

**Town of Pierrepont Organizational Meeting, January 4, 2024  
County of St. Lawrence, State of New York, 864 State Highway 68, Canton, NY 13617**

**Present:**

Jane Powers, Supervisor  
Julian “Olla” Filiatrault, Town Clerk  
Robert Moulton, Highway Superintendent

**Councilpersons:** Roger Murray  
John Glasgow  
Chad VanBrocklin  
Shawn Spellacy

**Meeting attendees/Public**

Brad Filiatrault; Clay Streit; Peter Wyckoff; Jason & Katie Rafferty; Karen Murray

**Organizational Meeting 2024, 7:00PM.** Supervisor Jane Powers called the Organizational Meeting to order.

**Pledge of Allegiance**

Jane Powers, Supervisor welcomed Shawn Spellacy as newly elected Pierrepont councilman and Robert Moulton as newly elected Pierrepont Highway Superintendent.

Jane Powers proceeded to list the Appointments for the Year 2024 as follows:

**APPOINTMENTS:**

Deputy Supervisor	Roger Murray
Deputy Highway Superintendent	Laurie Hance
Administrative Assistant-Supervisor	Laurie Hance
Administrative Assistant-Highway Supt.	Laurie Hance
Administrative Assistant-Justice	Laurie Hance
Budget Officer	Laurie Hance
Deputy Town Clerk	Renee Miller
Dog Control Officer	Donna Gilbert
Custodian (Buildings)	Mercy Spellacy
Custodian (Grounds/Trash Removal)	Patrick Regan
Historian	Katie Rafferty
Registrar	Julian “Olla” Filiatrault
Deputy Registrar & Deputy	Renee Miller



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**PLANNING BOARD (FIVE-YEAR APPOINTMENTS)**

<u>MEMBER</u>	<u>APPT EXPIRES</u>	<u>NEEDS REAPPT.</u>
Pierre Pomainville (Chairperson)	12-31-2024	1-2025
Rick Brewer	12-31-2027	1-2028
Randy Camp	12-31-2025	1-2026
Justin Planty	12-31-2028	1-2029
William Peter Whalen	12-31-2026	1-2027
Clay Streit (Alternate)	12-31-2024	1-2025

- **Motion** by Chad VanBrocklin, seconded by John Glasgow, all in favor, to reappoint Justin Planty to a five-year term to the Planning Board, term expiring on 12/31/2028 and Clay Streit as an alternate to a one-year term to the Planning Board, term expiring on 12/31/2024. No discussion. All voted to approve. None opposed. Motion carried unanimously.

***LIST OF BAR MEMBERS FOR RECORD--***

**BOARD OF ASSESSMENT REVIEW 5-YEAR APPOINTMENTS**

	<u>APPT EXPIRES</u>	<u>DATE REAPPOINTED</u>
William Hoyt, Jr (Chairman)	9-30-2025	10-1-2025
Robert Pinkerton	9-30-2023	10-1-2023
Tabitha McCuen	9-30-2025	10-1-2025
Jamie VanBrocklin	9-30-2027	10-1-2027
Anna Green	9-30-2024	10-1-2024

**SALARIES FOR ELECTED OFFICIALS FOR YEAR 2024**

Supervisor	\$16,491.00
Town Clerk/Tax Collector	\$44,187.00
Councilmen (4 @ \$5,832.00)	\$23,330.00
Superintendent of Highways	\$72,800.00
Justice	\$25,800.00

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- **Motion** by Roger Murray, seconded by Shawn Spellacy, all in favor, to designate the following **bank accounts for Town Officials for 2024**. No discussion. All voted to approve. None opposed. Motion carried unanimously.

<u>OFFICIAL</u>	<u>2024 BANK LIST</u>
Supervisor	NBT Bank, NA
Town Clerk	NBT Bank, NA
Tax Collector	NBT Bank, NA
Town Justice	NBT Bank, NA

- **Motion** by Shawn Spellacy, seconded by Roger Murray, all in favor, no discussion to review and adopt the following **policies for 2024**:

**Procurement Policy**

**Workplace Violence/Sexual Harassment Prevention Policy for 2024**

**Ethics Policy for Purchasing for 2024**

**Investment Policy for 2024**

**Records Management Policy for 2024**

**Updated Hazard Mitigation Policy**

**Additional:** Chad VanBrocklin, Councilperson questioned: Some of those need to be updated, don't they?

Others agreed. Jane Powers stated that we could pick one per month and review it.

**Motion** by John Glasgow, seconded by Roger Murray, all in favor, no discussion to approve the **Salaries for Appointed Personnel for Year 2024** follows:

**SALARIES FOR APPOINTED PERSONNEL FOR YEAR 2024:**

Deputy Town Clerk	\$18.00	per hour up to \$10,000.00 per yr.
Registrar of Vital Statistics	\$250.00	per year
Board of Assessment Review		
-Chairman	\$200.00	per year (+ \$50 per mtg for any extra mtgs)
-Members (4)	\$150.00	per year (+ \$30 per mtg for any extra mtgs)

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Adm. Assistant - Supervisor	\$25,925.00	per year
- Highway Supt.	\$20,000.00	per year
-Justice	\$23,000.00	per year
Dog Control Officer	\$30.00	per call + mileage
Code Enforcement Officer	\$15,535.00	per year
Assessor	\$26,496.00	per year
Custodian -Buildings	\$ 4,674.00	per year
-Grounds/Trash Rem.	\$ 4,263.00	per year
Historian	\$925.00	per year
Zoning Board Chairperson	\$50.00	per hearing
Zoning Board Secretary	\$40.00	per hearing
Zoning Board Members	\$30.00	per hearing
Planning Board Chairperson	\$75.00	per meeting
Planning Board Secretary	\$60.00	per meeting
Planning Board Members	\$50.00	per meeting

**Motion** by Chad VanBrocklin, seconded by Shawn Spellacy, all in favor, to approve mileage for personal vehicles utilized for town business (for outside of the Town of Pierrepont) for **2024 \$.50 per mile.**

**Additional:** Roger Murray, Councilperson stated: I think we should at that in the future, it seems low.

**Motion** by Roger Murray, seconded by Chad VanBrocklin, all in favor, to approve the official newspaper for **2024** as the **Watertown Daily Times, Watertown, NY.**

**Motion** by John Glasgow, seconded by Shawn Spellacy, all in favor, to approve the Regular Town Board meetings for 2024 7:00 PM on the **LAST** Tuesday of every month.

**Motion** by Roger Murray, seconded by John Glasgow, all in favor, to approve the **Second Notice Fee for 2024 taxes at \$1.00.**

**Motion** by John Glasgow, seconded by Chad VanBrocklin, all in favor, to appoint 2 board members to audit books for 2024 for each department, including supervisor, town clerk, and court.

- **Supervisor’s books** will be audited by Roger Murray and John Glasgow

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- **Town Clerk’s books** will be audited by Shawn Spellacy and Chad VanBrocklin
- **Justice’s books** will be audited by Shawn Spellacy and Roger Murray.

**Motion** by Shawn Spellacy, seconded by Chad VanBrocklin, all in favor, to adopt **Rescue Contracts for the YEAR 2024** as follows:

<b>COLTON RESCUE</b>	<b>\$7,575.00</b>
<b>LIFE FLIGHT (Res. #1:2024)</b>	<b>\$ 825.00</b>
<b>POTSDAM RESCUE</b>	<b>\$3,340.00</b>

**ROLL CALL VOTE for Resolution #1-2024**

**Supervisor Powers: yes**  
**Councilman Murray: yes**  
**Councilman Glasgow: yes**  
**Councilman Spellacy: yes**  
**Councilman VanBrocklin: yes**  
**Vote: 5 yes, 0 no**

**Motion** by Chad VanBrocklin, seconded by Shawn Spellacy, all in favor, to adopt **Fire Protection Contracts for the YEAR 2024** as follows:

<b>PIERREPONT VOLUNTEER FIRE DEPARTMENT, INC.</b>	<b>\$83,500.00</b>
<b>HANNAWA FALLS VOLUNTEER FIRE DEPARTMENT, INC.</b>	<b>\$83,500.00</b>

**Motion** by Roger Murray, seconded by John Glasgow, all in favor, to adopt the **ST. LAWRENCE COUNTY COMMUNITY DEVELOPMENT PROGRAM, INC contract for 2024.**

<b>SLC COMMUNITY DEVELOPMENT PROGRAM, INC.</b>	<b>\$9,000.00</b>
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**Motion** by Roger Murray, seconded by Shawn Spellacy, all in favor, to adopt the **POTSDAM HUMANE SOCIETY contract for 2024**

<b>POTSDAM HUMANE SOCIETY</b>	<b>\$1,800.00</b>
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**Contracts were signed by Supervisor Jane B. Powers and Town Board Members.**

**ADJOURNMENT:**

- **Motion** to adjourn meeting at 7:22PM. Motion made by John Glasgow, second by Chad VanBrocklin. All voted in favor. None opposed. Motion carried unanimously.  
Meeting minutes prepared by Town Clerk, Julian “Olla” Filiatrault.

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