

TOWN OF MALONE
REGULAR MEETING
ORGANIZATIONAL MEETING
January 8, 2025

A regular meeting of the Town Board of the Town of Malone, County of Franklin and State of New York was held at the Town Offices, 27 Airport Road, Malone, NY on the 8th day of January 2025 at 6:00 p.m.

PRESENT:

Andrea Stewart, Supervisor
Jody Johnston, Councilor
Paul Walbridge, Councilor

Terrence Maguire, Deputy Supervisor
Brian Taylor, Councilor

ALSO PRESENT:

Abby Monica, Town Clerk
Michael Andrews, Highway Superintendent
Alex Violo, Malone Telegram

Denice Hudson, Budget Officer
John Manley, Deputy Highway Superintendent
Ian Ross, Malone Resident

CALL TO ORDER: Supervisor Stewart called the Organizational Meeting to order at 6:00 PM with the Pledge of Allegiance.

A moment of Silence was held in remembrance for President Jimmy Carter.

OPENING REMARKS

Town Supervisor Stewart speaks on how well the Town has done in the past year. She is immensely proud to be a part of this team. Stewart stated she is hoping for another great year.

RESOLUTION 1-2025- The Malone Telegram

Upon Motion made by Councilor Johnston, seconded by Deputy Maguire the following resolution was

ADOPTED Ayes 5 Stewart, Maguire, Walbridge, Taylor, Johnston

Nays 0

Approval to designate the official newspaper for the Town of Malone as The Malone Telegram

RESOLUTION 2-2025- Depositories

Upon Motion made by Deputy Maguire, seconded by Councilor Johnston the following resolution was

ADOPTED Ayes 5 Stewart, Maguire, Walbridge, Taylor, Johnston

Nays 0

Approval to designate NBT Bank and Community Bank as the official depositories for the Town of Malone

RESOLUTION 3-2025- Holiday Schedule 2025

Upon Motion made by Councilor Walbridge, seconded by Councilor Taylor the following resolution was

ADOPTED Ayes 5 Stewart, Maguire, Walbridge, Taylor, Johnston

Nays 0

Approval to adopt the following holiday schedule for 2025

New Years Day	January 1
Martin Luther King Jr. Day	January 20
President's Day	February 17
Good Friday	April 18
Memorial Day	May 26
Juneteenth	June 19
Independence Day	July 4
Labor Day	September 1
Columbus Day	October 13
Veterans Day	November 11
Thanksgiving Day	November 27 & November 28
Christmas Day	December 25

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RESOLUTION 4-2025- Official Meeting Date & Times

Upon Motion made by Councilor Johnston, seconded by Councilor Walbridge the following resolution was

ADOPTED Ayes 5 Stewart, Maguire, Walbridge, Taylor, Johnston

Nays 0

Approval to set the official meeting dates & times as follows

2025 Meeting Dates

Board meeting starts at 6:00 p.m. in the Town Hall

January 8 and 22, 2025
February 12 and 26, 2025
March 12 and 26, 2025
April 9 and 23, 2025
May 14 and 28, 2025
June 11 and 25, 2025
July 9 and 23, 2025
August 20, 2025
September 10 and 24, 2025
October 8 and 22, 2025
November 19, 2025
December 17, 2025

RESOLUTION 5-2025- Salary Schedule for 2025

Upon Motion made by Deputy Maguire, seconded by Councilor Taylor the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

Approval to adopt the salary schedule for 2025, as budgeted:

Supervisor	\$21,000.00
Councilor (4@@)	8,500.00
Town Justice (2@@)	34,000.00
Supt. of Highways	70,000.00
Landfill Overseer	7,000.00
Deputy Supt. of Highways	7,500.00
Secretary/Bookkeeper	\$37.21/Hr
Budget Officer	8,000.00
Assessor	\$46.50/Hr
Town Clerk/Rec. of Taxes	\$29.00/Hr
Records Management Officer	1,100.00
Registrar	1,600.00
Code Secretary	5,000.00
Deputy/Floater Clerk	\$23.00/Hr
Highway Clerk	\$27.00/Hr
Airport Manager	4,980.00
Justice Court Clerk#1	\$23.50/Hr
Justice Court Clerk #2	\$24.25/Hr
Deputy Court Clerk	\$23.00/Hr
Part-Time Account Clerk	\$24.25/Hr
Zoning/Code Officer (35hrs)	66,000.00
Bingo Inspector	100.00
Town Constable	100.00
Town Attorney	\$200.00/Hr
Health Officer	750.00

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\$2,000 Stipends, to cover all water district work for the East Side and West Side Water Districts, distributed to the Assessor, Town Clerk/Tax Receiver, and the Bookkeeper/Budget Officer.

Highway rates are in accordance with CSEA Contract.

RESOLUTION 6-2025- Mileage Rate 2025

Upon Motion made by councilor Taylor, seconded by Councilor Johnston the following resolution was

ADOPTED Ayes 5 Stewart, Maguire, Walbridge, Taylor

Nays 0

Approval to designate the mileage rate at \$.70/per mile, the new Internal Revenue Service mileage reimbursement rate (current rate \$.67)

RESOLUTION 7-2025- Franklin County Historical Society 2025

Upon Motion made by Councilor Walbridge, seconded by Councilor Johnston the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

Approval to designate the Franklin County Historical Society as the Town of Malone Historian.

RESOLUTION 8-2025- Landfill Overseer 2025

Upon Motion made by Councilor Walbridge, seconded by Councilor Johnston the following resolution was

ADOPTED Ayes 4 Stewart, Maguire, Walbridge, Taylor

Nays 0

To appoint Superintendent Michael Andrews as Landfill Overseer, at a salary of \$7,000.00 for 2025.

RESOLUTION 9-2025- Standard Workday

Upon Motion made by Councilor Johnston, seconded by Deputy Maguire the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

Approval to adopt the 2025 Standard Workday Resolution for Employees (RSS2418)

RESOLUTION 10-2025- Reaffirm Road Specifications

Upon Motion made by Deputy Maguire, seconded by Councilor Walbridge the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

Reaffirm Road Specifications for Town of Malone Acceptance of a Private Road

RESOLUTION 11-2025- Reaffirm Town of Malone Organizational Chart

Upon Motion made by Councilor Taylor, seconded by Deputy Maguire the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

Reaffirm Town of Malone Organizational Chart.

RESOLUTION 12-2025- Fair Housing Officer

Upon Motion made by Councilor Johnston, seconded by Councilor Walbridge the following resolution was

ADOPTED Ayes 5 Johnston, Stewart, Maguire, Walbridge, Taylor

Nays 0

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Reaffirm Code Officer Mike McMahon as the Town of Malone Fair Housing Officer pursuant to Town of Malone Fair Housing Code.

Supervisor's announcement –
Supervisor Stewart announces Annual Statements and all records have been made available by all departments which handle cash, for Town Board review, as required by Town Law.

SUPERVISOR'S COMMITTEE APPOINTMENTS FOR 2025

(The name listed first designates the chairperson; the Supervisor is ex-officio member of all committees)

Transportation and Infrastructure: Maguire/Johnston
(Airport, Highways, Landfill, Buildings & grounds, Union Negotiations)

Recreation/Tourism: Walbridge/Johnston
(Golf Club, Malone Recreation Park, Recreation for the Elderly, Parks, Chamber of Commerce)

Public Safety: Maguire/Johnston
(Fire Protection, Disaster Planning, Town Court, Taxi Licenses, Salmon River Flooding)

Policy, Grants & Records: Johnston/Taylor
(Records Management Advisory, Cable Franchise, EE Handbook, Dog Control, grants)

Assessment/ Zoning & Code: Walbridge/Taylor

Town Clerk, Rec. of Taxes, Historian: Walbridge/Taylor

Personnel: Maguire/Walbridge
(Staff Meetings/Employee Concerns (not department related)/Employee Handbook)

MINUTES: For review and approval

RESOLUTION 13-2025 – Minutes

Upon motion by Councilor Walbridge, second by Deputy Maguire the following resolution was ADOPTED Ayes 4 Johnston, Stewart, Taylor, Walbridge

Nays 0
Abstain 1 Maguire
Approval of December 18, 2024 Regular Meeting Minutes.

Reports:

RESOLUTION 14-2025- Reports

Upon motion by Councilor Walbridge, second by Deputy Maguire the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire
Nays 0

Resolved to approve the following reports

NYS Comptroller, Justice Court Fund- December 2024
Airport Manager- December 2024
Code Officer- December 2024
Justice Fisher- December 2024
Town Clerk- December 2024

OLD BUSINESS:

RESOLUTION 15-2025- Journal Entry

Upon motion by Councilor Taylor, second by Deputy Maguire the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire
Nays 0

Approval to Modify resolution 318-2024 Journal Entry to change September 2024 to October 2024 as per Comptroller Notice.

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SUPERVISORS REPORTS:

Supervisor Stewart congratulates Derek Sprague on being chosen as the CEO of PGA.

RESOLUTION 16-2025- Chamber of Commerce Agreement

Upon motion by Councilor Johnston, second by Deputy Maguire the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire

Nays 0

Approval of the agreement between Town of Malone and the Chamber of Commerce, \$5,500.00 as budgeted, permission for Supervisor Stewart to sign.

RESOLUTION 17-2025- Malone Adult Center Agreement

Upon motion by Councilor Walbridge, second by Deputy Maguire the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire

Nays 0

Approval of the Agreement between Town of Malone and Malone Adult Center, \$10,000.00 as budgeted, Permission for Supervisor Stewart to sign.

RESOLUTION 18-2025- Journal Entry

Upon motion by Deputy Maguire, second by Councilor Walbridge the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire

Nays 0

Permission for Budget Officer to make the following Journal Entry as Per Comptroller Notice for November 2024 from A690 Clearinghouse \$5,617.00 to A980 Revenues \$5,617.00 (A2610 court fines & fees).

BOARD MEMBER/COMMITTEE ITEMS:

Councilor Taylor states Happy New Year to all and hopes 2025 is a good year for everyone.

Councilor Walbridge states the Town of Malone has great employees at the Highway Department and the at the Town Offices. Walbridge states he hopes the Town can keep up the great work going into the 2025 year and continue doing what is right for Malone.

SUPERINTENDENT OF HIGHWAY REPORTS:

Superintendent Andrews states the crew has been working on the salt shed here and there when able to. All that is left to be done is the metal on the outside. Andrews stated the crew has been plowing a lot and all is going well.

CORRESPONDENCE:

From NYS DOR: New Regional Director for Region 7 is Rob Haynes, who replaced Kenneth Bibbins.

From Chamber of Commerce: Sponsorship Drive Kick-Off

RESOLUTION 19-2025- Tom Arnold Board of Variance and Appeals

Upon motion by Deputy Maguire, second by Councilor Johnston the following resolution was ADOPTED Ayes 5 Stewart, Taylor, Johnston, Walbridge, Maguire

Nays 0

Reappoint Tom Arnold on the Board of Variance and Appeals, with a term ending November 18, 2029.

BILLS FOR AUDIT & PAYMENT: *Voucher Nos. 2-13, 15-26, 28-50, 52-56, 1044-1051*

Batch Nos. 1599, 1602, 1604

General Fund (A)

\$41,356.93

Part Town General Fund (B)

615.84

Highway Townwide (DB)

8,627.18

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<i>Highway Outside (DB)</i>	<i>2,486.40</i>
<i>Trust & Agency (T)</i>	<i>42,090.35</i>
<i>Airport Capital Project (H4)</i>	<i>9,977.27</i>
<i>Salt Shed (SS)</i>	<i>335.82</i>
<i>Landfill Capital Project (H7)</i>	<i>5,360.00</i>

GRAND TOTAL \$110,849.79

RESOLUTION 20-2025 Bills

Upon Motion by Deputy Maguire, second by Councilor Walbridge the following resolution was.

ADOPTED Ayes 5 Stewart, Johnston, Taylor, Walbridge, Maguire

Nays 0

Resolved to pay the bills listed.

RESOLUTION 21-2025 Adjourn

Upon Motion of Councilor Walbridge and seconded by Supervisor Stewart the following resolution

Was ADOPTED Ayes 5 Stewart, Johnston, Taylor, Walbridge, Maguire

Nays 0

Resolved to adjourn the regular and organizational meeting at 6:27 p.m. The next Regular Board Meeting will be on January 22, 2025 at 6:00 p.m. at 27 Airport Rd. Malone, NY 12953.

RESPECTFULLY SUBMITTED,


Abby Monica, Town Clerk