Town of Masonville
Annual Reorganizational Meeting
Resolutions/Motions

January 7, 2026

1. **Resolution #1-2026** The designation of Town Supervisor as Chief Executive Officer**,** to perform all duties wherein.
2. **Resolution # 2-2026** To authorize Highway Superintendent to make purchases of essential items up to $2,000.00. Any amounts above this must have approval of both the Highway Committee and Supervisor.
3. **Resolution #3-2026** To authorize elected and appointed officials to attend such activities, in accordance with their official duties, with audited expenses will be covered by Town as authorized by State Law and proper Town Charges.
4. **Resolution #4 -2026** The regular meeting of the Town of Masonville Board will be conducted on the 1st Wednesday of each month at 7:30 at the Masonville Town Hall, except for any holidays that may fall on or near the day.
5. **Resolution #5 -2026** Town employees be reimbursed at a rate of .725 cents per mile (IRS rate) for personal vehicle use while on official Town business for the 2026 Calendar year.
6. **Resolution #6 -2026** The authorization of advance payment of utilities & postage only, however, such payments shall be audited at the following Board meeting.
7. **Resolution #7 -2026** The Highway Superintendent is allowed to make authorized purchases, not subject to competitive bidding, at the State or County bid price, or lower price, whichever is lowest.
8. **Resolution #8 -2026** That Neil Brayman, be appointed Deputy Highway Superintendent with an annual pay adopted in the 2026 budget.
9. **Resolution #9 -2026** It is necessary to disburse highway monies in accordance with the adopted fiscal budget, as well as State Law. for the expenditure of highway monies as budgeted in the Town of Masonville adopted 2026 fiscal budget.
10. **Resolution #10 -2026** The Town Supervisor is authorized to appoint a Confidential Secretary/Bookkeeper. Karen Kropp, be appointed Confidential Secretary/Bookkeeper on a contractual basis as stipulated in the adopted 2026 Town Budget.

RECOMMENDED MOTIONS

1. Upon recommendation of the Town Supervisor: the annual "Blanket Official Undertaking" be filed in the office of the Town Clerk, covering all officers, clerks and other employee of the Town as prescribed by section 25 of the NYS Town Law.
2. Upon recommendation of the Town Supervisor: it is recommended to appoint Brian Butts Councilmen to serve as Deputy Supervisor, in the absence of the Town Supervisor.
3. Upon recommendation of the Town Supervisor: it is recommended to appoint Brenda Shampang to serve as Deputy Town Clerk, in the absence of the Town Clerk.
4. Upon recommendation of the Town Supervisor: it is recommended to appoint Andrew Pastore as Code Enforcement Officer/Building Inspector for the 2026 Calendar.
5. Upon recommendation of the Town Supervisor: to appoint Linda Bourn as registrar of Vital Statistics for the Calendar year 2026, with Brenda Shampang acting in her absence.
6. Upon recommendation of the Town Supervisor: to appoint Amy Cross as the Dog Control Officer for the 2026 Calendar Year.
7. Upon recommendation of the Town Supervisor: it is recommended to designate Hancock Herald as the town's official newspaper and WCDO the official radio station for the 2026 Calendar Year.
8. Upon recommendation of the Town Supervisor: it is recommended to appoint Dr Rodriguez as the Town Health Officer for the 2026 Calendar year.
9. Upon recommendation of the Town Supervisor: it is recommended to appoint Jeri Brayman as the Town Historian 2026 Calendar Year.
10. Upon recommendation of the Town Supervisor: it is recommended to appoint Laurie Burpoe as Town Court Clerk for the 2026 calendar year.
11. Upon recommendation of the Town Supervisor: it is recommended to designate the NBT and Wayne Bank the official deposit of Town monies for the 2026 calendar year.
12. Upon recommendation of the Town Supervisor: it is recommended the following committees be appointed for the 2026 calendar year.
    a. Insurance & Legal — Chairperson Karleen Dumond & Brian Butts
    b. Building & Grounds — Chairperson Kevin Mott & Jeri Braymen
    c. Highway: — Chairperson Brian Butts & Kevin Mott
    d. Codes & Ordinances — Chairperson Jeri Brayman & Karleen DuMond
13. Upon recommendation of the Town Supervisor: The Town Clerk, before 1/10/2026 file with the State Department of Audit and Control, the names and address of all Town Officers. Either elected or appointed, and further file with the State Office of Real Property Tax Service the name of the Town Assessor, and the date of Appointment and expiration of term in accordance with Town Law 30(3).
14. Upon recommendation of the Town Supervisor: The Town Clerk will certify to the Delaware County Clerk, within 20 days of appointment, the names, address, and Oath of Office documents of all Town Officers, both elected and appointed.
15. Upon recommendation of the Town Supervisor: The Town Clerk notifies the Upstate New York Towns Association (UNYTA), and the New York State Association of Towns (AOT), within 30 days, the

names and address of all town officers. Both elected and appointment and to advise UNYTA and AOT of any changes as they occur throughout the year.

16. Upon recommendation of the Town Supervisor: The Town Clerk will send all correspondence for any State or Federal forms or notifications, with a Registered Return Receipt from the United States Post Office (USPO). This will ensure legal proof that all correspondence was in officially sent and received at its proper destination.
17. Upon recommendation of the Town Supervisor, the Town Board authorize to accept any deed, which is donated to the Town of any property, which is subject to condemnation action. Further, if such part requests, the town is authorized to issue a general relief to the property owner specific to that particular property. Further, the Town board authorizes the Supervisor to make all documents/proceedings to resolve such matters in the best interest of the Town as deemed proper by the Supervisor after consultation with the Town Attorney.
18. Upon recommendation of the Town Supervisor: it is recommended to adopt the same 2020 fee and penalty fee schedule for all building permits for use through June of 2026. The fee and penalty fee schedule will be reviewed, and a new schedule presented for adoption at the June 2026 meeting.
19. Upon recommendation of the Town Supervisor: it is recommended to adopt the same 2020 fee and penalty schedule for dog licenses for use throughout the 2026 year.
20. Upon recommendation of the Town Supervisor: it is recommended to adopt the Shared Service agreement between NY State DOT and the Town of Masonville for emergency assistance.
21. Upon recommendation of the Town Supervisor: it is recommended to appoint Coughlin & Gerhart, LLP as the Town attorney for the 2026 Calendar Year.