

January 5, 2022

ORGANIZATIONAL MEETING

The Town Board of Martinsburg held their Organizational Meeting on Wednesday, January 5, 2022 at 5:00 PM at the Municipal Offices at 5405 Cemetery Road. Present were: Supervisor Terrence Thisse; Councilmen Brad Allen, Darren Jantzi, Janusz Karelus and Michael McGrath; Highway Superintendent Tyler Jones and Town Clerk Mary Kelley.

Oaths of office were taken from the newly re-elected officials.

APPOINTMENTS

Councilman McGrath made a motion, seconded by Councilman Karelus approving the following appointments. All were in favor. Motion carried.

BANKS: Key Bank, KBCN and Community Bank

TOWN ATTORNEY: Joseph Russell

HISTORIAN: Sue Adsit

REGISTRAR: Mary Kelley

HEALTH OFFICER: Dr. Manjo Vora

DOG CONTROL OFFICER: Bobbie Marra

DEPUTY DOG CONTROL OFFICER: Nicholas Astafan

DEPUTY SUPERVISOR: Darren Jantzi

TOWN NEWSPAPERS: Journal & Republican; Watertown Times

CUSTODIAN: Bobbie Marra

LAND USE OFFICER: Michael Pleskach

COOPERATIVE TUGHILL COUNCIL: Douglas Dietrich

ZBA: Jean McGrath 01/1/2022 – 12/31/26

PLANNING BOARD: Michael Colwell 01/01/2022 – 12/31/26

RECORDS MANAGEMENT OFFICER: Mary Kelley

NYMIR SAFETY CO-ORDINATOR: Tyler Jones

AFFIRMATIVE ACTION OFFICER: John Karelus

COMPLIANCE OFFICERS: Brad Allen and Terrence Thisse

FAIR HOUSING OFFICER: Janusz Karelus

FAIR HOUSING AGENCY: Lewis County Fair Housing

Discussion was held on the hourly wages. Councilman Allen made a motion, seconded by Councilman Karelus setting the following hourly wages. All were in favor. Motion carried.

Whitaker Park Superintendent: \$16.00 per hour

Whitaker Park Assistant: \$13.50 per hour

Highway Deputy: \$.50/hr over original salary

Deputy Town Clerk:(\$14.00)

Justice Clerk: \$15.00/hr

Part time highway: \$15.00 per hour

Discussion was held on current policies. Councilman Allen made a motion, seconded by Councilman Karelus approving the current policies. All were in favor. Motion carried.

- Employee Handbook
- Workplace Violence and Harassment Prevention Policy

- Investment Policy
- Disabilities Act Policy
- Code of Ethics Policy
- Drug Policy
- Equal Opportunity Policy
- Procurement Policy
- Fair Housing Policy

BOARD MEETING DATES

Councilman McGrath made a motion, seconded by Councilman Allen setting the meeting dates for the Town of Martinsburg as the third Wednesday of each month at 7:00 PM. All were in favor. Motion carried.

Supervisor Thisse explained that in order to proceed with renewal of a six month CD with Community Bank, the board would need to rescind a previous motion. Councilman Karelus made a motion, seconded by Councilman Jantzi to rescind a motion made on August 18, 2021 that authorized the Supervisor to arrange for a Letter of Credit with Community Bank for disconnect security for LED Street Lighting. All were in favor. Motion carried.

Discussion was held on the probability of receiving a water bill from the Village of Lowville. There was a structure fire in West Martinsburg. Martinsburg Vol. Fire Department inadvertently took water from the wrong hydrant in the Village of Lowville and they want reimbursement. The Town Board is not happy with this matter.

Discussion was held on the Town of Greig contracting with the Town of Martinsburg to use our Dog Control Officer. They have offered \$.81 per mile plus \$20 per month towards cell phone service.

Discussion was held on the purchase of land from 3-G Volunteer Fire Department for the Glenfield Water District. It was questioned whether or not a subdivision is required.

Supervisor Thisse showed the board a breakdown of 2022 CD reinvestment. \$3,629,979 has been invested in a CD at Community Bank – six months at 0.15% interest.

Highway Superintendent Jones reported that Todd Nash from Roaring Brook Wind Project is offering to pay to have Flat Rock Road to Joe's Pond Road – townline - paved. No paving will be done on Carey Road.

Discussion was held billing on outside users in Glenfield Water District.

Councilman McGrath made a motion, seconded by Councilman Karelus to adjourn at 5:55 PM. All were in favor. Motion carried.

Respectfully submitted,

Mary Kelley, Town Clerk