

Town of Tully
January 11, 2023

7:00pm

ANNUAL ORGANIZATIONAL MEETING
IN TOWN HALL
5833 MEETINGHOUSE RD, TULLY, NY 13159

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 after the organizational resolutions. Notice of the organizational meeting was published in the Post Standard on January 1, 2023 and posted on the sign boards at the town hall and at the Tully Post Office and on the town's official website.

There were no comments from the floor.

RESOLUTION 1-23

Motion was made by Councilor Chapman and seconded by Councilor Speziale to adopt the Organizational Resolutions for 2023 as presented.

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

RESOLUTION 2-23

Motion was made by Councilor Snavlin and seconded by Councilor Speziale to close the organizational meeting at 7:05pm.

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

(The Organizational Resolutions are included in their entirety 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 2023

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
	2024(T)	TJ Shaw	\$1000.00
	2027(T)	John Casey	\$1000.00

Plus three village planning board members

Designation of Depository of funds:

Resolution #4

Whereas, it will become necessary during the year 2023 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 .655 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, equipment etc:

Resolution #7

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 2023 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 Trina Storm
- 2029 Sarah Brown-Paul
- 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 Sarah Panzarella the annual salary of \$13,620.00 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@ \$53,601
	1@ \$53,809
	1@ \$53,601
	1@ \$53,913
Ambulance	1@ \$57,960 Capt./EMT
	2@ \$47,390 FF/EMT
	1@ \$46,850 FF/EMT
	2@ \$51,600 FF/EMT
	1 open position FF/EMT@ \$45,490
Part-Time Staff	\$23.00/hr.
Including FF/EMT & Paramedics	
Part-Time EMT	\$18.00/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 |
| 2027 | open seat | \$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 desirous 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	\$2500.00
Zone Change	
Residential	\$1000.00
Commercial	\$2500.00
ZBA - Appeal from Decision of Code Officer	\$1500.00

Schedule of Town Clerk Fees :

Resolution #24

Whereas, the Town Board has determined the need for a schedule of fees charged by the town clerk, now, therefore, be it resolved that the Town Clerk for the Town of Tully has submitted a schedule of fees as follows:

Dog licensing	\$5.00/spayed or neutered
Not spayed/neutered	\$13.00
Senior discount	\$2.50

Pavilion rental	
Deposit	\$50.00
Rental	\$50.00
Variance	\$50.00
Building Permit	\$50.00 - \$250.00
Zoning Map	\$2.00
Marriage Licenses	\$40.00
Certified Copy	
of Marriage License	\$10.00
Zoning Ordinance Book	\$15.00

Schedule of Highway Superintendent Driveway Permit Fees:

Resolution #25

Whereas, the Town Board has determined the need for a schedule of driveway permit fees, now, therefore, be it resolved that the Highway Superintendent for the Town of Tully has submitted a schedule of fees as follows:

12" pipe	\$7.00 per foot	Runner crush \$10.25 per ton
15" pipe	\$9.00 per foot	
18" pipe	\$13.00 per foot	
24" pipe	\$20.50 per foot	
30" pipe	\$31.00 per foot	
36" pipe	\$40.00 per foot	

Standard Work Days:

Resolution #26

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 11, 2023

7:10pm

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

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

Town Clerk Susan Vaccaro, RMC

Others present: Town Attorney Robert S. DeMore, Financial Officer Thomas Chartrand, Highway Superintendent John Herold, Fire Captain Chad Wakula, *The Tully News* Editor Ben Bibik, Code Enforcement Officer Ralph Lamson, Fire Commissioner Dan Cooter

Approval of Minutes

The minutes of the December 14th meeting were made available via email.

Motion was made by Supervisor Masters and seconded by Councilor Snavlin to approve the minutes.

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

Vouchers

Motion was made by Councilor Speziale and seconded by Councilor Chapman to pay the audited bills out of the proper funds.

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

Financial Report

Tom's report was brief this evening, but he advised that the general fund expenses were 90% and the revenues were 117%. For the highway fund, expenses were 69% and revenues were 106%. For the ambulance fund, expenses were 84% while revenues were 106%. After a brief discussion came the following motion:

RESOLUTION 3-23

Motion was made by Councilor Snavlin and seconded by Councilor Speziale to accept the financial report for December.

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

Comprehensive Plan Update

Planning Board Chairperson Steve Bielecki advised the town board that a subcommittee had been formed to work on updating the plan. The committee consisted of Steve, Dennis Daly, Kathy Vernay and Frank Speziale. They looked at two engineering firms and decided upon Barton & Loguidice as consultants to help develop the plan going forward at a cost of \$49,000 to the town. As far as a timeline, the committee is looking at July 2023 to complete the update including conducting five workshops. The workshops would be conducted inviting public input as well.

Following Mr. Bielecki's presentation, Supervisor Masters asked the board if they agreed to approve the cost of the contract with Barton & Loguidice. All agreed after which came the following motion:

RESOLUTION 4-23

Motion to accept the contract with Barton & Loguidice to update the Comprehensive Plan at a cost of \$49,000 was made by Councilor Chapman and seconded by Councilor Goodwin.

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

Highway

John Herold reported on the following:

- We had a good month; did some minor repairs
- We went out 22 times in December
- Worked on one of the overhead doors in the shop
- John reported he had submitted applications for the Bridge NY program
- Still working with FEMA.
- Found four companies that would replace the roof on the shop. Lengthy discussion ensued regarding the condition of the entire building. John reported that the whole building would have to be replaced eventually, and it would cost upwards of \$1million. Councilor Speziale suggested forming a committee to decide what is feasible and when it could or should be done. Mr. Chartrand suggested checking on grant monies. Discussion was tabled until next meeting.

Ambulance

Captain Chad Wakula reported on ambulance activities:

- Number of EMS calls for December was 63
- Number of calls for 2022 was 628
- Currently getting canvas letters back from the civil service candidates
- Replaced rear brakes on A-1
- Medications and supplies are still in various stages of back order
- I will be hiring Rachelle Burkett as a part-time paramedic

Parks & Recreation

In the absence of Sarah Panzarella, Mr. Masters reported that the Town of Fabius had lost their swim lessons and wondered if they could join Tully's program. Our program director agreed to do that but is now asking the board if she could add a swim sight director position, assuming Fabius would pay some of the fees. It was suggested that an intermunicipal agreement between Fabius and Tully would be appropriate. Brief discussion followed.

Fire

Commissioner Dan Cooter reported that they just had their organizational meeting and swore in three officers.

The siren behind the hardware store in Tully has finally been torn down. Brief discussion.

Update on NYSERDA Grant

Councilor Goodwin reported that as of last Monday, we had not received the check for the grant. When it comes in, she will then coordinate the contractors for the three installations.

Information from Supervisor

Mr. Masters reminded the board that last month they had discussed the WiFi locks for the concession stand restrooms and the town hall. Supervisor Masters asked the board if they would approve the expenditure of \$500.00 for the WiFi locks in the restrooms which he feels is a reasonable amount. They agreed.

RESOLUTION 5-23

Motion was made by Councilor Snavlin and seconded by Councilor Goodwin to approve the expenditure of \$500.00 for the WiFi locks in the restrooms at the concession stand.

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

Mr. Masters also advised that for the town hall, keys have been given out over the years, so we're not sure who has keys to this building. WiFi locks for the two back doors would cost \$2500.00. The town supervisor feels it would be a worthwhile investment. We could change access codes once or twice a year, if necessary. We would also have to find out the cost of battery replacement.

RESOLUTION 6-23

Motion was made by Councilor Speziale and seconded by Councilor Snavlin to approve the expenditure of \$2500.00 for the WiFi locks in the town hall.

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

Legal

Supervisor Masters wanted to let everyone know that we had gotten two new solar applications, one is an add-on to the Potter North and the other is the Shirley project on Rt. 11.

Attorney Robert DeMore explained that they are Tier 3 solar applications. He also went on to explain that he would like to create an overlay district which would be a way to have more control over these applications and where the solar farms would be located. Lengthy discussion followed after which came the following motion:

RESOLUTION 7-23

Motion was made by Councilor Snavlin and seconded by Councilor Speziale to schedule a public hearing on February 8, 2023 at 7pm for a proposed local law imposing a moratorium on Tier 3 solar applications and authorizing our town attorney to refer the matter to County Planning.

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

Lastly, Councilor Speziale brought up the Rt. 81 project. There was a brief discussion regarding why Tully would be involved with it. Supervisor Masters advised everyone that we were pulling out of it, but originally we got involved because we were concerned about interruption of commerce and access to the hospitals. Brief discussion ensued.

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

Close of Meeting

Motion was made by Councilor Speziale and seconded by Councilor Chapman to adjourn the meeting at 8:30pm.

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

Respectfully submitted,

Susan Vaccaro, Town Clerk