

APPROVED

At the ORGANIZATIONAL and REGULAR MEETINGS of the Town Board, Town of Clay, Onondaga County, held at the Town Hall, Clay, New York on the January 13, 2025 at 7:00 P.M., there were:

PRESENT:

Damian Ulatowski	Supervisor
Joseph A. Bick Deputy	Supervisor/Councilor
Eugene Young	Councilor
Ryan Pleskach	Councilor
Deborah Magaro Dolan	Councilor
David Capria	Councilor
Jill Hageman-Clark	Town Clerk
Robert Germain	Town Attorney
Ron DeTota	Town Engineer

ABSENT:

David Tessier	Commissioner of Planning & Development
---------------	----------------------------------------

OTHERS PRESENT:

Russ Mitchell, Planning Board Chairman; Hal Henty and Paul Graves, Planning Board Members; Marie Giannone, Planning Board Secretary and Edward Wisnowski, Zoning Board Chairman.

The meeting was called to order by Supervisor Ulatowski at 7:00 P.M. All present joined in the Pledge of Allegiance.

Supervisor Ulatowski said that before the meeting began, he would like to take a moment of silence for all of the victims of the tragic wildfires in California.

The Town Clerk swore in the newly elected Councilor, David Capria. He was welcomed by the board and took a seat on the dais.

=====

ORGANIZATIONAL MEETING: 7:00 P.M.

=====

Official Rules of the Procedure – Roberts Rules of Order:

Councilor Pleskach moved 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). Motion was seconded by Councilor Bick.

Ayes – 6 and Noes – 0. *Motion carried.*

Town Board Meeting Schedule:

Councilor Pleskach moved 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. Motion was seconded by Councilor Bick.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Pleskach moved 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. Motion was seconded by Councilor Bick.

Ayes – 6 and Noes – 0. *Motion carried.*

Supervisor Ulatowski moved 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.** Motion was seconded by Councilor Bick.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Pleskach read the following:

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.

GENERAL COMMITTEE appointment by the Supervisor:

Special Districts
Finance
Parks & Recreation
Public Safety
Highway & Public Works
Planning & Development
Zoning Board of Appeals

Supervisor **Damian Ulatowski**
Councilor **Damian Ulatowski / Ryan Pleskach**
Councilor **Debra Magaro-Dolan**
Councilor **Eugene Young**
Councilor **Joe Bick**
Councilor **Deborah Magaro-Dolan**
Councilor **Ryan Pleskach**

Personnel
Industrial Development
Recreation Facilities, Grants Special
Building
Liaison North Syracuse School District
Liaison Liverpool School District

Councilor **Damian Ulatowski / Joseph Bick**
Councilor **Joseph Bick/ Ryan Pleskach**
Councilor **Joseph Bick / Deborah Magaro-Dolan**
Councilors **Ryan Pleskach / David Capria**
Councilor **David Capria**
Councilor **Deborah Magaro-Dolan**

Annual Salaries:

Councilor Magaro-Dolan moved the adoption of a resolution that the annual salaries for the **Town Personnel** for the year **2025** be established as follows:

Supervisor	\$ 82,800
Deputy Supervisor	\$ 23,779
Councilpersons	\$ 20,600
Judges	\$ 53,228
Commissioner of Parks & Recreation	\$ 75,563
Commissioner of Finance	\$ 42,330
Commissioner of Planning & Development	\$ PENDING
Town Clerk	\$ 75,686
Receiver of Taxes	\$ 75,686
Assessor	\$ 103,603
Highway Superintendent	\$ 112,555
Water Superintendent	\$ 96,672

Motion was seconded by Councilor Pleskach.

Ayes – 6 and Noes – 0. *Motion carried.*

Appointments

Councilor Young moved the adoption of a resolution appointing Councilperson Joseph Bick as **Deputy Supervisor**, by the Supervisor. Motion was seconded by Councilor Pleskach.

Ayes – 6 and Noes – 0. *Motion carried.*

Appointment of Special Districts:

Councilor Young moved the adoption of a resolution appointing the **Supervisor** as **Administrator of Special Districts**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Young moved 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 **\$1,950.00**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Young moved the adoption of a resolution appointing **Supervisor Ulatowski** as **delegate** to the **Association of Towns**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Young moved the adoption of a resolution appointing Councilperson **Bick** as **alternate delegate** to the **Association of Towns**. Motion was seconded by Councilor Pleskach.

Ayes – 6 and Noes – 0. *Motion carried.*

Authorization – Check Signing:

Councilor Young moved the adoption of a resolution authorizing the **Deputy Supervisor** to sign checks drawn on Town funds in the absence of the Supervisor. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Town Engineers:

Councilor Bick moved 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. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Bick moved 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. Motion was seconded by Councilor Pleskach.

Ayes – 6 and Noes – 0. *Motion carried.*

Town Attorneys:

Councilor Bick moved the adoption of a resolution retaining **Germain & Germain** as attorney(s) for the **Zoning Board of Appeals**, and to receive **\$18,000.00** for the **Zoning**

Board of Appeals work for the year **2025**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Bick moved the adoption of a resolution retaining **Bond, Schoeneck, and King** as attorney(s) for the **Planning Board**, and to receive **\$36,000.00** for the **Planning Board** work for the year **2025**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Bank Designation:

Councilor Bick moved 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. Motion was seconded by Councilor Pleskach.

Ayes – 6 and Noes – 0. *Motion carried.*

Newspaper Designation:

Councilor Bick moved 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. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Appointments – Misc:

Councilor Capria moved the adoption of a resolution designating **Aaron Bellows** as an approved contractor to provide **Electrical Inspectors** service for **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Appointments – Town Officers:

Councilor Capria moved the adoption of a resolution appointing **Russ Mitchell** as **Chairman of the Planning Board** for the year **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Capria moved the adoption of a resolution appointing **Paul Graves** as a **Member of the Planning Board**. Said term to expire **December 31, 2029**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Capria moved the adoption of a resolution appointing **Marie Giannone** as a **Secretary of the Planning Board**. Said term to expire **December 31, 2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Capria moved the adoption of a resolution appointing **Ed Wisnowski** as **Chairman of the Zoning Board of Appeals** for the year **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Capria moved the adoption of a resolution appointing **Ryan Frantzis** as a **Member of the Zoning Board of Appeals**. Said term to expire **December 31, 2027**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **David Hess** as **Alternate Member of the Zoning Board of Appeals**. Said term to expire **December 31, 2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Chelsea Clark** as a **Secretary of the Zoning Board of Appeals**. Said term to expire **December 31, 2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Chelsea Clark** as a **Secretary of the Zoning Board of Appeals**. Said term to expire **December 31, 2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Keith Dupra** 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, 2029**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Jeffrey Snow** as **Town Historian** for the year **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Judy Rios** as **Safety Committee Chairperson** for the year **2025** and **Chelsea Clark** as **Safety Co-Chairperson**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Mike McCarthy** as **Constable** for the year **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved the adoption of a resolution appointing **Steven McBurnie** as **Substitute Constable** for the year **2025**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan moved 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**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

=====

REGULAR AGENDA – JANUARY 6, 2025

=====

APPROVAL of MINUTES:

Councilor Magaro-Dolan made a motion to approve the minutes of the December 16, 2024 Regular Town Board Meeting. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Councilor Magaro-Dolan made a motion to approve the minutes of the December 20, 2024 Special Meeting of the Town Board. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

CORRESPONDENCE:

None

CANCELLATIONS and/or REQUESTED ADJOURNMENTS:

None

Licenses and Permits (PH) - CASUAL ESTATES (MOBILE HOME COURT) LLC, d/b/a MADISON VILLAGE:

A 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** was opened by the Supervisor.

Peter Russo, Assistant Community Manager was present and updated the Board on the changes in the past year at the mobile home park. He explained that there are 341 homeowners and 50 renters. There are 30 brand new homes and 2 homes to be demolished by the end of the month. There are 348 empty sites to be filled with new homes and 69 other sites deemed uninhabitable due to the lack of infrastructure.

Mr. Russo continued that the park has had a great year and updated drainage, sidewalks and the rental office has been completely renovated. They have worked with National Grid to remove the boxes from the old sites and add new ones.

They are proposing 65 additional homes in the spring. After a brief discussion about the number of empty lots, Mr. Russo said that he would email a map.

There being no more questions or comments, the Supervisor **closed** the public hearing.

TRAFFIC and VEHICLES (Stop Signs – 2 additional) (PH) – Mediator Way and Weller Hall Place:

A 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, was opened by the Supervisor.,

Councilor Pleskach spoke on behalf of this application. He began by explaining that when the previous application for stop signs for this development were before the board, he felt that this intersection should be considered as well especially in light of the new construction in this area of the development. He met with the Highway Superintendent, and they are moving forward to add two or even three more signs. The Highway Superintendent thought making it a three-way stop made better sense.

Sally Morel of 8433 Mediator Way thanked the Board for the installation of the two stop signs already installed adding that it has slowed the traffic down tremendously. She continued that she would rather see the installation of both signs on Mediator Way.

There was a discussion to consider the additional three signs instead of two, and Supervisor Ulatowski said that he would reach out to Mr. Nicoletti for his input. Ms. Morel suggested that they come after hours for a better perspective of the traffic pattern.

Councilor Pleskach said that the three-way stop seems to be the better option; Supervisor Ulatowski said that he would reach out to Superintendent Nicoletti.

Councilor Pleskach made a motion to **adjourn** the public hearing to **January 22, 2024 at 7:44 PM**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Contract/Agreement (A) - CENTRAL NEW YORK SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (CNY SPCA):

Councilor Pleskach moved 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. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Code of Ethics (schedule and responsibility):

Councilor Pleskach moved 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. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Project/Sewer – DELTA SONIC SEWER DISTRICT:

Councilor Capria moved 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 the creation of a sewer district within the Town of Clay to be known as “**DELTA SONIC SEWER DISTRICT CONTRACT NO. 1**”. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Special Permit – (CPH) Town Board Case # 1220 - GOGUEN DRIVE REALTY, LLC.:

Councilor Young moved 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. Councilor Pleskach seconded the motion.

Janet Rathburn asked why this application has the same address as a pending application. There was a brief discussion where the address and tax map were researched. Mr. DeTota said that this is the address for the contractor's service yard. Councilor Pleskach withdrew his motion to second, stating that there is no reason to revisit this. Councilor Bick said that

he would second the motion to have the public hearing. He added that the hearing may provide clarity for what the applicant is looking for.

Ayes – 5 and Noes – 1. *Councilor Pleskach opposed. Motion carried.*

Agreement – (A) Expenditure of Highway Monies 2025:

Councilor Bick moved 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**. Motion was seconded by Councilor Young.

Ayes – 6 and Noes – 0. *Motion carried.*

Appointment – (A) Interim Commissioner of Code Enforcement:

Councilor Bick moved the adoption of a resolution appointing Joseph Grispino as **Interim Commissioner of Code Enforcement** with an annual salary of \$ 85,000. Said term to expire **December 31, 2025**. Motion was seconded by Councilor Magaro-Dolan.

Ayes – 6 and Noes – 0. *Motion carried.*

Adjournment:

The meeting was adjourned at 7:55 P.M. upon a motion by Councilor Young and seconded by Councilor Bick.

Ayes – 6 and Noes – 0. *Motion carried.*


Jill Hageman-Clark RMC / Town Clerk