Lake Holcombe Town Board Meeting
Meeting Minutes
June 17th, 2026

Call To Order: Meeting called to order by Guthman at 7 p.m.

Affirmation of Public Notice
Roll Call and Establish Quorum

Present: Brian Guthman, Jeff Anders, David Staudacher.
Others Present: Jennifer Wright, Brenda Cigan, Ginna Young and Gage Daggett (Benchmark)

Pledge of Allegiance

Minutes: *Motion by* Anders *seconded by* Staudacher *to approve the minutes from April 15th, 2026, board meeting as presented with 1 correction on weight of GFLs trucks. Motion carried.*

Treasurer Report: Presented by Cigan. Motion *by* Staudacher *seconded by* Anders *to approve the Treasurer's report.*

Chairman's Report:

- **240th Street** now has gravel and has been pulverized. **Loose gravel signs** have been installed.
- **Blade patching** throughout the town has been completed.
- We **received the recycling grant**.
- **Thanked Joe Cigan** for assisting with placing the ropes and raft at the Wayside Beach.
- During town mowing, a **bus window was accidentally broken**; we should expect an invoice for that incident.
- **Fire Station signage** is now posted at the correct required distance.

Public Comment: None

Discussions:

(1) Benchmark Representation – Q&A Discussion with Gage regarding a possible Town Ordinance; open Q&A.

(2) Accessor Contract for 2026

Motion by Anders was seconded by Staudacher to approve Contract for Assessor due to non-compliance. Motion Carried

(3) Participate in Cornell National Night out.

Motion by Staudacher was seconded by Anders to donate $100. Motion Carried.

(4) Online Payment Feature & WebForms Review proposed online payment functionality and fillable forms/webforms.

Motion by Staudacher was seconded by Anders to add "optional" online payment to our Town Website. Fee would be passed on to users. We will start w/Building Permits, Swimming Lessons, Operator License, Sanitary Invoice Payments and Donations for Veterans Memorial. Motion Carried.

Motion by Anders was seconded by Staudacher to have Josh create/add webforms to our website for Dog Licenses, Operator licenses, Swimming lessons and Building Permits. Motion Carried.

(5) Microsoft Account Renewal Current subscription renews in July under Tracey's Yahoo account. Proposal to transition to a new family plan under the Sanitary District email (6 users, $129.99/year—same cost).

Motion by Staudacher was seconded by Anders to use the Sanitary email for a family plan with 6 users at $129.99/year. If Microsoft selects business account, it's approved to have a business account under Clerk's town email for the extra cost. Motion Carried.

(6) Clerk's Report Review and/or approve licenses and permits:

- **Building Permits**
- **2025-2026 Operator Licenses**
- **2026–2027 Liquor & Tobacco License Renewals**
- **2026–2027 Operator Licenses**

Motion by Staudacher was seconded by Anders to approve all operator license, tobacco and liquor renewals and building permits as presented. Motion Carried.

(7) Approve bills

Motion by Anders was seconded by Staudacher to approve bills as presented. Motion Carried

Adjourn

Motion by Staudacher was seconded by Anders to adjourn at 8:33 p.m. Motion Carried.

Minutes prepared by Jennifer Wright, Town Clerk
Board approved 7/15/2026