

Minutes of the Organizational and Regular Meeting of the Town Board of the Town of Kirkland held at the Town of Kirkland Municipal Building, 3699 State Route 12-B, Clinton, Oneida County, New York on January 02, 2020, at 9:30 a.m.

Present:

Councilman Michael D. O'Neil  
Councilwoman Donna E. Yando  
Councilman Garry F. Colarusso  
Councilman Richard Maxam

Absent:

Supervisor Robert J. Meelan  
Attorney Anthony Hallak

Deputy Supervisor Colarusso called the organizational meeting to order and asked all present to stand for the Pledge of Allegiance.

At 9:30 a.m. the Oath of Office was administered to elected officials:  
Councilman Michael O'Neil and Councilman Richard Maxam.

The following motions were introduced for the 2020 appointments and salaries:

That the annual salaries for Councilmen O'Neil, Lomanto, Colarusso and Yando be the sum of \$6,039 each.

That the annual salaries for Paul B. Heintz and Jay G. Williams III, Town Justices, be the sum of \$16,985 each.

That Rozanne D'Acunto and Judy Geruntino be appointed Justice Clerks and the annual salaries be \$ 12,423 each.

That the annual salary for Town Supervisor Robert Meelan be \$19,289.

That Supervisor Meelan appoint Anthony Arcuri as Town Budget Director and the salary be \$20,500.

That Supervisor Meelan appoint Garry F. Colarusso, Deputy Town Supervisor, with annual salary of \$1,000.

That Kathryn Arcuri be appointed Supervisor's Secretary and the annual salary be \$38,978 plus a \$2,400 stipend for highway.

That TBD be appointed Office Specialist 1 and the annual salary be TBD

That the annual salary for Sarah McCullough, Receiver of Taxes, be the sum of \$10,826.

That the Receiver of Taxes appoint Barbara Sumner as Deputy Receiver of Taxes at the annual salary of \$1,000.

That the annual salary for Nina Wallace, Town Assessor, be the sum of \$19,145.

That Melinda Albertine be appointed Clerk to the Assessor and the salary be \$12.24 per hr.

That each member of the Board of Assessment Review be paid an annual salary of \$332.

That Michael Teesdale be reappointed to the Planning Board with term to expire December 31, 2024.

That F. Christopher Hubbell be reappointed to the Zoning Board of Appeals with term to expire December 31, 2024.

That the annual salary for Donna B. Maxam, Town Clerk, be the sum of \$42,141.

That the Town Clerk appoint Diane C. Wightman, full-time Deputy Town Clerk at an annual salary of \$26,634.

That the annual salary of Donna B. Maxam, Registrar of Vital Statistics, be \$1,638.

That the annual salary of Diane C. Wightman, Deputy Registrar of Vital Statistics, be \$1,466.

That the salary for Diane Wightman, Records Management be \$1,000.

That the Town Board appoint Felt Evans, L.L.P. as Attorney for the Town at a sum of \$25,000 for general matters and \$9,000 for litigation and non-retainer matters.

That the annual salary for Jonathan Scott, Superintendent of Highways, be the sum of \$67,481.

That Jonathan Scott be appointed MS4 Officer (Municipal Separate Storm Water Sewer System) and the stipend be \$5,465.

That the Superintendent of Highways appoint Paul Grube as Deputy Highway Superintendent and the stipend be \$6,378 in addition to his MEO pay.

That the Highway Department employees' salaries are set by the union contract.

That Patricia Maxam be appointed Recreation Manager and the annual salary be \$50,000.

That Wayne Clipston be appointed Maintenance Manager for the Parks and Recreation Department with a stipend of \$5,000 in addition to his Recreation Maintenance Worker pay.

That Stephen Obernesser and Richard Young be appointed Deputy Maintenance Managers and a stipend of \$1,000 annual each.

That Carole Byrne, be appointed Director of the Senior Citizen Center and the annual salary be \$8,323.

That Supervisor Meelan appoint Richard L. Williams as Town Historian and the annual salary be \$1,280.

That Supervisor Meelan appoints himself as Town Police Commissioner at no salary.

That Shawn Occhipinti be appointed full time Town Police Officer and Administrative Officer of the Kirkland Police Department and the annual salary be \$53,774.

That Leanne Montegari be appointed full time Town Police Officer and the annual salary be \$47,286.

That Charles Kriz be appointed School Resource Officer under contract with Clinton Central School.

That Horace Knight, Rex Mazur, Robert Roberts, James Zwijacz, Larre A. Harris Jr, Scott Bush, Alfred Montegari, Matthew English, Joseph Scarafile and Daniel English be appointed part-time Town Police Officers and the rate of pay be \$23.75 per hour.

That RoseMarie Arcuri be appointed secretary for the Kirkland Police Dept. and the rate of pay be \$ 18. per hour.

That Robert Harris be appointed Building Inspector and Flood Control Officer and Zoning & Code Enforcement Officials and Fire Code Inspector and the annual salary be \$29,000.

Richard Holmes to be appointed Part Time Building Inspector and the rate of pay be \$11,500.

That Michael Getnick be appointed Secretary and Counsel to the Zoning Board of Appeals and the annual salary be \$11,010.

That each Zoning Board of Appeals member be paid the annual salary of \$1,850.

That Melinda Albertine be appointed Secretary to the Planning Board and the annual salary be \$19,883.

That Melinda Albertine be appointed Planning Coordinator and the annual salary be \$3,000.

That Ann Beaton be appointed part-time Planning and Codes Clerk and the salary be \$12.75 per hour.

That Planning Board members be paid the annual salary of \$1,669 and Chairman \$2,068.

That the rate of pay for Transfer Station Attendant is not to exceed \$16.80 per hour.

Further, that Town officials be allowed a mileage allowance for use of personally owned automobiles used for Town business at the rate of 40 cents per mile.

That the Waterville Times be named the Town Official Newspaper and the Rome Sentinel as an alternate Town Official Newspaper.

That the two regular monthly meetings of the Town Board be held at 7:00 p.m. at the Town of Kirkland Municipal Building, 3699 State Route 12-B, Clinton, with the first regular meeting to be held the second Monday of each month except in the months of January, March, July, October and November.

That the National Bank and Trust Company be named Depository of Town Funds and that the Town Supervisor is authorized to sign contractual agreements with NBT, N. A. for all banking programs and purposes.

That salaries of Town Officials and employees shall be paid bi-weekly with the following exceptions:

---Zoning & Codes enforcement shall be paid bi weekly.

--- Justice and Justice Clerks, Receiver of Taxes, Town Supervisor, Town Board members shall be paid monthly.

---Deputy Town Supervisor, Registrar of Vital Statistics and Deputy Registrar, Historian and members of the Board of Assessment Review, Planning Board & Zoning Board of Appeals shall be paid annually.

Supervisor Meelan made Committee assignments for the year 2020 as follows:

HIGHWAY DEPT. LIAISON – Councilman Colarusso

RECREATION DEPT. LIAISON, ARENA & TOWN PARK – Councilman O’Neil

BUILDINGS & GROUNDS – Councilwoman Yando

FIRE LIAISON – Councilman Maxam/Supervisor Meelan

SENIOR CITIZENS LIAISON– Councilperson Yando

SEWER LIAISON – Councilman O’Neil

SOLID WASTE (SWOCO) – Councilman Maxam

PLANNING BOARD LIAISON– Supervisor Meelan and Councilman Colarusso

INSURANCE – Supervisor Meelan

## **RESOLUTION #1**

Upon motion of Councilwoman Yando, seconded by Councilman O'Neil the following resolution was presented:

**RESOLVED**, that the Town Board approve the preceding appointments, salaries and directives.

Upon the roll call vote, all voted aye, none opposed and the resolution was declared adopted.

## **RESOLUTION #2**

Upon motion by Councilwoman Yando, seconded by Councilman Maxam the following resolution was presented:

**RESOLVED**, that the Town Board adopt the Cash Management and Investment Policy as printed in the Town of Kirkland Code Book.

Upon the roll call vote, all voted aye, none opposed and the resolution was declared adopted.

Town Historian Richard Williams handed out his Annual Report for 2019. Mr. Williams stated that this is his 20<sup>th</sup> year as historian. Mr. Williams said that he had visited the Champion Farm and would highly recommend anyone visiting there, there are only 4 farms left in the Town of Kirkland.

## **RESOLUTION #3**

Upon motion by Councilwoman Yando, seconded by Councilman O'Neil, the following resolution was ADOPTED:

### **Town of Kirkland**

### **2020 Budget Amendment**

**Resolved: That the Budget Director is hereby authorized to make the following Amendment,**

<b>Increase: Appropriation A 9901.9 Transfer to Capital</b>	<b>\$50,000</b>
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<b>Increase: Appropriated Fund A 599 Fund Balance</b>	<b>\$50,000</b>
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**Purpose: To appropriate monies in the Capital Fund Project for the Norton Avenue Bridge.**

**Dated: January 2, 2020**

**Roll Call Vote:**

<u>NAME</u>	<u>VOTE</u>
Supervisor Robert Meelan	Absent
Councilman Michael O’Neil	Aye
Councilwoman Donna Yando	Aye
Councilman Garry Colarusso	Aye
Councilman Richard Maxam	Aye

**RESOLUTION #4**

Upon motion by Councilwoman Yando, seconded by Councilman Colarusso, the following resolution was ADOPTED:

**RESOLVED**, that the Kirkland Town Board accept the letter of resignation for Marc Goldberg as 2<sup>nd</sup> Deputy Registrar of Vital Statistics.

**Roll Call Vote:**

<u>NAME</u>	<u>VOTE</u>
Supervisor Robert Meelan	Absent
Councilman Michael O’Neil	Aye
Councilwoman Donna Yando	Aye
Councilman Garry Colarusso	Aye
Councilman Richard Maxam	Aye

**RESOLUTION #5**

Upon motion by Councilwoman Yando, seconded by Councilman O’Neil, the following resolution was ADOPTED:

**RESOLVED**, that the Kirkland Town Board approve the December 23<sup>rd</sup> minutes as printed.

**Roll Call Vote:**

<u>NAME</u>	<u>VOTE</u>
Supervisor Robert Meelan	Absent
Councilman Michael O’Neil	Aye
Councilwoman Donna Yando	Aye
Councilman Garry Colarusso	Aye

Councilman Richard Maxam      Abstain

### GENERAL ORDER

Attorney Anthony Hallak – Absent  
Town Clerk Donna Maxam – No report  
Highway Supt. Jon Scott & Councilman Colarusso – Supt. Scott Absent, close to getting new truck  
Police Dept.- Administrative Officer Occhipinti - absent  
Building and Grounds Liaison Councilwoman Yando– No report  
Recreation Liaison Councilman O’Neil – No report  
Seniors Liaison Councilwoman Yando – Still waiting for BINGO Board  
Sewer Liaison Councilman O’Neil – still working on French Rd pump  
SWOCO Liaison Councilman Maxam– No report

### CORRESPONDENCE

Deputy Supervisor Colarusso said that the January 29<sup>th</sup> meeting will be a combined meeting with the Village regarding energy efficiency.

Kathryn Arcuri said that the Town had received \$105,000 from the Village for Police services.

There being no further business to come before the Town Board, upon motion by Councilman O’Neil, seconded by Councilman Maxam, the meeting was adjourned at 9:46 a.m.

Donna B. Maxam, Town Clerk