

**Town Of Pittsfield  
2022 Organizational Meeting Minutes  
January 11, 2022**

	<b>Present</b>	<b>Not Present</b>
<b>Shelby Wing- Supervisor</b>	X	
<b>Kelly York- Councilman</b>	X	
<b>Jeff Galley- Councilman</b>	X	
<b>AJ Digsby- Councilman</b>	X	
<b>Liam Keys- Councilman</b>	X	

Called to order: 6:00 PM

***Resolution #1-2022***

**APPOINTMENTS AND WAGES**

**Elected or Appointed Officials:**

Supervisor: - Shelby Wing - Term 1/1/22-12/31/23- \$8000.00 per year, paid monthly

Councilman: - Kelly York- Term 1/1/20-12/31/2023

Jeff Galley- Term 1/1/22-12/31/25

AJ Digsby- Term 1/1/20-12/31/2023

Liam Keys Term 1/1/22-12/31/25

Each councilman to be paid \$1750.00 per year, paid quarterly

Highway Superintendent: James Wing - Term 1/1/22-12/31/23- \$44,100.00 per year, paid biweekly.

Healthcare reimbursement \$54.00 per week paid quarterly.

Town Clerk/Tax Collector: Terron Muller Term 1/1/22-12/31/25- \$12,000 per year, paid biweekly

Town Justice: William Curto Term – expires 12/31/2023 - \$4,000 per year, paid monthly.

**Salary Employees:**

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

Dog Control Officer: Liz Fish \$3060.00 per year, paid monthly

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

Bookkeeper: Debra Grainger- \$4000.00 per year, paid monthly

Registrar of Vital Statistics- Terron Muller- \$200.00 paid annually

Hourly Employees:

Highway Employees- Per Union Contact

Deputy Highway Superintendent- Dan Green- Paid per Union contract

Transfer Station Attendant Christopher Shaw- \$14.50 per hour paid monthly

Deputy Clerk: position currently vacant- \$14.00 per hour as needed

No compensation:

Deputy Supervisor: AJ Digsby

Town Historian: Carol Turner

Planning board members: Jim Austin, 4 vacant Positions available for appointment

Other Compensations:

Milage Rate: 58.5 cents per mile based on IRS standard mileage rates.

**Motion:** Kelly                      **Seconded:** AJ      **Carried:** All

**Roll Call:**      Kelly Aye      AJ Aye      Liam Aye      Jeff Aye      Shelby Aye

**Resolution #2-2022**

SCHEDULE OF OFFICIAL TOWN MEETINGS

Town board meetings will be held the 2<sup>nd</sup> Monday of the month @ 6:30 PM at the town office building located at 175 co highway 80 in the Town of Pittsfield

January 11th, February 14th, March 14th, April 11th, May 9th, June 13th, July 11th, August 8th, September 12th, October 10th, November 14th, December 12th.

Planning Board meetings will be held as needed at the town office building located at 175 co highway 80 in the town of Pittsfield

**Motion:** Kelly                      **Seconded:** Jeff      **Carried:** All

**Roll Call:**      Kelly Aye      AJ Aye      Liam Aye      Jeff Aye      Shelby Aye

**Resolution # 3-2022**

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

The town board authorized and delegates to the Town Supervisor the power and duties of day-to-day administration and supervision of all town facilities, consistent with all county, state and federal laws applicable thereto and with any collective bargaining agreements, local laws, resolution, and policies.

**Motion:** Jeff                              **Seconded:** Liam      **Carried:** All

**Roll Call:**      Kelly Aye      AJ Aye      Liam Aye      Jeff Aye      Shelby Aye

**Resolution #4-2022**

OFFICIAL BANK

Official bank to be used by town supervisor, town clerk, town justice and for tax collection- NBT

**Motion:** AJ                                      **Seconded:** Kelly      **Carried:** All

**Roll Call:**      Kelly Aye      AJ Aye      Liam Aye      Jeff Aye      Shelby Aye

**Resolution # 5-2022**

**SCHEDULE OF FEES**

Subdivision Fee: \$100.00 per parcel, based on the final parcel count of the completed subdivision.

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

Dog license: Spayed or neutered- \$8.00 per dog per year

Unspayed or unneutered- \$15.00 per dog per year

**Motion:** Jeff                                **Seconded:** Liam    **Carried:** All

**Roll Call:**    Kelly Aye            AJ Aye            Liam Aye    Jeff    Aye    Shelby Aye

**Resolution # 6-2022**

**DESIGNATION OF OFFICIAL NEWS PAPER**

The official newspaper for posting legal notices Oneonta Daily Star

**Motion:** Kelly                                **Seconded:** Liam    **Carried:** All

**Roll Call:**    Kelly Aye            AJ Aye            Liam Aye    Jeff    Aye    Shelby Aye

**Resolution # 7-2022**

**PAYMENT OF ADVANCE CLAIMS**

The town board authorizes the Town supervisor to pay claims for all recurring monthly bills 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                                **Seconded:** AJ            **Carried:** All

**Roll Call:**    Kelly Aye            AJ Aye            Liam Aye    Jeff    Aye    Shelby Aye

**Resolution # 8-2022**

**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 for snow removal from

the moneys appropriated in the 2022 budget for those purposes not to exceed     \$ 3,000    with out prior approval of the town board. Except in the care of emergency repairs. All such claims shall be presented at the next board meeting for audit.

**Motion:** Liam                                **Seconded:** AJ            **Carried:** All

**Roll Call:**    Kelly Aye            AJ Aye            Liam Aye    Jeff    Aye    Shelby Aye

**Resolution #9-2022**

TOWN CONTRACTRACTUAL SERVICES  
Animal Holding Facility- Susquehanna SPCA, Cooperstown  
Waste Removal- Burt Adams  
Fuel Supplier- Reese Marshal  
Attorney- David Merzig

**Motion:** AJ                               **Seconded:** Kelly                   **Carried:** All  
**Roll Call:**    Kelly Aye    AJ Aye    Liam Aye    Jeff Aye    Shelby Aye

**Resolution #10-2022**

PETTY CASH  
Let it be resolved that the town clerk will hold \$60 in petty cash for the purpose 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:** AJ                               **Seconded:** Kelly                   **Carried:** All  
**Roll Call:**    Kelly Aye    AJ Aye    Liam Aye    Jeff Aye    Shelby Aye

**Resolution #11 of 2022**

POLICY FOR AUCTIONING OF SURPLUS  
Let it be resolved that the town board will adopt the policy as written and signed on 1/11/2022 for the procedure of auctioning

**Motion:** AJ                               **Seconded:** Jeff                   **Carried:** All  
**Roll Call:**    Kelly Aye    AJ Aye    Liam Aye    Jeff Aye    Shelby Aye

**Minutes of January 11, 2022, Organizational Meeting were taken and typed by Terron Muller, Town Clerk.**