Evans Town Board

At a meeting of the Town Board of the Town of Evans, the following were present:

PRESENT:	John Wilson	Councilman
	Jeanne Macko	Councilman
	Laurie Reitz	Councilman
	Raymond Ashton	Supervisor
ALSO PRESENT:	Kristen Bauer	Deputy Town Clerk
	Lisa Poch	Town Attorney
ABSENT:	Michael Schraft	Councilman

RESOLUTION 2025 #399 Accept Minutes

Supervisor Ashton moved and Councilman Macko seconded that the reading of the November 12, 2025 Town Board Meeting minutes be dispensed with and accepted as submitted by the Town Clerk.

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Absent
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025 #400 Adopt Notice of Defect Form

Councilman Macko moved and Councilman Reitz seconded;

WHEREAS, the General Municipal Law of the State of New York and related statues, rules and laws have established procedures and requirements for the filing of, and the making of a notification of defect; and

WHEREAS, it is the intent of the Town of Evans to require notice for all defects of any kind, type or nature, so as to strengthen and increase the Town's capacity to protect lives, property and the public welfare; and

WHEREAS, a municipal Notice of Defect is used to notify a municipality of a defective condition on public property. This notice is often a requirement before a claim can be made against the municipality for damages resulting from that defect; and

WHEREAS, after the filing of such form an investigation would be conducted by the proper department, findings would be documented and completed forms would be returned to the Town Clerk's office for filing and retention;

NOW, BE IT RESOLVED, that the above referenced Notice of Defect form be adopted and made available at the Town Clerk's office.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Absent
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025 #401 Award Seasonal Mowing Bid

Councilman Reitz moved and Councilman Wilson seconded,

WHEREAS, bids were solicited for the Seasonal Mowing Three (3) Year Contract in the Town of Evans, New York beginning May 2026 through October 2028; and

WHEREAS, bids were received, opened and read aloud on November 5, 2025 at 2:00pm, in accordance with the Notice to Bidders previously authorized and the extension thereof; and

WHEREAS, Clark Patterson Lee (CPL) has reviewed the bid received and issued a letter of recommendation, dated November 10, 2025, recommending award to Empire Lawncare and Hardscapes as the lowest responsible bidder with a Base Bid in the amount of $153,871.34; and

WHEREAS, the Town of Evans has had satisfactory prior working experience with Empire Lawncare and Hardscapes; and

WHEREAS, CPL has determined that the contractor is qualified to complete the required work;

NOW, THEREFORE, BE IT RESOLVED, that the Evans Town Board authorizes the award of the contract for the Town of Evans Seasonal Mowing Three (3) Year Contract to Empire Lawn Care and Hardscapes, for the Base Bid amount of $153,871.34;

BE IT, FURTHER, RESOLVED, that Supervisor Ray Ashton is authorized to execute any necessary contract documents regarding said bid award, upon the approval of the Town Attorney.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Absent
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025 #402 Audit of Bills

Councilman Macko moved and Councilman Reitz seconded;

	AUDIT OF BILLS
DATE	11/20/2025
ABSTRACT NO.	21
VOUCHER NO.	17772-17883
CHECK NUMBERS	89977-90071
APPROVED AT	Board Meeting
DATE	11/19/2025
GENERAL	$304,614.16
PART TOWN	$630.85
HIGHWAY DB	$165,387.34
WATER	$372.86
CAPITAL PROJECTS	$26,959.53
SPECIAL DISTRICTS	$1,890.50
TOTAL	**$499,855.24**

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Absent
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025 #403 Adjournment

Supervisor Ashton moved and Councilman Reitz seconded to adjourn to Wednesday, December 3, 2025 at 6:00pm for a Work Session and the Regular Meeting to follow.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Absent
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.

Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town's vault.

Respectfully Submitted,

Kristen Bauer
Deputy Town Clerk

Lynn M. Krajacic
Town Clerk