

AGENDA
TOWN BOARD MEETING
TOWN OF CLAY
JANUARY 13, 2025

1. Call to order.
2. Pledge of allegiance.

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ORGANIZATIONAL MEETING: 7:00 P.M.

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3. Move the adoption of a resolution that Roberts Rules of Order be the official rules of procedures at Town Board Meetings, subject to the Rules provided by the Town Law and like Statutes which shall prevail (except that there shall be no second reading of resolutions at Town Board Meetings unless the same is requested, and that there shall be no votes taken when the question of a pending resolution is called, unless an objection is stated to voting upon such resolution forthwith).
4. Move the adoption of a resolution establishing the **first** and **third** Mondays of each month as the meeting nights for the **Town Board** and **7:30 P.M.**, local time, as the hour of commencement.
5. Move the adoption of a resolution rescheduling the Monday, January 20, 2025 (Martin Luther King, Jr. Day) Town Board Meeting to Wednesday, January 22, 2025; rescheduling the Monday, September 1, 2025 (Labor Day) Town Board Meeting to Wednesday, September 3, 2025, and rescheduling the Monday, November 3, 2025 (Election Day - Tuesday, November 4) Town Board Meeting to Wednesday, November 5, 2025.
6. Move the adoption of a resolution cancelling the **February 17, July 7** and **August 4, 2025**, Town Board Meetings. **NOTE: The Town Board will meet only February 3, July 21, and August 18, 2025.**

7. The Town Hall will be closed on the following Holidays in **2025**; New Year’s Day observance – Wednesday, January 1, Martin Luther King, Jr. Day – Monday, January 20, Presidents’ Day – Monday, February 17, cancelling the Town Board Meeting; Good Friday – April 18 (Town Hall to close at 12:00 P.M., Highway at 11:00 A.M.); Memorial Day Weekend – Friday, May 23 and Monday, May 26, Juneteenth – Thursday, June 19; Independence Day Friday, July 4; Labor Day – Monday September 1; Election Day – Tuesday, November 4; Veteran’s Day – Tuesday, November 11; Thanksgiving Day – Thursday, November 27 and Friday, November 28; Christmas Eve –Wednesday, December 24 and Christmas Day - Thursday, December 25.

8. **GENERAL COMMITTEE** appointment by the Supervisor:

Special Districts	Councilperson_____
Finance	Councilperson_____
Parks & Recreation	Councilperson_____
Public Safety	Councilperson_____
Highway & Public Works	Councilperson_____
Planning & Development	Councilperson_____
Zoning Board of Appeals	Councilperson_____
Personnel	Councilperson_____
Industrial Development	Councilperson_____
Building	Councilperson_____
Recreation Facilities & Grants	
Special Committee	Councilperson_____
Liaison North Syracuse School District	Councilperson_____
Liaison Liverpool School District	Councilperson_____

9. Move the adoption of a resolution that the annual salaries for the **Town Personnel** for the year **2025** be established as follows:

Supervisor	\$ _____
Deputy Supervisor	\$ _____
Councilpersons	\$ _____
Judges	\$ _____
Commissioner of Parks & Recreation	\$ _____
Commissioner of Finance	\$ _____
Commissioner of Planning & Development	\$ _____
Town Clerk	\$ _____
Receiver of Taxes	\$ _____
Assessor	\$ _____
Highway Superintendent	\$ _____
Water Superintendent	\$ _____

10. Move the adoption of a resolution appointing Councilperson _____ as **Deputy Supervisor**, by the Supervisor.
11. Move the adoption of a resolution appointing the Supervisor as **Administrator of Special Districts**.
12. Move the adoption of a resolution approving the annual membership of the Town of Clay in the Association of Towns and payment of the annual dues in the amount of \$_____.
13. Move the adoption of a resolution appointing Councilperson _____ as **delegate** to the **Association of Towns**.
14. Move the adoption of a resolution appointing Councilperson _____ as **alternate delegate** to the **Association of Towns**.
15. Move the adoption of a resolution authorizing the **Deputy Supervisor** to sign checks drawn on Town funds in the absence of the Supervisor.
16. Move the adoption of a resolution that **C & S Engineers, Inc.** be retained by the Town of Clay to perform such **Special District** services as the Town may require and authorizing the Supervisor to enter into an annual contract with said firm.

17. Move the adoption of a resolution authorizing the **C & S Engineers, Inc.** to update the **“Town of Clay Zoning Map”** annually, with payment for same to be authorized from the General Fund of the Town of Clay.
18. Move the adoption of a resolution retaining **Germain & Germain** as attorney(s) for the **Zoning Board of Appeals**, and to receive \$_____ for the **Zoning Board of Appeals** work for the year **2025**.
19. Move the adoption of a resolution retaining **Bond, Schoeneck, and King** as attorney(s) for the **Planning Board**, and to receive \$_____ for the **Planning Board** work for the year **2025**.
20. Move the adoption of a resolution designating the following as the official **2025 depository banks** for the Town of Clay: **M & T Bank; JP Morgan Chase Bank; Bank of America Bank; Alliance Bank, N.A.; Solvay Bank, RBS Citizens Bank, Key Bank, NY CLASS and Pathfinder Bank** – pooled cash investment program (class), or successor.
21. Move the adoption of a resolution designating the **Syracuse Post Standard** as the official Town Newspaper for **2025** and designating the **Eagle Star Review** as an additional newspaper for the publication of legal notices.
22. Move the adoption of a resolution designating **Aaron Bellows** as an approved contractor to provide the service of **Electrical Inspector** for **2025**.
23. Move the adoption of a resolution appointing _____ as **Chairman of the Planning Board** for the year **2025**.
24. Move the adoption of a resolution appointing _____ as a **Member of the Planning Board**. Said term to expire **December 31, 2029**.
25. Move the adoption of a resolution appointing _____ as a **Secretary of the Planning Board**. Said term to expire **December 31, 2025**.
26. Move the adoption of a resolution appointing _____ as **Chairman of the Zoning Board of Appeals** for the year **2025**.
27. Move the adoption of a resolution appointing _____ as a **Member of the Zoning Board of Appeals**. Said term to expire **December 31, 2027**.

28. Move the adoption of a resolution appointing _____ as **Alternate Member of the Zoning Board of Appeals**. Said term to expire **December 31, 2025**.
29. Move the adoption of a resolution appointing _____ as a **Secretary of the Zoning Board of Appeals**. Said term to expire **December 31, 2025**.
30. Move the adoption of a resolution appointing _____ for a term of **4** years as members of the **Board of Ethics**, pursuant to Ethics Law, Chapter 22, Article IV, Board of Ethics. Said term to expire **December 31, _____**.
31. Move the adoption of a resolution appointing _____ as **Town Historian** for the year **2025**.
32. Move the adoption of a resolution appointing _____ as **Safety Committee Chairperson** for the year **2025** and _____ as **Safety Co-Chairperson**.
33. Move the adoption of a resolution appointing _____ as **Constable** for the year **2025**.
34. Move the adoption of a resolution appointing _____ as **Substitute Constable** for the year **2025**.
35. Move the adoption of a resolution appointing **JILL HAGEMAN-CLARK**, as a **MARRIAGE OFFICER** for the Town of Clay. Pursuant to Section 11 of the New York State Domestic Relations Law which states no public officer listed in Section 11 shall be prohibited from accepting any fee or compensation having a value of one hundred dollars or less, whether in the form of money, property, services, or entertainment, for the solemnization of the marriage by such public officer at a time and place other than the public officer's normal public place of business and during normal hours of business. Said appointment expires **December 31, 2025**.

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REGULAR AGENDA – JANUARY 13, 2025

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1. Approve the minutes of the December 16, 2024, Regular Town Board Meeting.
2. Correspondence.
3. Cancellations and/or requested adjournments.

4. **(7:35 P.M.)** Public hearing to consider the application of **CASUAL ESTATES, LLC D/B/A MADISON VILLAGE MOBILE HOME COURT**, for the renewal of its license for the year **2025**.

5. **(7:38 P.M.)** Public hearing to consider the amendment of **CHAPTER 211**, entitled **TRAFFIC AND VEHICLES ORDINANCE** of the Code of the Town of Clay, **SECTION 211-12 “STOP INTERSECTIONS,” SCHEDULE IX (§211-42)**, of the Town of Clay Municipal Code to install two additional stop signs at the northern intersection of Mediator Way and Weller Hall Place (one on Mediator Way heading north and one on Weller-Hall heading west), and installation of the necessary signs therefore.

6. Move the adoption of a resolution authorizing the Supervisor to enter into a contractual agreement with **CENTRAL NEW YORK SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (CNY SPCA)** to provide Dog Control and Animal Cruelty Services for the Town of Clay. This agreement shall be effective January 1, 2025, through December 31, 2025; and further authorizes the Supervisor to execute the documents, therefore.

7. Move the adoption of a resolution approving the Board of Ethics will meet at least once annually and require the Chairman to provide a full in-person report to the Town Board at or immediately after the annual Organization Meeting of the Town. The Town Board will review all financial disclosure forms for completeness and shall have access to the inquiry procedure. A list of active Town vendors will also be supplied to the Board of Ethics annually for conflict screening review and maintained by the Board for consultation on a case-by-case basis.

8. Move the adoption of a resolution calling a public hearing on **January 22, 2025**, commencing at **7:38 P.M.**, local time, to consider a Petition for a sewer district within the Town of Clay to be known as “**DELTA SONIC SEWER DISTRICT CONTRACT NO. 1**”.

9. Move the adoption of a resolution calling a public hearing on **January 22, 2025**, commencing at **7:41 P.M.**, local time, to consider the application of Town Board Case #1220: **GOGUEN DRIVE REALTY, LLC.**, for a Special Permit pursuant to **Section 230-17E.(2)(a)[6] S-1 Special Use District**, to allow for bulk storage of an empty 1,000 gallon fuel tank within the contractors service yard, when not in use, located at **7835 Goguen Drive, Tax Map No. 087.-01-08.1**, consisting of +/- 6.24 acres of land. Property is located in the I-1 Industrial 1 District.

10. Move the adoption of a resolution approving an agreement between the Superintendent of Highways and the Members of the Town Board for the expenditures of highway monies in the Town of Clay for the fiscal year ending **December 31, 2025**.

11. Move the adoption of a resolution appointing Joseph Grispino as **Interim Commissioner of Code Enforcement** with an annual salary of \$_____. Said term to expire **December 31, 2025**.