

At the Organizational Meeting and Regular Meeting of the Town Board, Town of Clay, Onondaga County, held at the Town Hall, Clay, New York on the 4<sup>th</sup> of January, 2012 at 7:00 P.M., there were:

PRESENT:

Damian Ulatowski	Supervisor
Naomi R. Bray	Councilor
William C. Weaver	Councilor
Joseph A. Bick	Councilor
Bruce N. Johnson	Councilor
Eugene Young	Councilor
Jill Hageman-Clark	Town Clerk
Mark V. Territo	Commissioner of Planning and Development
Robert Germain	Town Attorney
Ron DeTota	Town Engineer

ABSENT:

Robert L. Edick	Deputy Supervisor/Councilor
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**ORGANIZATIONAL MEETING: 7:00 P.M.**  
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**Official Rules of Procedure - Robert Rules of Order:**

Supervisor Ulatowski moved the adoption of a resolution that Roberts Rules of Order be the official rules of procedures at Town Board Meetings, subject to the Rules provided by the Town Law and like Statutes which shall prevail (except that there shall be no second reading of resolutions at Town Board Meetings unless the same is requested, and that there shall be no votes taken when the question of a pending resolution is called unless an objection is stated to voting upon such resolution forthwith). Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Town Board Meeting Schedule**

Councilor Bick moved the adoption of a resolution establishing the **first** and **third Mondays** of each month as the meeting nights for **Town Board Meetings**, and **7:30 P.M.**, local time, as the hour of commencement. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

The Town Hall will be closed on the following holidays in 2012 New Year's Day- Monday January 2nd; Martin Luther King, Jr., Day – Monday January 16th

(observed) and canceling Town Board Meeting and rescheduled same to Wednesday January 18th; Presidents’ Day - Monday February 20th (observed) and canceled Town Board Meeting; Good Friday - April 6th - Town Hall will close at 12:15 P.M., Highway at 11:00 A.M.; Memorial Day Weekend – Friday May 25th and Monday May 28th (observed); Independence Day Wednesday July 4th; Labor Day – Monday September 3rd and canceling Town Board Meeting and rescheduling same for Wednesday–September 5th; Election Day – Tuesday November 6th; Veteran’s Day – Monday November 12th; Thanksgiving -Thursday November 22nd and Friday November 23rd; Christmas Eve - Monday December 24th; and Christmas Day – Tuesday December 25th.

Supervisor Ulatowski moved the adoption of a resolution canceling the Town Board Meetings of July 2nd, and August 6th, 2012 Town Board Meetings. The Town Board will meet only on July 16th and August 20th, 2012 during July and August. Motion was seconded by Councilor Johnson.

Ayes-6 and Noes-0. *Motion carried.*

**GENERAL COMMITTEE** appointment by the Supervisor:

Special Districts	Supervisor Ulatowski
Finance	Councilor Johnson
Parks, Recreation & Human Resources	Councilor Bick
Public Safety	Councilor Edick
Highway & Public Works	Councilor Weaver
Planning & Development	Councilors Johnson and Bray
Zoning Board of Appeals	Councilors Johnson and Bray
Personnel	Supervisor Ulatowski
Industrial Development	Councilor Young
Building	Councilor Edick
Recreation Facilities & Grants	
Special Committee	Councilors Bick and Young
Liaison North Syracuse School District	Councilors Bick and Edick
Liaison Liverpool School District	Supervisor Ulatowski and Councilor Young

**Salaries:**

Supervisor Ulatowski moved the adoption of a resolution that the annual salaries for the **Town Personnel** for **2012** be established as follows:

Supervisor .....	\$47,294.00 * (see executive session)
Deputy Supervisor.....	\$12,487.00
Councilors.....	\$11,285.00
Judges.....	\$36,326.00
Commissioner of Parks, Recreation & Human Resources.....	\$57,133.00
Commissioner of Finance.....	\$28,701.00
Commissioner of Planning & Development...	\$65,748.00

Town Clerk.....	\$49,684.00
Receiver of Taxes.....	\$49,684.00
Assessor.....	\$68,201.00
Highway Superintendent.....	\$77,390.00
Water Superintendent.....	\$59,946.00

Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

**Appointments:**

Supervisor Ulatowski appointed Councilor **Robert Edick**, as **Deputy Supervisor**.

**Appointment - Special Districts:**

Supervisor Ulatowski moved the adoption of a resolution appointing the **Supervisor** as Administrator of Special Districts. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Association of Towns - Membership/Dues/Delegate & Alternate Delegate:**

Supervisor Ulatowski moved the adoption of a resolution approving the annual membership of the Town of Clay in the Association of Towns and payment of the annual dues in the amount of \$1,650.00. Motion was seconded by Councilor Johnson.

Ayes-6 and Noes-0. *Motion carried.*

Supervisor Ulatowski stated that for the third year in a row the Town will not be sending a delegate or an alternate delegate to the Association of Towns meeting in New York.

**Authorization - Check Signing:**

Councilor Young moved the adoption of a resolution authorizing the **Deputy Supervisor** to sign checks drawn on Town funds in the absence of the Supervisor. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

**Town Engineers:**

Councilor Young moved the adoption of a resolution that **C & S Engineers, Inc.**, be retained by the Town of Clay to perform such services as the Town Board,

Planning Board and Zoning Board of Appeals may require, for a term of two years. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Young moved the adoption of a resolution that **C & S Engineers, Inc.**, be retained by the Town of Clay to perform such Special District services as the Town may require and authorizing the Supervisor to enter into an annual contract with said firm. Motion was seconded by Councilor Weaver.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Young moved the adoption of a resolution authorizing the Town Engineers to update the "**Town of Clay Zoning Map**" annually, with payment for same to be authorized from the General Fund of the Town of Clay. Motion was seconded by Councilor Weaver.

Ayes-6 and Noes-0. *Motion carried.*

### **Town Attorneys**

Councilor Johnson moved the adoption of a resolution retaining **Germain & Germain**, as attorney(s) for the Town of Clay, for a term of two years. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Johnson moved the adoption of a resolution retaining **Germain & Germain**, as attorney(s) for the Zoning Board of Appeals, to receive \$16,000.00 for the Zoning Board of Appeals work for the year 2012. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

### **Bank Designation:**

Councilor Johnson moved the adoption of a resolution designating the following as the official 2012 depository banks for the Town of Clay: M & T Bank; JP Morgan Chase Bank; Key Bank National Association; Bank of America Bank; Alliance Bank, N.A.; Solvay Bank, RBS Citizens Bank, First Niagara Bank, and NY CLASS - pooled cash investment program (class), or successor. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Newspaper Designation:**

Supervisor Ulatowski moved the adoption of a resolution designating the **Syracuse Post Standard** as the official Town Newspaper for 2012 and designating the **Star News** and **Liverpool-Salina Review** as an additional newspaper for the publication of legal notices. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

**Appointments - Town Officers:**

Councilor Weaver moved the adoption of a resolution appointing **Thomas Weaver**, as **Highway Superintendent** for a term of two years. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Weaver moved the adoption of a resolution appointing **Mark Territo**, as **Commissioner of Planning & Development** for a term of two years. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Weaver moved the adoption of a resolution appointing **John Shehadi**, as **Commissioner of Finance** for a term of two years. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Weaver moved the adoption of a resolution appointing **Wayne Morris**, as **Commissioner of Recreation and Human Resources** for a term of two years. Motion was seconded by Councilor Johnson.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bray moved the adoption of a resolution appointing **Gregory Root**, as **Water Superintendent** for a term of two years. Motion was seconded by Councilor Johnson.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bray moved the adoption of a resolution appointing **Mike Ploski** and **Jim Bowles**, as **Dog/Animal Control Officers** for the year 2012. Motion was seconded by Councilor Weaver.

Ayes-6 and Noes-0. *Motion carried.*

Supervisor Ulatowski stated that an appointment for **Chairman of the Planning Board** for the year 2012 would not be made at this time

Councilor Bray moved the adoption of a resolution appointing **Hal Henty**, to a term of seven years on the **Planning Board**, said term to expire December 31st, 2018. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bray moved the adoption of a resolution appointing **Charles Mangan**, as **Chairman of the Zoning Board of Appeals** for the year 2012. Motion was seconded by Councilor Young.

Ayes-6 and Noes-0. *Motion carried*

Supervisor Ulatowski moved the adoption of a resolution appointing **Brian Hall**, to fill the unexpired term of Eugene B. Young as member of the **Zoning Board of Appeals**, said term to expire December 31st, 2013. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bick moved the adoption of a resolution appointing **Karen Leibi**, to a term of five years on the **Zoning Board of Appeals**, said term to expire December 31st, 2016. Motion was seconded by Councilor Young.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bick moved the adoption of a resolution appointing **Dorothy Heller** and **Harold Baker** as **Town Historians** for the year 2012. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Supervisor Ulatowski stated that at this time the board was not ready to make a appointments for the **Board of Assessment Review** or the **Board of Ethics**.

Councilor Bick moved the adoption of a resolution appointing **JILL HAGEMAN-CLARK**, as a **MARRIAGE OFFICER** for the Town of Clay, pursuant to Section 11 of the New York State Domestic Relations Law, effective immediately, said appointment expires December 31st, 2012. Motion was seconded by Councilor Bray.

Ayes-6 and Noes-0. *Motion carried.*

Councilor Bick moved the adoption of a resolution appointing **Gloria Wetmore** and **Patricia Coates** as **Deputy Town Clerks** for a term of two (2) years, said term to expire December 31st, 2013. Motion was seconded by Councilor Johnson.

Ayes-6 and Noes-0. *Motion carried.*

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REGULAR MEETING – JANUARY 4TH, 2012
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Councilor Johnson requested that the Board go into *Executive Session* for a *Personnel Matter* at 7:31 P.M. Councilor Bick seconded the motion.

Ayes-6 and Noes-0. *Motion carried.*

The Town Board returned at 7:33 P.M. to resume the meeting.

Supervisor Ulatowski modestly stated that he had incorrectly stated his 2012 salary, using the amount for the 2011 year.\*

Councilor Young made a motion to correct the **Supervisors salary** to **\$48,476.00** as reflected in the **2012 Approved Budget**. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Approval of Minutes:**

Councilor Bray moved the adoption of a resolution to **Approve** the Minutes of the December 19<sup>th</sup>, 2011 Town Board Meeting. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Cancellations and/or requested adjournments.**

None

**Correspondence.**

Supervisor Ulatowski asked if anyone wished to address the Board on any items not on the agenda.

Ron DeTota said that on behalf of C&S Engineers he wished to thank the Town Board for the opportunity to work with the Town of Clay.

Councilor Bick stated that while the Board would miss Councilor Rycraft, he would like to welcome Councilor Young. The rest of the Board agreed.

**Bid Award - BUILDING DEMOLITION AT THE CIBRO BULK STORAGE TERMINAL:**

Supervisor Ulatowski stated that there will be no action as the Town Board and Town Engineer have not completed the review of bids.

**License Renewal (CPH) - CASUAL ESTATES MOBIL HOME COURT (ABC Estates):**

Councilor Young moved the adoption of a resolution calling a public hearing February 6th, 2012, commencing at 7:38 P.M., local time to consider the application of Casual Estates Mobile Home Court for the renewal of its license for the year 2012. Motion was seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*

**Adjournment:**

The meeting was adjourned at 7:34 P.M. upon motion by Councilor Bray and seconded by Councilor Bick.

Ayes-6 and Noes-0. *Motion carried.*