

TOWN OF POMPEY TOWN BOARD MINUTES

The Town Board of the Town of Pompey held its Organizational Meeting on Tuesday, January 9, 2024 at 5:30 p.m. The meeting was held in-person and was also live-streamed via Zoom platform. In attendance were: Supervisor Mark Nardella, Councilors Bill Lipe, James Loomis, Diana Carpenter, David Angello; Accountant Jim Pompo; Highway Superintendent B.R. Way; Town Attorney Tim Frateschi, Town Attorney David Capriotti; Town Clerk Nikki Reid; and Zoom Host Veronica Hotaling.

Supervisor Nardella called the meeting to order at 5:35 p.m. followed by the Pledge of Allegiance.

R-1-24 Motion by Loomis, seconded by Carpenter to appoint Harris Beach as Attorney for the Town to be compensated \$40,000.00 per year. All in favor. Motion carried.

R-2-24 Motion by Loomis, seconded by Carpenter to adopt the following procedures/policies:

- Affirm Procurement Policy
- Affirm Investment Policy
- Affirm Scrap Metal Policy
- Affirm Fee Schedule
- Affirm Employee Handbook (updated 12/12/23)
- Affirm Travel Policy
- Affirm Credit Card Policy

All in favor. Motion carried.

R-3-24 Motion by Loomis, seconded by Carpenter to adopt the following procedures/policies:

- Set 6 hours as the standard workday for part-time elected officials, part-time employees, and Code Enforcement Officer
- Approve payment of postage, utility bills and health insurance premiums prior to Town Board audit.

All in favor. Motion carried.

R-4-24 Motion by Loomis, seconded by Carpenter to make the following appointments:

- Eastern Shores Associates as Brokers of Record
- Dunn and Sgromo Engineers PLLC as Engineer for the Town
- NBT Bank and NYCLASS as Official Banks

- The Post Standard as Legal Newspaper
- Veronica Hotaling as Web Manager, subject to approval of 2024 letter of engagement.
- NetManagelt as IT Manager, subject to approval of 2024 letter of engagement.

All in favor. Motion carried.

- R-5-24 Motion by Loomis, seconded Carpenter to set the mileage reimbursement for travel for town business at \$0.67 per mile. All in favor. Motion carried.
- R-6-24 Motion by Loomis, seconded by Carpenter to set the regular meeting date and time for Town Board to be the second Tuesday of each month at 6:30 p.m. All in favor. Motion carried.
- R-7-24 Motion by Loomis, seconded by Carpenter to appoint Timothy Bearup as Code Enforcement Officer to be compensated \$58,344.00 All in favor. Motion carried.
- R-8-24 Motion by Loomis, seconded by Carpenter to appoint Nicole Reid as Marriage Officer. All in favor. Motion carried.
- R-9-24 Motion by Loomis, seconded by Carpenter to appoint Debra Rapp as Deputy Clerk to be compensated \$16.00 per hour, not to exceed \$5,00.00 per year. All in favor. Motion carried.
- R-10-24 Motion by Loomis, seconded by Carpenter to appoint Kim Memory and Ken Stvan as Justice Court Clerks to be compensated \$5,000.00 per year. All in favor. Motion carried.
- R-11-24 Motion by Loomis, seconded by Carpenter to appoint Sue Smith as Chairwoman of the Planning Board, Dave Tessier as Chairman of the Zoning Board of Appeals, and Phil George as Chairman of the Environmental Conservation Commission, each to receive a stipend of \$500.00 per year. All in favor. Motion carried.
- R-12-24 Motion by Loomis, seconded by Carpenter to appoint Ray Randall as Chairman of the Board of Assessment Review, to receive a stipend of \$250.00 per year. All in favor. Motion carried.
- R-13-24 Motion by Loomis, seconded by Carpenter to set the stipend for each member of the Planning Board, Zoning Board of Appeals, and Environmental Conservation Commission at \$200.00 per year. All in favor. Motion carried.
- R-14-24 Motion by Loomis, seconded by Carpenter to set the stipend for each member of the Board of Assessment Review at \$125.00 per meeting attended. All in favor. Motion carried.

- R-15-24 Motion by Loomis, seconded by Carpenter to appoint Will Frazee to the Planning Board (term expires 12/31/30). All in favor. Motion carried.
- R-16-24 Motion by Loomis, seconded by Carpenter to appoint Dave Hale to the Zoning Board of Appeals (term expires 12/31/28). All in favor. Motion carried.
- R-17-24 Motion by Loomis, seconded by Carpenter to appoint Phil George, Stan Gorman, Martha Viglietta, Pauline Drexler, and John Herrington to the Environmental Conservation Committee (terms expires 12/31/25). All in favor. Motion carried.
- R-18-24 Motion by Loomis, seconded by Carpenter to appoint Dale Barber to the Board of Assessment Review (term expires 09/30/29). All in favor. Motion carried.
- R-19-24 Motion by Loomis, seconded by Carpenter to appoint Don Saleh, Don Neugebauer and Alma Hartnett to the Board of Ethics. All in favor. Motion carried.
- R-20-24 Motion by Loomis, seconded by Carpenter to appoint Sarah LoGuidice as Secretary to the Planning Board, to be compensated at an hourly rate of \$16.40, up to a maximum of \$1,200.00 per year. All in favor. Motion carried.
- R-21-24 Motion by Loomis, seconded by Carpenter to appoint Sarah LoGuidice as Secretary to the Zoning Board of Appeals, to be compensated at an hourly rate of \$16.40, up to a maximum of \$960.00 per year. All in favor. Motion carried.
- R-22-24 Motion by Loomis, seconded by Carpenter to appoint Town Supervisor to be the 2024 representative to OCEBA for communication purposes. All in favor. Motion carried.
- R-23-24 Motion by Nardella, seconded by Lipe to appoint Tom Henry as Deputy Supervisor. All in favor. Motion carried.
- R-24-24 Motion by Nardella, seconded by Loomis to appoint the accounting firm of F.J. Pompo and Company PC as Bookkeeper to be compensated \$51,600.00 per year. All in favor. Motion carried.
- R-25-24 Motion by Nardella, seconded by Loomis to appoint Ruth Hotaling as Historian to be compensated \$1,780.00 per year. All in favor. Motion carried.
- R-26-24 Motion by Nardella, seconded by Loomis to appoint Alma Hartnett as Personal Assistant to the Supervisor to be compensated \$1.00 per year. All in favor. Motion carried.
- R-27-24 Motion by Loomis, seconded by Carpenter to authorize the following:
- \$500,000.00 bond for Supervisor and Town Clerk and \$50,000.00 bond for all others.

- Highway Superintendent to spend up to \$8,000.00 without prior approval, subject to procurement policy.
- Petty cash fund for \$125.00 for Town Clerk / Tax Collector.
- Petty cash fund for \$125.00 for Justice Court.
- Supervisor to spend up to \$1,000.00 without prior approval.

All in favor. Motion carried.

R-28-24 Motion by Loomis, seconded by Carpenter to appoint Bob Purcell as Deputy Highway Superintendent to be compensated his regular salary. All in favor. Motion carried.

R-29-24 Motion by Carpenter, seconded by Angello to adjourn at 5:54 p.m. All in favor. Motion carried.

Respectfully submitted,

Nikki Reid

Pompey Town Clerk