

**Town of Winfield  
January 15, 2014  
Organizational Meeting**

The Organizational meeting of the Winfield Town Board was called to order at 7 p.m. by Supervisor Charles Osborn. Members present were Councilmen Howard Marsh, Michael Peo, Robert Royce and Councilwoman Sandra Smith. Guests present were Tracey Casler, Bill Kwasniewski from the West Winfield Star, Ken Roberts from Roberts Engineering and Keith Watkins Chairman of the Board of Appeals.

**Organizational Meeting**

**RESOLUTION 2014 – 01**

On a motion presented by Councilman Marsh and seconded by Councilwoman Smith, the following was ADOPTED:

Ayes     4           Marsh, Peo, Royce, Smith  
Nays    0

Resolved the following:

Designate the West Winfield Star as the official Town newspaper.

Designate the West Winfield Post Office as the official bulletin board

Designate the Bank of Cooperstown, Cooperstown as the official depository for the Supervisor's and Justice Accounts, NBT for the Clerk's and Tax Collection Accounts.

Establish the Wednesday on or before the 15<sup>th</sup> of each month, at 7:00 p.m. at the Stephen Rooney Municipal Building, Stone Road, West Winfield, New York as the meeting time and place of the Town Board.

Authorize the Supervisor to sign checks and make payments.

Set the mileage rate for Town travel for reimbursement at .515 per mile.

Impose on the Supervisor, powers and duties of administration.

Authorize the Highway Superintendent not to exceed \$2,000 for a single purchase of equipment, tools, repairs or implements without the prior approval of the Town Board

Authorize the Supervisor to pay utility bills (including NYSE&G, Windstream, Time Warner and Verizon) and health insurance) without prior Board approval.

Adopt all necessary appointments.

Adopt a resolution fixing salaries of all elected and appointed town officials and set the hourly rate of all others.

Zoning Board of Appeals

Keith Watkins, Cathy Smith,  
Carl Wheat

Planning Board

Darren Jones, Jay Kulczak, Bill  
Zaleski, Charles Casler, Jeff Barrett

Attorney

Patrick Quinn

Park Commissioner

Tom Pollard

Zoning Officer

Ray Donley

Codes Officer

Ray Donley

Registrar of Vital Statistics

Debrah Jones

Assessment Review Board

Ray Donley (9/14)

John Pearsall (9/16)

John Pustay (9/15)

Daniel Huntley (9/17)

Connie Pope (9/18)

Court Clerk

Gail Royce

Dog Control Officer

Gordon Chafee

Budget Officer

Charles Osborn

Town Historian

Steve Davis

Deputy Town Clerk

Rebecca Jones

Highway Superintendent  
Supervisor

\$ 48,573.00  
\$ 9,891.00

|                             |                 |
|-----------------------------|-----------------|
| Board Members (4)           | \$ 2,066.00 ea. |
| Town Justice                | \$ 9,470.00     |
| Town Clerk                  | \$ 16,365.00    |
| Town Attorney               | \$ 2,830.00     |
| Park Commissioner           | \$ 1,404.00     |
| Zoning Officer              | \$ 2,396.00     |
| Chairman/Planning Board     | \$ 800.00       |
| Budget Officer              | \$ 1,172.00     |
| Assessment Review Board (5) | \$ 200 (each)   |
| Dog Control Officer         | \$ 2,184.00     |
| Court Clerk                 | \$ 3,491.00     |
| Codes Officer               | \$ 3,886.00     |

#### HOURLY EMPLOYEES

|                    |             |
|--------------------|-------------|
| T. Pollard         | \$ 19.09/hr |
| D. Brown           | \$ 19.09/hr |
| Park Maintenance   | \$ 9.52/hr  |
| HEO                | \$ 15.45/hr |
| Substitute Drivers | \$ 12.50/hr |

General Fund claims #1 - #22 and Highway Fund claims #1 - #9 were listed on Abstract of Voucher Sheets. A motion was made by Councilman Marsh and seconded by Councilman Royce to accept these Abstracts as presented. The motion was carried unanimously. The Supervisor's and Town Clerk's report for December, 2013 were audited by members present. A motion was made by Councilwoman Smith and seconded by Councilman Marsh to accept these reports as audited. The motion was carried unanimously.

The minutes from the regular Board meeting held December 11, 2013 were read by each member. A motion was made by Councilman Royce and seconded by Councilwoman Smith to accept these minutes as read. The motion was carried unanimously.

#### Supervisor's Report:

1. The Supervisor has received the voucher from the Village of West Winfield for Fire Protection outside of the Village. The amount differs from the amount that was established in the budget as the Budget Officer felt that we were in the second year of a two year contract and the amount should be the same as the tax levy in 2013. He and other Board members will investigate this matter as they would like to see everything broken down.
2. The Supervisor reported that the Time Sheets for employees are being used and are working.
3. He also reported that the Highway Superintendent has informed him that the roof of the Highway Garage is leaking and needs to be looked at.
4. He also informed the Board that Blue Cross/Blue Shield is now offering Employee/Spouse coverage instead of Employee/Family. This should save the Town quite a bit in health insurance coverage.

#### Town Clerk's Report:

1. Tax Collection is proceeding as usual with \$148,322 being collected so far which is in line with other years.
2. She also asked if the Board members wanted any changes in the Herkimer County Directory Listing. None did.

#### Codes/Zoning Officer's Report:

1. Mr. Donley emailed a written report as he was unable to attend. He will have submitted his report for 2013 to the State by the end of the month.
2. He was informed by Attorney Quinn that Bernie Taylor has been served papers and should be in Court the first part of February at which time Attorney Quinn will also present paperwork on the Barrett property.

3. As far as the Hatmaker property is concerned Attorney Quinn said that the Town may clean the property up and add the cost to the taxes. At this point, the next step will up to the Board.

Tracey Casler informed the Board that during the day today one of the campers has left the Hatmaker property by being towed. She also questioned the Town about the advisability of putting money in the property to clean it up. Comments and concerns were voiced by both Tracey and Keith Watkins. He also asked if there were plates on the vehicles on the property. Some of the concerns were what was left on the property and also whether the vehicles are titled, etc. Supervisor Osborn will check on the vehicles. Most attending felt that the property should at least be posted to prevent anyone getting hurt, etc. on the property.

#### **RESOLUTION 2014-02**

On a motion presented by Councilman Royce, seconded by Councilman Peo, the following was

ADOPTED:                   Ayes    4           Marsh, Peo, Royce Smith  
                                       Nays    0

The Winfield Town Board approves the following 2013 Budget Adjustments to balance the 2013 Budget:  
 From A1990.4 to:

|          |             |
|----------|-------------|
| A1110.4  | \$ 986.76   |
| A1410.4  | \$ 1236.87  |
| A3510.4  | \$ 630.49   |
| A9010.8  | \$ 1307.00  |
| A9040.8  | \$ 3364.34  |
| B3620.4  | \$ 173.15   |
| B7110.1  | \$ 774.20   |
| B7110.4  | \$ 3609.54  |
| DA9010.8 | \$ 1307.00  |
| DB5110.1 | \$ 907.65   |
| DB5110.4 | \$10706.40  |
| DB9010.8 | \$ 1307.00  |
| Total    | \$26,310.40 |

#### Old Business:

1. Ken Roberts attended the meeting to discuss the plans and material for the office renovation. After discussion, the Board decided to meet on Monday, January 20, 2014 at 6 p.m. for further discussion. Ken also stated that he would like an agreement for professional services for the work that he has done as well as what is to be done.
2. Comprehensive Plan/Master Plan – The Village would like to meet for a joint meeting to discuss this. Supervisor Osborn has found an old copy of one that was adopted in the 1970's and would like to see if this one could be rewritten for today's issues. Bill Kwasniewski had offered at the last meeting to contact one of the local colleges to see if a student was interested in doing something like this but he was not able to do this as the schools are on Christmas break.
3. Councilman Marsh presented a rough draft of a paper that he feels should be left at the door of owners of dogs for the dog enumeration being done by the Highway Department. It is similar to the one that he used when he did an enumeration several years ago. He also stated that there is a possibility of getting money from the State for cemetery maintenance. There a quite a few rules that need to apply for us to be considered for this.
4. Humane Society Contract – A decision needs to be made at this meeting whether to sign the contract. After discussion, the following:

#### **RESOLUTION 2014-03**

On a motion made by Councilman Royce, seconded by Councilwoman Smith, the following was

ADOPTED:                   Ayes    3           Marsh, Royce, Smith  
                                       Nays    2           Osborn, Peo

The Town of Winfield will contract with the Herkimer County Humane Society for the year 2014.

**RESOLUTION 2014-04**

On a motion presented by Councilwoman Smith, seconded by Councilman Peo, the following was

ADOPTED:               Ayes     4           Marsh, Peo, Royce, Smith  
                              Nays     0

The Town of Winfield will contract will Roberts Engineering, LLC for the planned renovations to be made at the Highway Garage for Office and Board Room space for a fee of \$2500.00.

## New Business:

1.               Councilman Peo addressed the Board concerning Carl & Kim Nelson's tractor window possibly being broken by a stone thrown from the plow. The decision was made to submit the claim to the insurance carrier for them to handle the matter.
2.               Councilwoman Smith mentioned that a chain link fence was needed for the proposed dog park. She wondered if there was any leftover from any Town projects.

The next meeting of the Winfield Town Board will be held February 5, 2014 at 7 p.m.

There being no further business to come before the Board, Councilman Royce moved to adjourn, seconded by Councilwoman Smith. The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Debrah B. Jones, Clerk