

**TOWN OF PULTENEY  
AGENDA  
ORGANIZATIONAL AND REGULAR MEETING  
JANUARY 8, 2025  
7:00PM**

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

MOMENT OF REFLECTION: Bill Weber to speak of Ray Kolo, Betty Jordan,  
and Larry Matteson

ROLL CALL

DESIGNATE MEETING DATE

BLANKET BONDING (SUPERVISOR, TAX COLLECTOR, BOOKKEEPER, AND  
TOWN JUSTICE) \*SEE BELOW

TEMPORARY ASSIGNMENT OF TOWN JUSTICE \*SEE BELOW

BOARD APPOINTMENTS:

<u>WATER PLANT OPERATOR</u>	Chuck Dluzak
<u>MUNICIPAL SERVICE MANAGER</u>	Lauren Welch
<u>DOG CONTROL OFFICER</u>	Debra Matthews
<u>RECORDS MANAGEMENT &amp; ACCESS OFFICER &amp; REGISTRAR OF VITAL STATISTICS</u>	Erica Button
<u>DEPUTY REGISTRAR OF VITAL STATISTICS</u>	Donna Conley
<u>CEMETERY REGISTRAR</u>	Erica Button
<u>HISTORIAN</u>	Ray Emery
<u>HEALTH OFFICER</u>	Aimee Nesbitt, RN
<u>TOWN ATTORNEY</u>	Jennifer Galvan, Esq.
<u>WEBMASTER/COMPUTER CONSULT</u>	SCT Computers, Inc.

<u>NECROLOGIST</u>	Bill Weber
DESIGNATE LEGAL NEWSPAPER	Corning Leader
OTHER NEWSPAPERS USED	Southern Tier Shopper
DESIGNATE BANK	Five Star Bank
MILEAGE	\$.70 Per mile/IRS Standard

**Town of Pulteney  
2025 Pay Schedule**

**Bi-Weekly: Highway**

Deputy HWY Supt.	Jason Tears
MEO	James Sprague
MEO	Tim Cheney
MEO	Fred McAllister

**Bi-Weekly: General**

Town Clerk	Erica Button
Bookkeeper	Rebecca Welch
Highway Supt.	Terry Gibson
Municipal Svcs Mgr	Lauren Welch

**Bi-Weekly: Water**

Water Operator	Chuck Dluzak
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**Monthly: General**

Supervisor	Mark Illig
Justice	Mary Hope Benedict
Court Clerk	Erica Button
Assessor	Cherokee Mitchell (David Oliver) per Town of Urbana contract

**Quarterly: General**

Councilman	Kathy Burns
Councilman	Jon Beckman
Councilman	Tammy Tones
Councilman	Richard Rees
Water Clerk	Erica Button
DCO	Debra Matthews
Historian	Ray Emery

**Annual: General**

Registrar of Vital Stats	Erica Button
Cemetery Registrar	Erica Button
Deputy Clerk	Theresa Keesey
Health Officer	(Voucher)
Board of Assessment Review	Voucher (Paid in June)

PETTY CASH FUND OF \$100.00 FOR TOWN CLERK/  
TAX COLLECTOR

PETTY CASH FUND OF \$100.00 FOR COURT CLERK/JUSTICE

**NAMING OF DEPUTIES/APPOINTMENTS**

HIGHWAY SUPT. DEPUTY- Jason Tears  
TOWN CLERK- Theresa Keesey

**SUPERVISOR APPOINTMENTS:**

DEPUTY- Kathy Burns  
BOOKKEEPER- Rebecca Welch  
KWIC/KLOC ALTERNATE- Jon Beckman

**COMMITTEE APPOINTMENTS:**

RECREATION- Kathy Burns  
WATER- Tammy Tones & Richard Rees  
AGRICULTURE- Mark Illig  
DEVELOPMENT- Mark Illig  
COMMUNITY GARDEN- Kathy Burns

INVESTMENT POLICY-On File

2025 DOG SHELTER CONTRACT-Town of Wayland

2025 MOWING CONTRACT-

SECURITY GUARD FOR TOWN COURT/TOWN HALL- VACANT (Gordon  
Lanphere as needed)

**MOTIONS:**

The Public Officials Blanket bonding of all necessary Town employees will be in effect for the year 2025. Said coverage is with the Travelers Casualty and Surety Co. of America with Sprague Insurance Company as agent for bonding of all employees \$50,000 each and additional bonding on Supervisor & Deputy Supervisor- \$50,000; Town Clerk/Tax Collector- \$150,000, Bookkeeper- \$100,000, Town Justice- \$75,000.

Consenting to the temporary assignment of the Town of Pulteney Justice to preside in other Town/Village courts in the Seventh Judicial District as need arises during the year 2025 and approve the temporary assignment of Judges from other Town/Village courts in the Seventh Judicial District to its court as need arises during the year 2025.

**CALL REGULAR MEETING TO ORDER**

APPROVAL OF MINUTES- December 11, 2024 & Yr. End December 26, 2024

FINANCES

TRANSFERS

WARRANTS- General, Highway, and Water Operating Bills

OTHER REPORTS:

TOWN CLERK  
MUNICIPAL SERVICES  
WATER DEP'T  
ASSESSOR  
DCO  
HIGHWAY SUPT  
TOWN JUSTICE  
HISTORIAN  
SUPERVISOR  
COUNCIL  
ATTORNEY

WEBSITE

PLANNING BOARD  
ZONING BOARD

OLD BUSINESS:

- 1. Hometown Hero Banners**
- 2. Nichol's Inn property**
- 3. Town Hall Entry Door**

NEW BUSINESS:

- 1. 2025 Mowing Contract**
- 2. Recreation Committee**
- 3. NYS Retirement Resolution**

PUBLIC COMMENTS  
EXECUTIVE SESSION  
ADJOURN