

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, 2023, at 12:00 p.m.

Present:

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

Absent:

Supervisor Robert J. Meelan

Deputy Supervisor Colarusso called the organizational meeting to order.

The following motions were introduced for the 2023 appointments and salaries:

That the annual salaries for Councilpeople Colarusso, Yando, Maxam and O'Neil be the sum of \$6,471 each.

That the annual salaries for Paul B. Heintz and Jay G. Williams III, Town Justices, be the sum of \$16,986 each.

That Patricia Maxam and Judy Geruntino be appointed Justice Clerks and the annual salaries be the sum of \$13,312 each.

That the annual salary for Town Supervisor Robert Meelan be \$20,671.

That Supervisor Meelan appoint Anthony Arcuri as Town Budget Director and the salary be \$26,500. with stipend for Annual Report of \$4,500. 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 \$49,901. plus a \$3,400 stipend for highway.

That Sarida Rosario be appointed Office Specialist 1 and the annual salary be \$35,178.

That the annual salary for Sarah McCullough, Receiver of Taxes, be the sum of \$11,374.

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 \$20,516.

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

That Edward Kaido be reappointed to the Planning Board with term to expire December 31, 2027.

That Ernest Weeks be reappointed to the Zoning Board of Appeals with term to expire December 31, 2027.

That the annual salary for Donna B. Maxam, Town Clerk, be the sum of \$45,160.

That the Town Clerk appoint Diane C. Wightman, full-time Deputy Town Clerk at an annual salary of \$28,539.

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 \$72,315.

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

That Highway Superintendent appoint Deputy Highway Superintendent David Roy Jr. with a stipend of \$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 \$53,577.

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 Park & Rec part time staff salary set at individual rates, set by parks manager.

That James Nolan, be appointed Director of the Senior Citizen Center and the annual salary be \$8,530.

That Supervisor Meelan appoint Richard L. Williams as Town Historian and the annual salary be \$1,450.

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 \$59,935.

That Leanne Montegari be appointed full time Town Police Officer and the annual salary be \$52,704.

That Joseph McCormick be appointed full time Police Officer and the annual salary be \$46,065.

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, and Joseph Scarafile be appointed part-time Town Police Officers and the rate of pay be \$25.07 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 \$31,076.

That Michael Getnick be appointed Secretary and Counsel to the Zoning Board of Appeals and the annual salary be \$11,230.

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 \$3,000.

That Melinda Albertine be appointed Planning Coordinator and the annual salary be \$31,800.

That Matthew Albertine be appointed part-time Planning and Codes Clerk and the salary be \$15.00 per hour.

That Planning Board members be paid the annual salary of \$1,788. and Chairman \$2,215.

That the rate of pay for Transfer Station Attendant is not to exceed \$17.00 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 5:00 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, February, July 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 2023 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 Councilwoman O’Neil 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 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.

The Organizational Meeting was closed at 12:09 and the regular meeting was called to order by Deputy Supervisor Colarusso and he recognized the public in attendance.

RESOLUTION #3

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

RESOLVED, that the Kirkland Town Board approve the minutes of December 28, 2022 as printed.

Roll Call Vote:

<u>NAME</u>	<u>VOTE</u>
Supervisor Robert J. Meelan	Absent
Councilman Garry F. Colarusso	Aye
Councilwoman Donna E. Yando	Aye
Councilman Richard J. Maxam	Aye
Councilwoman Melanie L. O’Neil	Aye

RESOLUTION #4

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

Whereas: Pursuant to Section 9-a of the General Municipal Law, a Municipal Corporation may Temporarily Advance moneys held in any fund to any other Fund of the Municipal Corporation, in the same manner in which a Budgetary Transfer or Amendment is authorized,

RESOLVED: That the Town Budget Director is authorized to Loan \$ 200,000 from the General B Fund to the H Capital Fund on a Temporary basis until the receipt of the DASNY Grant Funds. Pursuant to Section 9-a of the GML, interest at the rate of ½ % will be paid to the B Fund.

Debit: H Cash 200.21	\$200,000
Credit: Due to Other Funds 630.21	\$200,000
Debit: Due From Other Funds B 391.2	\$200,000
Credit: B General Cash 200.2	\$200,000

Moneys temporarily advanced pursuant to this section shall be repaid to the fund from which they were advanced as soon as available but in no event later than the last day of the fiscal year.

This Resolution will take effect immediately.

January 3, 2023

Ayes: 4 Nays: 0 Absent: 1

Roll Call Vote:

<u>NAME</u>	<u>VOTE</u>
Supervisor Robert J. Meelan	Absent
Councilman Garry F. Colarusso	Aye
Councilwoman Donna E. Yando	Aye
Councilman Richard J. Maxam	Aye
Councilwoman Melanie L. O’Neil	Aye

GENERAL ORDER

Attorney Anthony Hallak – All quiet
Town Clerk Donna Maxam – No report
Highway Supt. Jon Scott – Absent
Police Dept. - Administrative Officer Occhipinti – Absent
Building and Grounds Liaison Councilwoman Yando – No report

Recreation Liaison Councilwoman O'Neil - Concession stand going well, the proclamation for David Burns was hung next to the one for Andrew Burns in the Arena

Seniors Liaison Councilwoman Yando – All good

Sewer Liaison Councilman Maxam - No report

SWOCO Liaison Councilman Maxam – No recent meeting

Patti Maxam said that public skating has been very busy, with over 400 people just yesterday.

The monthly Safety Inspectors' Reports and Animal Control Officer's Reports were reviewed by the Town Board Members.

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 12:12 p.m.

Donna B. Maxam, Town Clerk