authorized to pay—prior to audit—utilities, postage, payroll expenses, pension related expenses, health insurance, interest and principal on town debt, grant expenditures and insurance policies.
25. Mileage Reimbursement— per Federal IRS business rate
26. The Walton Town Highway Superintendent is authorized to advertise bids as it is necessary on all highway supplies—other than those required by the Town of Walton’s Procurement Policy—and that they bring those bids before the Town Board for review.
27. The Walton Town Highway Superintendent is authorized to trade services and/or use of equipment with other municipalities, school districts, and fire districts as needed.
28. The Town Board delegates the authority of delegating duties for all Deputy Town Clerks to the Town Clerk, with the exception of a vacancy in the office of Town Clerk.
29. Reappoint Deputy Town Clerk’s Ronda Williams and Tammy Tompkins – 1/1/2026-12/31/2026

**RESOLUTION #1-29 ADOPTION OF ORGANIZATIONAL RESOLUTIONS
#1-29**

A motion was made by Councilman Rodriguez-Betancourt, seconded by Armstrong, accepting the organizational resolutions 1-29 as presented. All in favor, motion carried.

APPOINTMENTS:

1. Deputy Town Supervisor – Kevin Armstrong
2. Town Board Committees –

- Public Works	Armstrong & Govern
- Finance & Insurance	Govern & Wood
Legal & Ordinance	Govern & Wood
Land Use & Village	
Liaison	Rodriguez & Wood
- Personnel	Armstrong & Govern
- Union Negotiations	Armstrong & Cetta
- Building & Grounds	Armstrong & Cetta
- Technology	Rodriguez & Wood
- Emergency Disaster	Govern & Cetta
- Historical	Armstrong & Wood
Host Community Committee	Govern & Cetta

SUPERINTENDENT OF HWY. REPORT:

Superintendent Offnick submitted the Agreement for the Expenditure of Highway Moneys for 2026 and to have moneys levied for the repair and improvements of highways as requested in agreement.

RESOLUTION # 30

2026 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEY

A motion was made by Councilman Armstrong seconded by Govern granting permission to sign the Agreement for the Expenditure of Highway Moneys in the amount of \$535,500.00. All in favor, motion carried.

Superintendent Offnick reported to the Board of his appointment of Highway Foreman to Michael Merwin for 2026.

With no further business before the Board, the meeting was adjourned 6:08 p.m.

Respectfully submitted,

Tamara MacDonald
Town Clerk

TOWN BOARD MEETING

January 05, 2026

6:08 P.M.

PRESENT:

Councilpersons: Kevin Armstrong, Leonard Govern, Patty Wood, Luis Rodriguez-Betancourt, Supervisor Joseph Cetta, Highway Superintendent Jeff Offnick, Attorney Carly Walas, and Town Clerk Tamara MacDonald

ABSENT:

OTHERS PRESENT:

FLOOR TIME:

Adrian from Walton Kindness for cats came to introduce herself, she is currently working on TNR (trap/neuter/release) as many of the stray cats around the Town and Village of Walton. Adrian is hoping to get the community cat problem under control. As since she has been in Walton, she has help 26 cats Right now, she is waiting for the IRS to make it a non-profit status but is currently getting volunteers to help, and family members to sponsor.

RESOLUTION #31

APPROVAL OF MINUTES

A motion was made by Councilman Rodriguez-Betancourt, seconded by Armstrong approving the minutes of December 8, 2025 as presented. All in favor, motion carried.

ASSESSOR REPORT:

Assessor's Office – Monthly Report

Town of Walton

Date: January 5, 2026

1. **Completed Field Work, Photos & Inventory**
 - Completed field inspections. Filed photographs taken during field work.
 - Updated property records where necessary.
 - Verified sales ownership and inventory.
 - Conducted ongoing review of real estate listings.
2. **Renewable exemption applications** were mailed for senior citizens exemption and agriculture exemption on December 29th. The 2026 deadline for new applications and renewals is March 1st.
3. **The County Clerk's Office** has announced there will be no more free access to the online public records. This was brought to my attention by Roxbury Assessor's Clerk Stephanie Seminara. Indexing information is the only thing that would remain available free of charge. Indexing is similar to a table of contents, which shows the name, date and type of document that is filed. Not being able to view the documents will hinder research in the Assessor's Office pertaining to sales, deeds, mortgages, survey maps, small claims assessment review documents, liens, lis pendens, additional court proceedings related to real property, forest exemption law recordings, and more unless we pay the fees outlined below. If I read the fee schedule correctly, there would be a \$1200 dollar annual fee for Walton access to the records. I request the Board of Supervisors intervene, so that Delaware County Assessors can continue to have free access at best, and not be considered 'the public' for purposes of access to the Clerk's online records. Or, interested assessors could pool their resources and share one account, each Town contributing to one \$1200 dollar annual fee. Assessors are required to take periodic ethics training and oaths of office and should not be considered suspect in matters such as deed theft.

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CODE ENFORCEMENT:

Town of Walton
Code Enforcement Office
Garrett Newbauer
Monthly Summary Report
Month of DECEMBER 2025

Building Permits Issued	2
Building Inspections Completed	1
Fire Inspections Completed	0
Notices of Violation Issued	0
Tickets Issued	0
Certificates Issued	1
Complaints Received	0
Floodplain Development	
Permits Issued	0
CO Searches	

DOG CONTROL REPORT:

Christopher Bodo
Dog Control Officer, Town of Walton
129 North Street Walton,
New York 13856
DECEMBER 2025
Dog Control Activity Summary

No report collected this month.

SUPERINTENDENT OF HWY. REPORT:

TOWN OF WALTON HIGHWAY DEPARTMENT

25091 STATE HIGHWAY 10

WALTON, NY 13856

607-865-5120

TO: WALTON TOWN BOARD
FROM: JEFF OFFNICK, HIGHWAY SUPERINTENDENT
DATE: 1/5/2026
RE: REPORT

Nothing to report this month.

TOWN CLERK'S REPORT:

Financial Reports have been provided.

I have received the tax warrant on December 29, 2025 authorizing me to collect \$4,433,648.32.

We've entered into an agreement with an energy carrier for a better rate than what NYSEG charges. Which has been done in the past, dream energy services quoted us with new terms and have to lock in for 2 years.

RESOLUTION #32

ACCEPT DREAM ENERGY SERVICES TERMS

A motion was made by Councilman Armstrong, seconded by Govern, accepting the new term from Dream Energy Services, locking for 2 years at .572/thermal and .1119/kwh. All in favor, motion carried.

I presented the annual obsolete records that have met the New York State Records Retention and Disposition Schedule

TOWN OF WALTON

OFFICE OF TOWN CLERK

129 NORTH ST.

WALTON, NY 13856

TO: Town Board Members

FROM: Tamara MacDonald, Record Management Officer

DATE: January 5, 2026

SUBJECT: Obsolete Records

The following records have met the New York State Record Retention and Disposition Schedule and are no longer required to keep. Upon your approval these records will be disposed of properly.

DOG IDENTIFICATION AND CONTROL

RETENTION

2022	Copy of original or renewal license	3 years
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FISCAL

Banking and Investment:

2019	Banking communications; bank statements copy of checks, deposit books & slips, receipts	6 years
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Payroll:

2019	Employee time cards, sheets, request for time off,	6 years
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Purchasing:

2019	Invoices, abstracts,	6 years
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General Accounting and Miscellaneous:

2019	Accounting register, Cash transaction, Daily cash records	6 years
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GENERAL

2025 Correspondence including e-mails of no fiscal,
legal Or administrative value 0 no longer need

INSURANCE/SELF-INSURANCE

Insurance policy:

2019 Insurance Policies 6 years

Certificate of insurance:

2019 Certificate of Insurance 6 years

PERSONNEL/CIVIL SERVICE

2019 Employee Benefit Records 6 years

PUBLIC ACCESS TO RECORDS

Freedom of information records request file:

2025 Request for access to public records 6 months

PUBLIC PROPERTY AND EQUIPMENT

Consumption and Dispensing Records:

2019 Fuel Consumption Records 6 years

2019 Use of Facilities Request 6 years

TAXATION AND ASSESSMENT

Assessment Roll/Tax Roll:

2019	Tentative assessment roll	5 years
2019	Tax Collection Records	6 years
2024	Tax Escrow Requests	1 year

TRANSPORTATION & ENGINEERING

Highway, Engineering, and Public Works:

2019	Truck Load Slips	6 years
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RESOLUTION #33

Motion made by Councilwoman Wood, seconded by Councilman Rodriguez-Betancourt.

Roll call vote:

Aye	Nay	Councilman Armstrong
Aye	Nay	Councilwoman Wood
Aye	Nay	Councilman Govern
Aye	Nay	Councilman Rodriguez-Betancourt
Aye	Nay	Supervisor Cetta

SUPERVISOR'S REPORT:

Supervisor Cetta wanted to point out issue the Town Hall has with the internet connection and reached out to a local provider, DTC (Delhi Telephone Company) for a proposal for internet and phone system.

RESOLUTION #34

ACCEPTING DELHI TELEPHONE COMPANY PROPOSAL

A motion was made by Councilman Govern, seconded by Councilwoman Wood for switching phone and WIFI services to Delhi Telephone Company and accepting their proposal. All in favor, motion carried.

Supervisor Cetta pointed out an issue with our router, and our IT company (ISD) said it is very old and that Supervisor Cetta's computer is old as well and suggested we get a new one.

RESOLUTION #35

PURCHASE OF A NEW ROUTER AND COMPUTER

A motion was made by Councilman Armstrong, seconded by Councilwoman wood to accept the purchase of a new router for the Town Hall and new computer for the Supervisor through ISD. All in favor, motion carried.

COMMITTEE REPORT:

Councilwoman Wood recognized Beatrice Bennett, who passed recently. The Walton Historian for a long time, who donated us a lot of time, information and records about the Town and Village and we wouldn't know as much as we do about Walton if it weren't for her. The Board agreed with making a proclamation for her come Spring time for her services.

Wood also brought up the Snow flake drop the Village put together at the Veteran's Plaza on New Year's Eve and said it was a nice but cold event.

Councilman Armstrong said the committee meeting for the UTV/ATV to set up the trails they've established so far but nothing that we can act on at the moment, we will need to know more specifics and get more sections/trails to move on with this law.

APPROVAL OF BILLS:

RESOLUTION#36

APPROVAL OF BILLS

A motion was made by Councilwoman Wood, seconded by Armstrong approving the vouchers as presented for payment. All in favor, motion carried.

General Fund A	#1-10	\$6,179.14
General OV B	#	\$0
General HWY DA	#1-3	\$13,754.48
OV HWY DB	#	\$0

RESOLUTION#37

EXECUTIVE SESSION

A motion was made by Councilwoman Wood, seconded by Councilman Govern to enter into executive session for a matter relating to particular employee.

Respectfully submitted,

Tamara MacDonald
Town Clerk