

Lucy

**Town of Butternuts
Reorganizational Meeting
January 14, 2026 7:00 pm**

OPEN MEETING AND PLEDGE

1) Oath of Office

2) Approve Resolutions

- *Resolution # 1-2026
- *Resolution # 2-2026
- *Resolution # 3-2026
- *Resolution # 4-2026
- *Resolution # 5-2026
- *Resolution # 6-2026
- *Resolution # 7-2026
- *Resolution # 8-2026
- *Resolution # 9-2026
- *Resolution # 10-2026
- *Resolution # 11-2026
- *Resolution # 12-2026
- *Resolution # 13-2026

3) Committees of the Board for 2025

- *Policy – Teresa Winchester
- *Audit / Law – Paul Irwin

*** Supervisor may appoint Board members if needed for special projects or issues

PRIVELEGE OF THE FLOOR

BOARD DISCUSSION

PRIVELEGE OF THE FLOOR

ADJOURNMENT

Resolution # 1-2026 APPOINTMENTS AND WAGES

Elected or Appointed Officials :

Supervisor Bruce Giuda - \$12,000 per year paid monthly

Council Persons - Keith Lilley, Paul Irwin, John Hill, Teresa Winchester - \$1320 (each) per year paid quarterly

Highway Superintendent David Haynes - \$58,000 per year plus \$8700 health / safety allowance paid biweekly

Town Clerk Lucy Richards – \$10,000 per year paid monthly

Tax Collector Doris Moennich - \$4,290 per year paid monthly

Town Justice Claudette Newman - \$6,550 per year paid monthly

Tax Assessor Matthew Lippitt - \$14,000 per year paid monthly

Dog Control Officer Scot Lueck - \$3,000 per year paid monthly plus mileage

Town Hall Building Cleaner Marna Dunham - \$1,200 per year paid monthly

Town Historian Penny Klingman - \$3,000 per year paid quarterly

Custodian of Election Machines – Penny Klingman - \$75 per election

Board of Assessment Review – Chairman \$250.00 paid once per year

2 Regular members - \$75.00 each paid once per year

Full Time Highway Crew HMEO / MEO – *base rate* \$28.13 per hour regular time (\$57,385.20 annually) plus \$8700 per year health buyback - paid bi weekly. Longevity rate is higher than base where applied. Overtime is additional @ \$42.20 per hour

Part Time MEO /non CDL - \$20 per hour ^{\$22.00}

Part Time MEO / CDL – UP TO \$24 per hour ^{\$26.00}

Seasonal Employees – Copes Corners Park Caretaker \$1800 per month paid monthly

No Compensation :

Deputy Supervisor, Deputy Town Clerk, Deputy Tax Assessor, Deputy Highway Superintendent,

Planning Board : Chairman or Members , Ethics Board Members

Hourly Employees :

Court Clerk - \$20.00 per hour

*All other part time or seasonal employees will be paid NY minimum wage of \$16.00 per hour unless otherwise agreed to by Town Board

All mileage reimbursements will be paid at the rate of \$.72.5 per mile

Resolution # 2-2026 SCHEDULE OF OFFICIAL TOWN MEETINGS

Regular Town Board Meetings will be held on the second Wednesday of each Month at 6:45 pm in the Town Hall located at 1234 State Highway 51, Gilbertsville NY

Planning Board meetings will be held the second Tuesday of each month at 7 pm in the Town Hall

The Ethics Board meets at the Town Hall at least once annually and more often if necessary. For specific dates and times please contact the Town Clerk

*Any special meetings will be posted on the Town website : townofbutternuts.org

*All meetings are open to the public

Resolution # 3-2026 AUTHORIZATION OF SUPERVISOR TO ADMINISTER DAY TO DAY BUSINESS

The Town board authorizes and delegates to the Town Supervisor the powers and duties of day to day administration of Town business and supervision of all Town facilities. This administration shall be consistent with all local, County, State and Federal laws applicable thereto, and with any collective bargaining agreements, resolutions, contracts, and policies approved by the Town Board.

Resolution # 4-2026 OFFICIAL BANKS AND DEPOSITORIES FOR THE TOWN OF BUTTERNUTS

Official Banks and Depositories are designated as follows :

- Community Bank NA
- NYCLASS
- Sidney Federal Credit Union

Resolution # 5-2026 SCHEDULE OF FEES

Site Plan and Subdivision Fees are listed on the Town website. Fees will vary according to which actions are planned.

Copying : Fee of \$.25 per single page for copies made under FOIL requests only. The Town does not provide copying services for any other circumstance.

Dog License : Spayed or neutered - \$7.00 per dog per year

Un-spayed or un-neutered - \$15.00 per dog per year

Late fees apply for late registration or non – registration

Check Town website for details : townofbutternuts.org

Resolution # 6-2026 DESIGNATION OF OFFICIAL NEWSPAPER

The official newspaper for posting legal notices is The Daily Star (Oneonta)

Other notices of Town Board events will be posted on the Town website, in Pennysavers, and in the Gilbertsville Post Office if possible.

Resolution # 7-2026 PAYMENT OF ADVANCE CLAIMS

The Town Board authorizes the Town Supervisor to pay certain claims before Board audit. These claims are : utilities, postage, freight, payroll, emergency expenditures at Copes Corners Park, and any contractual obligations previously authorized by the Town Board in effect for three (3) years or longer.

Resolution # 8 - 2026 INSURANCE CARRIERS FOR 2025

As required by law the Town Board names Highstreet Insurance and Financial Services, and Tokio Marine HCC as designated insurers for the Town. The supervisor shall secure full and adequate insurance for the protection against theft, fire and liability and other physical damages to Town property. Supervisor shall update said insurance as needed and bring recommendations and concerns from Town insurers to the Town Board and Highway Superintendent to minimize risks, liabilities and losses. The Supervisor shall strive to implement best practices to minimize risks of personal injury or death to Town employees, elected officials, and appointees, to eliminate liability for the Town, and to eliminate preventable physical damages to Town properties, trucks, and equipment.

Resolution # 9-2026 TOWN ATTORNEY

David S. Merzig of Kehoe and Merzig, Oneonta NY shall be retained as Town Attorney for all legal matters that concern the Town.

In matters related to solar or wind issues, the Town Board additionally will consult with Robert K. McKertich, partner, of Coughlin & Gerhart, Binghamton NY

Resolution # 10-2026 PETTY CASH

The Town Board shall establish petty cash funds for the following positions :

Town Justice.....\$100

Town Clerk.....\$50

Town Tax Collector.....\$50

Copes Corners Park Caretaker...\$100

ALL PETTY CASH ACCOUNTS NEED RECONCILIATION RECORDS THAT ARE UP TO DATE AND ACCURATE.

Resolution # 11-2026 OFFICIAL HOLIDAYS OBSERVED BY TOWN OFFICES

Town offices will be CLOSED on these Designated Official Holidays (observed) for 2026 :

- *New Years Day * Martin Luther King Day *Memorial Day
- *Juneteenth *Independence Day *Labor Day
- *Columbus Day *Veteran's Day *Thanksgiving Day
- * Christmas Day

Resolution # 12-2026 FINANCIAL RESPONSIBILITY

All funds received by any Town official or Town employee shall be accounted for in the following manner :

Immediately upon receiving any funds due to the Town, a receipt shall be provided to the payer and a copy of the receipt will be kept by the Town official / employee. A written ledger will be kept for any revenues received each month. All monies collected will given to the Town Supervisor as soon as possible. The Town Supervisor shall provide a receipt to the official / employee for all monies received and keep a copy for his records. The Town Supervisor shall deposit all monies received as soon as possible in the proper Town bank accounts. Records of all transactions will be entered into the town's accounting program for monthly review by the Town Board.

Resolution # 13-2026 DEFINITION OF WORK DAY COMPENSATION FOR HIGHWAY EMPLOYEES

The Town of Butternuts will compensate all highway employees at the agreed upon rate as specified in the most current Teamsters contract. All relevant issues have been addressed in the Teamsters contract, and shall be administered by the Highway Superintendent as specified in the contract. Definition of "work day" is meant to include all tasks assigned to highway employees by the Highway Superintendent that are intended to develop, maintain or improve the roads in the Town of Butternuts. Mutually sharing services with other municipalities is considered the same as working on Butternuts town roads.

Pursuant to General Municipal Law, employees may not be legally paid when they are not working in said capacity, unless it is a contract based holiday, sick day, vacation day, or a Board approved training or staff development day. The Town of Butternuts expects highway employees to attend all mandatory training at the Town's expense. All non-mandatory training, staff development or any other off site activities must be approved by the Town Board in advance at a legal meeting of the Board in order for highway employees to receive compensation from the Town. Highway employees may use personal days or vacation days to attend activities that are not addressed in the contract or not approved in advance by the Town Board.