

PITTSFIELD TOWN BOARD MEETING (DRAFT)
November 12, 2024

Public Hearing for the 2025 Town Budget

Called to order at 6:00 P.M.

Review of the Preliminary Budget for 2025:

Total Tax Levy - \$609,857. The town is staying under the Tax Cap as provided by the Comptroller's office.

Total Levy Increase is 3.46 %

Public Comments – None

Hearing adjourned: 6:25 P.M

Regular scheduled board meeting

Shelby Wing – Supervisor – Present

Jeff Galley - Present

Liam Keyes – Deputy Supervisor – Present

Carl Tice - Present

Lisa Jackson – Councilwoman – Present

Others Present: Sandra Clapperton (Town Clerk), James Wing, Charles T. Koop, Dori Koop.

Called to Order: 6:30 PM

Pledge led by: Supervisor Shelby Wing

There were no changes made to the 2025 budget.

Resolution # 39 of 2024 – Approve the 2025 Budget

General Fund \$297,268.00

Highway Fund \$809,014.00

Capital Fund \$2,297,962.00 (Bridge New York project)

Total Tax Levy for 2025 is \$609,857.00

Motion: Liam Keyes

Seconded: Lisa Jackson

Carried: 5/0/0

Highway Department – James Wing.

The state was doing a 10-year program for the last couple years with CHIPS. They have re-done it. Now it's 5 years but there is a lot of red tape to it. There are reasons why roads are picked to be fixed. Traffic. People. The timing of when it was done before. There is a lot to this. Jim does try to treat everyone in town equally because everyone does pay taxes. Whether it's a dirt road, 4 houses on the road, dead end....

On a better note, Vestal Asphalt has been working with Jim Wing on this new 5-year plan to come up with a system. The representative from Vestal Asphalt told Jim that the Town of Pittsfield has been nominated for an award to the New York State Pavement Preservation Association due to the practices that the Highway Department uses.

Jim received a phone call on Friday that we won the award!!! The Association will be coming at a future date to hand out the award.

If everything goes well, Jim will be able to bid out the Bridge NY project next month. Once it's bid out, Jim would like them to start charging us for materials. This is just so we don't get a huge bill at one time. This project is 100% reimbursed.

Planning Board – Chairman, Paul Stein

No report

Comprehensive Plan – Liam Keyes/Paul Stein

Liam asked that the Town Board members be present at the next meeting which is November 19, 2024. This is so we can get the Comprehensive Plan done. Dori Koop asked if it was good to use a survey from 12 years ago. Liam said that the old plan was a good plan but with years gone by, it needed to be updated. There was interest in developing the Comprehensive plan further, so a committee was formed. Liam would like to get the Comprehensive plan to a point where we can do a mailing with a cover letter telling the residents that if they're interested in it, this is the plan that will be adopted and there will be a public hearing. The Comprehensive Plan gives us leverage to apply for more grants.

Transfer Station – Jeff Galley

We are not going to go back to the card system. The printer is obsolete. There's no sense in wasting money on a new printer. We did have supplies but didn't consider how old the printer is and replacement ribbon. We are staying with the transfer sticker that goes on your windshield.

Jeff would like to get Chris, at the transfer station, some back-up help. When Chris isn't working, he doesn't get paid so this would be like a substitute position. There would be no changing of the budget lines. Jeff would like to offer him one Saturday a month. This would give Chris a free weekend.

This is a contract year for the garbage removal that the transfer station. This does not need to be sent out to bid because it's under \$35,000 per our new procurement policy. Jeff will contact Bert Adams Disposal for another 2-year contract.

Town Clerk/Tax Collector – Sandra Clapperton

Due to an error in Resolution # 21 of 2024, I presented an amended resolution regarding the Standard workday.

Resolution # 38 of 2024 - Amendment of Resolution #21 of 2024 Standard Workday and Reporting Resolution for Elected and Appointed Officials.

TOWN OF PITTSFIELD

Resolution # 38 of 2024

Amendment of Resolution #21 of 2024 Standard Work Day and Reporting Resolution for Elected and Appointed Officials

WHEREAS at a regular meeting of the Town Board of the Town of Pittsfield, Otsego County, New York was convened in public session at the Pittsfield Town Hall in said Town on November 1 21 2024, at 6:30 p.m., local time.

The meeting was called to order by Town Supervisor Shelby Wing, and, upon roll being called, the following members were:

PRESENT:	Shelby Wing	Supervisor
	Liam Keyes	Deputy Supervisor
	Lisa Jackson	Councilwoman
	Jeff Galley	Councilman
	Carl Tice	Councilman

Others Present: Sandra Clapperton (Town Clerk),

BE IT RESOLVED that the Town of Pittsfield, Location code 30924, hereby established the following standard workday is 8 hours for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

The Highway Superintendent, James Wing, will get credited for 20 days per month.
The Town Assessor, Sherri Falcone, will get credited for .8 days per month.

Shelby Wing: Y; Liam Keyes: Y; Lisa Jackson: Y; Jeff Galley: Y; Carl Tice: Y.

I, Sandra Clapperton, clerk of the governing board of the Town of Pittsfield, of the State of New York, do hereby certify that I have compared the foregoing with the amended resolution passed by such board at a legally convened meeting held on the 12th day of November, 2024 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such

IN WITNESS Whereof, I have hereby set my hand and the seal of the Town of Pittsfield on this 13th day of November, 2024.



Sandra Clapperton

Sandra Clåpperton, Town Clerk

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

30924

BE IT RESOLVED, that the Town of Pittsfield / 30924 hereby established the following standard work days for these titles and will

Article 1



Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
James Wing			Highway Superintendent	1-1-2024 to 12-31-2025	8	20	<input type="checkbox"/>	Bi-weekly	<input type="checkbox"/>
Sheri Falcone			Town Assessor	11-18-2018 to 9-30-2025	8	08	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Sandra Cappelton, secretary/clerk of the governing board of the Town of Pittsfield, of the State of New York,

(Name of Secretary or Clerk) (Title of Title)

Approved by: _____
 Date: _____

1. Standard of conduct
 2. Confidentiality
 3. Accuracy

1. Proper use of the form
 2. Accuracy of information
 3. Timeliness

DEC allows the Towns to charge \$1.00 for printing fees on licenses.

Resolution # 40 of 2024 – Approve the DEC fee of \$1.00 for Printing Licenses.

Motion: Jeff Galley **Seconded:** Liam Keyes **Carried:** 5/0/0

Financials

The Corrective Action Plan was sent to the Comptroller’s office on October 23, 2024, via regular mail and e-mail.

Board of Assessment Review

One open position.

Approval of vouchers for November 12, 2024

General Fund \$10,631.55

Highway Fund \$5,271.38

Capital Fund \$30,248.98

Motion: Lisa Jackson **Seconded:**Liam Keyes **Carried:**5/0/0

Approval of board meeting minutes from October 10, 2024.

Motion:Liam Keyes **Seconded:**Lisa Jackson **Carried:** 4/0/1

Next meeting scheduled for December 10,2024 at 6:30 PM.

Meeting adjourned at 6:58PM

Motion:Liam Keyes **Seconded:**Carl Tice **Carried:**5/0/0

The November 12, 2024 meeting minutes were taken and typed by Sandra Clapperton, Town Clerk.