

**Town of Oswego  
Town Board Meeting  
January 2, 2018**

The organizational meeting of the Town Board was held on January 2, 2018 at town hall. Supervisor Kaulfuss opened the meeting at 6:00 PM with the Pledge of Allegiance.

**Present:**

Supervisor	Richard Kaulfuss
Councilor	Greg Herrmann
Councilor	Margaret Mahaney
Councilor	Victoria Mullen
Councilor	Richard Tesoriero
Attorney	

**Others Present:**

Highway Superintendent	David Sterio
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**Public Comment:** None

**Resolution 2018-1** Approval of Minutes

On motion by Councilor Tesoriero, second Councilor Mahaney the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen, Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the minutes from the December 12, 2017 meeting.

**Resolution 2018-2** Appointment List

On motion by Councilor Mullen, second Councilor Mahaney the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the appointment list found in **Attachment A**. Be it further resolved that these appointments shall run at the pleasure of the Town Board and Supervisor.

**Resolution 2018-3** Salary List

On motion by Councilor Tesoriero, second Councilor Hermann the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the salary list for elected and appointed officials for 2018 as identified in **Attachment B**.

**Resolution 2018-4** Payroll Schedule

On motion by Councilor Herrmann, second Councilor Mahaney the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the 2018 Payroll Schedule identified as **Attachment C**.

## January 2, 2018

### **Resolution 2018-5** Holiday Calendar

On motion by Councilor Herrmann, second Supervisor Kaulfuss the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen, Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the 2018 Holiday Calendar identified as **Attachment D**.

### **Resolution 2018-6** Code of Ethics

On motion by Councilor Tesoriero, second Councilor Mahaney the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board adopts the Code of Ethics as identified in **Attachment E**

### **Resolution 2018-7** Rules of Order

On motion by Councilor Tesoriero, second Supervisor Kaulfuss the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board adopts the Rules of Order of the Town Board of the Town of Oswego as identified in **Attachment F**.

### **Resolution 2018-8** Voucher Calendar

On motion by Councilor Tesoriero, second Councilor Herrmann the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board adopts the 2018 Voucher Calendar as identified in **Attachment G**.

### **Resolution 2018-9** Town Board Meeting Schedule

On motion by Councilor Tesoriero, second Councilor Herrmann the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board approves the monthly Town Board and Workshop Meeting schedule as identified in **Attachment H**.

### **Resolution 2018-10** Official Newspaper

On motion by Councilor Tesoriero, second Councilor Mahaney the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss Mahaney, Mullen, Tesoriero, 0 Nays. Resolved the Oswego Town Board designates the Palladium Times as the official Town newspaper.

### **Resolution 2019-11** Official Bank

On motion by Councilor Herrmann, second Councilor Tesoriero the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen, Tesoriero, 0 Nays. Resolved the Oswego Town Board designates Community Bank, N.A. as the Town's depository for 2018.

### **Resolution 2018-12** Supervisor's Duties

On motion by Councilor Tesoriero, second Councilor Mullen the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board imposes on the Supervisor powers and duties of administration and supervision of the town or special improvement district functions to be performed on behalf of the board.

**January 2, 2018**

**Resolution 2018-13** Sleepy Hollow Sewer District

On motion by Councilor Tesoriero, second Councilor Herrmann the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen Tesoriero, 0 Nays. Resolved the Oswego Town Board contracts with CamdenWastewater for the operation and maintenance of the Sleepy Hollow Sewage Treatment Plant.

**Resolution 2018-14** Petty Cash Funds

On motion by Councilor Tesoriero, second Councilor Mahaney the following resolution was adopted 5 Ayes, DeSacia, Herrmann, Kaulfuss, Mahaney, Tesoriero, 0 Nays. Resolved the Oswego Town Board establishes a Highway Superintendent and Town Clerk Petty Cash funds of \$100.00 each; Town Justices' Petty Cash fund of \$100.00 each per justice, Supervisor's Petty Cash fund of \$200.00, and the Tax Collectors change drawer in the amount of \$250.00

**Resolution 2018-15** Pre-paid Claims

On motion by Councilor Hermann, second Councilor Tesoriero the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen, Tesoriero, 0 Nays. Resolved the Oswego Town Board authorizes the Supervisor to pay in advance the audit of claims for public utility services such as gas, electric, water, sewer, fuel oil, telephone services, as well as postage, freight, express charges, NYS retirement and employee health insurance. Claims for these payments shall be presented at the next regular meeting for audit.

**Resolution 2018-16** Official Undertaking of Municipal Officers

On motion by Councilor Tesoriero, second Councilor Herrmann the following resolution was adopted 5 Ayes, Herrmann, Kaulfuss, Mahaney, Mullen, Tesoriero, 0 Nays. Be it resolved that the Oswego Town Board establishes the following Official Undertaking of Municipal Officers.

WHEREAS, various sections of the state Town Law and Public Officers Law require that certain municipal officials execute an Official Undertaking and;

WHEREAS, it is required by law that the Town Board approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, and

WHEREAS, we, the Town Board of the Town of Oswego hereby require the Supervisor, Richard Kaulfuss; Town Councilors Greg Herrmann, and Victoria Mullen; Town Justices, Michael Sterio, and Donald H. Dodd; to execute said Official Undertaking as required by said law;

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Oswego approve the document entitled "Town of Oswego Official Undertaking of Municipal Officers" as to its form and manner of execution and the sufficiency of the insurance and

BE IT FURTHER RESOLVED, THAT SAID Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the Insurance policies indicating the sufficiency of

the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

Motion by Councilor Tesoriero, second Councilor Herrmann to close the meeting at 6:25 PM.

Respectfully submitted

Nikki Fowler  
Oswego Town Clerk

Attachments A-H