

January 2, 2019

At 6:30 pm, Supervisor Gayle Ashbery called to order the 2019 Organizational meeting of the Town Board of the Town of Carlton. Present were the following Board members: Councilman John Fitzak, Councilman Jeffery Gifaldi and Councilwoman Deborah Yockel. Councilman Dana Woolston was excused.

Also present Kurt VanWycke, Highway Supt. and Doug Heath, Town Attorney.

Roll call and the Pledge of Allegiance was said.

Mr. Douglas Heath, Esq. handed the Town of Carlton Town Board his 2019 proposal. In this it included a \$41.00 per month increase to bring his salary up to \$7,000 a year.

A motion by Mr. Fitzak to approve Attachment #1 section 1, 2 and 3 Appointments by the Town Board seconded by Mr. Gifaldi and carried.

A motion by Mr. Gifaldi to approve Attachment #2 section 1, Salaries for elected officials seconded by Mr. Fitzak and carried.

A motion by Mr. Fitzak to approve Attachment #2 section 2, Salaries for appointed officials seconded by Mr. Gifaldi and carried.

A motion by Mr. Gifaldi to approve Attachment #2 section 3, Wages for select positions seconded by Mr. Fitzak and carried.

A motion by Mr. Fitzak to approve Attachment # 3 Highway Dept. pay schedule and employee benefits seconded by Mr. Gifaldi and carried.

A motion by Mr. Fitzak to set the Town Board meeting for the 2<sup>nd</sup> Tuesday of every month at 7pm was seconded by Mr. Gifaldi and carried.

A motion by Mr. Fitzak to set the Workshop meeting for the 4<sup>th</sup> Thursday of every month at 6:30pm minus the months of July and November was seconded by Mr. Gifaldi and carried.

A motion by Mrs. Yockel to introduce a zoning change for the proposed Airstrip seconded by Mr. Fitzak and carried. Mr. Heath will present proposed Local Law #1 amending the zoning ordinance of the Town of Carlton at the Town Board meeting on January 8, 2019.

A motion at 7:45 pm by Mrs. Ashbery to Adjourn, seconded by Mr. Fitzak and carried

Karen Narburgh, Town Clerk

Attachment #1  
Appointments for 2019 by Carlton Town Board

1.	
Bank	Five Star Bank
Newspaper	Batavia Daily News
Town Engineer	Paul Chatfield, MRB Group
Town Attorney	Douglas M. Heath, Esq
Registrar	Karen Narburgh
Deputy Registrar	Lisa Ames
Court Clerk	Kim Niehaus
Historian	Lysbeth Hoffman
Assessors Assistant	Monica London
Accountant	EFPR
Payroll	EFPR
Planning/Zoning Board Clerk	Brenda Mufford
Deputy Highway Supt.	Donald Jones
Town Genealogist	Hollis Ricci-Canham
Water Superintendent	Kurt VanWycke
Water Clerk	Karen Narburgh
Deputy Water Supt.	George Sutliff
Deputy Town Clerk/Tax Collector	Lisa Ames
Second Deputy Town Clerk	Valerie Beam
Zoning Enforcer	Noah O’Kussick

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2. Code Enforcer	Lynda Woolston
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3. Deputy Supervisor	Dana Woolston
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## Attachment #2

### Section 1- Salaries of Elected Officials for 2019

Supervisor:	\$10,646.00
Councilperson:	\$3,343.00
Justice Russell	\$10,318.00
Justice Hurley:	\$10,318.00
Town Clerk/Tax Collector:	\$35,014.00
Highway Superintendent:	\$55,586.00

### Section 2- Salaries for the Following Appointed Officials for 2019

Water Superintendent:	\$21,085.00
Water Clerk:	\$15,284.00
Registrar:	\$584.00
Historian:	\$1,040.00
Deputy Supervisor:	\$1,265.00
Park Lawn Caretaker:	\$5,026.00- 6 pays May-Oct

### Section 3- Wages for the Following Positions for 2019

Planning Board Chairman:	\$30.00- per meeting
Planning Board:	\$25.00- each member per meeting
County Planning Board Rep:	\$30.00- per meeting
Zoning Board Chairman:	\$30.00- per meeting
Zoning Board:	\$25.00- each member per meeting
Constable:	\$16.48 per hour
Constable:	\$25.00 per summons
Grievance Board:	\$75.00- each member per day
Town Hall Cleaner:	Per contract
Justice Clerk:	\$15.66 per hour
Deputy Water Clerk:	\$13.05 per hour
Deputy Town Clerk- 1 <sup>st</sup>	\$13.05 per hour
Deputy Town Clerk- 2 <sup>nd</sup>	\$13.05 per hour
Assessor Assistants:	\$13.05 per hour
Election Inspectors:	\$11.10 per hour
Planning/Zoning Board Clerk:	\$13.05 per hour
Mileage:	\$ .58 per mile

Attachment #3  
Town of Carlton Highway Department Pay Schedule  
and Employee Benefits for 2019

Motor Equipment Operator:	\$23.29 per hour
Laborer:	\$14.19 per hour
Part Time:	\$17.04 per hour
Deputy Highway Superintendent:	\$23.80 per hour
Deputy Water Superintendent:	\$23.80 per hour
New Hire (2017)	\$21.89 per hour

-Benefits for Full Time Employees:

Allowance for Shoe/for M.E.O.'s	\$100.00 per year
Allowance for Clothes/for M.E.O.'s	\$300.00 per year

-Longevity Pay:

-To be paid in the first payroll in December for completed years of service as listed below.

10 to 14 years \$225.00	15 to 19 years \$340.00
20 to 24 years \$450.00	25 to 29 years \$565.00
30 to 34 years \$680.00	35 years & up \$800.00

Paid Vacation after completion:

1 year = 1 week
2 to 8 years = 2 weeks
9 to 15 years= 3 weeks
16 years and up = 4 weeks

Paid allowance of :

12 Sick days per year
5 Personal days per year
1 Extra floating Holiday

Accumulate-

- 180 Days of sick time, maximum unused personal days can be used for accumulated sick time
- Cap on Health Insurance of \$9,000.00 per year
- Report at year-end of accrued sick time
- Updated Employee Handbook

Paid Holidays- New Years, Memorial Day, Good Friday, July 4<sup>th</sup>,  
Labor Day, Election Day, Veterans Day, Thanksgiving Day,  
Friday after Thanksgiving, Christmas