

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 03, 2022, at 12:00 p.m.

Present:

Councilman Garry F. Colarusso
Councilwoman Donna E. Yando
Councilman Richard J. Maxam
Councilwoman Melanie L. O'Neil

Absent:

Supervisor Robert J. Meelan
Attorney Anthony Hallak

Deputy Supervisor Colarusso called the organizational meeting to order.

At 12:00 p.m. the Oath of Office was administered to elected officials: Councilman Garry Colarusso, Councilwoman Donna Yando and Town Clerk Donna Maxam.

The following motions were introduced for the 2022 appointments and salaries:

That the annual salaries for Councilpeople Colarusso, Yando, Maxam and O'Neil be the sum of \$6,314.00 each.

That the annual salaries for Paul B. Heintz and Jay G. Williams III, Town Justices, be the sum of \$16,986.00 each.

That Patricia Maxam and Judy Geruntino be appointed Justice Clerks and the annual salaries be the sum of \$12,988.00 each.

That the annual salary for Town Supervisor Robert Meelan be \$20,167.00.

That Supervisor Meelan appoint Anthony Arcuri as Town Budget Director and the salary be \$26,500.00 with stipend for Annual Report of \$4,500.00. and 300. per month for Grant Administration until the Grant process ends.

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 \$46,901.87 plus a \$2,400.00 stipend for highway.

That Sarida Rosario be appointed Part Time Office Specialist 1 and the annual salary be \$27,163.00.

That the annual salary for Sarah McCullough, Receiver of Taxes, be the sum of \$11,097.00

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 \$20,016.00

That Melinda Albertine be appointed Clerk to the Assessor and the salary be \$13.20 per hr.

That each member of the Board of Assessment Review be paid an annual salary of \$332.00.

That Mark Harjung be reappointed to the Planning Board with term to expire December 31, 2026.

That Anita Fitzgerald be reappointed to the Zoning Board of Appeals with term to expire December 31, 2026.

That Gregg B. Riffle be appointed to fill the term vacated by John Dillon on the Zoning Board of Appeals with term to expire December 31, 2025.

That the annual salary for Donna B. Maxam, Town Clerk, be the sum of \$44,058.00.

That the Town Clerk appoint Diane C. Wightman, full-time Deputy Town Clerk at an annual salary of \$27,843.00.

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 annual salary for Diane C. 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 \$70,552.00.

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 David Roy Jr. as Deputy Highway Superintendent and the stipend be \$6,378.00 in addition to their 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 \$52,276.00.

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 Richard Young be appointed Deputy Maintenance Manager and a stipend of \$1,000 annually.

That Park & Rec part time employees be paid minimum wage.

That James Nolan, be appointed Director of the Senior Citizen Center and the annual salary be \$8,323.00.

That Supervisor Meelan appoint Richard L. Williams as Town Historian and the annual salary be \$1,415.00.

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

That Shawn Occhipinti be appointed Full Time Police Officer and Administrative Officer of the Kirkland Police Department and the annual salary be \$58,190.00.

That Leanne Montegari be appointed full time Town Police Officer and the annual salary be \$51,169.00.

That TBD be appointed full time Police Officer and the annual salary be \$44,724.00.

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

That Horace Knight, Rex Mazur, Robert Roberts, Larre A. Harris Jr, Alfred Montegari, Brittany Pohoresky, Joshua Hanrahan and Joseph McCormick be appointed part-time Town Police Officers and the rate of pay be \$23.75 per hour.

That Robert Harris be appointed Building Inspector and Flood Control Officer, Zoning & Codes Enforcement Official and Fire Code Inspector and the annual salary be \$30,320.00.

TBD to be appointed Part Time Building Inspector and the annual rate of pay be \$12,023.00.

That Michael Getnick be appointed Secretary and Counsel to the Zoning Board of Appeals and the annual salary be \$11,230.00.

That each Zoning Board of Appeals member be paid the annual salary of \$1,850.00.

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

That Melinda Albertine be appointed Planning Coordinator and the annual salary be \$31,038.00

That Matthew Albertine be appointed part-time Planning and Codes Clerk and the salary be \$13.20 per hour.

That Planning Board members be paid the annual salary of \$1,745.00 and Chairman \$2,162.00.

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, September and October.

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:

--- 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, Records Management, 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 2022 as follows:

HIGHWAY DEPT. LIAISON – Councilman Colarusso

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

BUILDINGS & GROUNDS – Councilwoman Yando

FIRE LIAISON – Councilman Maxam/ Supervisor Meelan

SENIOR CITIZENS LIAISON– Councilwoman Yando

SEWER LIAISON – Councilman Maxam

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 Maxam and 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 Councilman Maxam, seconded by Councilwoman O’Neil 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.

RESOLUTION #3

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

RESOLVED, that the Kirkland Town Board approve the December 29th minutes as printed.

Roll Call Vote:

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

GENERAL ORDER

Attorney Anthony Hallak – Absent
Town Clerk Donna Maxam – No report
Highway Supt. Jon Scott & Councilman Colarusso – No report
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 – No report
Sewer Liaison Councilman Maxam – No report
SWOCO Liaison Councilman Maxam - No report

CORRESPONDENCE

NONE

There being no further business to come before the Town Board, upon motion by Councilman Maxam, seconded by Councilwoman O'Neil, the meeting was adjourned at 12:15 p.m.

Donna B. Maxam, Town Clerk