

**TOWN OF CATHARINE
TOWN BOARD MEETING
August 18, 2026**

Members Present:

- Richard Lewis, Supervisor
- Ronald Hoffman, Councilmember
- C. Michael Learn, Councilmember
- Brett Reynolds, Councilmember
- Glenn Bleiler, Councilmember

Staff Present:

- Marty Vondracek, Highway Superintendent
- Dean Hillyard, Building Inspector
- Kellie Kretchmer, Town Clerk/Collector

Public in Attendance: Chris Conolly, Roxanne Leyes, Tammy Vona, John Vona, Kristi Allen, Rob Halpin.

Call to Order

The meeting was called to order at 7:05 pm by Supervisor Lewis.

Public Heard

Kristi Allen requested permission to place a "no wake on the lake" sign on Cottage Road due to high water levels. The Board voiced no objections. Highway Superintendent Vondracek was directed to provide a post for the sign.

RESOLUTION 46-2026: Accept July Board Minutes

- **Moved by:** Glenn Bleiler, **Seconded by:** Ronald Hoffman.
- **RESOLVED**, that the minutes of the July Board meeting be accepted as read.
- **VOTE:** 5 ayes, 0 noes. (Carried)

RESOLUTION 47-2026: Accept July Clerk's Report

- **Moved by:** Brett Reynolds, **Seconded by:** Ronald Hoffman.
- **RESOLVED**, that the July Clerk's Report be accepted as submitted to the Supervisor.
- **VOTE:** 5 ayes, 0 noes. (Carried)

RESOLUTION 48-2026: Accept July Justice Report

- **Moved by:** Ronald Hoffman, **Seconded by:** C. Michael Learn.
- **RESOLVED**, that the July Justice Report be accepted as submitted to the Supervisor.
- **VOTE:** 5 ayes, 0 noes. (Carried)

Zoning Report

Dean Hillyard introduced himself to the Board. He was filling in for the Town until a permanent replacement was hired and expressed his interest in taking the position permanently. Supervisor Lewis hired Dean Hillyard on a permanent basis on August 18, 2026. To date, he has issued four permits, conducted seven inspections, and issued one Certificate of Completion. He has also fielded multiple phone inquiries regarding zoning regulations and upcoming projects.

RESOLUTION 49-2026: Accept July Supervisor's Report

- **Moved by:** Glenn Bleiler, **Seconded by:** C. Michael Learn.
- **RESOLVED**, that the July Supervisor's Report be accepted as submitted.
- **VOTE:** 5 ayes, 0 noes. (Carried)

Highway Superintendent's Report

Highway Superintendent Vondracek reported that the crew graded several roads before shutting down for a two-week vacation. Since returning, they have been catching up on maintenance and clearing several fallen trees. Superintendent Vondracek noted he came in during his vacation to transport two trucks for inspection. Hauling sand is underway; another 10–15 loads will complete the winter supply.

A washout occurred at the Cayutaville Road inlet; old plow blades were utilized to stabilize the area and prevent future washouts. Road mowing began today, and work on the CHIPS paperwork will commence this week. The Town anticipates receiving the CHIPS payment in December.

RESOLUTION 50-2026: Payment of Bills

- **Moved by:** Brett Reynolds, **Seconded by:** Ronald Hoffman.
- **RESOLVED**, that the following bills be paid: General Fund (G 151 – G 170) in the total sum of \$8,710.51, and Highway Fund (H 59 – H 70) in the total sum of \$109,122.46.
- **VOTE:** 5 ayes, 0 noes. (Carried)

Unfinished Business

- **Short-Term Rentals:** Supervisor Lewis reported that during the latest Council of Governments meeting, it was noted that the County's plan to identify local short-term rentals has not been successful. Future steps by the County remain uncertain. Rob Halpin indicated that the County can provide a list of short-term rentals found within Catharine. The Town Clerk will request a copy of this data.
- **Proposed Wind Farm Legislation:** An open house for the Azalea Wind project will be held on Thursday August 27th. Informational cards are available. The current draft of the Town of Catharine's proposed

wind farm legislation—along with town benefit suggestions, including a potential PILOT program—will be forwarded to the Town Attorney for formal review.

New Business

- **Veteran Tax Exemption:** The Board discussed the proposal and tabled further discussion until next month's meeting.
- **Records Shredding:** The Town Clerk stated that numerous documents have exceeded their required New York State retention schedules and are ready for shredding. Items include Vouchers (2013–2019), Abstracts (2013–2019), and Clerk's Reports (2016–2019).

RESOLUTION 51-2026: Authorization for Records Shredding

- **Moved by:** Ronald Hoffman, **Seconded by:** Glenn Bleiler.
- **RESOLVED**, that the Town Clerk/Collector is granted permission to shred the designated historical records in compliance with New York State retention laws.
- **VOTE:** 5 ayes, 0 noes. (Carried)

Executive Session

- **Enter:** A motion was made by Supervisor Lewis to enter Executive Session to discuss a personnel matter. Seconded by Ronald Hoffman. All in favor, 0 opposed. Entered at 7:46 pm.
- **Exit:** A motion to exit Executive Session was made by Ronald Hoffman. Seconded by Glenn Bleiler. All in favor, 0 opposed. Exited at 8:21 pm. The regular meeting reconvened.

Budget Workshops

The Board discussed scheduling upcoming budget workshops for next year's planning. The Town Clerk will consult with Becki for projections on year-end balances. Board members will review their schedules for a tentative meeting on the 24th; final availability will be verified via email.

Adjournment

A motion to adjourn was made by Ronald Hoffman, seconded by Glenn Bleiler. The meeting adjourned at 8:44 pm.

Respectfully submitted,

Kellie Kretchmer
Town Clerk/Collector

Next Meeting: October 20, 2026, at 7:00 pm.