

TOWN OF CORINTH
ORGANIZATIONAL MEETING JANUARY 4th, 2024
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
EXCUSED:	ALBERT BROOKS, BUILDING INSPECTOR
SUPERVISOR BUTLER	BUDGET OFFICER
DEAN BROWN	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 ACCOUNT CLERK/ PART TIME
ALBERT BROOKS, SR.	CODE ENFORCEMENT OFFICER AND BUILDING INSPECTOR
LAURIE CROSSMAN	DIRECTOR SENIOR CITIZENS CENTER
STACEY MARTINA	DOG CONTROL OFFICER
DAVID BARRASS	CHAIRMAN PLANNING BOARD
WILLIAM CLARKE	CHAIRMAN ZONING BOARD
RACHAEL CLOTHIER	TOWN HISTORIAN/MUSEUM CURATOR

MARCIA BREAKEY	DEPUTY TOWN HISTORIAN
CHERIE DELANCEY	ACCOUNT CLERK/TYPIST
MICHAEL YOUNG	ACCOUNT CLERK/TYPIST/FIXED ASSET COORDINATOR
MALISSA ANDERSON	BOOKKEEPER/CONFIDENTIAL SECRETARY
DEREK BRINER	DEPUTY EMS DIRECTOR
	BUILDING DEPARMENT 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 #1

Appointing MELANIE DENNO to the Town Board from 1/4/2024 to 12/31/2024.

Motion by Councilwoman Crooks and Seconded by Councilman Mann Appointing
Appointing Melanie Denno to the Town Board From 1/4/2024 to 12/31/2024.

Roll Call Vote:

Supervisor Butler	yes
Councilwoman Crooks	Yes
Councilman Clothier	Yes

Councilman Mann	yes	
AYES		4
NAYS		0
Excused		0

Motion Passed

RESOLUTION #2

MOTION TO ADOPT ORGANIZATIONAL RESOLUTIONS AS PRESENTED

A Motion by Councilman Mann and Seconded by Councilman Clothier that the following Organizational Resolutions #3 through #63 be approved with these exceptions as follows:

C Eric Butler	-abstains from Resolutions #4 & #5
Councilwoman Crooks	-abstains from Resolution #8
Resolution #7	Each Councilperson abstained from their own salary.

**Motion removes the reading of the whole reorganizational minutes instead, giving each department a copy of said minutes and posting on website.

Roll Call:	C. Eric Butler	Yes
	Patrick Clothier	Yes
	Kiley Crooks	Yes
	Melanie Denno	Yes
	Carey Mann	Yes
	AYES	5
	NAYS	0
	Excused	0

Motion Passed

RESOLUTION # 3

BUDGET

BE IT RESOLVED that the Corinth Town Board hereby adopts the Final Budget for the year 2024 in the amount of total Appropriations \$6,531,207.00 with estimated revenues of \$2,764,572.00

RESOLUTION #4

SUPERVISOR'S SALARY

BE IT RESOLVED that the salary of Supervisor C. Eric Butler at \$35,800.00 for the year 2024

RESOLUTION #5

BUDGET OFFICER

BE IT RESOLVED, The Town Supervisor is the Town Budget officer

RESOLUTION#6

JUSTICES SALARY

BE IT RESOLVED that Town Justice Lane J. Schermerhorn be set at \$19,000 for 2024 and Michael T. Woodcock be set at \$19,000 for 2024.

RESOLUTION #7

COUCILMAN'S SALARIES

BE IT RESOLVED that the salary of Council people be set at \$7300 for 2024.

RESOLUTION #8

DEPUTY SUPERVISOR

BE IT RESOLVED THAT Councilwoman Kiley Crooks be named Deputy Supervisor at a salary of \$1,300.00 for the year 2024.

RESOLUTION #9

HIGHWAY SUPERINTENDENT SALARY

BE IT RESOLVED that the Town Highway Superintendent Shawn Eggleston's salary be set at \$70,500.00 for the year 2024.

RESOLUTION #10

SOLE ASSESSOR'S SALARY

BE IT RESOLVED that Carrie Schermerhorn be named SOLE ASSESSOR at a salary of \$42,016.00 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 \$22.00 an hour for actual time worked or benefited time earned for the year 2024.

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 \$23.18 per hour for actual time worked or benefited time earned for the year 2024; and

BE IT FURTHER RESOLVED that Emergency Part-time Town Hall Custodial help be paid \$17.50 per hour for the year 2024.

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 2024.

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 2024 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 - 5 yrs - Chairman
- Jason Crowl - 1 yrs
- Jennifer Michelle - 2 yrs
- Nick Denno - 4 yrs
- Mike Stanton - 3yrs

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 2024, and be it further

RESOLVED that the attorney be paid Four Hundred Dollars (\$400.00) for each Zoning Board of Appeals meeting they attend and Two Hundred Dollars (\$200.00) if they do not attend a monthly meeting for the year 2024.

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 2024.

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)	\$26.88
John Mann Jr. (MEO/Mechanic)	\$26.88
Kevin Mann (Welder/MEO)	\$26.88
Travis Conklin (MEO)	\$26.88
Wade Holmes (MEO)	\$26.88
Jason DeLong (MEO)	\$26.88
Adam Vincent	\$26.88
Michael Eggleston	\$24.32
Christopher Eggleston (Full Time Weigh Master)	\$22.75
James Yattaw (Part Time Weigh Master)	\$16.00
Brian Lucia (Cleaner)	\$16.00
Paul Coons (Part-Time Landfill Recycling Attendant)	\$16.00
Robert Burnham (Part-Time Landfill Recycling Attendant)	\$16.00

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 \$17.50 per hour for the year 2024 and

BE IT FURTHER RESOVLED that Summer Highway Help for the Town of Corinth be set at a salary of \$17.50 per hour for the year 2024

RESOLUTION #18
SUPERVISOR'S ACCOUNT CLERK/TYPIST

BE IT RESOVLED THAT Cherie Delancey be appointed Account Clerk/Typist at an hourly salary of \$22.00 an hour for actual time worked up to twenty-four (24) hours a week for the year 2024.

BE IT FURTHER RESOLVED that Michael Young be appointed Account Clerk/Typist and Fixed Asset Coordinator at an hourly salary of \$22.00 per hour for actual time worked up to Sixteen (16) hours a week for the year 2024.

RESOLUTION #19
BOOKKEPPER/CONFIDENTIAL SECRETARY

BE IT RESOLVED that Malissa Anderson be appointed Bookkeeper/Confidential Secretary, a full-time position at a rate of \$22.00 an hour for actual time worked for the year 2024.

RESOLUTION #20
CLERK OF THE COURT

BE IT RESOLVED that KD Martin be appointed Clerk of the Court at an hourly rate of pay of \$22.00 per hour for 32 hours per week to be disbursed on an hourly basis for actual time worked plus benefits for the year 2024.

RESOLUTION #21
CLERK OF THE COURT

BE IT RESOLVED that Lori Pike be appointed Clerk of the Court at an Hourly rate of pay of \$24.50 per hour for 32 hours per week to be disbursed on an hourly basis for actual time worked for the year 2024.

RESOLUTION #22
TOWN CLERK'S SALARY

BE IT RESOLVED THAT THE SALARY OF Town Clerk Brenda Peris be set at \$42,100 for the year 2024.

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 \$17.80 per hour full time for the year 2024.

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 \$1,975 for the year 2024.

RESOLUTION #25
COLLECTOR OF TAXES

BE IT RESOLVED that Brenda Peris be named Collector of Taxes for the year 2024 with a salary of \$9,000

RESOLUTION #26
SENIOR CITIZEN DIRECTOR

BE IT RESOLVED that Laurie Crossman shall be named Director of the Corinth Senior Citizens Center Program for the year 2024 at a salary of \$23.18 and the person substituting for the Director be paid the hourly rate of \$17.00 per hour.

BE IT FURTHER RESOLVED that the person substituting for the van driver will be paid \$16.00 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 \$21,840 to be paid for the year 2024.

BE IT RESOLVED that Joel Jenkins be named Deputy Dog Control officer on an on-call basis at a rate of \$20.50hr paid by submitted voucher

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 \$20.00 for the year 2024. The office will be open from 6:00AM to Noon. The Inspector will be here from 6:00AM to 11:00AM for a total of 20 hours per week, and

BE IT FURTHER RESOLVED that James Martin be named Zoning Administrator for the year 2024

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 2024, and be it further RESOLVED that the attorney be paid Five Hundred Dollars (\$500.00) for each Planning Board meeting she attends, and Two Hundred Dollars (\$200.00) is she does 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:

Trisha Santiago	3 years
Joan Beckwith	5 years
David Barrass	1 years
Daniel Willis	4 years
Darren Potter	2 years

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

BE IT RESOLVED that TBD be appointed part time status, Building Department Secretary at a salary of \$16.00 for the year 2024; 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 \$16.00 per hour including all jobs to be disbursed on an hourly basis for actual time worked at part time status for the year 2024. 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 2024, a salary of \$17.00 per hour, to be paid on presentation of 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 2022, 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	01/14/2021 to 09/30/2024
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 2024 with a salary of \$1600

RESOLUTION #35

MUSEUM CURATOR

BE IT RESOLVED that Rachel Clothier be appointed Museum Curator for the year 2024 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 \$16.00 per hour.

RESOLUTION #37

EMERGENCY MANAGEMENT COORDINATOR

BE IT RESOLVED that the Town appoint Dean Brown as Emergency Management Coordinator for the year 2024 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 before 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 2024.

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 2024.

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 2024 and notifications may also be sent to the Town Web Master, and to Town Facebook Coordinator

RESOLUTION #42
INVESTMENT POLICY

BE IT RESOLVED in 2024, 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 January 1, 2014. 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
MONTHLY FINANCIAL REPORT

BE IT RESOLVED THAT the Town Supervisor be authorized to make monthly financial reports as prescribed by Article 4 Section 50F of the General Municipal Law. Each Member of the Town Board is to receive a copy of such report, at the meeting, as presented, for them to look over for any changes to be brought up at the next meeting.

BE IT FURTHER RESOLVED that the Town Board will be adopting a policy requiring the bookkeeper to produce the following three reports: Operating Statement, Balance Sheet, and A Budget/Actual Comparison, along with a Fund Analysis monthly along with any notes or anecdotal information that will inform the Town Board in 2024.

RESOLUTION #45
TOWN BOARD COMMITTEES

BE IT RESOLVED that the Town Supervisor appoints the following people listed on the following committees for the year 2024 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, Michael Young and Town Clerk Brenda Peris
Town Web Page	Trisha Santiago
Senior Citizen Board	Councilman Clothier
Town Facebook Coordinator	Trisha Santiago

Advisor to County Youth Bureau	Lorraine Tefft
Land Use/Zoning Liaisons	Dave Barrass / William Clark/ Jim Martin
Advisory to County Fire Council	Grahame Champagne
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 Denno

RESOLUTION #46
ASSOCIATION OF TOWNS / TRAINING

BE IT RESOLVED that The Town Board will make NO appointments to the Association of Towns in 2024.

RESOLUTION #47
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 2024 is \$ 513,000.00 A copy of said agreement to be filed in the office of the Town Clerk.

RESOLUTION #48
WATER RENT PENALTY

BE IT RESOLVED that the Town of Corinth shall charge 10% penalty after the first 30 days, and then 1% every month thereafter on the remaining unpaid balances.

RESOLUTION #49
HEALTH OFFICER

BE IT RESOLVED that George Siniapkin, MD shall be named Health Officer for the Town of Corinth for the year 2024.

RESOLUTION #50
CORINTH FREE LIBRARY

BE IT RESOLVED that the Town of Corinth shall contribute \$15,000.00 for the year 2024 to the Corinth Free Library.

RESOLUTION # 51
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 2024.

RESOLUTION #52
INDEPENDENT AUDITOR

BE IT RESOLVED that Thomas Bodden be appointed as Independent Auditor for the Town of Corinth for the year 2024 pursuant to his contract with the Town of Corinth

RESOLUTION #53
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 #54
HOSPITAL RECORDS

BE IT RESOLVED the fees for obtaining old hospital records will be a search fee of \$5.00 and .25 cents each for a copy, plus postage and handling for a patient's own request, a legal request will have a \$15.00 search fee, and a .25 cents per copy, plus postage and handling. A patient is urged to sign out his or her own records to keep. We are in the last year of keeping these records except for the forever ones.

RESOLUTION #55
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	Grahame Champagne
County Youth Board	Lorraine Tefft
County EMS Advisory Board	Matthew Fogarty

RESOLUTION #56
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 2024

RESOLUTION #57
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 2024, for use in small items such as extra postage, miscellaneous and such.

RESOLUTION #58
CORINTH INDUSTRIAL AGENCY

The Corinth IDA is not in operation for the year 2024

REOLUTION #59
HOLIDAYS

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

- | | |
|----------------------------|----------------------|
| 1. New Year’s Day | Monday (01/01/24) |
| 2. Martin Luther King Day | Monday (01/15/24) |
| 3. President’s Day | Monday (02/19/24) |
| 4. Memorial Day | Monday (5/27/24) |
| 5. Fourth of July | Thursday (07/04/24) |
| 6. Labor Day | Monday (09/02/24) |
| 7. Columbus Day | Thursday (10/14/24) |
| 8. Veterans Day | Monday (11/11/24) |
| 9. Thanksgiving Day | Thursday (11/28/24) |
| 10. Day after Thanksgiving | Friday (11/29/24) |
| 11. Christmas | Wednesday (12/25/24) |

RESOLUTION #60
HEALTHINSURANCE

BE IT RESOLVED THAT IN THE YEAR 2024

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

Individuals, the Town pays 88% of the monthly premium and the employee pays 12% 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 for the year 2024.

*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 2024

RESOLUTION #61
EMPLOYEES HANDBOOK

BE IT RESOLVED that each employee of the Town of Corinth be given an Employee Handbook. Each employee must sign for said handbook. The Employee Handbook includes the following: The Code of Ethic Policy, Benefits for Full Time Employees, Investment Policy, Procurement

Policy, Harassment in the Workplace, Employee Disciplinary Procedures, Use of Technology and the Internet Policy, Cell Phone Policy, Workplace Violence Policy and Employee Privacy Policy.

RESOLUTION #62
FIXED ASSETS

BE IT RESOLVED That the Town Board appoint Michael Young 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 Michael Young to be entered into his computer program and file.

RESOLUTION #63
JUSTICE COURT AUDIT

BE IT RESOLVED that the Justice Court books will be audited by an independent auditor on or before January 20, 2023, and a copy of said audit will be given to the Town Board at their next meeting.

BE IT RESOLVED That the Town Supervisor be able to sign the Agreement for Fire Protection Services with the Village of Corinth for \$513,000 with the removal of the word “binding” in two locations of paragraph 6.

EMS:

Coordinator Fogarty asked the board to approve full-time paramedics and full-time EMT positions that have been budgeted for 2024. This would be 4 new EMT positions added and 2 Paramedic positions. This would bring the total to 7 full-time paramedics and 7 Full-time EMT's. Victoria Hayes would be moving from an EMT to a Full-Time Paramedic and one Full-time paramedic position would be open. Kirkland Mihalek, Mackenzie Luse, Brittany Markowski and Claire Barber would be the Four Full-Time EMT's.

RESOLUTION #63

Approval to Hire Victoria Hayes as a Full-Time Paramedic and Kirkland Mihalek, Mackenzie Luse, Brittany Markowski and Claire Barber each as Full-Time EMT's.

A Motion by Councilwoman Crooks and Seconded by Councilman Mann Approval to Hire Victoria Hayes as a Full-Time Paramedic and Kirkhind Mihalek, Mackenzie Luse, Brittany Markowski and Claire Barber each as Full-Time EMT's.

Ayes	5
Nays	0
Excused	0

Motion Passed

SUPERVISOR BUTLER:

- Fire Contract Proposal—Originally tried for a multi-year agreement. Some complications presented so the Town asked for a one-year agreement. The Village of Corinth countered with some changes. Would like a meeting in February so that the Village could have an agreement by April 1st. The board had a discussion and asked to go into Attorney Client privilege session.

RESOLUTION #64

To Bring the meeting back to order.

A Motion by Councilwoman Crooks and Seconded by Councilwoman Denno to Bring the meeting back to order.

Ayes	5
Nays	0
Excused	0

Motion Passed

RESOLUTION #65

To Approve Supervisor Butler Signing the Fire Contract with the Village pending the Removal of the Word Binding Twice in Paragraph 6.

A Motion by Councilwoman Crooks and Seconded by Councilman Clothier to Approve Supervisor Butler Signing the Fire Contract with the Village pending the Removal of the Word Binding Twice in Paragraph 6.

Ayes	5
Nays	0
Excused	0

Motion Passed

Attorney White:

INDECK litigation was in favor of INDECK. The Town has appealed the decision, and it is being heard in the appellate court in Albany. The Court requires settlement conferences

between the two parties. It is scheduled for January 24. A member of the Town Board and representative from the Village will be attending with each of their Attorneys.

RESOLUTION #66

To Adjourn the Town Board Meeting at 7:00PM.

A Motion by Councilman Clothier and Seconded by Councilman Mann to Adjourn the Town Board Meeting at 7:00PM.

Ayes	5
Nays	0
Excused	0

Motion Passed

Respectfully Submitted,
Brenda Peris
Town Clerk