

TOWN OF VERONA
 Regular Town Board & 2025 Organizational Meeting
 Oneida County, New York
6:00 pm on Monday, January 6, 2025
 Verona Town Office Building, 6600 Germany Road, Durhamville, New York

Board Members in attendance:
 Scott Musacchio, Supervisor
 Jeff Kahler, Councilman
 Fred Scherz Jr., Councilman
 Dan Breckenridge, Councilman
 Kenneth Brewer, Councilman

Others in attendance:
 Amy Kotwica, Town Clerk
 Dan Maciag, Codes Enforcement Officer
 Debby Smart, Planning Board Secretary
 Sue Strain, Assessor
 Tim Dodge, Water Operator in Responsible Charge

Citizens:

Call to Order with Pledge of Allegiance at 6:00pm

A. Supervisors' Report

B. Approval of minutes from the December 3, 2024, Regular Town Board.

Councilman Scherz made a motion to approve.
 Councilman Kahler seconded the motion.
 All those in favor: 4
 Any opposed: 0
 Motion carries.

E. County Legislator Reports

Keith Seibel: During Monthly meeting the following topics were covered:
 Four-year term for the election commissioners
 Air medical services in the County
 ARAP allocations
 Hotel occupancy tax revenue allocations
 Norm Leech: approved \$90,000 expansion Broadband access in Forestport
 Approved funds for the triangle piece near the golf course
 Anti-Violence Initiative Grant – shots fired readers to report crimes quicker

F. Public Concerns

John in Verona (no last name given) – the Codes Officer is overstepping his bounds. There was a deer hanging in my tree, last year and this year – there is no set a time limit on how long I can hang the deer in my area. States he was told by Supervisor that you can only hang a deer for 1 day.

Board: it was 55degrees out one of the days.

I have been turned into the Town and DEC about garbage in my yard for the past two years – it's a hanging deer, not garbage.

Board: noted they had permission to access the property

John: you do not

Board: We will always look into a complaint from a resident, this is where the investigation started from. We try to work with the resident and include the home owner if they are not the same. In your case you are a tenant, we spoke with the property owner.

C. Public Hearing: Pump Station asset upgrade (All Districts) @ 6:15pm.

Councilman Kahler made a motion to open the public hearing at 6:17pm
 Councilman Scherz seconded the motion.
 All those in favor: 4
 Any opposed: 0
 Motion carries.

88 Discussion and Review of the project was led by Ken Knutsen, B&L Engineering Firm, 2 pump stations were construction in the mid-90s so 30+ year old. Capacity upgrade, electrical upgrade and HVAC systems are planned, project cost will be roughly \$4.3 million – plan to finance over 10 years via loans, annual debt service distributed equally on all sewer connections – about 85% are OIN owned properties therefore, 85% of debt service will be paid by OIN – estimated annual cost to users \$114 per EDU. One family home = 1 EDU Pump stations are past their useful life Upgrades will be scheduled for 2025 – 2027 according to the MPR.

Councilman Kahler made a motion to close the public hearing at 6:24pm.

Councilman Scherz seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

- (1) From New Business: Review Parts 2 and 3 of the Short Environmental Assessment Form for the proposed Sconodoa, Route 365, Verona, and Verona Extension No. 1 Sewer Districts Comprehensive Pump Station Asset Renewal Project and determination of any significant adverse environmental impact on the environment.

Resolution 25-007: Sconodoa, Route 365, Verona, and Verona Extension No. 1 Sewer Districts Comprehensive Pump Station Assets Renewal Project was read and upon a roll call vote:

Scott Musacchio, Town Supervisor Aye

Jeffrey Kahler, Deputy Supervisor Aye

Daniel Breckenridge, Councilman Aye

Kenneth Brewer, Councilman Aye

Fred Scherz Jr., Councilman Aye

- (2) From New Business: Resolution authorizing the Comprehensive Pump Station Asset Renewal Project per Article 12, Section 202-b of NYS Town Law.

Public Interest Order and Resolutions 25-001; 25-002; 25-003; 25-004: In the Matter of the Joint Increase and Improvements of the; Route 365 Sewer District, Sconodoa Sewer District, Verona Sewer District, Verona Sewer District Extension No. 1; in the Town of Verona, Oneida County were each read and put to a roll call vote:

Scott Musacchio, Town Supervisor Aye

Jeffrey Kahler, Deputy Supervisor Aye

Daniel Breckenridge, Councilman Aye

Kenneth Brewer, Councilman Aye

Fred Scherz Jr., Councilman Aye

D. Public Hearing: NYSTA Exit 33 Exchange Maintenance Center Water & Sewer district creation @ 6:30 pm.

Councilman Brewer made a motion to open the public hearing at 6:34pm.

Councilman Scherz seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

Discussion and Review of the project was led by Ken Knutsen, B&L Engineering Firm, improving connection to the town water – NYSTA will have a small pump station - NYSTA will pay all construction costs and B&L's oversight. There was deemed no significant environmental impact. Districts need to be created for each the water and the sewer.

Councilman Brewer made a motion to close the public hearing at 6:45pm.

Councilman Scherz seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

- (3) From New Business: Review Parts 2 and 3 of the Full Environmental Assessment Form for the proposed NYSTA Water and Sewer District Project and determination of any significant adverse environmental impact on the environment.

Resolution 25-008: Resolution determining that the proposed Town of Verona NYSTA water and sewer district project is a Tye 1 Action and will not have a significant adverse impact on the environment was read and put to a roll call vote:

Scott Musacchio, Town Supervisor Aye

Jeffrey Kahler, Deputy Supervisor Aye
 Daniel Breckenridge, Councilman Aye
 Kenneth Brewer, Councilman Aye
 Fred Scherz Jr., Councilman Aye

- (4) Resolution authorizing formation of the NYSTA Water District and NYSTA Sewer District per Article 12-a of NYS Town Law, subject to a 30-day permissive referendum. Two Resolutions and Order Establishing the NYS Thruway Authority Water/Sewer District, 25-005 & 25-006 were read and put to a roll call vote:

Scott Musacchio, Town Supervisor Aye
 Jeffrey Kahler, Deputy Supervisor Aye
 Daniel Breckenridge, Councilman Aye
 Kenneth Brewer, Councilman Aye
 Fred Scherz Jr., Councilman Aye

- (31) New Business: Discussion & Approval to allow Supervisor to sign the B&L agreement for additional Escrow money for Veneto Housing project.

Looking for an additional \$10,000 from the Twomey family for B&L to continue review of the Vento project.

Councilman Brewer made a motion to approve the Supervisors signature on the required document.

Councilman Breckenridge seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

G. Reports:

1. Water Operator in Responsible Charge – Tim Dodge

- Plowed and shoveled pump stations
- DSNY requests
- Repaired 2 frozen water meters
- Changed out 2 grinder pumps
- Repaired 4 grinder pumps

2. Dog Control Officer – Sue Gardinier

- Had one call, that was canceled

3. Assessor – Susan Strain

- Processed 12 sales sent out 5 welcome packets
- 48 open building permits
- Mailing out all exemptions
- Sent out 2100 postcard per NYS requirements informing residents about partial tax exemptions for real property of senior citizen and veterans.

TB: How's the training going?

Susan: It's going.

Lauren: It's good, it's lovely.

TB: There is training via the Tug Hill conference.

4. Codes Enforcement Officer – Dan Maciag

- Permits 6
- Inspections 7
- Foundations 2
- Plumbing, heating, framing: 4
- Septic systems 1
- Property maintenance 2

Check on a dog tied outside on Buck Street

Buck St trailer is finalizing with the Courts for removal

5. Planning Board – Peter Kaido (Debby Smart)

- Joint public Hearing on Monday

6. Highway Superintendent – Billy Lohr

- Plowing
- Sanding
- Washing trucks when not plowing

7. Town Clerk – Amy Kotwica

- Certified Copies 12
- Subdivision Boundary Line Adjustment 1
- Games of Chance 1
- Dog Licenses 41
- Trailer Park License 1
- Building Permits 6
- Working on Dog Grant – some other issues with the State grant portal

8. Zoning Board – Henry Gerwig (no report)

9. SWOCO – Ken Brewer

Have not met

10. OCAOT – Fred Scherz

Have not met

H. New Business:

1-4 See above (Public Hearings)

5. Set Regular Town Board meeting dates: 1st Monday of each month at 6:00pm except for Wednesday September 3rd and Wednesday November 5, 2025.

6. ZBA and Planning Board meetings for 2nd Monday of each month at 7:00pm unless otherwise noted.

7. Appoint Jeff Kahler as Deputy Supervisor 1/1/2025-12/31/2025.

8. Appoint Deputy Town Clerk and Deputy Registrar of Vital Statistics Sovann Suos 1/1/2025-12/21/2025.

9. Designate Vincent Rossi as Town Attorney 1/1/2025-12/31/2025.

10. Designate Barton & Loguidice as Town Engineers' 01/01/2025-12/21/2025.

11. Designate official newspaper as Rome Sentinel 01/01/2025-12/31/2025.

12. Designate Supervisors' bank account as NBT Bank 01/01/2025-12/31/2025.

13. Designate Town Clerks' bank account as NBT Bank 01/01/2025-12/31/2025.

14. Resolution to allow the 2024 AUD Fiscal report to be submitted to the State Comptrollers' Office to serve as the Annual Financial Report.

15. Resolution to authorize Scott Musacchio, Town Supervisor and Jeff Kahler as Deputy Supervisor to sign wire transfer of funds from NBT to other banking institutions per instructions furnished by NBT Bank and allow Town Bookkeeper and/or Account Clerk to initiate on-line wire transfers through NBT Bank.

Councilman Scherz made a motion to approve #5-15

Councilman Kahler seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

16. Resolution to authorize Bookkeeper and/or Account Clerk to submit Direct Deposits for Payroll online to NBT Bank.

17. Resolution for utilization of FEMA Schedule of Equipment Rates for all equipment usage billing.

18. Authorization to charge a returned check processing fee in the amount of \$25.00 for all payments made.

Councilman Brewer made a motion to approve #16-18
Councilman Scherz seconded the motion.
All those in favor: 4
Any opposed: 0
Motion carries.

19. Authorization to establish the prepayment of the following bills before audit by the Town Board as:

- | | |
|--|---|
| AFSCME Allstate BCI Capital (Leasing) | NYS Retirement System |
| Buell Fuels (Heating Fuels only) | One Group |
| City of Oneida | Oneida City School District (tax bill for Pump station) |
| Depository Trust | Oneida County Workers' Compensation |
| Enhanced Business Systems | Oneida Public Library (Debt Service) |
| Environment Facilities Corporation (Sewer Bonds) | On-Site Testing Services |
| MVP (HRA Administration) | Ring Squared (phone line bundle biller) |
| National Grid | State Insurance Fund |
| Quadient (Postage for mail machine only) | State Comptroller |
| NBT Bank | US Postal Service |
| NYS Child Support Processing Center | Verizon Fios |
| NYS Deferred Compensation | Verizon Online |
| NYS Employment Income Tax | Verizon Wireless |
| | VVS Central Schools |

Councilman Brewer made a motion to approve #19
Councilman Scherz seconded the motion.
All those in favor: 4
Any opposed: 0
Motion carries.

20. Resolution to allow Bookkeeper and/or Account Clerk to pay the following bills designated as prepaid, online after approval by Town Supervisor:

- | | |
|--|-------------------------------------|
| Allstate | NYS Child Support Processing Center |
| BCI Capital | NYS Employment Income Tax |
| Environment Facilities Corporation (Sewer Bonds) | NYS Retirement System |
| IRS – EFTPS | Ring Squared |
| MVP | State Insurance Fund |
| National Grid | Verizon Online |
| Neopost (Postage for mail machine only) | Verizon Fios |
| NYS Deferred Compensation | Verizon Wireless |

21. Resolution to allow Bookkeeper and/or Account Clerk to facilitate online transfers at NBT as necessary.

22. Authorize Highway Superintendent to purchase under NYS & Oneida County Contract, tools and equipment not exceeding \$1,500.00 without Supervisor or Town Board approval.

Councilman Brewer made a motion to approve #20-22
Councilman Scherz seconded the motion.
All those in favor: 4
Any opposed: 0
Motion carries.

92. 23. Appoint Town Officials 1/1/2025-12/31/2025

Account Clerk/Bookkeeper – Jenny Armstrong
Account Clerk – Stephanie Doane
Budget Officer – Jenny Armstrong
Assessor – Susan Strain Assessor
Account Clerk Trainee – Lauren Harris
Part Time Clerk to the Assessor – Starla Andrews
Codes Enforcement Officer – Dan Maciag
Court Clerks Full time – Susan Lehnen
Part time Clerk Court – Hannah Stemp
Deputy Town Clerk – Sovann Suos
Dog Control Officer – Sue Gardinier
Highway Secretary – Stephanie Doane

HUD Officer – Scott Musacchio
Planning Board Chairman – Peter Kaido
Planning Board Secretary – Debra Smart
Summer Park Program Director – Kelly Ross
Town Historian – TBD
Zoning Board Chairman – Henry Gerwig
Zoning Board Secretary – Susan Strain
W/S Billing Clerk (PT) – Stephanie Doane
Water Collection – Jenny Armstrong, Stephanie Doane and Sovann Suos Sewer
Data Collection – Stephanie Doane

Councilman Scherz made a motion to approve #23
Councilman Kahler seconded the motion.
All those in favor: 4
Any opposed: 0
Motion carries.

24. Approve the wages for the Town Officials for 2025 as follows:

Supervisor	\$40,000.00	Dog Control Officer	\$ 7,376.80
Councilpersons (4)	\$ 7,712.25	Highway Secretary	\$ 23.50/hour
Town Clerk	\$53,000.00	Rec Director	\$ 2,782.84
Highway Superintendent	\$74,000.00	Rec Leader	\$ 2,293.20
Justices (2)	\$22,238.58	Park Assistants	\$ 16.20/hour
Assessor	\$ 26.00/hour	Registrar of Vital Statistics	\$ 4,200.00
Account Clerk/Assessor	\$ 23.10/hour	Deputy Registrar of Vital Statistics	\$ 2,100.00
Account Clerk #2	\$ 23.50/hour	Sewer Collection 365	\$ 1,952.64
BAR Chair	\$ 150.00	Sewer Collection Verona	\$ 1,000.00
BAR Members	\$ 120.00	Town Historian	\$ 3,041.22
Bookkeeper/Account Clerk	\$ 25.86/hour	Water Collection Durhamville	\$ 2,544.64
Budget Officer	\$ 7,457.16	Water Collection Rt 365	\$ 2,358.05
Clerk to Assessor (PT)	\$ 19.65/hour	Water Collection Verona	\$ 1,872.82
Codes Officer	\$ 25.00/hour	Water/ Sewer Billing Clerk	\$ 23.50/hour
Court Attendants	\$ 19.04/hour	Zoning & Planning Chairs	\$ 2,016.00
Clerk To Town Justice 1	\$ 27.10/hour	Zoning & Planning Secretaries	\$ 2,247.84
Clerk To Town Justice 2	\$ 22.48/hour	Zoning & Planning Members	\$ 68.25/meeting
Court Clerks PT	\$ 19.24/hour	Contractual Highway & W/S Workers per Union	
Deputy Town Clerk	\$ 21.02/hour	Contract	

Councilman Brewer made a motion to approve #24
Councilman Scherz seconded the motion.
All those in favor: 4
Any opposed: 0
Motion carries.

25. Methods of payment – Biweekly for

Supervisor;	Account Clerk;
Highway Superintendent;	Summer Recreation;
Town Clerk/Collector;	Contractual Employees;
Deputy Town Clerk;	Water Billing Clerk;
Justices;	Building Laborer;
Justice Court Clerks & Attendants	Codes Officer;
Bookkeeper/Budget Officer;	Assessor & Assessor Clerk.

26. Monthly for general and special district employees to include:

Town Board Members;	Dog Control Officer;
Historian;	Board of Assessment: Review in July;
Planning & Zoning Chairs;	Zoning & Planning Members: at years end
Planning & Zoning Secretaries	

27. Set mileage compensation Federal rate of \$.67/mile.

28. Approve payment of the MVP bill in the amount of \$32,358.10

29. Discussion & Approval to appoint Henry Gerwig, Chairman of ZBA for another 5-year term ending on 12/31/29.

30. Discussion & Approval to allow Susan Stain & Lauren Harris & Starla Andrews to attend the Tug Hill Conference at the Turning Stone Casino - April 1st for a full day Assessor Training. The registration fee is \$90 per person for a total cost of \$270.00.

Councilman Scherz made a motion to approve #25-30

Councilman Kahler seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

(31. at top)

32. Discussion & Approval to increase 86641.1 by \$33.92 from excess sales tax revenue 1120.1

Councilman Brewer made a motion to approve #32

Councilman Kahler seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

33. Discussion for Change Order #2 from Preload, LLC

Authorized was \$34,000, they requested more than double that – back up didn't justify the increase. Waiting for the back up so it can be added to the EFC Grant. This will be acted on at the Audit Meeting.

I. Vouchers:

1. Prepays \$ 616,683.72

Councilman Kahler made a motion to approve

Councilman Scherz seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

2. General \$ 47,852.98

Councilman Scherz made a motion to approve

Councilman Kahler seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

3. Highway \$ 17,374.82

Councilman Kahler made a motion to approve

Councilman Scherz seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.

94. J. Adjournment

Councilman Scherz made a motion to adjourn at 7:23pm.

Councilman Brewer seconded the motion.

All those in favor: 4

Any opposed: 0

Motion carries.



Scott Musacchio, Supervisor:


Jeff Kahler, Councilman:



Ken Brewer, Councilman



Fred Scherz Jr., Councilman:



Dan Breckenridge, Councilman:

Absent ^K 

Amy Kotwica, Town Clerk:

