

January 09, 2023

Minutes of an Annual Organizational Meeting / Regular Monthly Meeting of the Town of Otisco held on January 09, 2023 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
Councilman Peter Murphy

OTHERS PRESENT: Financial Advisor Thomas Chartrand, Highway Superintendent Douglas Hoffman, Craig Billinson, Attorney for the Town, and Code Enforcement and Building Inspector Robert Hayes, Chery Fischer, David and Margret Garlock, Lori Delles, Donald Dixon, Amy Dixon, Cynthia and Rick Travers, Mart Pikarsky, Olin Straton Tyler Knapp, Robert Covert, Gary Adams, Jessica Cleghorn, Amber Balcomb, Becky Shute, Michelle Grosso and Joy Dorfer.

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 2023 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 2023 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stated all the town appointments are subject to proper performance by the individual and that any appointments could be rescinded by the town board at any time.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 \$.0655 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 2023 be the same as for the year 2022.

RESOLUTION # 9

Motion was made authorizing the Supervisor to sign the contract with Thomas Chartrand Accounting in the amount of \$16,540.00 for the year 2023 .

RESOLUTION # 10

Motion was made designating Town Justice Terrence F. Fischer as the voting delegate to attend the 2023 Annual Meeting of the Association of Towns to be held in New York City on February 19, 2023. 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 2023 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 \$23.07. New part time hires with less than 3 years experience in Otisco will be \$21.07.

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 appointing Bruce Graham, 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 2023 the same as for the year 2022.

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 Jesse Spaulding and seconded by Councilman Peter Murphy to approve the preceding 19 RESOLUTIONS.

All in favor, motion carried.
(Hall, Murphy, Volles, Eipp and Spaulding) Ayes 5 Noes 0

REGULAR MONTHLY TOWN BOARD MEETING

The minutes of the December 12, 2022 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 Peter Murphy and seconded by Councilman Roger Volles to accept the December 12, 2022, minutes.

All in favor, motion carried.
(Hall, Spaulding, Murphy, Eipp and Volles) Ayes 5 Noes 0

HIGHWAY SUPERINTENDENT'S REPORT

Highway Superintendent Douglas Hoffman reported the road signs were put up on Paterson Road

SUPERVISOR'S REPORT:

Thomas Chartrand, Financial Advisor gave monthly statement of receipts and disbursements for December 2022. Motion was made Councilman Peter Murphy and seconded Councilman Jesse Spaulding to accept the Supervisors Report.

All in favor, motion carried.
(Hall, Murphy, Spaulding, Eipp and Volles) Ayes 5 Noes 0

Motion was made by Councilman Roger Volles, seconded by Councilman Scott Eipp to approve the bank reconciliation statement.

All in favor, motion carried.
(Hall, Murphy, Spaulding, Eipp and Volles) Ayes 5 Noes 0

The General and Highway bills were audited. Motion was made by Councilman Peter Murphy and seconded by Councilman Jesse Spaulding to pay these bills out of the proper funds. They are General Abstract #1 in the amount of \$14,579.07 and Highway Abstract # 1 in the amount of \$ 45,738.3.

All in favor, motion carried
(Hall, Murphy, Spaulding, Eipp and Volles) Ayes 5 Noes 0

FROM THE PUBLIC

- Some residents that attended the board meeting expressed concerns over the operations at Wonderland Forest on Cook Road including their intention of having concerts starting in the 2023 calendar year. The concerns were largely about the potential for noise and traffic on Case Hill and Cook Roads. Comments/suggestions were provided such as:

Striping the center line of Case Hill Road to reduce the potential of a traffic accident.

- Board response: This suggestion will be implemented in the spring/summer when the weather is favorable. In addition, the road signage will be reviewed for adequacy.

Requests for a noise ordinance to be implemented.

- Board response: With no concerts having taken place yet the town will monitor the situation when concerts commence. If adjustments need to be made, the town will first work with the owner to modify the venues operation. The town supervisor mentioned that he has spoken with the supervisors at the Town of Onondaga and the Town of LaFayette, both of which have hosted similar type concerts the Beak and Skiff and Apples Fest locations. Feedback from the supervisors was that both locations had satisfactory parking off the roadways. Beak & Skiff concerts had one noise complaint which was investigated and concluded that the sound level was below their town's noise ordinance specification. The Apple Fest location had numerous complaints from the Cardiff residents that were also investigated with the same conclusion that the sound level was below their town's noise ordinance specification.

Requests to visit the draft Comprehensive Plan that a town resident provided on August 14, 2017 with an ultimate desire to implement zoning within the town.

- Board response: There currently is not an interest within the majority of the towns residents to pursue zoning. The Town's Attorney, Craig J. Billinson also added that pursuing a Comprehensive Plan is a costly and lengthy process requiring environmental impact studies, and types of zoning restrictions to implement, engineering review and public hearings. The town supervisor said he would review the Comprehensive plan as it was presented to the town board prior to his time in office.

Concerns of trespassing on private property.

- Board response: If property owners witness this occurring they were instructed to contact the Onondaga County Sheriff Department or the New York State Police.

All residents that attended were provided the opportunity to comment.

ADJOURNMENT

Motion to Adjourn was made by Councilman Jesse Spaulding and seconded by Councilman Scott Eipp was made at 8:55 PM.

All in favor, motion carried
(Hall, Murphy, Spaulding, Eipp and Volles) Ayes 5 Noes 0