

TOWN OF WINFIELD
January 18, 2023
ORGANIZATIONAL & REGULAR MONTHLY MEETING
MINUTES

The meeting of the Town of Winfield Board was called to order at 7 p.m. by Supervisor Charles Osborn.

BOARD MEMBERS PRESENT:

Charles Osborn	----	Supervisor
Jay Kulczak	----	Councilman
Michael Peo	----	Councilman
Susan Korosec	----	Councilwoman
Robert Royce	----	Councilman & Park Commissioner

ALSO PRESENT:

Tracy Donley	----	Town Clerk
Keith Watkins	----	Zoning Board of Appeals Chairman

OTHERS PRESENT:

Anthony Gannon (West Winfield Star), Jerry Korosec, Everett Bailey & Dennis Haggerty

General Fund claims # 1- # 22 and Highway Fund claims # 1 - # 7 were listed on the Abstract of Voucher sheets.

- A motion was made by Councilwoman Korosec and seconded by Councilman Kulczak to accept these abstracts as presented.
 - The motion was carried unanimously.

The Supervisor's and Town Clerk's reports for December 2022 were audited by the Board Members present.

- A motion was made by Councilman Royce and seconded by Councilman Peo to accept the reports as audited.
 - The motion was carried unanimously.

The minutes from the Regular Board Meeting held December 14, 2022 were read and edited by each Board Member present.

- A motion was made by Councilwoman Korosec and seconded by Councilman Kulczak to accept these minutes as amended.
 - The motion was carried unanimously.

SUPERVISOR REPORT:

1. Supervisor Osborn emailed William Kwasniewski to invite him to the meeting on February 15 to recognize his time as a board member.

HIGHWAY SUPERINTENDENT WRITTEN REPORT:

1. Price of a new pick-up truck is \$53,000 and the dealer should have trucks in around April 2023.
2. Utica Mack sent a letter to the town stating that in order to keep our place in line to purchase a truck, the town needs to request to be requested.

A motion was made by Councilman Kulczak and seconded by Councilman Korosec to address the December 2, 2022 letter from Utica Mack and request a requote to keep our place in line for the purchase of a truck.

The motion was carried unanimously.

CODES/ZONING OFFICER WRITTEN REPORT:

1. Councilwoman Korosec suggested asking Mike Connor, the current village codes officer, if he'd like to take over codes for the town.

PLANNING BOARD:

1. Prioritize preparing a comprehensive plan.
2. Supervisor Osborn will contact Darrin Jones to see if he and the other planning board members would like to remain on the board. If so, they will need to attend training.

OLD BUSINESS:

1. Councilman Kulczak spoke on websites that he researched. Richfield Springs has a good website which costs approximately \$500 annually. (Netdezyne.com)
2. Councilman Royce will follow up on the installation plans for the playground equipment.
3. Councilwoman Korosec spoke with Terry Rivenburg regarding the town's gmail accounts. Terry's opinion was that gmail accounts are not very secure. If the town would like to keep the gmails, they should be under the town's domain.
4. Supervisor Osborn mailed in the paperwork to the Bank of Cooperstown for a town debit card.

NEW BUSINESS:

1. Councilman Royce stated that the governor signed a bill allowing towns and other municipalities to allow up to a 10% discount on property taxes for active (2-5 years) volunteer fire department and ambulance volunteers. The volunteers would be required to sign up for this as well. Subject is tabled for the February 15th meeting.

★ Organizational Meeting

THE FOLLOWING WAS REVIEWED DURING JANUARY'S TOWN BOARD MEETING:

1. Designate the West Winfield Star as the official Town newspaper.
2. Designate the West Winfield Post Office as the official bulletin board.
3. Designate the Bank of Cooperstown/Wayne Bank, as the official depository for the Supervisor's Account, NBT for the Clerk's Account, Tax Collection Account , Town Justice Account and Bank of Utica for Certificate of Deposits.
4. Establish the Wednesday on or before the 15th of each month (reschedule as needed), at 7:00 p.m. at the Stephen Rooney Municipal Building, 306 Stone Road, West Winfield, New York as the meeting time and place of the Town Board.
5. Authorize the Supervisor and/or Town Clerk to sign checks and make payments from the General and Highway Bank Accounts.
6. Set mileage rate for Town travel reimbursement is \$0 .515 per mile.
7. Establish the powers and duties of the Supervisor as listed in the Town Law.
8. Authorize delegates to the Town Convention as needed.
9. Authorize the Highway Superintendent not to exceed \$2000 for a single purchase of equipment, tools, repairs or implements without the prior approval of the Town Board.
10. Authorize the Supervisor and/or Clerk to pay utility bills (including NYSEG, Windstream, Spectrum, Verizon and Health Insurance) without prior Board approval.
11. Make all necessary appointments.
12. Oath of office for all newly elected Town Officials.
13. Adopt a resolution fixing salaries of all elected and appointed town officials and set the hourly rate of all others.

Highway Superintendent
Supervisor
Town Clerk
Deputy of Clerk
Attorney
Board Members

Douglas Paul Jones
Charles Osborn
Tracy Donley
Terri Atwell
Patrick Quinn
Jay Kulczak
Mike Peo

Town Justice
Court Clerk
Chairman of Zoning Board of Appeals
Zoning Board of Appeals
Chairman of Planning Board
Planning Board

Sue Korosec
Robert Royce
Steven Mezik
Gail Royce
Keith Watkins
Cathy Smith, Carl Wheat, Lorraine Joseph

Park Commissioner
Zoning Officer
Codes Officer

Darrin Jones, Bill Zaleski, Charles Casler,
Scott Evans
Robert Royce
vacant
vacant

Assessment Review Board

John Pearsall (9/21)
John Pustay (9/23)
Daniel Huntley (9/22)
Connie Pope (9/23)
Terri Atwell (9/24)

Health Officer
Dog Control Officer
Budget Officer
Town Historian

Doug Capraro
Teresa Cerminaro
Charles Osborn
Steve Davis

Salaries and Hourly Pay

Highway Superintendent	\$51,030.00
Supervisor	\$10,493.00
Board Members	\$ 2,191.00 (each)
Town Justice	\$11,047.00
Town Clerk	\$16,856.00
Deputy Town Clerk	\$ 220.00
Town Attorney	\$ 2,915.00
Park Commissioner	\$ 1,446.00
Zoning Officer	\$ 2,542.00
Budget Officer	\$ 1,243.00
Assessment Review Board	\$ 200.00 (each)
Health Officer	\$ 284.00
Dog Control Officer	\$ 2,184.00
Court Clerk	\$ 7954.00
Codes Officer	\$ 4,123.00
Chairperson of Zoning Board of Appeals	\$ 800.00
Chairperson of Planning Board	\$ 800.00
Town Historian - Membership to Herkimer County Historical Society	

HOURLY EMPLOYEES:

Don Stockbridge	\$25.00/hr
Matt Peterson	\$24.00/hr
Heavy Equipment Operator	\$20.00/hr
Park Maintenance	\$15.00/hr

The above will be reviewed again during the regular town board meeting to be held on February 15, 2023.

GOOD OF THE TOWN:

1. Everett Bailey and Dennis Haggerty of the Optimist Club discussed options for 2 bleachers for the little league field & 2 bleachers for the softball field. The bleachers that are currently at the fields are wooden and have been repaired numerous times. The bleachers for the little league field would be 3 rows, 15'L x 30"H x 60"W which will hold approximately 30 people, costing \$1700 each. The bleachers for the softball field would be 2 rows, 15'L x 24"H x 36"W and hold approximately 20 people, costing \$1100 each. Both sets of bleachers total cost is \$6608, which includes shipping charge of \$1008. Bleachers are sold by BSN Sports. Mr. Bailey & Mr. Haggerty asked the board to purchase the bleachers. The members of the Optimist Club would assemble and install the bleachers.
- A motion was made by Robert Royce and seconded by Councilwoman Korosec to purchase new aluminum bleachers, 2 for the little league field and 2 for the softball field to replace the old wooden bleachers.
- The motion was carried unanimously.

The next Winfield Town Board Meeting will be held February 15th at 7pm

There being no further business to come before the Board, Councilman Royce moved to adjourn, seconded by Councilman Kulczak.

- The motion was carried unanimously.

The meeting was adjourned at 8:48 p.m.

Respectfully Submitted,

Tracy Donley
Town of Winfield, Clerk