

2024 Organizational Meeting

Call to Order:

Supervisor Millington called the 2024 Organizational Meeting to order at 3:00 p.m. opening the meeting with the Pledge of Allegiance.

Those present included Supervisor Millington, Councilmember Bourquin, Councilmember Farrell, Councilmember Donovan, Councilmember Gosier, Town Clerk Ariana Henderson, Highway Superintendent Pat Weston, Jennifer Kingsley, Charles Kingsley, Ken Kasek, Susan Locy, Robert Locy, William Lipczynski, Heather Lipczynski, Patrick Hathaway, and Jeff Call.

2024 Annual Resolutions

1. Establishment of Banks – Gouverneur Savings & Loan; primary, Watertown Savings Bank – Secondary
2. Establishment of Regular Meeting Dates – Second Wednesday of the month.
3. Annual Appointments – As per the following Resolution 2024-1.
4. Establishment of Salaries – As per the 2024 Annual Budget.
5. Establishment of Legal Newspaper – Watertown Daily Times
6. Establishment of Signatures for Bank Transactions – James Millington and Thomas Donovan
7. Establishment of Signatures for Consolidated Health – James Millington and Thomas Donovan
8. Establishment of Signatures for Town Clerk's Account – Ariana Henderson
9. Establishment of Signatures for Tax Collector's Account – Ariana Henderson
10. Establishment of Signatures for Water District Accounts – James Millington and Thomas Donovan
11. Establishment of Mileage Rate – NYS Current Rate 1/1/24- \$0.67 (As per Office of the State Comptroller)
12. Establishment of Audit Committee – Timothy Farrell and Thomas Donovan
13. Designation of Polling Places- 1.) Town Office 2.) Three Mile Bay Fire Hall 3.) Town Office
14. Adoption of Investment Policy
15. Adoption of Procurement Policy
16. Retirement Resolution for Year – BE IT Resolved, that the Town of Lyme/Location Code 30648 hereby establishes that Highway Superintendent Pat Weston, Tax Collector and Town Clerk Ariana Henderson hereby establish the standard work days and will report those days to the New York State and Local Employees' Retirement System based on the time keeping system records or the

record of activities maintained and submitted by these officials to the Clerk of this body.

17. Town Officials Bond – Timerman Adams Insurance

18. Prepayment of Claims

19. Payment of Town Association Dues

20. Payment of Elected/Appointed Officials' Annual Dues

21. Authorization of Payment for Attendance at Association of Towns Annual Conference

22. Renewal of the Intermunicipal Agreements (School, Fire Departments, and Village) Pending Negotiations and Agreements

23. Claims to be charged against General Fund A-00-1620-00.4

Contractual:

a. Electric

b. Heating Fuel

c. Telephones/Fax

d. Internet

e. Water/Sewer

f. Copiers – Maintenance and Repair; Paper, Toner

g. Shared Supplies

Resolution 2024-1: -Councilmember Donovan made the motion to approve Annual Resolutions. Councilmember Gosier seconded the motion; Donovan, Gosier, Millington, Farrell YAY; Bourquin NAY; motion carried.

Councilmember Gosier made a comment regarding #13. The Board of Elections took the information from the most recent census report and that is why all the voting got moved to Three Mile Bay. Hopefully next year they will move it back to the Town Office and it will be more convenient for the Town residents.

2024 Annual Appointments:

a. Supervisor/Budget Officer	James Millington
b. Deputy Supervisor	Thomas Donovan
c. Bookkeeper to Supervisor	Bowers and Company
d. Payroll Officer	Bowers and Company
e. Consolidated Health Officer	James Millington
f. Consolidated Health Doctor	Carrie Guga
g. Deputy Highway superintendent	Brian Cosselman

h. Deputy Town Clerk	Serena Beach
i. Clerk to Supervisor	VACANT
j. Records Management Officer	Ariana Henderson
k. Registrar of Vital Statistics	Ariana Henderson
l. Deputy Registrar of Vital Statistics	Erin Fulton
m. Sole Appointed Assessor	Carol Quencer
n. Clerk to Assessor	Serena Beach
n. Water Districts Billing Clerk	Ariana Henderson
o. Water Districts Receiving Clerk	Serena Beach
r. Chairman of Zoning Board of Appeals	Judi Bates (1 year)
s. Secretary to ZBA	Susan Locy
t. Chairman of Planning Board	Reginald Schweitzer, Jr.
u. Planning Board Member	Adam Brown
v. Secretary to Planning Board	VACANT
w. Town Historian	Lyme Heritage Center
x. Attorney for Town	Kendall, Walton, and Burrows
y. Office Maintenance	Beth Yurack
z. 2 nd Deputy Town Clerk	Rose Soules
aa. Website Committee	Ariana Henderson
bb. Youth Commission Liaison	Thomas Donovan
cc. Buildings & Grounds Committee	Pat Weston, Julia Gosier, Thomas Donovan, Ariana Henderson
dd. Three Mile Bay Cemetery Liaison	Julia Gosier
ee. Shared Services Liaison to LCS Committee	Ariana Henderson
ff. Water board Chairwoman	Kathy Dyer
gg. Board of Assessment Review Chairman	David Bourquin
hh. Zoning Board Member	Karen Donahue
ii. Water Board Member	Renee Pettey
jj. Ambulance Liaison	Patrick Hathaway

Councilmember Gosier had a concern about Robert Locy being appointed as the transfer site Liaison. She asked if Robert Locy agrees that being a contractor, he must abide by the transfer site dumping regulations, he must report to the board and the position is unpaid. Robert Locy agreed. He also stated that he has a permit at the County dump and uses that for construction debris. Councilmember Gosier suggested Pat Weston to be the Liaison because he is already at the transfer site several times a week and is handling any problems they may have. Robert Locy agreed Pat would be a great liaison and he was just trying to help the Town. Councilmember Bourquin said that the Supervisor is the only person who has control over the Transfer site employees. He suggested making the transfer site part of the highway department. Pat could oversee the transfer site employees, and we wouldn't need a liaison. Pat Weston stated that he already does everything up there anyway and has for 20 years. The only difference is the hours to haul trash are charged to the transfer site not the highway department. There was discussion regarding the union contract.

Councilmember Gosier said that the Town's ambulance liaison is important. It is also important the liaison is not affiliated with either fire departments. She suggested Patrick Hathaway to be the official liaison for the ambulance. He agreed. Cape Vincent Ambulance Chief Jeff Call stated that the ambulance contract states the Town is supposed to have a town board member as a liaison but the contract can be amended to say the town board member or appointee.

Councilmember Farrell asked if Councilmember Donovan if he was aware of how much time the Deputy Supervisor Position entailed. He responded yes.

Resolution 2024-2: Councilmember Gosier made the motion to approve the 2024 Annual Appointments; Councilmember Farrell seconded the motion; Donovan, Gosier, Millington, Farrell YAY; Bourquin NAY; motion carried.

Resolution 2024-3: Councilmember Gosier made the motion to advertise for the secretary of the planning board and clerk to the supervisor; Councilmember Farrell; seconded the motion; all were in favor; motion carried.

Privilege of the Floor:

Cape Vincent Ambulance Chief Jeff Call said he had a discussion at the Town budget meeting in October of 2023 about First Responder funds. There was \$20,000.00 in the 2023 budget but only \$10,000.00 was given to the Chaumont Fire Department. He asked for the remainder of the 2023 funds and the \$20,000.00 for 2024 budget could be given to be given to the Cape Ambulance. The intent was to put the money in one fund, purchase a new first responders vehicle and create one group of first responders. The Supervisor and Town Clerk was present on an additional discussion on possibly using the Town ARPA funds for a new ambulance. Currently there is no money on the budget line for first responders. He wanted to know where the \$20,000 in the 2024 budget went to and if the ARPA money can be used toward a new ambulance. The ambulance squad has a contract, and they are fine. He would like to clean up the first responder's unit and bring people together throughout the whole Town.

Councilmember Bourquin said that they had to spend the ARPA money on something else and the leftover money from the 2023 budget has gone back into the fund balance. Jeff stated that

\$1400.00 of the ambulance money went towards the equipment in the Chaumont First Responder vehicle. Councilmember Gosier said that the Board wasn't getting the information they needed from the ambulance. Jeff said they should have because Terry Countryman was at every ambulance meeting. She also stated that adjustments to the budget can happen. The Town can discuss this further.

Heather Lipczynski said that when they attended the budget meeting in October, they were under the impression that the \$10,000.00 that was in the First Responder budget would be going toward the ambulance. Councilmember Bourquin said that he specifically asked Heather if they could do without the \$10,000.00 in the budget and they agreed. Heather stated that if it was being given to Cape Ambulance to buy their supplies they agreed. Councilmember Bourquin said the budget can be modified.

Councilmember Gosier said there was no intention to take away the money from the First Responder unit. Everyone is aware of the importance.

Councilmember Donovan said the cost of fuel and maintenance for the First Responder vehicle should also be considered. He believes these funds are necessary.

Supervisor Millington said that this should be an urgent discussion. He said that he will put together a group and contact the Board.

Other Business:

Councilmember Gosier said that the lawsuit Supervisor Millington has against the town is unethical. Supervisor Millington responded that he has put a lot of thought into it.

Councilmember Gosier said that when you sue the town the taxpayers pick up the bill.

Supervisor Millington said the people who are handling this matter will approach the Town and himself to come to a resolution. He appreciates her concern, and it is heavy on my mind.

Councilmember Gosier also stated that it is illegal to carry a petition on Town Property including the Town Office, Transfer site and Town Barn.

Adjournment:

Resolution 2024-4: Councilmember Donovan made the motion to close the 2024 Annual Organizational Meeting; Councilmember Farrell seconded the motion; all were in favor; motion carried.

Respectfully Submitted,

Ariana Henderson

Ariana Henderson
Town Clerk