

January 10, 2022

Minutes of an Annual Organizational Meeting / Regular Monthly Meeting the Town of Otisco held on January 11, 2021 at 7:00 PM at the Otisco Town Hall, 1924 Barker Street, and Town of Otisco with the following members present:

PRESENT: Supervisor Glenn R. Hall
Councilman Scott Eipp
Councilman Jesse Spaulding
Councilman Roger Volles
ABSENT: Councilman Peter Murphy

OTHERS PRESENT: Deputy Town Clerk Cheryl Brunet, Financial Advisor Thomas Chartrand, Highway Superintendent Douglas Hoffman, Craig Billinson, Attorney for the Town, and Code Enforcement and Building Inspector Robert Hayes

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational meeting was called to order at 7:00 PM by Supervisor Glenn R. Hall and the pledge to the flag was given.

RESOLUTION # 1

Motion was made to designate the official depository for the town monies to be NBT Bank and NYCLASS Inter-municipal investment Plan.

RESOLUTION # 2

Motion was made that the official newspaper for the year 2022 be The Post-Standard, published by Advanced Media New York.

RESOLUTION # 3

Motion was made designating that the regular monthly meetings be held on the second Monday of every calendar month at 7:00 PM at the Otisco Town Hall, 1924 Barker Street, Town of Otisco, unless otherwise published.

RESOLUTION #4

Motion was made that the appointments for the year 2022 are as follows:

Deputy Supervisor	Peter Murphy
Deputy Town Clerk:	Cheryl Brunet
Historian:	Catherine Fitzpatrick
Constable:	vacant
Financial Advisor:	Thomas Chartrand
Attorney for the Town:	Craig J. Billinson
Dog Control Officer:	Laura Holt
Deputy Dog Control Officer:	Thomas Lester
Records Management Officer:	Georgette T. Waldau
Bookkeeper to the Assessors:	Cheryl Brunet
Court Clerk:	Georgette T. Waldau

It shall also be noted that stated all the town appointments are subject to proper performance by the individual and that any appointments could be rescinded by the town board at any time.

RESOLUTION # 5

Motion was made that the elected and appointed official's salaries be paid as follows:

Monthly: Town Clerk, Court Clerk, Town Justice, Tax Collector, Bookkeeper to Assessors and Dog Control Officer
Quarterly: Councilman (4), Supervisor, and Assessors (3) and Town Historian

RESOLUTION # 6

Motion was made setting the reimbursement for mileage while on town business be \$.585 per mile.

RESOLUTION # 7

Motion was made that reimbursement for meals while on town business shall be made in accordance with the federal IRS standard per diem rates.

RESOLUTION # 8

Motion was made that the Procurement Policies and Procedures for the year 2022 be the same as for the year 2021.

RESOLUTION # 9

Motion was made authorizing the Supervisor to sign the contract with Thomas Chartrand Accounting in the amount of \$16,400.00 for the year 2022.

RESOLUTION # 10

Motion was made designating Town Justice Terrence F. Fischer as the voting delegate to attend the 2021 Annual Meeting of the Association of Towns to be held in New York City on February 13-16, 2022. The alternate being Court Clerk Georgette T. Waldau. Necessary expenses incurred shall be reimbursed when proper vouchers are submitted.

RESOLUTION # 11

Motion was made agreeing to the signing of Agreement to Spend Town Highway Funds.

RESOLUTION # 12

Motion was made that the standard workday for elected and appointed officials is to be six (6) hours for the purpose of determining days worked reportable to the New York State Local Employees Retirement System.

RESOLUTION # 13

Motion was made authorizing the payment of utilities by Supervisor Glenn R. Hall as they come in as not to incur a late charge on billing. It shall also be noted that the supervisor is authorized to approve vouchers for postage stamps.

RESOLUTION # 14

Motion was made to set the wages consistent with the approved 2022 Town Budget filed in the Town Clerk’s Office and the hourly wage rate for any part-time highway employees with 3 years service in Otisco to be set at \$22.40. New part time hires with less than 3 years experience in Otisco will be \$19.75.

RESOLUTION # 15

Motion was made designating the following polling place to be used for General Elections and Primaries for the town of Otisco: District #1 & # 2 the Otisco Highway Garage at 4283 Canty Hill Rd, subject to approval by the Onondaga County Board of Elections. Alternate location would be the Otisco Town Hall at 1924 Barker St.

RESOLUTION # 16

Motion was made by Councilman Peter Murphy and seconded by Councilman Roger Volles appointing Bruce Graham, Mary L. Tarala and Deborah Grousset as members of the Board of Assessment Review.

RESOLUTION # 17

Motion was made setting the pay scale for jurors in the town of Otisco at \$22.00 per day.

RESOLUTION # 18

Motion was made to leave the fines set in the Anti-Dumping Ordinance for the Year 2022 the same as for the year 2021.

RESOLUTION # 19

Motion was made regarding health insurance provided to Highway Superintendent, Douglas Hoffman, a full-time employee. The town of Otisco pays 80% of premium for health and dental insurance coverage and the employee pays 20% of premium for health and dental insurance coverage and the employee is also responsible for paying their own vision in full through the OCEBA plan X. For retired employees and for the Highway superintendent the town of Otisco pays 100% of health insurance for single coverage through the OCEBA plan X.

Motion was made by Councilman Scott Eipp and seconded by Councilman Jesse Spaulding to approve the preceding 19 RESOLUTIONS.

All in favor, motion carried.
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

Supervisor Glenn R. Hall ended the Organization Meeting and called the Regular Monthly Meeting to order at 7:25 pm.

REGULAR MONTHLY TOWN BOARD MEETING

The minutes of the December 13, 2021 Regular Monthly Town Board Meeting have been distributed via email to all members of the town board by the town clerk prior to the meeting.

Motion was made by Councilman Roger Volles and seconded by Councilman Scott Eipp to accept the December 13, 2021 minutes.

All in favor, motion carried
(Hall, Spaulding, Murphy, and Volles) Ayes 4 Noes 0

VISITORS

John Rybinski on behalf of Ron Evans, Dave Garlock and others regarding “holiday hunting” and the number of days it is allowed. They feel it is too many. They are requesting join other towns in their opposition to “holiday hunting” and suggest passing a resolution to opt out.

--The board has decided to review the matter and will bring it up in February.

Liam O’Conner from the County Executive’s Office just observing.

Bob Burns on behalf of the Tully Rotary Environmental Project is offering 400 trees free. Suggested maybe planting along the new walking trail.

--Also, Bob is volunteering to research alternate options for ambulance services for Otisco.

HIGHWAY SUPERINTENDENT’S REPORT

The Highway Superintendent, Douglas Hoffman, gave the following report:

- Hank Clay Road update. Glenn spoke with David Franke about turning the road over to him. They discussed creating a short alternative access road further up Dutch Hill Rd.
- The new trucks are not done but they have the pickup back.
- Still working on hiring a new employee. No one yet as there is a shortage of CDL drivers. Discussed hiring Kyle Schaal as a laborer at \$19.50/hr.
- Brought up the issue of stolen signs. The numbers are increasing.
- Doug needs a Foreman or Deputy for when and if he is out.
- Otisco will be reimbursed with a load of salt for taking over plowing on some roads.
- Doug is working on signs for the speed limit issue on the road by the park.

CODE ENFORCEMENT OFFICER

Robert Hayes gave the following report:

- He is concerned about access to the Lords Hill Apartments to verify working smoke detectors. He has sent 2 letters and received no reply. Craig will write a letter.

SUPERVISOR'S REPORT:

RESOLUTION # 20

Motion was Made by Councilman Scott Eipp and seconded by Councilman Jesse Spaulding authorizing the signatures of Glenn Hall, Peter Murphy, Georgette Waldau, Cheryl Brunet and Terrence Fisher as to signing Corporate Authorization Resolution for NBT Bank NA.

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

Thomas Chartrand, Financial Advisor gave monthly statement of receipts and disbursements for December 2021. Motion was made Councilman Roger Volles and seconded Councilman Jesse Spaulding to accept the Supervisors Report.

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

Motion was made by Councilman Jesse Spaulding, seconded by Councilman Roger Volles to approve the bank reconciliation.

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

The General and Highway bills were audited. Motion was made by Councilman Jesse Spaulding and seconded by Councilman Roger Volles to pay these bills out of the proper funds. They are General Abstract #1 in the amount of \$36,825.79 and Highway Abstract # 1 in the amount of \$39,023.42. _____.

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

Glenn noted that he and Jesse Spaulding are working on the broadband access.

NYMIR insurance was discussed.

Craig is working on the resolution allowing partial payments of any amount in collecting Property Taxes.

RESOLUTION #21

Motion was made by Councilman Scott Eipp and seconded by Councilman Roger Volles to purchase a 2022 Chevrolet Silverado 3500 HD @ \$48,894.43 under Onondaga County Contract, subject to revised quote to include an extended warranty and referencing County contract pricing. County contract #PC692365B

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0

ADJOURNMENT

Motion to Adjourn was made by Councilman Jesse Spaulding and seconded by Councilman Scott Eipp was made at 8:45.

All in favor, motion carried
(Hall, Spaulding, Eipp and Volles) Ayes 4 Noes 0