

State of New York  
County of Lewis  
Town of Leyden  
Minutes (January 3, 2024)

Supervisor Rosalie White called the organizational meeting for the Town of Leyden Board held at the Town Barn on January 3, 2024 to order at 6:00 p.m. with the pledge of allegiance.

Members in attendance were: Councilmember Andy Millick; Councilmember Steve Fox; Councilmember Stanley Jones; Councilmember Bruce Krug; and Town Clerk Janice Dosztan

**ORGANIZATIONAL MEETING JANUARY 3, 2024:**

RESOLUTION #1

Be it so resolved, the Town Board of the Town of Leyden does hereby designate Community Bank NA, as the Bank for the Town for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Steve Fox

Ayes – 5

Seconded by: Andy Millick

Nays – 0

RESOLUTION #2

Be it so resolved, the Town Board of the Town of Leyden does hereby authorize the following officers for the Town of Leyden to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution Community Bank NA, Rosalie White, Supervisor – Brandy Deveines, Town Justice – Kim Hrim, Tax Collector and Janice Dosztan, Town Clerk, for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Andy Millick

Ayes – 5

Seconded by: Stanley Jones

Nays – 0

RESOLUTION #3

Be it so resolved, the Town Board of the Town of Leyden does hereby designate Boonville Herald as the Official Newspaper for the Town for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Steve Fox

Ayes – 5

Seconded by: Stanley Jones

Nays – 0

RESOLUTION #4

Be it so resolved, the Town Board of the Town of Leyden does hereby designate the 2<sup>nd</sup> Tuesday at 5:00 p.m. at the Town Hall as the Regular Meeting of the Town Board of the Town of Leyden (unless required to be changed for a specific reason) for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Stanley Jones

Ayes – 5

Seconded by: Andy Millick

Nays – 0

RESOLUTION #5

Whereas, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations (defined in article 5-G, Section 119-n to include school districts, boards for cooperative educational services, counties, cities, towns and villages, and districts) to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one of the other) of their respective functions, powers, and duties on a cooperative or contract basis;

Whereas The Town of Leyden wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

Whereas the Town of Leyden wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Rosalie White, Supervisor of the Town of Leyden is hereby authorized to participate in the NYCLASS Program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019.

Motion made by: Steve Fox Ayes – 5

Seconded by: Stanley Jones Nays – 0

#### RESOLUTION #6

Be it so resolved, the Town Board of the Town of Leyden does hereby set the Reimbursable Mileage rate at .67 cents per mile for approved mileage in connection with performing Town business for the one-year term beginning January 1, 2024 and ending December 31, 2024. Exception to approved mileage is travel to and from regular Board meetings and/or special meetings.

Motion made by: Steve Fox Ayes – 5

Seconded by: Stanley Jones Nays – 0

#### RESOLUTION #7

Be it so resolved, the Town Board of the Town of Leyden does hereby authorize the Highway Superintendent to make purchases up to the amount of \$1,000.00 for miscellaneous hand tools, etc. as needed without prior permission. Any major repairs/purchases over \$4000.00 must have prior approval from the Town Board for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Andy Millick Ayes – 5

Seconded by: Bruce Krug Nays – 0

#### RESOLUTION #8

Be it so resolved, the Town Board of the Town of Leyden does hereby designate one Town Board member Steve Fox to represent the Town of Leyden in all Cooperative Tug Hill Council events for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Stanley Jones Ayes – 4

Seconded by: Bruce Krug Nays – Steve Fox Abstained

#### RESOLUTION #9

Be it so resolved, the Town Board of the Town of Leyden does hereby designate Rosalie White as Budget Officer for the Town of Leyden for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Bruce Krug Ayes – 4

Seconded by: Andy Millick Nays – Rosalie White Abstained



RESOLUTION #16

Be it so resolved, the Town Board of the Town of Leyden does hereby require the Town Supervisor to file with the Town Clerk, within 60 days from the close of the fiscal year, his/her Annual Report of expenditures as filed with the State Comptroller and to advertise that such Annual Report is on file for inspection.

Motion made by: Steve Fox  
Seconded by: Bruce Krug

Ayes – 4  
Nays – Rosalie White Abstained

RESOLUTION #17

Be it so resolved, the Town Board of the Town of Leyden does hereby appoint Katrina Beltowski; BAR member for the Town of Leyden for the five-year term beginning October 1, 2024 and ending September 30, 2028.

Motion made by: Bruce Krug  
Seconded by: Stanley Jones

Ayes – 5  
Nays – 0

RESOLUTION #18

Be it so resolved, the Town Board of the Town of Leyden does hereby appoint Katrina Beltowski to the Planning Board for the Town of Leyden for the five-year term beginning January 1, 2024 and ending December 31, 2028.

Motion made by: Bruce Krug  
Seconded by: Andy Millick

Ayes – 4  
Nays – 1 Steve Fox

RESOLUTION #19

Be it so resolved, the Town Board of the Town of Leyden does hereby appoint Jeannine McCanney Planning Board Alternate for the Town of Leyden for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Steve Fox  
Seconded by: Stanley Jones

Ayes – 5  
Nays – 0

RESOLUTION #20

Be it so resolved, the Town Board of the Town of Leyden does hereby appoint LeeAnne Greene Dog Control Officer for the Town of Leyden for the one-year term beginning January 1, 2024 and ending December 31, 2024.

Motion made by: Steve Fox  
Seconded by: Andy Millick

Ayes – 5  
Nays – 0

RESOLUTION #21

Be it so resolved; the Town Board of the Town of Leyden does hereby set the 5<sup>th</sup> of each month as the pay date(s) for all Town officers. The rates of pay will be distributed monthly, quarterly, or yearly (Dec.) as follows:

Town Supervisor - \$10,500.00/yr. – paid monthly  
Town Board Members - \$2,200.00/yr – paid yearly (or quarterly or as requested)  
Town Justice - \$10,700.00/yr. – paid monthly  
Court Clerk – \$5,900.00/yr. – paid monthly  
Tax Collector - \$3,800.00 – paid monthly for 6 months (Jan. to June)  
Budget Officer - \$800.00/yr. – paid yearly  
Assessor - \$12,000.00/yr. – paid monthly

Town Clerk - \$8,000.00/yr. – paid monthly  
Deputy Clerk - \$250.00/yr. – paid yearly  
Dog Control Officer - \$2,200.00/yr. – paid quarterly  
Zoning Officer - \$2,400.00/yr. – paid quarterly  
Health Officer - \$250.00/ yr. – paid yearly  
Registrar of Vital Statistics - \$300.00/yr. – paid yearly  
Historian - \$250.00/yr. – paid yearly  
Building Codes Officer - \$20.00/hr. – paid as vouchers are submitted  
Zoning Board of Appeals (ZBA) – paid yearly  
(3) Three members paid at \$75.00 / \$50.00 / \$50.00 for each meeting held or training  
ZBA Secretary - \$15.00/hr. – paid as vouchers are submitted  
Board of Assessment Review (BAR) – paid yearly  
(3) Chair \$350.00/Members \$300.00  
Planning Board – 5 members, 2 Alternates paid yearly  
\$600.00 (Chair- secretary/member)/\$500.00 members  
Superintendent of Hwys. - \$47,500.00/yr. – paid monthly  
Deputy Highway Superintendent - \$2,000.00/yr  
Highway Hourly Paid Bi-weekly  
MEO FT \$25.00/OT \$37.50  
Senior MEO/Mechanic FT \$25.50/OT \$38.25

Motion by: Andy Millick  
Seconded by: Bruce Krug

Ayes- 5  
Nays- 0

**OTHER BUSINESS:**

Further discussion was held on the Town Hall renovations. Councilmember Fox would like a new office building built in Talcottville that would accommodate the Town Court, Town Clerk, Codes Officer, and Town Assessor. He proposed selling the current court house in Port Leyden. Councilmember Krug would like to make sure that Talcottville remains a polling location for future elections.

Supervisor White informed the Town Board that she was contacted by the Village of Port Leyden Mayor Heather Collins and asked if the Town would assist them in plowing Village Streets if needed. The county has agreed to assist in plowing until they hire a DPW crew.

Next regular meeting will be January 9, 2024 at 5:00 pm at the Town Hall

Motion to adjourn was made by Andy Millick and seconded by Bruce Krug. The meeting was adjourned at 7:05 PM.

Respectfully submitted  
Janice Dosztan, Town Clerk