

Town of Pittsfield

2024 Organizational meeting

January 09, 2024

Called to order 6:00 PM

Resolution #1-2024

APPOINTMENTS AND WAGES

Elected or Appointed Officials

Supervisor – Shelby Wing Term 1/1/24 – 12/31/25 - \$9000.00 per year, paid monthly

Councilman – Lisa Jackson Term 1/1/24 – 12/31/27

Jeff Galley – Term 1/1/22 – 12/31/25

Carl Tice – Term 1/1/24 – 12/31/27

Liam Keyes – Term 1/1/22 – 12/31/25

Each council man to be paid \$1750.00 per year, paid quarterly

Highway Superintendent – James Wing – Term 1/1/24 – 12/31/25 - \$49,000 per year, paid bi-weekly

Healthcare reimbursement \$54.00 per week paid quarterly – Jim requested No reimbursement

Town Clerk/Tax Collector– Sandra Clapperton–Term 1/1/24–12/31/27 - \$13,000 per year, paid biweekly

Town Justice – Gary Carson – Term 1/1/24 – 12/31/27 - \$4,000 per year, paid monthly

Salary Employees:

Town Justice Clerk – Janyce Terwilliger - \$2500.00 per year, paid monthly

Dog Control Office – Julie Poulech - \$3300.00 per year – paid monthly

Assessor – Sherri Falcone - \$8000.00 per year - paid monthly

Registrar of Vital Statistics – Sandra Clapperton - \$200.00 paid annually.

Hourly Employees

Highway Employees – per union contract

Dan Green - \$23.92

Mike Wilcox - \$19.50 – will increase to \$22.88 when CDL completed

Ryan Zolosko - \$22.88

Starting Wage of Highway employee - \$19.50 for Non CDL, \$22.88 for CDL

Deputy Highway Superintendent – AJ Digsby- \$1.00 more per hour when acting as Deputy CDL or non-

Transfer Station Attendant – Christopher Shaw - \$16.25 per hour - paid monthly

Deputy Clerk - \$15.00 per hour

Stipend

Planning board - \$300 each – paid quarterly

Members:

Paul Stein 4/22 – 12/27

Tom Golden 5/22 – 12/27

Kalie Weidman 2/22 – 12/27

Larry Keanburg 7/22 – 12/25

Cindy Taren 1/24 – 12/29

Board of Assessment Review - \$80 annually after grievance day is completed
Members – 3 vacant positions
Appointed – Zak Gerard – Term – 1/24 – 12/29

No Compensation

Appointed Deputy Supervisor – Liam Keyes
Town Historian – Carol Turner
CDL- \$20.50

Other Compensations

Milage Rate .67 cents per mile based on IRS standard mileage rates

Motion to Accept

Motion: Jeff Galley **Seconded:** Liam Keyes **Carried:** 5/5/0
Roll Call: Lisa (Aye) Carl (Aye) Liam (Aye) Jeff (Aye) Shelby (Aye)

Resolution #2 – 2024

SCHEDULE OF OFFICIAL TOWN MEETINGS

Town Board meetings will be held the 2nd Tuesday of each month for 2024 at 6:30 PM at the Town Office building located at 175 County Highway 80, in the Town of Pittsfield. Dates are as follows: January 9th, February 13th, March 12th, April 9th, May 14th, June 11th, July 9th, August 13th, September 10th, October 8th, November 12th, and December 10th.

Planning Board meetings will be held on the 3rd Tuesday of each month at 6:00 PM as needed at the Town Office building located at 175 County Highway 80 in the Town of Pittsfield.

Motion: Liam Keyes **Seconded:** Carl Tice **Carried:** 5/5/0
Roll Call: Lisa (Aye) Carl (Aye) Liam (Aye) Jeff (Aye) Shelby (Aye)

Resolution #3 – 2024

AUTHORIZATION OF SUPERVISOR TO ADMINISTER DAY-TO-DAY TOWN BUSINESS

The town board authorizes and delegates to the Town Supervisor (Shelby Wing) the power and duties of day-to-day administration and supervision of all town facilities, consistent with all counties, state and federal laws applicable thereto and with any collective bargaining agreements, local laws, resolutions and policies.

Motion: Jeff Galley **Seconded:** Liam Keyes **Carried:** 5/5/0
Roll Call: Lisa (Aye) Carl (Aye) Liam (Aye) Jeff (Aye) Shelby (Aye)

Resolution #4 – 2024

OFFICIAL BANK

Official bank to be used by the Town Supervisor (deputy also has signing rights in Supervisors absence), town clerk, town justice and for tax collection – NBT.

Motion: Jeff Galley **Seconded:** Liam Keyes **Carried:** 5/5/0
Roll Call: Lisa (Aye) Carl (Aye) Liam (Aye) Jeff (Aye) Shelby (Aye)

Resolution #5 – 2024

SCHEDULE OF FEES

Subdivisions Fee: \$100.00 per parcel, based on the final parcel count of the completed sub-division.

Copies: .25 per page, including copies made under Foil act.

Dog License: Spayed or neutered - \$10.00 per dog per year

Un-spayed or unneutered - \$20.00 per dog per year

\$3.00 per tag for replacement of tags

Late Fees: \$10 (10-30 day) \$20 (31-60 day) \$40 (61-90 day)

Seized Dog Fee - \$50.00

Vital records Certified Copies - \$10.00

Marriage licenses \$40.00

Genealogy Searches vary depending on time frame

DEC fees based on DEC schedule

Motion: Liam Keyes

Seconded: Jeff Galley

Carried: 5/5/0

Roll Call: Lisa (Aye)

Carl (Aye)

Liam (Aye)

Jeff (Aye)

Shelby (Aye)

Resolution #6 – 2024

DESIGNATION OF OFFICIAL NEW PAPER

The official newspaper for posting legal notices is the Oneonta Daily Star.

Motion: Jeff Galley

Seconded: Liam Keyes

Carried: 5/5/0

Roll Call: Lisa (Aye)

Carl (Aye)

Liam (Aye)

Jeff (Aye)

Shelby (Aye)

Resolution #7 – 2024

PAYMENT OF ADVANCE CLAIMS

The town board authorizes the Town supervisor to pay claims for utilities, contracted invoices, and postage in advance of councilmen audits, if needed. All claims shall be presented at the next regular meeting on the monthly abstract and audited by the board.

Motion: Jeff Galley

Seconded: Liam Keyes

Carried: 5/5/0

Roll Call: Lisa (Aye)

Carl (Aye)

Liam (Aye)

Jeff (Aye)

Shelby (Aye)

Resolution #8 – 2024

HIGHWAY SUPERINTENDENT PURCHASES

Highway law Article VII §142(1)(a)

The Town Board authorizes the Highway Superintendent to purchase supplies, equipment, tools and other implements to be used for highway maintenance, construction or reconstruction, snowplows or other equipment. This comes from the money's appropriated in the 2024 budget for those purposes not to exceed \$5000 without prior approval of the town board. Except in the case of emergency repairs. All such claims shall be presented at the next board meeting for audit.

Motion: Jeff Galley

Seconded: Liam Keyes

Carried: 5/5/0

Roll Call: Lisa (Aye)

Carl (Aye)

Liam (Aye)

Jeff (Aye)

Shelby (Aye)

Resolution #9 – 2024

TOWN CONTRACTUAL SERVICES

Animal Holding Facility – Susquehanna SPCA, Cooperstown

Waste Removal – Burt Adams

Fuel Supplier – Broedell Fuel Group

Bassett Healthcare – Drug Screening
New Berlin Ambulance – Ambulance Services
Attorney – David Merzig

Motion: **Liam Keyes** **Seconded: Jeff Galley** **Carried: 5/5/0**
Roll Call: **Lisa (Aye)** **Carl (Aye)** **Liam (Aye)** **Jeff (Aye)** **Shelby (Aye)**

Resolution #10 – 2024

PETTY CASH

Let it be resolved that the town clerk will hold \$100 in petty cash for the purposes of making change for the clerk’s office. During tax season the clerk/tax collector will hold \$1000 in petty cash for the purpose of making change while collecting taxes. This petty cash will be withdrawn from the General fund which is to be returned when levy has been paid.

Motion: **Liam Keyes** **Seconded: Jeff Galley** **Carried: 5/5/0**
Roll Call: **Lisa (Aye)** **Carl (Aye)** **Liam (Aye)** **Jeff (Aye)** **Shelby (Aye)**

Organizational meeting adjourned at 6:25 PM

Minutes were taken and typed by Sandra Clapperton, Town Clerk