

**TOWN OF WINFIELD  
JANUARY 9, 2016  
ORGANIZATIONAL MEETING**

Oaths of office were stated and signed by the following elected officials prior to the meeting:

Supervisor	Charles Osborn	Clerk	Debrah B. Jones
Councilman	Howard Marsh	Councilman	William Kwasniewski

The Organizational meeting of the Winfield Town Board was called to order at 7 p.m. by Supervisor Charles Osborn. Members present were Councilmen William Kwasniewski, Howard Marsh, Michael Peo and Robert Royce. Highway Superintendent Rick Gigliotti was not in attendance. Guests present were: Mary Doremus from the West Winfield Star, Joan Evans, Debbie Nolan, Keith Watkins Zoning Board of Appeals Chairman and Jay Kulczak Planning Board Chairman.

**Organizational Meeting**

**RESOLUTION 2016 – 01**

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

Ayes	4	Kwasniewski, Marsh, Peo, Royce,
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 (9/19) John Pearsall (9/16) John Pustay (9/20) Daniel Huntley (9/17) Connie Pope (9/18)
Court Clerk	Gail Royce
Dog Control Officer	Elizabeth Shanley
Budget Officer	Charles Osborn
Town Historian	Steve Davis
Deputy Town Clerk	Rebecca Jones

Highway Superintendent	\$ 50,030.00
Supervisor	\$ 10,188.00
Board Members (4)	\$ 2,128.00 ea.
Town Justice	\$ 9,754.00
Town Clerk	\$ 16,856.00
Town Attorney	\$ 2,915.00
Park Commissioner	\$ 1,404.00
Zoning Officer	\$ 2,468.00
Chairman/Planning Board	\$ 800.00
Budget Officer	\$ 1,207.00
Assessment Review Board (5)	\$ 200 (each)
Dog Control Officer	\$ 2,184.00
Court Clerk	\$ 3,596.00
Codes Officer	\$ 4,003.00

#### HOURLY EMPLOYEES

Kelly Auger	\$ 18.00/hr.
D. Brown	\$ 19.65/hr
Park Maintenance	\$ 9.81/hr
HEO	\$ 15.45/hr
Substitute Drivers	\$ 12.50/hr

General Fund claims #1 - #21 and Highway Fund claims # 1 - #13 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 Supervisor's and Town Clerk's reports for December 2015 were audited by members present. A motion was made by Councilman Royce and seconded by Councilman Kwasniewski to accept these reports as audited. Both motions were passed.

The minutes from the regular Board meeting held December 9, 2015 were read by each member. A motion was made by Councilman Marsh and seconded by Councilman Peo to accept these minutes as presented. Motion passed.

Debbie Nolan and Joan Evans asked for some assistance and someone from the Board to attend the meeting for the Bicentennial that will be held April 17, 2016 at the Highway Garage. The meeting for this will be held on January 27, 2016. They are asking for anyone's help and suggestions. Memorabilia, etc. is needed.

#### Supervisor's Report:

1. Supervisor Osborn talked to Attorney Quinn about the Zoning/Planning Book and a new Solar Energy Law. Attorney Quinn sent a Solar Energy Law for the Board to review. Councilman Royce had a question about the height of the panels as well as some other ones. Keith Watkins stated that he, Ray Donley and Jay Kulczak had met with Attorney Quinn about the writing of the zoning/planning book and the solar energy law. He asked the Board to send their requests or suggestions to either Ray or Attorney Quinn. The new book will be entirely new instead of having addends, etc.
2. The Highway Superintendent informed the Supervisor that the window in the front door of the Highway Garage was broken by someone doing "donuts" in the parking lot and throwing stones. Some hit the other front windows as well but the one in the door is the only one that broke. With the help of Peter's Glass, the window has been fixed. He also reported that 2 cameras for the Highway Garage will cost \$2650. He would like these in place so that there is a recording of anything happening at the Garage. Mr. Kulczak stated that an individual can buy a set of 4 cameras for less than \$1,000. This would go directly to the computer that is designated. He did not know if they were Court acceptable. Mr. Kulczak volunteered to look into this for the Town.
3. Supervisor Osborn tried to contact Dave Kick about the roof at the Highway Garage. Mr. Kick no longer works for that company and Supervisor Osborn will contact the roofing company directly to try to set up an appointment.

#### Town Clerk's Report:

1. 49 new dog licenses have been issued from 9/01/2015 - 1/09/2016
2. The Clerk has issued 38 handicap parking permits in 2015.
3. The Association of Towns informed her that the book is being updated and reprinted and the new one should be available in February. The Board informed her to wait until the new books are done and at that time order 14 books. The new cost is not known at this time.

Codes/Zoning Report:

Mr. Donley submitted a written report that he has received no new permit applications. Met with Attorney Quinn about the zoning book, etc. One issue that keeps happening is that once a person receives the permit, they believe that they have completed their obligation and do not continue with inspections, etc. He will try to address this problem by adding a check sheet or something to the application.

Zoning Board of Appeals:

Mr. Watkins reported that the Christian campground plans have been sent to Oneida-Herkimer Planning Board. This Board has requested more information concerning the size of sights, etc and he has informed Mr. Christian of these matters.

Keith said that in the new zoning book he would like to see some processes and issues addressed to streamline procedures for the ease of the applicant as well as the Town and the applicable Boards. One thing that Codes/Zoning Officer would like to see streamlined is the process the likes of the Bernie Taylor and Wall Street property. He wondered if there would be a possibility of levying a fine to speed this procedure up. Attorney Quinn is looking into this issue. Jay, Ray & Keith are all working together with Attorney Quinn to develop a completely new book. They are looking at other towns' books that have recently been revamped for a little guidance on some issues.

Old Business:

Councilman Peo questioned whether Attorney Quinn had accepted the proposal to be the Village Attorney. Supervisor Osborn informed the Board that he had accepted the position but has assured Supervisor Osborn that the Town is his first obligation.

Councilman Kwasniewski attended the new Board member meeting in Albany. He returned with lots of information that he will be perusing.

The subject of the Fire Department budget once again resurfaced. Councilman Royce stated that the three committee members will be meeting to discuss a strategy.

For the Good of the Town:

Jay Kulczak stated that there are three Boy Scouts looking for Eagle projects if the Board has any suggestions he would be glad to pass them on and consider them. He also reported that the Cub Scouts are doing well with the bottle return next to the Town Garage.

The next meeting of the Winfield Town Board will be held February 3, 2016 at 7 p.m. at the office in the Highway Garage.

There being no further business to come before the Board, Councilman Royce moved to adjourn, seconded by Councilman Marsh. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Debrah B. Jones, Clerk