

TOWN OF CORINTH
ORGANIZATIONAL MEETING JANUARY 9th, 2025
6:00PM

Roll Call:	ERIC BUTLER, SUPERVISOR KILEY CROOKS, COUNCILWOMAN PATRICK CLOTHIER, COUNCILMAN MELANIE DENNO, COUNCILWOMAN CAREY MANN, COUNCILMAN SHAWN EGGLESTON, HIGHWAY SUPERINTENDENT BRENDA PERIS, TOWN CLERK MATHHEW FOGARTY, EMS COORDINATOR ALBERT BROOKS, BUILDING INSPECTOR
SUPERVISOR BUTLER	BUDGET OFFICER
	EMERGENCY MANAGEMENT COORDINATOR
BRENDA PERIS	TAX COLLECTOR/TOWN CLERK/KEEPER OF VITAL STATISTICS
MILLER, MANNIX, SCHACHNER & HAFNER, LLC	TOWN COUNSEL/ JACKIE WHITE
BARBARA SIRCHIA	DEPUTY TOWN CLERK/ DEPUTY TAX COLLECTOR
ALBERT BROOKS, SR.	CODE ENFORCEMENT OFFICER AND BUILDING INSPECTOR
MELISSA DISHON	DIRECTOR SENIOR CITIZENS CENTER
STACEY MARTINA	DOG CONTROL OFFICER
JOEL JENKINS	DOG CONTROL OFFICER
DAVID BARRASS	CHAIRMAN PLANNING BOARD
WILLIAM CLARKE	CHAIRMAN ZONING BOARD
RACHAEL CLOTHIER	TOWN HISTORIAN/MUSEUM CURATOR
MARCIA BREAKEY	ASSISTANT TOWN HISTORIAN
LOLA SWAN	ACCOUNT CLERK/TYPIST/FIXED ASSET COORDINATOR

MALISSA ANDERSON	BOOKKEEPER/CONFIDENTIAL SECRETARY
DEREK BRINER	DEPUTY EMS DIRECTOR
KELLY PERIS	BUILDING DEPARTMENT SECRETARY
LYNN SUMMERS	PLANNING/ZONING BOARD SECRETARY
BEVERLY JACON	ASSESSOR'S SECRETARY
GEORGE KNAUER	CHAIRMAN BOARD OF ASSESSMENT REVIEW
CHRISTOPHER EGGLESTON	LANDFILL ATTENDENT/ WEIGHMASTER
JAMES YATTAW	LANDFILL ATTENDENT
BILL DUELL	LANDFILL ATTENDENT
JASON DELONG	DEPUTY HIGHWAY SUPERINTENDENT
PAUL COONS	RECYCLING ATTENDENT
ROBERT BURNHAM	RECYCLING ATTENDENT
MILLER, MANNIX, SCHACHNER & HAFNER, LLC	PLANNING BOARD / ZONING BOARD OF APPEALS ATTORNEY- JACKIE WHITE
MARK DEUEL	GROUNDSKEEPER/CUSTODIAN
JAMES MURRY	CROSSING GUARD

RESOLUTION #5
JUSTICES SALARY

BE IT RESOLVED that Town Justice Lane J. Schermerhorn be set at \$19,500 and Michael T. Woodcock be set at \$19,500 for 2025.

RESOLUTION #6
COUNCIL PERSON'S SALARIES

BE IT RESOLVED that the salary of Council people be set at \$7300 for 2025.

RESOLUTION #7
DEPUTY SUPERVISOR

BE IT RESOLVED THAT Councilwoman Kiley Crooks be named Deputy Supervisor at a stipend of \$1,300.00 for the year 2025.

RESOLUTION #8
HIGHWAY SUPERINTENDENT SALARY

BE IT RESOLVED that the Town Highway Superintendent Shawn Eggleston's salary be set at \$72,000.00 for the year 2025.

RESOLUTION #9
DEPUTY HIGHWAY SUPERINTENDENT

BE IT RESOLVED the Town Board appoints Jason DeLong to be Deputy Highway Superintendent to assume the duties of that office when the Highway Superintendent (Shawn Eggleston) is absent. This position will be compensated \$1.00 hr. in addition to his normal salary for the year 2025

RESOLUTION #10
SOLE ASSESSOR'S SALARY

BE IT RESOLVED that Carrie Schermerhorn be named SOLE ASSESSOR at a salary of \$44,018 for the remainder of her six- year appointment. She is part time and not eligible for sick or vacation time. For this salary she is responsible for assessments, preparing for re-evaluations, county work and office work.

RESOLUTION #11
ASSESSOR'S OFFICE SECRETARY'S SALARY

BE IT RESOLVED THAT THE Assessor's office will have regular hours at which time there will be an Assessor's Office Secretary to help the public. This secretary will be Beverly Jacon with an hourly salary of \$22.50 an hour for actual time worked or benefited time earned for the year 2025.

RESOLUTION #12
TOWN HALL CUSTODIAN'S AND BUILDING AND GROUNDSKEEPER'S SALARY

BE IT RESOLVED that the salary for the Custodian and Grounds Keeper, Mark Deuel will be \$24.68 per hour for actual time worked or benefited time earned for the year 2025; and

BE IT FURTHER RESOLVED that Part-time Town Hall Custodial help be paid \$18.00 per hour for the year 2025.

RESOLUTION #13
TOWN COUNSEL

BE IT RESOLVED THAT Miller, Mannix, Schachner & Hafner, LLC be named Town Counsel at a contract of \$3,000 a month and \$260hr for addl. billings for the year 2025.

RESOLUTION #14
ZONING BOARD OF APPEALS STIPEND

BE IT RESOLVED THAT THE Chairman of the Zoning Board of Appeals be paid a stipend of \$85.00 per meeting that is attended for the year 2025 and the Zoning Board of Appeals Members receive a stipend of \$65 for each meeting attended, and

BE IT FURTHER RESOLVED that the following are the names and the terms of the members of the Zoning Board of Appeals:

William Clarke	- 4 yrs - Chairman
Jason Crowl	- 5 yrs (reappoint to a new 5 year term)
Jennifer Michelle	- 1 yrs
Mike McKilligott	- 3 yrs
Mike Stanton	- 2yrs

RESOLUTION #15
ATTORNEY FOR ZONING BOARD OF APPEALS

BE IT RESOLVED THAT Miller, Mannix, Schachner & Hafner, LLC be appointed attorney for the Zoning Board of Appeals for the year 2025, and be it further

BE IT RESOLVED that the attorney be paid Four Hundred Dollars (\$400.00) for each Planning Board meeting they attend, and Two Hundred Dollars (\$200.00) is they do not attend a monthly meeting.

RESOLUTION #16
MACHINE OPERATOR'S AND LABORERS' SALARY

BE IT RESOLVED that the salary of Machine Equipment Operators in the Town of Corinth be set at \$26.88 per hour, and the salary of laborers in the Town of Corinth be set at \$24.32 per hour for the year 2025.

BE IT FURTHER RESOLVED that the following is a list of the individual highway employees and their hourly rate of pay not including longevity and stipend:

Jason Lent (MEO)	\$27.38
John Mann Jr. (MEO/Mechanic)	\$27.38
Chad Burnham (Welder/MEO)	\$27.38
Austin Tennant (MEO)	\$27.38
Wade Holmes (MEO)	\$27.38
Jason DeLong (MEO)	\$27.38
Adam Vincent	\$27.38
Michael Eggleston	\$24.82
Christopher Eggleston (Full Time Weigh Master)	\$23.25
James Yattaw (Part Time Weigh Master)	\$18.00
Brian Lucia (Cleaner)	\$16.00
Paul Coons/Jim Long (Part-Time Recycling Attendant)	\$18.00
Robert Burnham (Part-Time Recycling Attendant)	\$18.00

BE IT RESOLVED that each full time Highway Department Employee will be given a \$450.00 clothing allowance to be paid by voucher with receipts.

RESOLUTION #17
EMERGENCY HELP

BE IT RESOLVED that the Emergency Highway Help for the Town of Corinth be set a salary of \$18.00 per hour for the year 2025 and

BE IT FURTHER RESOVLED that Summer Highway Help for the Town of Corinth be set at a salary of \$18.00 per hour for the year 2025

RESOLUTION #18
SUPERVISOR'S ACCOUNT CLERK/TYPIST

BE IT RESOVLED THAT Lola Swan be appointed Account Clerk/Typist/Fixed Asset Coordinator at an hourly rate of \$19.50 an hour for actual time worked up to twenty-four (24) hours a week for the year 2025.

BE IT FURTHER RESOLVED that ----- be appointed Account Clerk/Typist at an hourly salary of ----- per hour for actual time worked up to Sixteen (16) hours a week for the year 2025.

RESOLUTION #19
BOOKKEEPER/CONFIDENTIAL SECRETARY

BE IT RESOLVED that Malissa Anderson be appointed Bookkeeper/Confidential Secretary, a full-time position at a rate of \$24.00 an hour for actual time worked for the year 2025.

RESOLUTION #20
CLERK OF THE COURT

BE IT RESOLVED that Heather Lutz be appointed Clerk of the Court at an hourly rate of pay of \$22.50 per hour for 32 hours per week to be disbursed on an hourly basis for actual time worked plus benefits for the year 2025.

RESOLUTION #21
CLERK OF THE COURT

BE IT RESOLVED that Tina Westad be appointed Clerk of the Court at an Hourly rate of pay of \$24.00 per hour for 32 hours per week to be disbursed on an hourly basis for actual time worked for the year 2025.

RESOLUTION #22
TOWN CLERK'S SALARY

BE IT RESOLVED THAT THE SALARY OF Town Clerk Brenda Peris be set at \$44,000 for the year 2025.

RESOLUTION #23
DEPUTY TOWN CLERK

BE IT RESOLVED that the Town Clerk be authorized to appoint Barbara Sirchia as Deputy Town Clerk, Deputy Tax Collector and Deputy Registrar of Vital Statistics at an hourly rate of \$19.50 per hour full time for the year 2025.

RESOLUTION #24
REGISTRAR OF VITAL STATISTICS

BE IT RESOLVED that the Town Clerk Brenda Peris be appointed Registrar of Vital Statistics at a salary of \$2,000 for the year 2025.

RESOLUTION #25
COLLECTOR OF TAXES

BE IT RESOLVED that Brenda Peris be named Collector of Taxes for the year 2025 with a salary of \$9,000

RESOLUTION #26
SENIOR CITIZEN DIRECTOR

BE IT RESOLVED that Missy Dishon shall be named Director of the Corinth Senior Citizens Center Program for the year 2025 at a salary of \$22.50 and the person substituting for the Director be paid the hourly rate of \$18.00 per hour.

BE IT FURTHER RESOLVED that the person substituting for the van driver will be paid \$18.00 per hour.

RESOLUTION #27
DOG CONTROL OFFICER

BE IT RESOLVED that Stacey Martina shall be named Town of Corinth Dog control Officer at an annual salary of \$23,790 to be paid for the year 2025.

BE IT RESOLVED that Joel Jenkins be named Deputy Dog Control officer at an annual salary of \$4,000

RESOLUTION #28
BUILDING INSPECTOR, CODE ENFORCEMENT OFFICER

BE IT RESOLVED THAT Albert Brooks Sr. be named part-time Building Inspector and Code Enforcement Officer for the Town of Corinth on an hourly salary of \$22.00 for the year 2025. The Inspector will be in the office for a total of 24 hours per week, and
BE IT FURTHER RESOLVED that Mathew Rogers be named Zoning Administrator for the year 2025

RESOLUTION #29
ATTORNEY FOR PLANNING BOARD

BE IT RESOLVED that Miller, Mannix, Schachner & Hafner, LLC be appointed attorney for the Planning Board for the year 2025, and be it further

RESOLVED that the attorney be paid Five Hundred Dollars (\$500.00) for each Planning Board meeting they attend, and Two Hundred Dollars (\$200.00) if they do not attend a monthly meeting.

RESOLUTION #30
PLANNING BOARD CHAIRMAN STIPEND

BE IT RESOLVED that the Chairman of the Planning Board be paid a stipend of \$85.00 per meeting that is attended, plus \$150.00 per month for work performed at home, for the year 2024 and the Planning Board Member receive a stipend of \$65.00 for each meeting attended.

BE IT FURTHER RESOLVED that the members of the Planning Board served as board members for the following terms:

Kevin Cleveland	2 years
Joan Beckwith	4 years
David Barrass	5 years (reappointing to a new 5 year term)
Daniel Willis	3 years
Nicholas Denno	1 years

RESOLUTION #31
BUILDING DEPARTMENT CLERICAL
AND ZONING BOARD OF APPEALS/PLANNING BOARD SECRETARY

BE IT RESOLVED that Kelly Peris be appointed part time status, Building Department Secretary at a salary of \$18.00 for the year 2025; from 8:00AM to 12 Noon, Monday-Thurs. and be it further

RESOLVED that Lynn Summers be appointed Zoning Board of Appeals Secretary and Planning Board Secretary at a combined hourly salary of \$18.50 per hour including all jobs to be disbursed on an hourly basis for actual time worked at part time status for the year 2025. She will work from 12:00PM to 4:00PM Wednesday and Thursday.

RESOLUTION #32
YOUTH COMMISSION CHAIRMAN

BE IT RESOLVED that Lorraine Tefft be appointed as Youth Commission Chairman for the Town of Corinth for the year 2028, a salary of \$18.00 per hour, to be paid on presentation of a voucher.

RESOLUTION #33
BOARD OF ASSESSMENT REVIEW

BE IT RESOLVED that the Chairman of the Board of Assessment Review be paid the sum of Two Hundred Dollars (\$200.00) and the members be paid One Hundred Dollars (\$100.00) for the year 2025, and

BE IT FURTHER RESOLVED that the names of the members of the Board of Assessment Review and their terms are as follows:

William Clarke	09/30/2024 to 09/30/2029 (reappointing to a 5year term)
David R Woodcock	01/14/2021 to 09/30/2025
Gregory Berg	10/01/2021 to 09/30/2026
George Knauer	10/01/2023 to 09/30/2028
Nic Denno	10/01/2022 to 09/30/2027

RESOLUTION #34
TOWN HISTORIAN

BE IT RESOLVED that Rachel Clothier be appointed Town Historian for the year 2025 with a salary of \$1600

RESOLUTION #35
MUSEUM CURATOR

BE IT RESOLVED that Rachel Clothier be appointed Museum Curator for the year 2025 with a salary of \$1600.

RESOLUTION #36
CROSSING GUARDS

BE IT RESOLVED that the Town appoint James Murray as Crossing Guard at an hourly rate of \$18.00 per hour.

RESOLUTION #37
EMERGENCY MANAGEMENT COORDINATOR

BE IT RESOLVED that the Town appoint ----- as Emergency Management Coordinator for the year 2025 with a Salary of \$2,000.00 to be paid in quarterly increments by voucher

RESOLUTION #38
REGULAR MEETING NIGHTS

BE IT RESOLVED that the Town Board shall meet on the Second and the Fourth Thursday of each month at 6:00PM. The meetings will deal with bill pay, pending business and public input.
* For Vouchers to be paid they must be to the Town Clerk by 12:00 noon the Monday prior to the meetings.

RESOLUTION #39
WORKDAY

BE IT RESOLVED THAT full-time Town Hall employees will work four days a week for a total of 32 hours per week.
Actual work hours may vary with flex time at the discretion of the Town Board or Supervisor in 2025.

RESOLUTION #40
OFFICIAL DEPOSITORY

BE IT RESOLVED that Saratoga National Bank, the Corinth Branch, be designated as the official depository for all funds for the Town of Corinth for the year 2025.

RESOLUTION #41
OFFICIAL NEWSPAPER

BE IT RESOLVED THAT The Saratogian Newspaper will be designated as the Official Newspaper of the Town of Corinth for the year 2025 and notifications may also be sent to the Town Web Master, and to Town Facebook Coordinator

RESOLUTION #42
INVESTMENT POLICY

BE IT RESOLVED in 2025, that the Town Supervisor and/or the Deputy Supervisor be authorized to invest money not immediately needed as prescribed by the Town of Corinth's Investment Policy adopted 10/10/2024. A copy of said Investment Policy is on file in the Town Clerk's Office.

RESOLUTION #43
TOWN EXPENSES

BE IT RESOLVED THAT ANY Town Department purchase must be according to the terms in the Procurement Policy adopted by the Town of Corinth on March 9th, 2023 . A copy of said Procurement Policy is on file in the Town Clerk's Office.

RESOLUTION #44
TOWN BOARD COMMITTEES

BE IT RESOLVED that the Town Supervisor appoints the following people listed on the following committees for the year 2025 and they will hereby work with and report on said committees at the Town Board meetings.

Town Building and Lands	Councilmen Clothier and Mann
Town/Village Relations	Supervisor Butler and Councilwoman Denno
Town Youth Committee	Councilwoman Crooks, and Lorraine Tefft
Town Insurance	Town Board & Current Dept. heads

Depot and Rail	Councilman Clothier, Supervisor Butler & Highway Superintendent Eggleston
Records Management / Advisory Committee	Supervisor Butler, Bookkeeper Malissa Anderson and Town Clerk Brenda Peris
Town Web Page	Steve Smead
Senior Citizen Board	Councilman Clothier
Town Facebook Coordinator	-----
Advisor to County Youth Bureau	Lorraine Tefft
Land Use/Zoning Liaisons	Dave Barrass / William Clark/ Matt Rogers
Advisory to County Fire Council	-----
Personnel Committee	Supervisor Butler, Town Clerk Peris, and Councilwoman Denno, Highway Superintendent Shawn Eggleston and Coordinator Fogarty
Cemetery Committee	Supervisor Butler
Healthy Corinth Coalition	Carey Mann
Grant Committee	Councilwomen Crooks and Supervisor Butler

RESOLUTION #45
VILLAGE FIRE PROTECTION

BE IT RESOLVED that the Town Board of the Town of Corinth and the Village of Corinth duly enter a contract for fire protection to said district of the Town of Corinth upon terms and provisions set forth, amount of said agreement for the year 2025 is \$ 513,000.00 A copy of said agreement to be filed in the office of the Town Clerk.

RESOLUTION #46
HEALTH OFFICER

BE IT RESOLVED that George Siniapkin, MD shall be named Health Officer for the Town of Corinth for the year 2025.

RESOLUTION #47
CORINTH FREE LIBRARY

BE IT RESOLVED that the Town of Corinth shall contribute \$15,000.00 for the year 2025 to the Corinth Free Library.

RESOLUTION # 48
TOWN ENGINEERS

BE IT RESOLVED that LaBerge Group and LA Group be named Town Engineers on an as needed basis, and

BE IT FURTHER RESOLVED that the Town Supervisor can seek other locally qualified engineers for some areas of work during 2025.

RESOLUTION #49
INDEPENDENT AUDITOR

BE IT RESOLVED that Thomas Bodden be appointed as Independent Auditor for the Town of Corinth for the year 2025 pursuant to his contract with the Town of Corinth

RESOLUTION #50
MEMORANDUM OF UNDERSTANDING

BE IT RESOLVED that the annual memorandum of understanding, including culverting, bridge repairs, channel clearing and/or realignment of streams for 100 feet or less, be entered into with the Regional Office of the Department of Environmental conservation under Article 15 of the Environmental conservation Law.

RESOLUTION #51
COMMITTEE CHARIMAN

BE IT RESOLVED that committees working for the Town of Corinth listed below will be continued and the person listed below will serve as Chairman of said Committees for a term of one year each, up for re-appointment each year.

Planning Board	David Barrass
Zoning Board of Appeals	William Clarke
Assessment Board of Review	George Knauer
County Senior Advisory Committee	John Randall
County Fire Advisory Board	
County Youth Board	Lorraine Tefft
County EMS Advisory Board	Matthew Fogarty

RESOLUTION #53
PETTY CASH FUND

BE IT RESOLVED that there be established a petty cash fund in the Bookkeeper's office of \$100.00 for the year 2025, for use in small items such as extra postage, miscellaneous and such.

RESOLUTION #54
CORINTH INDUSTRIAL AGENCY

The Corinth IDA is not in operation

REOLUTION #55
HOLIDAYS

A. All permanent, full-time employees shall have the following paid holidays (following Saratoga County):

1. New Year's Day	Monday	(01/01/25)
2. Martin Luther King Day	Monday	(01/20/25)
3. President's Day	Monday	(02/17/25)
4. Memorial Day	Monday	(05/26/25)
5. Fourth of July	Friday	(07/04/25)
6. Labor Day	Monday	(09/01/25)

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| 7. Columbus Day | Thursday | (10/13/25) |
| 8. Veterans Day | Tuesday | (11/11/25) |
| 9. Thanksgiving Day | Thursday | (11/27/25) |
| 10. Day after Thanksgiving | Friday | (11/28/25) |
| 11. Christmas | Thursday | (12/25/25) |

RESOLUTION #56
HEALTHINSURANCE

BE IT RESOLVED THAT IN THE YEAR 2025

Permanent, full- time employees shall have their health insurance benefits paid by Town of Corinth as follows:

Individuals, the Town pays 86% of the monthly premium and the employee pays 14% as a payroll deduction.

Two person and Family, the Town pays 80% of the monthly premium and the employee pays 20% as a payroll deduction.

Retirees at no cost.

*If any permanent, full- time employee chooses not to participate in the health insurance plan for an entire year they will receive a payment of **\$1200.00** at the end of the year 2025

RESOLUTION #57
FIXED ASSETS

BE IT RESOLVED That the Town Board appoint Lola Swan as Fixed Asset Coordinator. Whenever a piece of equipment is purchased the department head approving the purchase must obtain a Fixed Asset Card from the bookkeeper and fill it out with all required information, for example price, model, brand, where purchased, serial numbers, source of funds, etc. They will return the completed card to be entered into the file.