

TOWN OF PERU
2023 ORGANIZATIONAL MEETING

Resolution #1

RESOLUTION ESTABLISHING 2023 SALARY AND PAYMENT OF ELECTED OFFICIALS

Motion by: _____ Second by: _____

BE IT RESOLVED that 2023 salaries for Town of Peru Elected Officials be set as follows:

Town Council Members	\$9,180.00 /Annually, Paid Monthly
Town Supervisor	\$32,400.00/Annually, Paid Monthly
Town Clerk/Tax Collector	\$31,056.38/Annually, Paid Monthly
Town Justices	\$22,461.84/Annually, Paid Monthly
Highway Superintendent	\$69,565.00/Annually, Paid Bi-weekly

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #2

RESOLUTION ESTABLISHING 2023 APPOINTEES

Motion by: _____ Second by: _____

BE IT RESOLVED that the following appointments for 2023 be made:

APPOINTMENTS

POSITIONS

- | | |
|-----------------------------------------|---------------------------------------------|
| 1. Courtney Tetrault | Water & Wastewater Treatment Plant Operator |
| 2. Robert Guynup | Codes & Zoning Enforcement Officer |
| 3. Pamela Barber | Confidential Secretary to the Town Board |
| 4. Dianne Miller | Registrar of Vital Statistics |
| 5. Judy Akey | Deputy Registrar of Vital Statistics |
| 6. Judy Akey | Account Clerk/Receptionist |
| 7. Holly Stone | Clerk to the Town Justices |
| 8. Andrew Bizga | Part Time Clerk to the Town Justices |
| 9. James Douglass | Deputy Supervisor |
| 10. Brandy McDonald | Budget Officer |
| 11. Christine Crawford | Typist (Codes & Zoning Dept.) |
| 12. Carlene Heipel | Typist (Highway & Water/Sewer Dept.) |
| 13. Richard Williams | Planning Board Chairperson |
| 14. Ryan Davies | Planning Board Vice Chairperson |
| 15. James Falvo | Zoning Board of Appeals Chairperson |
| 16. Sean Lukas | Zoning Board of Appeals Vice Chairperson |
| 17. Judy Akey | Deputy Town Clerk/Tax Collector |
| 18. Helen Nerska | Town Historians |
| 19. TBD | Recreation Director |
| 20. TBD | Assistant Youth Director |
| 21. TBD | Youth Commission Chairman |
| 22. T'Chaka Sikelianos | Dog Control Officer |
| 24. Department Heads | Purchasing Agents General Fund |
| 25. Mike Farrell, Hwy. Supt. | Purchasing Agent Highway Fund |
| 26. Tyler Jarvis | Highway Foreman, Deputy Hwy. Supt. |
| 27. Courtney Tetrault, Parks, W/S Supt. | Purchasing Agent Water/Sewer Fund |
| 28. Chad Frechette | W/S & Parks Foreman |

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried

Resolution #3

RESOLUTION ESTABLISHING 2023 SALARIES AND PAYMENT FREQUENCY FOR TOWN OF PERU APPOINTEES

Motion by: _____ Second by: _____

BE IT RESOLVED that the following 2023 salaries and payment frequencies be set as follows:

Water/Sewer Superintendent	\$72,395.00/Annually, Paid Bi-Weekly
Code/Zoning/Planning Officer	\$56,586.00.00/Annually, Paid Bi-Weekly
Confidential Secretary to the Board	\$53,600.00/Annually, Paid Bi-Weekly
Registrar of Vital Statistics	(Under Town Clerk)
Deputy Registrar of Vital Statistics	(Under Deputy Town Clerk)
Account Clerk/Receptionist	\$23.93/Hourly, Paid Bi-Weekly
Clerk to Town Justices	\$47,958.00/Annually/Paid Bi-Weekly
Part Time Clerk to the Town Justices	\$19.88/Hourly, Paid Bi-Weekly
Deputy Supervisor	\$1,578.00/Annually/Paid Monthly
Budget Officer	\$1,578.00/Annually/Paid Monthly
Typist - Codes/Zoning/Planning	\$20.77/Hourly, Paid Bi-Weekly
Typist - Highway & Water/Sewer	\$23.07/Hourly, Paid Bi-Weekly
Deputy Town Clerk/Tax Collector	\$2,008.80/Annually, Paid Bi-Weekly
Recreation Director	TBD/Annually, Paid Monthly
Assistant Youth Director	TBD/Annually, Paid Seasonally
Dog Control Officer	\$12,420.00/Annually, Paid Monthly

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #4

RESOLUTIONS ESTABLISHING 2023 TOWN DEPARTMENT LIAISONS

Motion by: _____ Second by: _____

BE IT RESOLVED that the following 2023 Town Board Liaison assignments are approved by the Town Board:

- PLANNING/ZONING Richard Barber & Mel Irwin
- WATER/SEWER: Richard Barber & Jim Douglass
- HIGHWAY: Mel Irwin & Richard Barber
- PARKS/RECREATION: Jim Douglass & Kregg Bruno
- YOUTH COMMISSION: Jim Douglass & Mel Irwin
- LIBRARY: Kregg Bruno & Mel Irwin
- DOG CONTROL OFFICER: Jim Douglass & Kregg Bruno
- JUSTICE SYSTEM Kregg Bruno & Richard Barber

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #5

RESOLUTION ESTABLISHING 2023 REGULAR TOWN BOARD MEETING DATES AND STARTING TIMES.

Motion by: _____ Second by: _____

BE IT RESOLVED that the following dates/times make up the 2023 Regular Town Board Meeting Schedule:

2023 REGULAR TOWN BOARD MEETING SCHEDULE

Monday	January 9, 2023	6:00 PM
Monday	January 23, 2023	6:00 PM
Monday	February 13, 2023	6:00 PM
Monday	February 27, 2023	6:00 PM
Monday	March 13, 2023	6:00 PM
Monday	March 27, 2023	6:00 PM
Monday	April 10, 2023	6:00 PM
Monday	April 24, 2023	6:00 PM
Monday	May 8, 2023	6:00 PM
Monday	May 22, 2023	6:00 PM
Monday	June 12, 2023	6:00 PM
Monday	June 26, 2023	6:00 PM
Monday	July 10, 2023	6:00 PM
Monday	July 24, 2023	6:00 PM
Monday	August 14, 2023	6:00 PM
Monday	August 28, 2023	6:00 PM
Monday	September 11, 2023	6:00 PM
Monday	September 25, 2023	6:00 PM
Thursday	October 12, 2023	6:00 PM
Monday	October 23, 2023	6:00 PM
Monday	November 6, 2023	6:00 PM
Monday	November 20, 2023	6:00 PM
Monday	December 11, 2023	6:00 PM
Thursday	December 28, 2023	10:00 AM

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried

Resolution #6

RESOLUTION APPROVING 2023 CONTRACTS

BE IT RESOLVED that the Town Board gives approval for the Town Supervisor to sign the following contracts on behalf of the Town of Peru:

2023 ANNUAL CONTRACTS

1. JCEO of Clinton & Essex Counties
2. North Country LIFE FLIGHT, Inc.
3. Clinton County Assessor (previously signed; renews 1/1/24)
4. Web Site Manager, Don McBrayer
5. Cleaning Service, Robert Crawford
6. Grant/Project Consultant, Elizabeth Tedford
7. Attorney for the Town. Firm: Favro Law, Atty. Matthew Favro (previously signed; auto-renewal)
8. Attorney for the Town Planning & Zoning Dept. Firm: Favro Law, Atty. Matthew Favro (previously signed; auto-renewal)
9. Misc. Water & Sewer Projects/Consulting: AES, Northeast, PLLC
10. Peru Golden Apple Club
11. Animal Shelter, Elmore SPCA
12. Integrated Employee Assistance Work/Life Services: BHSN (Behavioral Health Services North, Inc.)
13. Adirondack Park Local Gov't Review Board
14. Shared Services Agreement: NYSDOT (New York State Dept. of Transportation)
15. North Country Animal Shelter (renews 5/24/23)
16. Engineering/Consulting Services for Highway and Planning/Zoning Departments. Firm: Engineering Ventures Inc.
17. Accounting Firm: Boulrice & Wood CPS, P.C. – Not received

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		

	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #7

RESOLUTION ESTABLISHING 2023 TOWN OF PERU MILEAGE REIMBURSEMENT RATE

BE IT RESOLVED that employees of the Town of Peru using their personal vehicle for pre-approved official Town business will be reimbursed for such mileage as follows:

2023 Mileage Reimbursement Rate \$.585 per mile

Motion by: _____ Second by: _____

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #8

RESOLUTION DESIGNATING TOWN DEPOSITORIES

BE IT RESOLVED that the TD Bank, Peru, New York, hereby is designated as the official depository for all Checking, Savings, and Town Reserve accounts of the Town Supervisor, Town Clerk, Town Justice Kirby, and Town Justice Thurber and the Town Clerk/Tax Collector's accounts for 2023,

Motion by: _____ Second by: _____

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #9

RESOLUTION NAMING THE OFFICIAL TOWN NEWSPAPER

BE IT RESOLVED that the Town of Peru names the Press Republican as its Newspaper of Record for 2023.

Motion by: _____ Second by: _____

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber, Jr.		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried:

Resolution #10

A RESOLUTION ADOPTING THE 2023 PROCUREMENT POLICY FOR GOODS AND SERVICES.

Motion by: _____ Second by: _____

WHEREAS, Section 104b of the General Municipal Law requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of the General Municipal Law or any other law; and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement.

NOW, THEREFORE BE IT RESOLVED that the Town of Peru does hereby adopt the following procurement policies and procedures and that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
	Richard Barber Jr,		
	Kregg Bruno		
	James Douglass		
	Mel Irwin		
	Brandy McDonald		

Carried: