

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 2, 2026, at 3:37 p.m.

Present:

Supervisor Garry F. Colarusso  
Councilman Richard J. Maxam  
Councilwoman Melanie L. O'Neil  
Councilman Frank P. Albertine IV  
Councilwoman Tami M. Seaman  
Attorney Anthony Hallak

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

The following motions were introduced for the 2026 appointments and salaries:

That the annual salaries for Councilpeople, Maxam, O'Neil, Albertine, and Seaman be the sum of \$7,071.96 each.

That the annual salaries for Jay G. Williams III and Daniel English Town Justices, be the sum of \$18,019.85 each.

That Patricia Maxam and Mary Jane Roberts be appointed Justice Clerks and the annual salaries be the sum of \$14,547.72. each.

That the annual salary for Town Supervisor Garry Colarusso be \$21,827.00.

That Supervisor Colarusso appoint Anthony Arcuri as Town Budget Director and the salary be \$44,805. with stipend for Annual Report of \$6,500. and \$700. per month for Grant Administration until the Grant process ends.

That Supervisor Colarusso appoint Frank Albertine, Deputy Town Supervisor, with annual salary of \$4,000.

That Breana Young be appointed Supervisor's Secretary and the annual salary be \$49,331.85.

That Sarida Rosario be appointed Office Specialist 1 and the annual salary be \$38,439.59. plus a \$3,400 stipend for highway.

That the annual salary for Matthew Albertine, Receiver of Taxes, be the sum of \$12,066.

That the Receiver of Taxes appoint Julie Starr as Deputy Receiver of Taxes at the annual salary of \$1,216.85.

That the annual salary for Nina Wallace, Town Assessor, be the sum of \$25,884.93.

That the hourly rate of \$18.50 be paid to the Assessor's Clerk.

That each member of the Board of Assessment Review be paid an annual salary of \$342.

That Todd Kogut be reappointed to the Planning Board with term to expire December 31, 2030.

That Gregg B. Riffle be reappointed to the Zoning Board of Appeals with term to expire December 31, 2030.

That the annual salary for Michael D Gaska Jr., Town Clerk, be the sum of \$51,500.

That the Town Clerk appoint \_\_\_\_\_, full-time Deputy Town Clerk at an annual salary of \$35,020.

That the annual salary of Michael D. Gaska Jr., Registrar of Vital Statistics, be \$1,854.

That the annual salary of \_\_\_\_\_, Deputy Registrar of Vital Statistics, be \$927.

That the annual salary for Matthew Albertine, Records Management be \$1,500.

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 \$79,021.14

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 \$58,553.19.

That Wayne Clipston be appointed Maintenance Manager for the Parks and Recreation Department an annual salary of \$57,580.09.

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

That Sharleen Machold, be appointed Director of the Senior Citizen Center and the annual salary be \$11,139.45.

That Supervisor Colarusso appoint Michael Revenaugh as Town Historian and the annual salary be \$1,585.17.

That Supervisor Colarusso appoint Richard L. Williams as Deputy Town Historian and the annual salary be \$1,585.17.

That Supervisor Colarusso 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 \$65,000.00. plus a stipend for Officer in Charge of \$10,000.

That Horace Knight, Rex Mazur, Larre A. Harris Jr, Brandon Jones, Scott Bush, Joseph Zwijacz, David Humphries II, Brittany Pohoresky and Samantha Morton be appointed part-time Town Police Officers and the rate of pay be \$29.00 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 \$22,320.

That Marc Elefante be appointed Fire Inspector and the annual salary be \$15,450.00.

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 Kevin Magdon be appointed as a member of the Zoning Board of Appeals to complete the term of Frank Albertine IV with term to expire December 31, 2026.

That Melinda Albertine be appointed Secretary to the Planning Board and the annual salary be \$10,000.

That Melinda Albertine be appointed Planning Coordinator and the annual salary be \$40,000.

That Matthew Albertine be appointed part-time Planning and Codes Clerk and the salary be \$22.00 per hour.

That Planning Board members be paid the annual salary of \$3,500. and Chairman \$4,350.

That the rate of pay for Transfer Station Attendant is not to exceed \$18.27 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, May, 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 Colarusso made Committee assignments for the year 2026 as follows:

HIGHWAY DEPT. LIAISON – Councilman Albertine

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

BUILDINGS & GROUNDS – Councilwoman Seaman

FIRE LIAISON – Councilwoman Seaman/ Supervisor Colarusso

SENIOR CITIZENS LIAISON– Councilwoman Seaman

SEWER LIAISON – Councilman Maxam

SOLID WASTE (SWOCO) – Councilman Maxam

PLANNING BOARD LIAISON– Supervisor Colarusso and Councilman Albertine

INSURANCE – Supervisor Colarusso

Councilwoman Seaman asked why someone out in the field makes less than someone in an office? Supervisor Colarusso stated he believed it was contractual.

At 3:50 p.m. the Oath of Office was administered to elected officials: Supervisor Garry F. Colarusso, Councilman Frank P. Albertine IV, Councilwoman Tami M. Seaman, Kirkland Highway Superintendent Jonathan T. Scott, Town Clerk Michael D. Gaska Jr., Receiver of Taxes Matthew Albertine, and Kirkland Town Justice Jay G. Williams III.

**RESOLUTION #1**

Upon motion of Councilwoman O’Neil, 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, four voted aye, one opposed and the resolution was declared adopted.

The regular meeting was called to order by Supervisor Colarusso.

**RESOLUTION #2**

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

**RESOLVED**, that the Kirkland Town Board approve the minutes of December 22, 2025 as printed.

**Roll Call Vote:**

<u>NAME</u>	<u>VOTE</u>
Supervisor Garry F. Colarusso	Aye
Councilman Richard J. Maxam	Aye
Councilwoman Melanie L. O’Neil	Aye
Councilman Frank P. Albertine IV	Abstain
Councilwoman Tami M. Seaman	Abstain

GENERAL ORDER

Attorney Anthony Hallak – No report  
Town Clerk Michael Gaska – No report  
Highway Supt. Jon Scott – No report

Police Dept. - Administrative Officer Occhipinti – New hire is being interviewed for part time Police Officer.

Building and Grounds Liaison Councilwoman Seaman– No Report

Recreation Liaison Councilwoman O’Neil – No Report

Seniors Liaison Councilwoman Seaman– No Report

Sewer Liaison Councilman Maxam – No report

SWOCO Liaison Councilman Maxam – No report

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 Councilwoman O’Neil, seconded by Councilman Maxam, the meeting was adjourned at 4:04 p.m.

Michael D. Gaska Jr., Town Clerk