

Town of Tully
January 12, 2022

7:00pm

ANNUAL ORGANIZATIONAL MEETING
IN TOWN HALL PRACTICING SOCIAL DISTANCING

Supervisor Masters opened the meeting at 7:00pm and led in the Pledge of Allegiance. In attendance were town board members and department heads listed below. Notice of the organizational meeting was published in the Post Standard on December 28, 2021 and posted on the sign boards at the town hall and at the Tully Post Office and on the town's official website on December 23rd of 2021.

There were no comments from the floor.

Supervisor Masters advised that he had several vacancies on various boards and that the town board needed to make several appointments for those boards as follows:

RESOLUTION 1-22

Motion was made by Supervisor Masters and seconded by Councilor Speziale to reappoint Brian Albro to the Zoning Board of Appeals.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

RESOLUTION 2-22

Motion was made by Supervisor Masters and seconded by Councilor Goodwin to reappoint Millie Elgaway to the Grievance Board of Assessment Review.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

RESOLUTION 3-22

Motion was made by Supervisor Masters and seconded by Councilor Snavlin to reappoint Sarah Randall Panzarella to the Parks & Recreation Board.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

RESOLUTION 4-22

Motion was made by Councilor Snavlin and seconded by Councilor Chapman to adopt the Organizational Resolutions 1 through 24 for 2022.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

RESOLUTION 5-22

Motion was made by Councilor Snavlin and seconded by Councilor Speziale to close the organizational meeting at 7:09pm.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

(The Organizational Resolutions are included in their entirety starting on the following pages.)

ORGANIZATIONAL RESOLUTIONS

Rules of Procedure: Resolution #1

Whereas, the Town Board adopted certain rules of procedure for this Board, now therefore be it resolved that the said rules adopted during 1959 and as amended be, and are hereby, adopted in their entirety by this Board for the year 2022

Appointment of Town Officials: Resolution #2

Whereas, the Town Board of the Town of Tully requires the appointment of certain officials, now therefore be it resolved that the following appointments are hereby made by this Board with the following salaries:

Dog Control:	CNYSPCA	See Contracts Folder
Deputy Supervisor:	Chris Chapman	
Town Historian:	Nancy Chawgo	\$3,050.00
Justice Clerk:	Janis Hartnett	\$25,230.00
	Anthony Iozzo	\$25,230.00
Deputy Town Clerk:	Mary Maxfield	\$2,540.00
Assessor:	Cristine Delfuoco	\$25,960.00
Part time deputy codes enforcement officer	Ralph Lamson	\$10,000.00

Appointment of Zoning and Planning Board members: Resolution #3

Whereas, the Town Board of the Town of Tully is in need of members for the Zoning Board of Appeals and members for the Planning Board, now therefore be it resolved that the following appointments are hereby made at the following stipend with terms ending 12/31 of fiscal year...

Zoning Board of Appeals	2024	Tracy Haynes	\$400.00
	2021	Brian Albro	\$400.00
	2022	Michael Vaccaro	\$400.00
	2023	Tom Cantwell	\$400.00
	2025	William Ralbovsky	\$600.00
Planning Board	2026(T)	Steve Bielecki	\$1200.00
	2025 (T)	William Hackett	\$1000.00
Sonny battle retiring	2024(T)	TJ Shaw	\$1000.00
	2027(T)	open seat	\$1000.00
		Plus three village planning board members	

Designation of Depository of funds:

Resolution #4

Whereas, it will become necessary during the year 2022 for the Town officials to deposit monies in bank during the year, now therefore, it is resolved that the NBT Bank and the NYCLASS Bank be designated as the proper banks for deposit of funds of the said Town of Tully for the maximum amount of \$2,000,000.00, and be it further resolved that the Town Board also reaffirms the Town Investment Policy

Authorizing designation of official newspaper: **Resolution #5**

Whereas, it is necessary for the Town of Tully to designate an official newspaper

now, therefore, it is

resolved that the Syracuse Post Standard be and hereby is

designated as the official newspaper for the Town of Tully,

and it is further resolved that every official notice may be published in

the Tully_Newsletter for informational purposes only and at the discretion of the Board

Authorizing Town officials to be paid mileage: **Resolution #6**

Whereas, certain Town officials are required to use their privately owned cars on official Town business and whereas, it is desired to reimburse said Town officials for the use of their privately owned cars while traveling on Town business,

now, therefore, it is

resolved that said Town officials be reimbursed at the rate of .585 cents per mile for all traveling done on official Town business upon being authorized the use of such automobile

Authorizing Town Highway Superintendent to purchase tools, **Resolution #7**

equipment etc:

Whereas, it is necessary for the Town Highway Superintendent to make purchases of certain tools, equipment and implements and

whereas, because of emergencies arising, said purchase may be made without prior approval of the Town Board

now, therefore, it is

resolved that the Town Highway Superintendent be and hereby is authorized to make

purchases of tools, equipment and implements without prior approval of the Town Board in an amount not to exceed \$1500.00, and be it further resolved that the Town Highway

Superintendent is hereby authorized to make purchases of tires for trucks and machinery

without prior approval of the Town Board in an amount not to exceed \$2000.00, and be it

further resolved that in the event of an emergency, and whereby purchases of tools and/or

equipment exceed \$1500.00, such amount must be authorized by the Supervisor or Deputy

Supervisor, and be it further resolved that the Town Board also reaffirms the Town

Procurement Policy

Designating Registration and Election Polling Places: **Resolution #8**

Whereas, this Town Board deems the Tully Municipal Building to be a proper place

for registration, primaries and elections,

now, therefore, it is

resolved that the Board designates the Tully Municipal Building

for registration, primaries and elections

Designation of Board Meeting Nights: **Resolution #9**

Whereas, the Town Board of the Town of Tully desires to conduct regular meetings

and work sessions each month during the year 2022

now, therefore, be it

resolved that the regular monthly meeting be held on the second Wednesday of every month

or at such time as the Town Board should designate. Work sessions will be held on the fourth

Wednesday of each month or at such time as the Town Board should designate

Authorizing claims to be audited: Resolution #10
Whereas, it will become necessary for the Town Board to consider claims for payment during this year, now, therefore, it is resolved that the Town Board of the Town of Tully be and is hereby authorized to audit and pay proper certified and authorized claims as may come before it during the year; that utility, postage and health insurance claims may be paid prior to audit

Resolution fixing salaries, etc.: Resolution #11
Whereas, the Town Board of Tully sets salaries of its officers and other elected and appointed officials as set up in said budget, now, therefore, be it resolved that the salaries of such officers and other elected and appointed officials shall be paid in said amounts as set up in the budget, said salaries to be paid quarterly or monthly with the exception of the Zoning Board of Appeals members and Planning Board members who are to be paid semi-annually and the Highway Superintendent who is to be paid bi-weekly

Authorization of attendance at annual meeting of Association of Towns: Resolution #12
Whereas, the Association of Towns is holding its annual meeting in New York City, and, whereas it will be advantageous to the Town of Tully to have certain Town officials attend such meeting, now, therefore, be it

resolved that the Town Board Members, Superintendent of Highways, Town Clerk, Planning Board Members and Zoning Board of Appeals Members are hereby authorized to attend such annual meeting on the aforementioned dates and that all reasonable expenses incurred as a result of such attendance be reimbursed to them subject to the prior approval of the Board of such attendance and the discretionary imposition of a maximum amount to be reimbursed to the office attending such meeting

Changing reporting time of Supervisor's Year-end report: Resolution #13
Whereas, the Town Law Section 29(10A) provides an alternate method of preparing and publishing the supervisor's annual report, now, therefore, be it resolved that the Supervisor shall submit to the Town Clerk within 60 days after the close of the fiscal year his annual report pursuant to provision of Section 29(10a) of the Town Law

Appointment of Parks & Recreation Commission: Resolution #14
Whereas, the Town of Tully is in need of members for the Parks & Recreation commission, now, therefore, be it resolved that the following appointments are hereby made with terms ending 12/31 of fiscal year ...

- | | |
|------|--------------------------|
| 2026 | Lucas Erno |
| 2027 | Jeff Proulx |
| 2028 | Sarah Panzarella Randall |
| 2022 | David Courtwright |
| 2023 | William Donald |
| 2024 | John D'Antonio |
| 2025 | Eric Nash |

Resolution fixing salary of Parks & Recreation Coordinator: Resolution #15
Whereas, the Town Board of the Town of Tully formed a Parks & Recreation commission and so designating a coordinator,
now, therefore, be it
resolved that the Town of Tully is desirous of paying said coordinator Ryan Dando the
annual salary of \$13,220.00 payable monthly

Authorizing payment of Highway employees
and Ambulance district employees: Resolution #16
Whereas the Town Board of the Town of Tully is desirous of paying Town of Tully employees
bi-weekly,
now, therefore, be it
resolved that the Town of Tully Highway employees and the Ambulance District employees be
paid bi-weekly at the following base rates:

Highway employees
1@ \$50,627
1@ \$51,147
1@ \$51,043
1@ \$51,355

Ambulance
1@ \$56,270. Capt./EMT
3@ \$46,010 FF/EMT
1@ \$46,850 FF/EMT
2@ \$50,100 FF/EMT

Part-Time Staff \$23.00/hr.

Appointment of Grievance Day Board of Review: Resolution #17
Whereas, the Town Board of the Town of Tully is in need of a
Grievance Day Board of Review,
now, therefore, be it
resolved that the following appointments are hereby made at the following stipend per person
per day attended and with terms ending 9/30 of fiscal year...

2025	Abbey Proulx	\$100.00
2026	Millie Elgaway	\$100.00
2022	Robert Hynes	\$100.00
2023	Matt Vidler	\$100.00
2024	Haley Fedor	\$100.00

Resolution adopting and specifying particulars of and persons covered under
official undertakings: Resolution #18
Whereas, official undertakings are required under Section 25 of the Town Law and
Section 11 of the Public Officers Law for certain Town officials,
and are optional for others, unless specifically provided for by resolution of the Town Board,
and likewise the law provides for any or all such persons to be covered under a blanket surety
bond or insurance product rather than the traditional secured or bonded undertaking:
now, therefore, be it resolved that an official blanket undertaking be procured instead of
individual undertakings covering the Town Supervisor, Town Clerk, Collector or Receiver of
Taxes, Justices of the Peace, Town Superintendent of Highways, Town Bookkeeper and
Budget Officer, Town Zoning and Enforcement Officer, Fire Marshall, and that such
undertaking contain provisions defending and indemnifying against such claims and losses
arising from, out of or:

- a. through the failure of the officers, clerk and employees covered there under to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and
- b. through fraudulent, dishonest or similar acts or omissions committed by the officers, clerks and employees and covered there under, and further, that
- c. such blanket undertaking hereby approved as required is intended to and shall cover all such officers, clerks and employees of the Town as aforementioned and so required to post undertakings and, in addition, as permitted under Town Law Section 25, all such associating and subordinate employees, clerks and officers of each such department or part of Town government, including without limitation the Town Justices and Town Justice court;
- d. each of the foregoing departments, and justice court's respective deputies, clerks, secretaries, assistants and the like having claims made or liability arising from failure to properly perform such duties, and having access to Town, resident or other funds and property held by or for which the Town is responsible, or any records thereof, and thus subjecting such funds to potential theft, misappropriation, defalcation, loss or waste and otherwise as are intended, contemplated or eligible for coverage under such comprehensive blanket undertaking or coverage and including without limitation that such undertaking contain provisions indemnifying, defending and holding the Town harmless against claims or losses: (a) through the failure of such officers, clerks, employees and other persons aforementioned to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and/or (b) through fraudulent or dishonest acts committed by such officers, clerks, employees and other persons aforementioned, it having been and being the intent of the board to extend such coverage in the broadest and most comprehensive manner to all such officers, clerks, deputies, employees and other persons capable of being covered there under, as aforementioned and to ensure its blanket undertaking provides such broad and comprehensive coverage; and, it is

FURTHER RESOLVED, a copy of this resolution be delivered to the surety or insurer's representative for the Town with correspondence advising that unless promptly notified in writing to the contrary, such submission is for the purpose of ensuring and confirming such undertakings as now or previously provided for had been in place prior to thirty days of the date of commencement of office for any public officer, appointed or elected, that coverage has been and remains in place, full force and effect from its effective date, not later than January 1, 2016, and that this resolution and the undertaking(s) and or blanket undertakings/policies be filed at the office of the Town Clerk and at such other place(s) as may be required by law.

Make Application to the NYS Division of Youth: **Resolution #19**
Whereas, the Town Board of the Town of Tully so desires to make application to the NYS Division of Youth,
now, therefore, be it
resolved that the Town Board of the Town of Tully makes application to the NYS Division of Youth (Syracuse-Onondaga County Youth Bureau)

Authorizing the Supervisor to enter into contracts: **Resolution #20**
Whereas it is desirable for the Town Board of the Town of Tully to enter into contracts, now, therefore, be it
resolved that the Supervisor is authorized to enter into contracts with the following:

- a) Legal
- b) Accounting
- c) Tully Area Historical Association
- d) Tully American Legion Post 936
- e) Senior Citizens of Tully

f) Dog Shelter Services and Control

Authorizing an early monthly payroll in December of each year: Resolution #21

Whereas, it is the Town Board's desire to pay its employees earlier in December than other months during the year due to the holidays, now, therefore, be it resolved that the Town Board authorizes the final monthly payroll of the year to be paid at the Town Board meeting in December.

Appointment of a Compliance Officer: Resolution #22

Whereas, the Town Board is in need of a Compliance Officer for cases involving sexual harassment, now, therefore, be it resolved that the Town Board has appointed John Masters as the Sexual Harassment Compliance Officer.

Schedule of Developer Fees: Resolution #23

Whereas, the Town Board has determined the need for a schedule of Developer Fees, now, therefore, be it resolved that the Code Enforcement Officer for the Town of Tully has submitted a schedule of developer fees as follows:

Subdivision	
Less than 5 lots	\$150.00
5 or more lots	\$100 per lot
Variance	
Residential	\$450.00
Commercial	\$1500.00
Site Plan - SPB	
Residential	\$450.00
Commercial	\$2500.00
Site Plan - STB	
Zone Change	\$2500.00
Residential	\$1000.00
Commercial	\$2500.00
ZBA - Appeal from	
Decision of Code Officer	\$1500.00

Standard Work Days: Resolution #24

Whereas, the Town of Tully, Location code 30360, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body, now, therefore, be it

RESOLVED that the Town Board has adopted the following as standard work days for these positions in the town:

Title Standard Work Day (Hrs/day)

Supervisor	6.00
Town Board	6.00
Town Clerk	6.00
Justice	6.00
Justice Clerk	6.00
Assessor	6.00
Codes Enforcement Officer	6.00

Historian 6.00
Recreation Supervisor 6.00
Receiver of Taxes 6.00
Highway Superintendent 8.00
Laborers 8.00
Part Time and Temporary Appointed Officials 6.00
Fire Captain 8.00
Firefighter/EMT 8.00
Part Time Paramedic 8.00

(Note: Dissolved Ambulance Commission @ 12/2011 Meeting so original resolution 19 (appt. of Amb. Comm.) deleted from Organizational Resolutions)

Town of Tully
January 12, 2022

7:10pm

REGULAR TOWN BOARD MEETING
TOWN OF TULLY
TOWN HALL
5833 MEETING HOUSE RD TULLY NY

Members Present: Supervisor John Masters
Councillor John Snavlin
Councillor Frank Speziale
Councillor Christopher Chapman
Councillor Catherine Goodwin

Town Clerk Susan Vaccaro, RMC

Others present: Financial Officer Thomas Chartrand, Highway Superintendent John Herold, Parks & Rec Director Ryan Dando, Fire Captain Chad Wakula, The Tully News Editor Ben Bibik, Jeff Bordwell, John Rybinski, and Kyle Rodriguez

Approval of Minutes

The minutes of the December 8th meeting were made available via email and regular mail.

Motion was made by Councillor Speziale and seconded by Councillor Chapman to approve the minutes.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

Vouchers

Motion was made by Councillor Snavlin and seconded by Councillor Goodwin to pay the audited bills out of the proper funds.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

Financial Report

Tom Chartrand reviewed the monthly statement of supervisor and reported on town clerk fees over \$2500, mortgage tax which is up almost \$61,000 to budget; New York State AIM-related payments which were about \$8000; and there was a refund of grant monies for the roof on the train station. On the big report, Tom reviewed general spending and revenues, highway spending and revenues as well as ambulance spending which is at 81% and up \$67,000 on revenues.

RESOLUTION 6-22

Motion was made by Councillor Snavlin and seconded by Councillor Goodwin to accept the financial report for December 2021.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

Highway

John Herold reported on the following:

- We had a good month; some minor repairs
- Installed highway speed limit signs on Lake and Wetmore roads
- Crew is cleaning the shop; cleaning up tools, parts, etc.

- December we were out 9 times and 15 times so far this month
- John reported he had received a letter from the grant program for Bridge NY regarding the bridge repair recently discussed, and it was declined. Brief discussion followed on how to proceed from here.

Ambulance

Captain Chad Wakula reported on ambulance activities:

- Number of EMS calls for December was 41
- Total ambulance calls for 2021 was 576
- We had to replace the battery in the Medicar as well as both batteries in A-1
- All career staff members are now vaccinated

Parks & Recreation

No report this evening.

Fire

No report this evening.

Floor

John Rybinski gave a presentation regarding the recently extended deer hunting season across the southern zone of NYS, December 26 till January 1st. (Handouts were provided to the town board members.)

Mr. Rybinski explained that no sportsmen or deer hunting group asked for the holiday hunt. In fact, it appears that the majority of those groups are in opposition to the regulation which will hinder all forms of outdoor activities such as cross-country skiing, dog walking, and small game hunting just to name a few. He asked the board to consider adopting a resolution opposing this holiday hunt, a sample of which is enclosed in the packet.

Supervisor Masters responded that they could vote on it at next month's meeting, but that he would like our town attorney to review it first. Brief discussion ensued including comments by Jeff Bordwell, owner of Legends of Fall Outfitters on Rt. 11 in Tully, also expressing his concerns regarding this holiday hunt.

Councilor Speziale mentioned that there had been complaints by a resident on Vesper Hill Road regarding a neighbor burning garbage. Brief discussion.

Information from Supervisor

Mr. Masters advised the board that he had received a letter of resignation from Sonny Battle who has served on the planning board for many years. He thanked Sonny for his service to the community. Ben Bibik was then asked to advertise the position in the Tully newsletter. Mr. Masters then asked the board to make a motion to accept the resignation.

RESOLUTION 7-22

Motion was made by Supervisor Masters and seconded by Councilor Speziale to accept the resignation of Sonny Battle from the joint planning board.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

Supervisor Masters announced that there would be a representative from the NYS Department of Labor conducting training for town officials here at the town hall on January 20th at 2pm.

Town of Tully
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Mr. Masters also advised that the agreement between the Town of Tully and Honeywell and OCWA had been officially signed by all parties.

There was also some discussion regarding the Teamsters agreement which needed to be signed by both parties. John said he would follow up on that.

The town supervisor next advised that a member of the community had started a signup on a database and it was promoted on Facebook by a village board member. Lengthy discussion followed after which it was decided that the town board would not support this since the program was not secure.

Legal

In the absence of our town attorney this evening, Supervisor Masters informed the town board members that he had been asked by Cris Delfuoco, our assessor, to adopt a resolution authorizing an extension of a partial property tax exemption for 2022 which is included below:

RESOLUTION 8-22

Motion was made by Supervisor Masters and seconded by Councilor Speziale to authorize an automatic extension of a partial property tax exemption for 2022 for senior citizens & disabled persons with low income.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

There being no further business, the following motion was made:

Close of Meeting

Motion was made by Councilor Speziale and seconded by Councilor Snavlin to adjourn the meeting at 8:00pm.

(Masters, Snavlin, Speziale, Chapman, Goodwin) Ayes 5 Nays 0

Respectfully submitted,

Susan Vaccaro, Town Clerk