

TOWN BOARD ORGANIZATIONAL MEETING

January 12, 2022

The 2022 Organizational Meeting was called to order by Supervisor Jeffrey Shippee at 7PM. Those present were Councilors Dianne Hurley, Michele Robillard, Mark Rice and Superintendent of Highways Duane Sykes. No one was in attendance from the public.

Whereas, the Town Board of the Town of Edwards has met for the purpose of Annual appointments and designations:

Motion by Town Councilor Rice second by Town Councilor Robillard to appoint Jan Lennox as Deputy Supervisor for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Rice to hold regular monthly meeting of Town Board on the second Wednesday of each month at 7:00PM at the Town Hall. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard second by Town Councilor Hurley to include public participation on the agenda for the regular town Board meeting at the end of each meeting limited to 3 minutes per person. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to appoint Dawn Mullaney as Town Historian for year 2022 at annual salary of \$500.00 payable in November. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to appoint Deborah Bullock as the Town of Edwards Records Management Officer to follow elected term. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay.

Motion by Town Councilor Hurley second by Town Councilor Rice to pay members of Assessment Board of Review an annual fee of \$100.00, if a second meeting is held, they will be paid an additional \$50.00. Payment to be made after completion of final assessment roll for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to designate the Watertown Daily Times as the official newspaper for all Public Notices for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Rice that Supervisor be a member of St. Lawrence Co. Supervisor's

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Association, to attend meetings thereof with privilege of inviting Town Board members to attend and the Town to pay expenses incurred and also to pay any dues that may be levied. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard seconded by Town Councilor Hurley to appoint James Mullaney as Deputy Highway Superintendent, for a one year, term ending December 31, 2022, with an annual salary of \$500.00, payable in November. As allowed by the NYS Town Highway Superintendent's Highway Laws. The salary and appointment to be revisit as needed. Adopted: 4 Ayes Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to authorize Town Membership in NYS Association of Towns and to pay necessary dues and authorize Town Officers to attend meetings and be reimbursed for expenses. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nays

Motion by Town Councilor Hurley second by Town Councilor Robillard to pay Town Officers and Employees to be paid by the prevailing IRS rate per mile \$0.585 for use of private auto on official business, and to reimburse officers and employees for other necessary expenses for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard second by Town Councilor Rice to reimburse Planning and Zoning Board Members for expenses for training. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard second by Town Councilor Hurley to pay salaries to Supervisor, Highway Supt., Town Clerk, Deputy Town Clerk, Town Justices, Town Justice Clerk, Town Secretary to the Supervisor, Town Water & Sewer Administration, Council Members, and Assessors as specified in the 2022 Town Budget. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Rice to appoint Phillip Soper, Patricia Davis and Fred Finley as Cemetery Trustees for the year 2022 and to designate Fred Finley as Secretary of Trustees at an annual salary of \$750.00 payable in November. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Rice designating the Law Firm of Case & Leader as Town Attorneys for

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2022. Paid on as need bases. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard second by Town Councilor Rice to designate Community Bank, NA as the Official Depository for Town Funds and the Supervisor as Chief Fiscal Officer, shall utilize the service of any bank operating in St. Law. Co. for the deposit of idle funds of the Town in interest bearing accounts in such manner as to reasonably maximize the interest return on such funds and shall comply with all State Regulations relative to security for such funds or Certificates of Deposit. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard to appoint Maria Moyer as Town Dog Control Officer for 2022 with Daniel Moyer as non-pay assistant. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to accept and approve Supervisor Shippee to sign the Lease/Service agreement for Dog Pound/Shelter Services with Daniel Moyer for 2022, at the cost of \$600.00 payable at this time. Dogs held for court cases are \$20.00 per day to be paid by the Town due to the increased amount of resources required for housing such dogs. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Rice to appoint Duane Sykes as Town Safety Officer, \$1500 per year for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard to appoint Larry Atkins as Town of Edwards Code Enforcement officer for 2022. Adopted: 4 Aye Hurly, Robillard, Rice & Shippee 0 Nays

Motion by Town Councilor Robillard second by Town Councilor Rice to appoint Michael Webster & Alice Antwine to the Zoning Board of Appeals for a 5-year term to expire December 2026. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard to accept the Town Procurement Policy as is for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard to set \$10.00 as a price for a copy of Town Zoning Laws

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(Land Use Regulations) for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Rice second by Town Councilor Robillard that the Edwards Town Board has set six (6) hours as the standard work day for the Town Clerk & Assessor for 2022. That the Highway Superintendent's standard work day is set at eight (8) hours, for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Robillard second by Town Councilor Rice to accept the Town Workplace Violence Prevention Policy & Incident Reporting per update for 2022. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard to accept the Town of Edwards Emergency Preparedness Plan as is for 2022 Adopted: 4 Aye, Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard for review by all of the Town of Edwards Local Law No.1 of the Year 2012, accept the Town of Edwards Code of Ethical Conduct, all to sign receipt of code for 2022. Adopted: 4 Aye Hurley, Robillard, Shippee, Rice & 0 Nay

Therefore be it Resolved; that the Town Board of the Town of Edwards have held their annual organizational meeting and all the above take effect immediately. Motion to accept by Town Councilor Robillard second by Town Councilor Hurley. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nay

Motion by Town Councilor Hurley second by Town Councilor Robillard to adjourn at 7:13. Adopted: 4 Aye Hurley, Robillard, Rice & Shippee 0 Nays

I, Deborah Bullock, Clerk of the Town of Edwards, County of St. Lawrence State of New York, Do hereby certify that the above is a true and exact copy of Edwards Town Board Organization Meeting duly passed by the Town of Edwards Council at the Regular Town Board Meeting held on January 12, 2022

Deborah Bullock
Edwards Town Clerk

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