

Mexico Town Board  
Minutes of the Regular Meeting  
Held July 14, 2025, at the Town Hall 64 S Jefferson Street Mexico  
Commencing at 7:00 P.M.

Present: Eric Behling, Supervisor  
Hadwin Fravor, Councilor  
Russell Partrick, Councilor  
Jeanne Revette, Councilor  
Graham Seiter, Town Attorney  
Ron Marsden, Code Enforcement Officer  
Shannon Bigelow, Park Manager  
Diane Chepko-Sade, Friends of Mexico Point Park  
Karen Ringwald, Friends of Mexico Point Park  
Ned Waterbury, ZBA Chairman  
Marcia Delong, Ag/Mkt Committee  
Gary Toth, Comprehensive Plan Committee  
Mike Jantz, C2AE  
Nicole Wild, Town Clerk

Absent: Vacant, Councilor  
Heather Garner, Assessor  
Jack Spriggs, Dog Control Officer  
Carrie Bond, Mexico Point Park  
Russ Marsden, Highway Superintendent  
Nancy Weber, Planning Board Chairwoman  
Terry Grimshaw, Water Commissioner

And 1 in the audience.

Supervisor Behling opened the regular Town Board meeting at 7:00 pm with the Pledge of Allegiance.

Approval of Minutes- A motion was made by Councilor Revette and seconded by Councilor Fravor to accept the June 9, June 26, July 8, 2025, Town Board meeting minutes as presented. The motion was adopted by a vote of 3 ayes: Behling, Fravor, Revette, 0 nays, and one abstention: Partrick.

#### Communications

- NYS Legislative Commission on Rural Resources: FY 2025-26 Enacted Budget and Its Impact on Rural Communities
- Oswego County WSA 6 Support Letter
- Oswego County Property Complaint Letter
- Note: Valley Locksmith work at McAuslan Hall Complete

## Public Comment

Concerns were: none

## Reports

### **Town Clerk/Water Clerk-**

June disbursements were as follows:

Supervisor for General Fund - \$2,712.50

NYS Animal Population Control for Dog Licenses - \$39.00

NYS Health Dept. for Marriage Licenses - \$157.50

Water Payment Collection Total- \$17,155.10

A motion was made by Councilor Partrick and seconded by Councilor Revette to accept the June reports as presented. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

**Dog Control-** Supervisor Behling read the report: June – 23 notices of unlicensed dogs were issued; one dog was picked up and taken to the shelter.

**Assessor-** Councilor Partrick said the assessor is seeking revaluation in the next 2-3 years; suggests the town needs an RFP for estimates and to save up to pay for this expensive service. Supervisor Behling said they should meet with Assessor Garner to discuss a plan. Partrick said there was a question about reimbursements; the state pays more than the town reimbursement rate for mileage; the assessor is seeking the state amount. Partrick asked if the town reimburses her the state amount or the town amount. Attorney Seiter sees no issue with the town reimbursing Garner's mileage at the state rate.

**Code Enforcement Officer-** Officer Marsden read his report: 5 building permits were issued for the month of June, 4 property violations, 1 demolition permit; inspected a manufactured home.

**Highway Superintendent-** Supervisor Behling read Marsden's report: general maintenance on equipment; getting Larobardiere Road ready to be paved; cutting trees throughout the town; mowing roadsides; mowing cemeteries, Mexico Point Park, and the Town Office.

**Community Park Manager-** Supervisor Behling read Marsden's report: mowed and used weed eater, serviced mowers, picked up a lot of trash, and installed a new smoke detector in men's room. Behling said CiTi will be working on the cemetery plot for the county home.

Shannon Bigelow said there have been conflicts with people showing up to use the park when others have already scheduled it; problems with the restrooms; people dumping trash; locking bathrooms at dusk and reopening them in the mornings. Councilor Revette asked if we have cameras at the park. Bigelow said yes. Behling said trash disposal has been an ongoing problem. Bigelow said the trash has been the largest issue in the park this year, suggested gating the park or locking the dumpster. Bigelow said cameras are beneficial to an extent because they can see what's going on elsewhere in the park, but the bathrooms are out of view of cameras. Supervisor Behling said he would have to see what other municipalities do for trash and dumpsters. Bigelow suggested moving the dumpster to be more in view of the cameras. Behling said to reach out to Butler Trash Removal to see if they can work with the park to relocate the dumpster. Councilor Partrick said the same issue exists at Mexico Point Park with the bathrooms; suggested timed locks for bathroom doors. Bigelow said both parks are open dawn to dusk so the thought is the bathrooms should also be open dawn to dusk. Behling said

to give it some thought and see if we can figure something out. Bigelow said the fence has been repaired and looks great.

**Mexico Point Park-** Diane Chepko-Sade said fireworks/concert was postponed due to weather. The trolley will be back on 8/3/24 and two officers are available; the musical headliner will now be a duo as opposed to trio, Karen Ringwald called about lights, and they were to be picked up today. Admar will not charge for rental on August 3rd if someone from the town can transport them, a donut hitch needed, Admar is on Rt 31 in Clay. Councilor Partrick said the lights sat for weeks last year. Ringwald said the company must have them back for rental. Chepko-Sade, expressed gratitude for The Friends of Mexico Point Park with phone calls made regarding the fireworks being postponed in ONE HOUR! Ringwald and Chepko-Sade are working on a grant and asked if the contractor needs to abide by town rules. Chepko-Sade said she's reaching out to their normal mower for the field for August 3.

**Planning Board-** none

**Zoning Board of Appeals-** Chairman Waterbury read his report: the board met in June and sent two applications to the planning board.

**Water Commissioner-** none

**Supervisor's Report Acceptance-**

Supervisor Behling reported that June balances stand as follows:

General Expenses - \$373,410.22

Highway Expenses - \$70,633.19

General Balance - \$2,749,502.12

Highway Balance - \$1,786,466.31

A motion was made by Councilor Fravor and seconded by Councilor Partrick to accept the Supervisor's June report as presented. Partrick asked what our percentage is on sales tax that the town receives. Supervisor Behling said he would find out and let the board know. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

**Fire Department Update-** none

**Water District Update-** Mike Jantz said USDA RD has all the info in their possession to do their final evaluation to release the project issue for bid; they anticipate that occurring within 2-4 weeks; he will stay in touch to maintain communication with the process; the town should think about advertising the bidding process; they generally like to give 4 weeks for contractors to review, and like to receive bids in a couple days before the board meeting, which gives the engineer a chance to review the bid and handle recommendations. Jantz said they are anticipating higher prices than is currently earmarked for the project. Jantz said this will go into post-bid process where the town looks for additional funding through the state and federal government, like the CDBG application due at end of month; the announcement of award comes out in the fourth quarter of the year (Nov/Dec) and the town is eligible for up to \$2million. Jantz said the funds are released Q1 of following year; the EFC WIIA/IMG grant program has up to 5 million or 70% of the project cost and those applications are due September 12; awardees are announced Q4; funds are released Q1 of following year; if affordability is in line with the bids, the process will move forward. Partrick asked which grant is more desirable. Jantz said WIIA is a higher dollar amount but there are less applicants for CDBG. Jantz said the info incoming can be used for additional applications for other grant sources. Jantz left the meeting at 7:43pm

**McAuslan Hall Update-** Supervisor Behling said the keypad entry with new door is installed, and that our attorney is working on an IMA with the county attorney for Sherriff's hub.

**Comprehensive Plan-** Gary Toth said the committee met and the comprehensive plan is back on track, draft in December and submitted early 2026; comprehensive plan goals and action items need addressing and need to be included in this report; helps with grant funding/applications; climate start communities DEC plan- climate mitigation with points for each thing you do- energy savings, etc. Toth said Pulaski completed it and received funding for sidewalks. Toth said there are 12 action items that can be completed. Looking to have Wed, Sept 24 for a 2-hour gathering from 6-8 pm; speak on micron and nuclear plants and how this will affect Mexico. The auditorium cost is \$150 to rent with A/V use with town insurance in application. Supervisor Behling said climate mitigation presentation, town resources need to be looked at and paperwork, Pulaski was done because sidewalks offset the number of cars on highway, but this was one good way to get money to fix them. Toth said there are a lot that we're already doing as a town and village- i.e. water, trash removal, committee to review energy savings, first step is having the boards pass a resolution to become that type of community- putting together a committee to look at energy savings; points for markers help applications for grants and this all ties into funding.

**Ag/Mkt.-** Marcia Delong said the steering committee is moving along; survey results yielded no great surprises; currently working on mapping; draft goal document being edited; developing a plan to have a public info session on 10/16 as open house, farm friendly audit completed by Nan- local law review on ag laws; possibly hiring a marketing consultant; evaluating budget with Nan and asking for estimate for marketing consultant, would not be charged to Town of Mexico but to grant funds and she suggests we do that, not sure if the board needs to approve the use of funds. Supervisor Behling said you are already approved to use the grant funds. Attorney Seiter said he thinks it's not necessary to seek board approval; the funds have already been allocated.

The Farmer's market has been very successful, a vendor left a very favorable comment, raved about the involvement from the board, community, vendors, residents, etc. Delong said they may be having 12 vendors total with additional activities for children, vendors have sold out, community agencies have reached out for educational booths at the market, music at the gazebo is going well. Invited everyone (Wed 4-8). Delong said the market needs cones of their own for safety purposes without relying on borrowing them from someone else. Delong said the market has received \$1,300 in vendor fees and would like to use the funds to purchase the cones. They would like them this year but it's not necessary. Supervisor Behling said he marked F-Market cones; the market will keep growing as the years go on and the season changes with different crops. Delong said they have not yet offered produce except microgreens but may have two trucks with produce this week; they will have someone selling meat this week.

**Historian-** Sue Vaughn said she has been busy getting the museum ready to open and has had it open a few times with great reactions from visitors; (see attached report)

Historian Sue Vaughn read her report: Opened the museum June 14 and July 9 and had 17 visitors; received very good reactions; people are very happy to have the museum open again. Vaughn attended the June 16, 2025, Oswego County Historian meeting. Vaughn partnered with Mexico Historical Society on a tour of Mexico Village Cemetery on June 18, 2025, with approximately 20 people. Vaughn arranged for posting of cemetery census (to 2002)

on the Town/Village website and is still working on updating the census. Vaughn reported working many hours (41) in the office and museum sorting, cleaning, and learning. Vaughn responded to several public inquiries and solicited estimates for painting and repairs for the museum.

#### **Resolution 2025-38 Payroll**

A motion was made by Councilor Partrick and seconded by Supervisor Behling to accept the following resolution. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

Resolved the Mexico Town Board approves the June payroll.

#### **Resolution 2025-39 Appoint Assessor Heather Garner**

A motion was made by Councilor Revette and seconded by Councilor Partrick to approve the following resolution. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays. Partrick added that he hopes she is encouraged to keep her office hours as they seem to be hit and miss at times.

Resolved the Mexico Town Board appoints Heather Garner to the position of Sole Assessor.

#### **Mexico CSD Bicentennial**

Supervisor Behling said he is leery to use tax dollars to donate to the MACS Bicentennial Celebration. Attorney agrees, Fravor agrees, no motion was made.

Toth left the meeting at 8:07pm.

#### **Other Business**

##### **Resolution 2025-40 Purchase Trash Cans for Community Park**

A motion was made by Councilor Revette and seconded by Councilor Fravor to approve the following resolution. Partrick asked what currently exists at the park in the way of trash cans. Shannon Bigelow said the previously purchased heavy-duty park cans are still in great shape. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

Resolved, the Mexico Town Board approves the purchase of additional heavy-duty trash cans for the community park for an amount not to exceed \$4,500.

##### **Resolution 2025-41 Approve Updated Contractor Bid Requirements**

A motion was made by Councilor Revette and seconded by Supervisor Behling to approve the following resolution. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

Resolved, the Mexico Town Board approves the Contractor Bid Requirements policy as follows:

1. A completed W-9 form must be provided to the Town prior to any work being started.
2. An insurance certificate providing evidence of \$500,000 of liability insurance per occurrence and \$1,000,000 in aggregate coverage, unless different coverage is required

by the Town's Engineer and listing the Town of Mexico as additionally insured on a non-contributory basis, with a copy of endorsement pages.

3. An insurance certificate providing evidence of a valid worker's compensation policy.
4. Certified payrolls must be provided to the Town, if contractor has employees.
5. The contractor must comply with all prevailing wage requirements.
6. List of all subcontractors to be used on the job and compliance of the subcontractors with all of the above items.
7. All contractors and subcontractors submitting bids or performing construction work on public work projects or private projects covered by Article 8 of the Labor Law are required to register with the New York State Department of Labor (NYSDOL) under Labor Law Section 220-i.

### **Town Board Vacancy**

Councilor Revette asked Supervisor Behling how to approach the vacancy on the town board. Behling said it's up to the board to make an appointment. Attorney Seiter said the primary was missed but someone will have to run for the remainder of the term and then again the following year for their first full four-year term. Seiter said the deadline is arriving for someone else to get on the ballot for a fill-vacancy. Seiter said the applicant may have to run in November. Behling said he will investigate it and see the exact rule and revisit it. Councilor Partrick said the most transparent way is to notify the public and ask for letters of interest.

### **Resolution 2025-42 Audit Claims**

A motion was made by Councilor Fravor and seconded by Supervisor Behling to approve the following resolution. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

Resolved the bills for Abstract 7 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General A Fund	voucher #165-191	\$	17,619.55
General B Fund	voucher #53-60	\$	4,046.27
Highway Fund	voucher #128-150	\$	70,764.82
Water Fund	voucher #26-31	\$	37,591.62
Special Districts Fund	voucher #11	\$	439.30

A motion was made by Supervisor Behling and seconded by Councilor Revette to adjourn at 8:35 pm. The motion was adopted by a vote of 4 ayes: Behling, Fravor, Partrick, Revette, and 0 nays.

Respectfully submitted,

Noelle LaFlamm, Deputy Town Clerk