Organizational Meeting, Town of Pitcairn January 10, 2023

A regular meeting was held on January 10, 2023, at the Pitcairn Town Hall, with the following people present:

PRESENT: SUPERVISOR CLYDE FRANK JR.

COUNCILMAN PAUL JACKSON

COUNCILMAN LAWRENCE EVANS

COUNCILWOMAN ANN HALL

COUNCILWOMAN DORA MCINTOSH

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; LELAND RYAN, BUDGET OFFICER;

VISITORS: BARBARA FRANK, PAUL COUNTRYMAN

ABSENT: LARRY ATKINSON

1. Supervisor Frank called the meeting to order at 6:30pm
2. The Pledge of Allegiance was said
3. Supervisor Frank opened the floor to public comments

**Public Comments:**

* **No comments**

1. **RESOLUTION #1/23 APPOINTMENTS** Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the appointments were made as follows:

ATTORNEY: (PETER WALTON) KENDALL, WALTON, & BURROWS

BUDGET OFFICER: LELAND RYAN

CODE ENFORCEMENT OFFICER: LARRY ATKINSON

DOG CONTROL OFFICER: DAN MOYER

GRAVE DIGGER: MICHAEL FRENCH

HISTORIAN: LELAND RYAN

DEPUTY TAX COLLECTOR: AMANDA JOHNSON

DEPUTY REGISTRAR: AMANDA JOHNSON

DEPUTY TOWN CLERK: AMANDA JOHNSON

DEPUTY SUPERVISOR: JESSICA JENACK

BANK: COMMUNITY BANK NA

NEWSPAPER: WATERTOWN DAILY TIMES

Roll call vote: COUNCILMAN JACKSON YES

COUNCILMAN EVANS YES

COUNCILWOMAN MCINTOSH YES

COUNCILWOMAN HALL YES

SUPERVISOR FRANK JR. YES

1. **RESOLUTION #2/23** Councilwoman McIntosh made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the salaries set between the Town Board and appointees have been agreed upon and accepted.

Roll call vote: COUNCILMAN JACKSON YES

COUNCILMAN EVANS YES

COUNCILWOMAN MCINTOSH YES

COUNCILWOMAN HALL YES

SUPERVISOR CLYDE FRANK JR. YES

1. **RESOLUTION #3/23** Councilman Evans made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; the Policies have been reviewed and accepted by the Board.

Roll call vote: COUNCILMAN JACKSON YES

COUNCILMAN EVANS YES

COUNCILWOMAN MCINTOSH YES

COUNCILWOMAN HALL YES

SUPERVISOR CLYDE FRANK JR. YES

1. **CLERK’S REPORT:**

1 conservation license 5.89

1 dog license 16.00

1 marriage license 17.50

TOTAL LOCAL SHARES REMITTED: 39.39

TOTAL NON LOCAL REVENUES: 554.61

TOTAL STATE, COUNTY, & LOCAL REVENUES: 594.00

1. **HIGHWAY NEWS:**

* Repairs were made to the truck to get it ready to post on the auction site. Clerk Thomas will also advertise it in the newspaper and bargain hunter.
* Provided the Board with the Shared Service agreement from the County.

1. **RESOLUTION #4/23** Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: **RESOLVED;** By Town Board, Town of Pitcairn

**WHEREAS**, The Town of Pitcairn is desirous of St. Lawrence County Department of Highways providing shared services such as paving, signage, road stripping, blasting, and other routine maintenance activities to the Town, and

**WHEREAS**, both the Town of Pitcairn and the County of St. Lawrence are desirous of promoting partnering efforts for the safety of the traveling public in St. Lawrence County, and

WHEREAS, in this joint cooperative endeavor the Town of Pitcairn and the County of St. Lawrence desires to be reimbursed for their expenditures, and

**WHEREAS**, the Town is aware that the County may incur liability in the providing of the services and wishes to indemnify the County in the regard,

**NOW, THEREFORE, BE IT RESOLVED** that to the fullest extent permitted by law, the Town of Pitcairn will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liens, judgements, damages, losses and expenses, including legal fees and all court costs and liability ( including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of its directors, officers, employees, contractors, representatives, or agents.

**BE IT FURTHER RESOLVED** that the following request for General Liability(GL) coverage is as follows:

General Liability Insurance

On an “Occurrence” basis, with the following limits:

$1,000,00 Each Occurrence

$3,000,000 General Aggregate

$1,000,000 Products Aggregate

$1,000,000 Personal Injury

$ 50,000 Fire Damage Legal Liability

$ 5,000 Medical Payment Expense

**BE IT FURTHER RESOLVED,** that St. Lawrence County shall be an additional insured on the GL Policy, via ISO endorsement CG 2026

Roll call vote: COUNCILMAN JACKSON YES

COUNCILMAN EVANS YES

COUNCILWOMAN HALL YES

COUNCILWOMAN MCINTOSH YES

SUPERVISOR FRANKN JR. YES

1. **SUPERVISOR’S REPORT:**

* Supervisor Frank handed out his report and reconciled bank statements.
* A discussion about finding a new justice was held. Supervisor will email Albany to see if they can find someone to take over until the next class is held in April.

1. **NEW/UNFINISHED BUSINESS:**

* Councilman Jackson says he will contact the Dog warden to see where we’re at with the dog enumeration.
* Councilman Jackson will also contact Assessor James Snyder and ask him to be present at the next meeting with a report.
* Councilwoman Hall asked to schedule a public meeting on Tuesday January 24th at 6:00pm to discuss Covid money. It was suggested that everyone bring a few ideas to the table.
* The Board will audit the Justices and Clerk’s books after next meeting.

1. **RESOLUTION #5/23 AUDIT BILLS** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the bills on Abstract #1/23 were found to be correct and authorize the Supervisor to pay them in the following amounts.

**GENERAL FUND NUMBERS 1 THROUGH 8 997.64**

**TOTAL ALL CLAIMS 997.64**

1. **RESOLUTION #6/23 BUDGETARY TRANSFERS** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the following budgetary transfers be made to balance out the 2022 year.

**GENERAL FUND BUDGET TRANSFERS**

**TO: A1410.1 TOWN CLERK- PERSONAL SERVICES .08**

**TO: A1670.4 CENTRAL PRINTING- CONTRACTUAL 18.22**

**TO: A4050.1 CODE ENNFORCEMENT-PER.SRVS .04**

**TO: 5010.1 SUPT.HIGHWAY-CONTRACTUAL .36**

**FROM: A1010.4 TOWN BOARD-CONTRACTUAL 18.70**

**HIGHWAY BUDGET TRANSFERS**

**TO: DA5130.4 REPAIRS-TRUCKS/EQUIP.-CONT’L 650.00**

**TO: DA5142.41 SNOW REMOVAL-DIESEL 830.00**

**TO: DA5148.41 SNOW REMOVAL-COUNTY 130.00**

**TO: DA9030.8 SOCIAL SECURITY,MED. 280.00**

**FROM: DA5142.1 SNOW REM.-PERSONAL SERVICES 1890.00**

Roll call vote: COUNCILMAN JACKSON YES

COUNCILMAN EVANS YES

COUNCILWOMAN MCINTOSH YES

COUNCILWOMAN HALL YES

SUPERVISOR CLYDE FRANK JR. YES

1. Councilman Jackson made the motion, seconded by Councilman Evans to adjourn the meeting. All in favor. Meeting adjourned at 7:57pm.