

BOARD OF THE TOWN OF BUTTERNUTS

**ORGANIZATIONAL MEETING
January 5, 2022
Municipal Building**

FINAL
Approved: 2/9/22
Posted: 2/12/22

Meeting was called to order at 6:59 PM by Bruce Giuda, Town Supervisor.

Minutes recorded by Rebekah Huff, Town Clerk.

Agenda: See **Appendix A**.

Attendees: Bruce Giuda - Supervisor & Board Member, Keith Lilley - Board Member, Teresa Winchester - Board Member, John Hill - Board Member, Paul Irwin – Board Member, Rebekah Huff - Town Clerk, and Cory Wilber – Highway Superintendent.

Visitor Sign-In Sheet - see **Appendix B**.

This meeting is required by law by the State of New York. It is held to cover the necessary actions required for the Town to function legally. Only the basic actions for the Town to operate will be discussed at this meeting. Oaths of office for all newly elected officials shall be filed with the Town Clerk. Notice of this meeting has been posted on the bulletin boards (Post Office, Daily Star).

Motion to accept resignation of Duly Elected Town Clerk (see **Appendix C**):

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	Keith Lilley			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to appoint Rebekah Huff as Town Clerk for year starting January 1, 2022:

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	John Hill			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

See **Appendix D** for Resolutions presented to the Board.

Motion to adopt Resolution #1-2022 – Appointments and Wages (with correction to name):

Introduced By:	Paul Irwin	Yes	No	Abstained
Seconded By:	Keith Lilley			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #2-2022 –Schedule of Official Town Meetings:

Introduced By:	John Hill	Yes	No	Abstained
Seconded By:	Paul Irwin			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #3-2022 – Authorization of Supervisor to Administer Daily Town Business:

Introduced By:	Keith Lilley	Yes	No	Abstained
Seconded By:	John Hill			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #4-2022 – Official Banks and Depositories:

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	Teresa Winchester			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #5-2022 – Schedule of Fees:

Introduced By:	John Hill	Yes	No	Abstained
Seconded By:	Teresa Winchester			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #6-2022 – Designation of Official Newspaper:

Introduced By:	Keith Lilley	Yes	No	Abstained
Seconded By:	John Hill			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #7-2022 – Payment of Advance Claims:

Introduced By:	Keith Lilley	Yes	No	Abstained
Seconded By:	John Hill			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #8-2022 – Insurance Carrier for 2022:

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	Teresa Winchester			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #9-2022 – Town Attorney:

Introduced By:	Keith Lilley	Yes	No	Abstained
Seconded By:	Bruce Giuda			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #10-2022 – Petty Cash:

Introduced By:	Teresa Winchester	Yes	No	Abstained
Seconded By:	Keith Lilley			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #11-2022 – Official Holidays:

Introduced By:	Keith Lilley	Yes	No	Abstained
Seconded By:	John Hill			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Motion to adopt Resolution #12-2022 – Financial Accountability :

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	Teresa Winchester			
Bruce Giuda, Town Supervisor		X		
Keith Lilley, Board Member		X		
Teresa Winchester, Board Member		X		
Paul Irwin, Board Member		X		
John Hill, Board Member		X		
Motion Carried	Yes	5		

Adjournment:

Motion to Adjourn at 7:20 PM:

Introduced By:	Bruce Giuda	Yes	No	Abstained
Seconded By:	Keith Lilley			
Bruce Giuda, Town Supervisor	X			
Keith Lilley, Board Member	X			
Teresa Winchester, Board Member	X			
Paul Irwin, Board Member	X			
John Hill, Board Member	X			
Motion Carried	Yes	5		

Respectfully Submitted,

Rebekah Huff, CPA
Town Clerk, Town of Butternuts