

TOWN OF ARIETTA

in

HAMILTON COUNTY, NY

toa@townofarietta.com

1722 State Route 8

PO Box 37

Piseco, NY 12139

TEL: (518) 548-3415 FAX: (518) 548-6203

Agenda

February 18, 2025

5pm at Piseco Common School

Town of Arietta

- Call to Order
- Pledge of Allegiance
- Roll Call
- Motion to approve minutes for the February 3, 2025, meeting

- Resolutions
 - **25-02-12 Appointment Planning Board Member**
 - **25-02-13 NYS SWD Report**
 - **25-02-14 Harris Agreement**

- **Snowmobile Trails – Grier**
- **Town Buildings / Grounds - Stobo**
- **Recreation / Website / Campsite - Wilt**
- **Lake / Dam / Cemetery - Rajca**
- **Finance / Airport / Internal Management / Insurance - Rhodes**
- **Superintendent / Report – Small**
- **Codes and Zoning – Lascola**

- **Old Business**

- **New Business**
 - Phone and Internet audit

- Motion to accept the bills
- Public Comment
- Designation of next Meeting Monday, March 3, 2025
- **Motion to adjourn**

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School at 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 18, 2025, at 5:00 pm

Resolution # 25 – 02 - 12

Subject: **Appointment Planning Board Member**

Resolution Offered By: _____

WHEREAS: Sheila Crouse’s current term as a member of the Town of Arietta Planning Board will end on February 28, 2025, and

WHEREAS: the Town of Arietta will reappoint Sheila Crouse to the Town of Arietta Planning Board, and

WHEREAS: it is necessary that the Town of Arietta Town Board reappoint Sheila Crouse to a term of five (5) years that ends February 28, 2030, and

THEREFORE, LET IT BE RESOLVED: that the Town of Arietta Town Board does hereby reappoint Sheila Crouse to the Town of Arietta Planning Board for a term of five (5) years effective March 1, 2025, and ending February 28, 2030.

Seconded by: _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier _____
John Rajca _____	John Rajca _____	John Rajca _____	John Rajca _____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo _____
Christy Wilt _____	Christy Wilt _____	Christy Wilt _____	Christy Wilt _____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes _____

Town Clerk

Date

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 18, 2025, at 5:00 pm

Resolution # 25-02-13

Subject: **Standard Work Day and Reporting Resolution**

Resolution Offered By: _____

WHEREAS: the Town of Arietta hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials, and

THEREFORE, LET IT BE RESOLVED: that the Town Board, Town of Arietta does hereby Certify the attached RS2417-A and RS2417-B to be reported as required by the NYS Retirement System.

Seconded by _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier _____
John Rajca _____	John Rajca _____	John Rajca _____	John Rajca _____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo _____
Christy Wilt _____	Christy Wilt _____	Christy Wilt _____	Christy Wilt _____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes _____

Town Clerk

Date: February 18, 2025

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Employer Location Code

3 0 1 7 3

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.12/23)

BE IT RESOLVED, that the Town of Arietta / 30173 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Jacquelyn Grier			Councilman	01/01/22-12/31/25	6	0.62	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
Laura Morehouse			TownClerk/Tax Collector	01/01/22-12/31/25	6	6.53	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
Christian D Rhodes			Supervisor	01/01/22 -12/31/25	6	27.31	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
Appointed Officials:									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Laura Morehouse (Name of Secretary or Clerk), secretary/clerk of the governing board of the Arietta Town Board (Name of Employer), of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 18 day of February, 2025 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

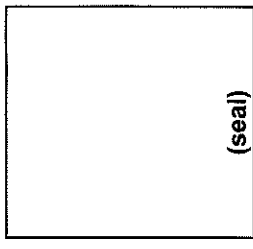
IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Arietta on this 18 day of February, 2025

(Signature of Secretary or Clerk)

 Laura Morehouse
 (Name of Secretary or Clerk)

Affidavit of Posting: I, Laura Morehouse being duly sworn, deposes and says that the posting of the Resolution began on February 19, 2025 and continued for at least 30 days. That the Resolution was available to the public on the: _____ (Date)

- Employer's website at: _____
- Official sign board at: _____
- Main entrance Secretary or Clerk's office at: 1722 State Route 8, Piseco NY 12139



Instructions for completing the Standard Work Day and Reporting Resolution

A	B	C	D	E	F	G	H	I	J
Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Date	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials									
John Smith	0000	R11111111	Highway Superintendent	1/1/2018-12/31/2019	8.00	32.79		Weekly	
Michelle Jones	1111	R11111111	Town Justice	1/1/2018-12/31/2018	6.25		X	Bi-Weekly	X
Appointed Officials									
Joseph Grey	2222	R22222222	Planning Board Member	1/1/2018-12/31/2018	7.00	17.54		Monthly	

- A. **Name:** The official's complete first and last name must be included for identification purposes.
- B. **Social Security Number:** The last four digits of the official's Social Security Number must be included for identification purposes. For security purposes, the last four digits of the Social Security Number can be omitted from the publicly posted version.
- C. **NYSLRS ID:** The official's NYSLRS ID must be included for identification purposes. For security purposes, the NYSLRS ID can be omitted from the publicly posted version.
- D. **Title:** All paid elected and appointed officials (who are active members of the Retirement System) and are not paid hourly and do not participate in a employer's time keeping system that consists of a daily record of actual time worked and time charged to accruals must be listed. For the purpose of the regulation, an "appointed official" is someone who is appointed by an elected official, an appointed official or governing board. They hold an office in an organization or government and participate in the exercise of authority. This also includes appointees of elected and appointed officials such as deputies, assistants or confidential secretaries.
- E. **Current Term Begin & End Dates:** All officials listed on the Resolution must have a specified Term End date. Leaving this column blank or listing 'Tenure/At Pleasure' is not acceptable. If the official does not have a designated term, the current term for the official who appointed them to the position should be used. If they are appointed by the governing board, the chairman of the board's term should be used.
- F. **Standard Work Day:** The minimum number of hours that can be established for a standard work day (SWD) is six, while the maximum is eight. A SWD is the denominator to be used for the days worked calculation; it is not necessarily always the number of hours a person works. For example, if a board member only attends one three-hour boarding meeting per month, you must still establish a SWD between six and eight hours as the denominator for their record of activities (ROA) calculation.
- G. **Record of Activities Result*:** This column must be left blank if an official does not submit their required sample three-month ROA. To determine the average number of days worked per month, you must divide the total number of hours documented on the three-month ROA by three months to get a one-month average number of hours worked. Then, the one-month average number of hours worked must be divided by the SWD to get the average number of days worked per month.
- H. **Not Submitted:** This column must be checked if an official has not submitted the required sample three-month ROA within the 150 day requirement, regardless of whether they are being reported by another employer for the same period. If the Retirement System receives such a Resolution, it will contact the official to notify them of the consequences of not submitted the ROA.
- I. **Pay Frequency:** This column should be filled in with one of the following options: Annually, Bimonthly, Biweekly, Monthly, Quarterly, Semi-annually or Weekly.
- J. **Tier 1:** If the official is a Tier 1 member, this box should be checked. Tier 1 members are not required to keep a ROA.

Once passed, the Resolution must be posted on your public website for a minimum of 30 days or if a website isn't available to the public, on the official sign-board or at the main entrance to the clerk's office. A certified copy of the Resolution and Affidavit of Posting must be filed with the Office of State Comptroller within 45 days of the adoption. The Resolution and Affidavit can be submitted via the *Submit Resolution for Official* link in Retirement Online.

*To determine the number of days worked to include on the monthly report for the various payroll frequencies, please refer to the Calculating Days Worked instructions available in the 'Reporting Elected & Appointed Officials' section of our website: <http://www.osc.ny.gov/retirement/employers/reporting-ea-officials/overview>

Received Date

**Standard Work Day and Reporting
 Resolution for Elected and
 Appointed Officials Continuation Form**

Please type or print clearly
 in blue or black ink

Employer Location Code

3 | 0 | 1 | 7 | 3

RS 2417-B

(Rev.04/20)

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Daryl Rulison			Justice	01/01/22-12/31/25	6	1.34	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
Christy Wilt			Councilman	01/01/22-12/31/25	6	1.34	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
Appointed Officials:									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
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							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>



Employer: _____ Location Code: _____ Page _____ of _____ (use with form RS 2417-A)

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 18, 2025, at 5:00 pm

Resolution # 25-02-14

Subject: Harris Local Government Version 4 Software Upgrade Agreement

Resolution Offered By: _____

WHEREAS: the Town of Arietta has received an Agreement from Harris Local Government for the version 4 upgrade of the current software program with beta testing participation, and

WHEREAS: the database server was purchased and the version 4 upgrade has been formatted to work with the new server, and

WHEREAS: the town has been given the opportunity to take part in the beta testing and will receive the upgrade at no cost to the town as per the attached agreement, and

THEREFORE, LET IT BE RESOLVED: that the Town Board, Town of Arietta does hereby after review will accept the agreement and will participate in the beta testing. The Town Board authorizes the supervisor to execute the agreement on behalf of the Town of Arietta.

Seconded by _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier ____	Jacquelyn Grier _____
John Rajca _____	John Rajca _____	John Rajca ____	John Rajca _____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo ____	Douglas Stobo _____
Christy Wilt _____	Christy Wilt _____	Christy Wilt ____	Christy Wilt _____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes ____	Christian Rhodes _____

Date: February 18, 2025

Town Clerk



2429 Military Road, Suite 300
Niagara Falls, NY 14304

Quote Information

Account Name	Arietta, Town (NY)	Quote Name	Arietta V4 Upgrade
Billing Address	37 Old Piseco Road Piseco, New York 12193 United States	Created Date	2/12/2025
Solution	Spectrum	Expiration Date	3/7/2025

Description

We're excited to offer you a 100% discount on your Version 4 upgrade as a thank you for participating in our beta program.

To receive the discount, there are a few requirements you'll need to meet.

The beta program will run for 8-12 weeks, starting on Monday, February 17th, 2025, and concluding by Friday, April 11th, 2025. During this time, we ask that you dedicate 4-6 hours per week for testing. Bi-weekly meetings will be held to review findings, and we request that you log any issues you encounter within 48 hours.

If you're unable to meet the required hours or participate in providing feedback, you will be invoiced for the amount of the discount you received for being a beta tester.

We appreciate your participation and look forward to working with you!

Contact Information

Prepared By: Tyler Holbrook
Email: tholbrook@harriscomputer.com

Product	Product Type	Billing Type	Quantity	Sales Price	Total Price	Recurring Billing Total	Line Item Description
Discount	Services	One Time	1.00	(\$4,000.00)	(\$4,000.00)	\$0.00	
Professional Services	Services	One Time	1.00	\$4,000.00	\$4,000.00	\$0.00	V4 upgrade
Recurring Billing Total				\$0.00			
					Subtotal		\$0.00
					Total Price		\$0.00

Quote Acceptance Information

Signature
Name
Title
Date