

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023

A Reorganizational/Regular meeting of the Town Board, Town of Little Falls was held on January 10, 2023 at the town hall commencing at 7:04 p.m. with the following members present:

Present: Supervisor Dan Casler
Councilman Anthony Viscomi
Councilman Kirk Schwasnick
Councilman Kevin Sullivan
Councilman Mitch Soules

Others Present: Town Clerk, Sandra Regan; Highway Superintendent, Donald Cotton; Town Attorney, Nicholas Macri; County Legislator, Peter Campione.

-Supervisor Casler called the meeting to order directing the Clerk to call the roll.

-Oath of office cards and code of ethics were signed.

-Privilege of the floor was granted to those present. There were no comments.

RESOLUTION #1

Minute Approval

On motion of Councilman Viscomi, seconded by Councilman Soules, the following resolution was ADOPTED-vote:

Ayes-Supervisor Casler; Councilmen Viscomi, Schwasnick, Sullivan, Soules

Noes-0

RESOLVED that the minutes of the previous month's meetings, as submitted by the clerk, hereby be approved.

-County Legislator, Peter Campione, stated that county taxes have gone down again, that the county is in real good financial shape this year, so the Legislature has approved \$50,000 in funding for each Legislative district to extend support directly to the communities within Herkimer County; that \$850,000 of the county's share of the American Rescue Funding will be allocated equally to the 17 Herkimer County Legislature Districts at \$50,000 per district.

Legislator Campione stated with that being said, he is giving the town \$20,000 of his \$50,000 to be spent on projects that fall under the ARPA funding and asks that the town board bring forward projects that they would like funded by the ARPA funds, to let him know what they are and he will bring this to the legislature for approval.

The board thanked Legislator Campione for the \$20,000 and will look into how to spend the money.

RESOLUTION #2

Designated Banks

On motion of Supervisor Casler, seconded by Councilman Viscomi, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

(Resolution #2-cont.)

RESOLVED that the following be designated the Official Depositories for the Year 2023: Adirondack Bank for the Highway Fund, General Fund, and Trust and Agency Fund, and Special Funds.

RESOLUTION #3

Designated Official Newspaper

On motion of Councilman Schwasnick, seconded by Councilman Sullivan, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the Little Falls Times Telegram hereby be designated the Official Newspaper for all necessary notices and advertisements.

RESOLUTION #4

Designation of Second Tuesday of the Month for Regular Town Board Meetings

On motion of Supervisor Casler, seconded by Councilman Viscomi, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the Town Board hereby designates the Second (2nd) Tuesday of the month for the regular Town board meetings.

RESOLUTION #5

Re-imbusement for Travel

On motion of Councilman Schwasnick, seconded by Councilman Sullivan, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the reimbursement for travel by Town Officials and Employees, while on town business, be at a rate of \$.55 per mile.

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

RESOLUTION #6

Supervisor Authorization to Deposit Idle Monies

On motion of Councilman Viscomi, seconded by Councilman Schwasnick, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the Supervisor is hereby authorized to deposit idle Town Monies in investments with the designated banks until needed as outlined in the Investment Policy of the Town of Little Falls.

RESOLUTION #7

Superintendent Authorized to Purchase Tools and Equipment

On motion of Councilman Soules, seconded by Councilman Sullivan, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the Highway Superintendent be authorized to purchase tools and equipment not exceeding \$2,000 without the prior approval of the Town Board.

-Supervisor Casler stated that he would like to discuss the \$2,000 limit on purchasing tools and equipment.

The board reviewed the town's procurement policy and after discussion decided to leave the amount at the \$2,000.

-Supervisor Casler stated that he would like to discuss the appointment of the court clerk. One yearly appointments were tabled until later in the meeting.

RESOLUTION #8

Yearly Salaries

On motion of Supervisor Casler seconded by Councilman Viscomi, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that the salaries of the following appointed Town of Little Falls Officials for the year 2023 are as follows and do not exceed the amounts appropriated in the 2023 Town Budget:

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

(Resolution #8-Cont.)

TITLE	PAY PERIOD	ANNUAL SALARY
Councilmen (each)	Quarterly	\$ 2,100.00
Justice	Monthly	12,200.00
Supervisor	Monthly	8,600.00
Tax Collector	Quarterly	3,200.00
Town Clerk	Monthly	11,700.00
Highway Superintendent	Bi-weekly	42,000.00
Assessor	Monthly	8,500.00
Attorney	Monthly	12,500.00
Budget Officer	Quarterly	7,400.00
(Salary is subject to any and all outside resources utilized by the named budget officer)		
Health Officer	Quarterly	500.00
Registrar of Vital Stats	Annually	600.00
Historian	Annually	350.00
Dog Control Officer	Quarterly	2,000.00
Codes Enforcing Officer	Quarterly to City	7,600.00
Court Clerk	Monthly	15,820.00
Cleaner	Monthly	25.00 Per hour

RESOLUTION #9

Re-Appointment-Board of Appeals, Corey Scanlon

On motion of Supervisor Casler, seconded by Councilman Sullivan, the following resolution was adopted by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Aye

RESOLVED that Corey Scanlon, hereby be re-appointed to the Board of Appeals for a five-year term effective January 1, 2023 to December 31, 2027.

-The board moved to hold an executive session to discuss personnel.

RESOLUTION #10

Executive Session-Personnel

On motion of Councilman Viscomi, seconded by Councilman Sullivan, the following resolution was ADOPTED:

Ayes- Supervisor Casler; Councilmen Viscomi, Schwasnick, Sullivan, Soules.
Noes-0

RESOLVED that the Town Board hereby move to hold an executive session to discuss personnel.

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

- Regular meeting recessed at 7:23 p.m.
- Executive session commenced at 7:23 p.m.
- Executive session ended at 7:57 p.m.
- Regular meeting resumes at 7:57 p.m.

-Attorney Macri stated that no action was taken during the executive session.

RESOLUTION #11

One Year Appointments

On motion of Councilman Schwasnick, seconded by Councilman Sullivan, the following resolution was ADOPTED by roll call vote:

Supervisor Casler	Aye
Councilman Viscomi	Aye
Councilman Schwasnick	Aye
Councilman Sullivan	Aye
Councilman Soules	Abstain

RESOLVED that the following appointments are hereby made for the term of 1-year effective January 1, 2023 through December 31, 2023:

Budget Officer-Dan Casler	Historian-Linda Comstock
Deputy Town Clerk-Michael Regan	Codes Enforcer-Phil Green
Dog Control Officer-Larry Ortlieb	Deputy Supervisor-Kevin Sullivan
Cleaner-Haile Cotton	Court Clerk-Therese Soules
Deputy Tax Collector-William Bladek	

-Councilman Soules abstained from voting on this resolution due to having a conflict of interest with the court clerk position.

-Supervisor Casler stated that he didn't have his usual financial report with figures and submitted and read the following statement as his supervisor's report: "As we begin 2023, I just wanted to mention some of our accomplishments over the past few years. We purchased a new loader, which will be presented in tonight's vouchers; we are one payment away from owning our last plow truck, the 2020 Mack Granite; we have made plans to purchase a new pickup truck and auction off the old one; we kept a very aggressive rotation of our equipment line; Why?, because our taxpayers are counting on well kept roads in the winter. The highway department is literally the face of our town for services, which also includes Town Junk Days. We have made our facility available as well, once again, for a safety training provided by our worker's comp company, Comp Alliance, which will be open for any nearby municipalities. I have to also say thank you to the highway superintendent, he and his crew continue to do a great job.

This will also be a year for renewal of both the fire and union contracts, which expire at the end of December. We have one more year of the Federal Reserve Rescue Plan money to use as well, which will once again be primarily dedicated to road repair projects.

On a personal note, 2023 marks a milestone for me personally. It means 300 years of my family being in this country, and most of that here in the Town of Little Falls. In fact, this very property at one time was my grandfathers before he sold it to the town. It was called the Town Barn and used as a meeting place and dance hall for square dancing.

I feel fortunate to be in the position as Supervisor, being the steward of the town's

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

business, and appreciate having the team I do to work with, some of which, like Don and Sandy, have 30+ years of service to the taxpayers. Let's keep moving forward.”

-Supervisor Casler reported:

-That a letter was received from Mountain View Memorial Gardens Cemetery requesting a \$5,000 financial assistance donation. This matter was addressed later in the meeting.

-That he is still working on getting the Hazardous Mitigation Plan updated and will most likely be able to get a generator that he believes is needed.

-Codes Officer Report:

Attorney Macri stated that he, Codes Enforcer Green, and Justice Soules are working on the Daniels property case.

Clerk Regan stated that Codes Enforcer Green was unable to attend the meeting but has reported that he will be sending in his annual yearly report to the state.

-Town Justice Report:

Supervisor Casler reported that a justice deposit of \$2,608 was received.

-Planning Board Report:

Clerk Regan reported that the planning did not meet on the 3rd but are planning on meeting in the future to hold their organizational meeting as well as continuing work on SEQR for the Newville Road solar project.

-Health Officer Report: None

-Dog Control Officer Report: None

-Highway Superintendent Report:

Highway Superintendent Cotton stated that the board should start thinking about purchasing a new plow truck.

Supervisor Casler reported that \$35,000 in CHIPS money has been received.

-Town Clerk Report:

Clerk Regan reported:

-That notice was received from the Herkimer County Legislature that the County's equalization for the town for the 2022 Assessment Roll is 65.00.

-That the County is holding a class on January 24th on how to run for office.

-That Mountain View Cemetery needs board members and will be holding a meeting on January 18th if anyone is interested.

-Supervisor Casler reported that he received an email from Assessor Meeker that the state has passed a law that requires a notice be sent to each resident that senior citizens 65 & older may be eligible to receive the aged exemption and that she asked if the town had bulk mail. Supervisor Casler stated that he informed her that the town doesn't have bulk mail, and suggested possibly using German Flatt's bulk mail, which the town would re-imburse, or using the town's postage machine.

-Supervisor Casler stated that he will call Standard Installation about the ice buildup problem.

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

-Supervisor Casler stated that there are deputy positions for most of the town's offices and that he has spoken with Highway Superintendent Cotton about having one for his position.

Discussion was held on this matter with the board deciding to look into this matter. This matter was tabled.

-Meeting recessed at 8:22 p.m. to audit the bills.

-Meeting resumed at 8:40 p.m.

RESOLUTION #12

Payment of General Bills

On motion of Councilman Viscomi, seconded by Councilman Schwasnick, the following resolution was ADOPTED-vote:

Ayes- Supervisor Casler; Councilmen, Viscomi, Schwasnick, Sullivan, Soules

Noes-0

RESOLVED that the General Bills # 1-11 in the amount of \$11,693.90 hereby be paid.

RESOLUTION #13

Payment of Highway Bills

On motion of Councilman Sullivan, seconded by Councilman Soules, the following resolution was ADOPTED-vote:

Ayes-Supervisor Casler; Councilmen Viscomi, Schwasnick, Sullivan, Soules

Noes-0

RESOLVED that the Highway Bills #1-20, in the amount of \$262,083.80 hereby be paid.

-Discussion was held on giving Mountain View Memorial Gardens Cemetery a financial donation. Attorney Macri stated that the laws have changed and financial donations are allowed.

After discussion it was decided to give the cemetery a \$700 donation and to consider an annual donation at budget time.

RESOLUTION #14

Financial Donation to Mountain View Memorial Gardens Cemetery

On motion of Councilman Soules, seconded by Councilman Schwasnick, the following resolution was ADOPTED by roll call vote:

Supervisor Casler Aye

Councilman Viscomi Aye

Councilman Schwasnick Aye

Councilman Sullivan Aye

Councilman Soules Aye

WHEREAS Mountain View Memorial Gardens Cemetery has requested financial assistance from the Town of Little Falls to assist in maintaining the cemetery, and

WHEREAS the Town Board has considered said request,

BE IT RESOLVED that the Town Board hereby approves a donation of \$700.00 to the cemetery for 2023.

REORGANIZATIONAL/REGULAR MEETING, TOWN BOARD, TOWN OF LITTLE FALLS, JANUARY 10, 2023-CONT.

-The next regular meeting will be held on February 14, 2023 at the town hall at 7:00 p.m.

-Meeting adjourned at 8:46 p.m.-Councilmen Soules, Viscomi

Respectfully submitted,
Sandra Regan, Town Clerk