ORGANIZATIONAL MEETING

January 14, 2026

Supervisor Clemens called the meeting to order at 6:30 PM. After the Pledge of Allegiance the following answered roll call:
PRESENT:
Supervisor Clemens
Deputy Supervisor Nippes
Councilman Glasser
Councilwoman Mason
Councilman Baker

STATEMENT BY TOWN CLERK
The Town Clerk reports that all qualified elected Town Officials for this year have taken their Oath of Office and copies thereof are filed in the Sand Lake Town Clerk's Office in accordance with Section 25 of the Town Law.

SUPERVISOR
As this is the first meeting of the Town Board for the fiscal year 2026, the Board is required to authorize certain procedures to follow for the proper conduct of Town affairs and appoint persons to Town offices. We will proceed by authorizing the following:

RESOLUTION #2026-01-01 Appointment of Attorney for the Town
Supervisor Clemens motioned that Philip Danaher, Esq., is hereby appointed to the position of Attorney for the Town from January 1, 2026 to December 31, 2026 on an Independent Contractor basis as per retainer letter submitted to the Town at a retainer of $26,138 annually.
Seconded by: Councilman Nippes
ADOPED: AYES 5 - NAYS

RESOLUTION #2026-01-02 Adoption of Procedural Rules
Supervisor Clemens motioned that the following Procedural Rules for the Town of Sand Lake Board Meetings are hereby adopted.
Seconded by: Councilman Glasser

REGULAR TOWN BOARD MEETINGS

1. The Sand Lake Town Board will meet at 7:00 p.m. on the second Wednesday of every month at the Sand Lake Town Hall, 8428 NY Route 66, Sand Lake, NY, 12153. If that day is a holiday, the Town Board will designate an alternate meeting day and time at the preceding meeting.

2. The Sand Lake Town Board will hold Workshop meetings at 7:00 p.m. on the last Wednesday of every month at the Sand Lake Town Hall, 8428 NY Route 66, Sand Lake, NY, 12153. If that day is a holiday, the Town Board will designate an alternate day and time at the preceding meeting.

3. All Town Board meetings, including Workshops, are open to the public. Meeting minutes shall be taken and recorded, and when possible, televised and/or streamed via the Internet.

4. To ensure a consistent and accurate recording of Town business, the Town Clerk and/or Deputy Town Clerk shall be present at all meetings of the Town Board, including but not limited to all Workshops, Public Hearings, and/or Special Meetings of the Board. Roll Call votes shall be called by the Town Clerk as follows: Councilman Nippes, Councilman Glasser, Councilman Baker, Councilwoman Mason, and Supervisor Clemens.

5. The Town Board encourages the participation of Town residents and business owners at Town meetings. Accordingly, the Supervisor shall afford an opportunity for any person wishing to speak on any matter prior to and after the regular business agenda. Any such person shall come to the podium and state his/her full name and address the Board. Public comment will be limited to five (5) minutes. In the event that a large group of people wishes to speak on a particular topic, the Supervisor may require that such people designate a representative (s) to speak on behalf of the group. In his sole discretion, the Supervisor may permit a member of the public to speak on a matter during the business agenda.

6. The Supervisor may limit discussion that is not relevant to Town business, or is repetitive, abusive, or tends to unduly or unfairly prolong the meeting of the Board. No member of the public, member of the Town Board, or any other individual shall engage in any demonstration, booing, hand clapping, name calling, and/or shouting or otherwise disrupt the formality of the Town Board meeting and/or workshop. Personal attacks, verbal or otherwise will not be tolerated.

7. Any person who shall become abusive or is otherwise disrupting the meeting of the Board shall be asked to step away and may be asked to leave or may be removed from the meeting.

8. Members of the public are permitted to comment or make statements to the Town Board. The Town Supervisor, in his sole discretion, may refer the comment or statement to a Town Board member or Town Attorney if it is deemed to need an official response or require further action.

9. These procedural rules will be prominently posted in the meeting room.

TOWN BOARD AGENDA ITEMS

1. Town Board members wishing to place matters or items on the agenda for Town Board meetings shall submit in writing each such item to the Supervisor's Office two weeks prior to the meeting. All such items shall include supporting documentation and/or necessary information to prepare the proper resolution.

2. The Town Supervisor will present Tentative Agenda items to the Town Board at the Town Board Workshop meeting for review, discussion, and development of a meeting Agenda.

3. The Town Supervisor will prepare all proposed resolutions with supporting materials for the meeting Agenda and shall submit resolutions to the Town Clerk no later than the Tuesday prior to the Town Board (or Workshop) meeting.

4. At the direction of the Town Supervisor, the Town Clerk will provide assistance with the preparation of resolutions and other items for the Agenda. The Town Attorney will review resolutions and assist in preparing local laws, ordinances, and/or resolutions requiring legal review.

5. The Town Clerk will:

a. Prepare the final Agenda for the Town Board and Workshop meetings.

b. Prepare resolutions not prepared by the Supervisor, Town Attorney, or Town Board members.

c. Distribute copies of resolutions and the preceding month's Meeting Minutes to each Board member via their mail slot at Town Hall.

d. When asked, distribute copies of Board Member and Department reports to each Board Member and the Town Attorney via their mail slots at Town Hall.

e. Post the Meeting Agenda by 4:30 p.m. on the Tuesday preceding the Board and Workshop meetings.

f. When asked, assign an introductory number to each resolution in a format designating year-month-order of introduction. For example, 2026-01-01 is the first resolution of 2026.

g. Ensure that all resolutions and documents are posted to the Town's official website by 4:30 p.m. on the Tuesday preceding Town Board/Workshop meetings.

6. Agenda items may be rearranged, added, or deleted at the discretion of the Supervisor. Any matter or item not properly included on the agenda may be placed on the agenda or otherwise discussed or raised at a Town Board meeting only be a vote of a majority of the Town Board, except that the Supervisor may add any item at his discretion.

7. All resolutions of one page or less shall be read aloud at the Town Board meeting in their entirety by the Town Supervisor, or as otherwise directed by the Supervisor. Any resolutions of more than one page may be summarized; however, the resolution in its entirety shall be made available to the public upon request prior to the meeting of the Town Board.

8. At the direction of the Town Supervisor, a summary of Department and/or Committee Reports may be made orally within a five (5) minute timeframe.
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-03 Hours of Town Hall
Supervisor Clemens motioned that the Town Hall shall be open Monday through Friday from 9:00 am to 4:00 pm and that the Building Department hours are from 7:00 am until 3:00 pm. And be it further resolved that the Supervisor be, and hereby is, authorized to occasionally and at his discretion modify or reduce such hours based upon, but not necessarily limited to, circumstances related to employee and/or resident safety and/or convenience that, in his opinion, warrant such reduction or modification.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS -

RESOLUTION #2026-01-04 Official Newspapers
Supervisor Clemens motioned to designate the Record as the official newspaper of the Town of Sand Lake with the usage thereof to be determined on a case by case basis by the Town Clerk.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-05 Designated Depositories
Supervisor Clemens motioned that, pursuant to Section 64 of New York Town Law, the following institutions be and are hereby designated depositories of all monies received: Key Bank, M&T Bank, and Pioneer Savings.
Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-06 Established Fee for Returned Checks
Supervisor Clemens motioned a fee of $25.00 shall be charged for each check tendered to the Town or any of its Departments that is returned for insufficient funds, closed account, or stopped payment, in addition to any charges which the Town may incur as a result of the returned check from its banking institution.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-07 Authorized Facsimile Signature
Supervisor Clemens motioned that that Town Supervisor Stephen Clemens may use a facsimile signature, such as a rubber stamp, facsimile, or other device, to sign checks on behalf of the Town of Sand Lake.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-08 Salaries of Town Officials & Employees
Supervisor Clemens motioned that the salaries of all Town officials and employees shall be as set forth in the *2026 Town of Sand Lake Budget* except as otherwise specified by resolution of the Board; provided, however, that no salary except as otherwise provided by contract shall exceed the amount stated in the certified *2026 Town of Sand Lake Budget*. A copy of the Town Budget is on file with the Town Clerk and is available during normal business hours for review. A copy is also available online at www.townofsandlake.us .
Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

RESOLUTION # 2026-01-09 Limitations of Purchases for Department Heads

Supervisor Clemens motioned that Department Heads, except for the Commissioner of Public Works, shall be authorized to purchase commodities for departmental purposes in an amount not to exceed $500.00 without prior approval of the Town Supervisor and Town Comptroller, providing there is a budget appropriation for that purpose sufficient to cover the cost of said purchase, and also providing that such purchase is done in accordance with the Town's Procurement Policy.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION # 2026-01-10 Limitations of Purchases for Commissioner of Public Works

Supervisor Clemens motioned that the Commissioner of Public Works is hereby authorized to purchase equipment, tools and implements for highway purposes in an amount not to exceed $5,000.00 without prior approval of the Town Board as per Section 142 of the Highway Law providing there is a budget appropriation for that purpose sufficient to cover the cost of said purchase, and also providing that such purchase is done in accordance with the Town's Procurement Policy.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-11 Designated Paid Holidays
Supervisor Clemens motioned that the following days are designated paid holidays for all entitled employees and/or officials of the Town not covered by a Collective Bargaining Agreement, and authorizes the Comptroller to amend the Employee Handbook to reflect this change:

New Year's Day 2026	January 1, 2026
Martin Luther King Day	January 19, 2026
Presidents Day	February 16, 2026
Memorial Day	May 25, 2026
Juneteenth	June 19, 2026
Independence Day	July 4, 2026
Labor Day	September 7, 2026
Columbus Day	October 12, 2026
Veterans Day	November 11, 2026

Thanksgiving Day	November 26, 2026
Day after Thanksgiving	November 27, 2026
Christmas Day	December 25, 2026

Seconded by: Councilwoman Mason

ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-12 Mileage Rate for Reimbursement
Supervisor Clemens motioned to reimburse Town officials and employees using their own vehicle for Town business shall be allowed the standard rate established by the Internal Revenue Service for reimbursement which is currently established for 2026 at a rate of 72.5 cents per mile.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-13 Designated Town Board Meetings

January 14, 2026 – Organizational Meeting – 6:30 p.m.
January 14, 2026 – Business Meeting
January 28, 2026 – Workshop Meeting

February 11, 2026 – Business Meeting
February 25, 2026 – Workshop Meeting

March 11, 2026 – Business Meeting
March 25, 2026 – Workshop Meeting

April 8, 2026 – Business Meeting
April 29, 2026 – Workshop Meeting

May 13, 2026 – Business Meeting
May 27, 2026 – Workshop Meeting

June 10, 2026 – Business Meeting
June 24, 2026 – Workshop Meeting

July 8, 2026 – Business Meeting
July 29, 2026 – Workshop Meeting

August 12, 2026 – Business Meeting
August 26, 2026 – Workshop Meeting

September 9, 2026 – Business Meeting
September 30, 2026 – Workshop Meeting

October 14, 2026 – Business Meeting
October 28, 2026 – Workshop Meeting

November 11, 2026 – Business Meeting
December 9, 2026 – Business Meeting
Seconded by: Deputy Supervisor Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-14 Appointment of Deputy Town Attorney for the Planning Board and Zoning Board of Appeals
Supervisor Clemens motioned that Craig Crist, Esq., is hereby appointed as Deputy Town Attorney for the Planning Board and Zoning Board of Appeals from January 1, 2026 to December 31, 2026 on an Independent Contractor basis as per retainer letter submitted to the Town at a retainer of $13,795 annually.
Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-15 Appointment of Attorney for Town Prosecutions
Supervisor Clemens motioned that Craig Crist, Esq., is hereby appointed as the Attorney for Town Prosecutions from January 1, 2026 to December 31, 2026 on an Independent Contractor basis as per retainer letter submitted to the Town at a retainer of $9,551 annually.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-16 Appointment of Attorney for Attorney for the Town for non-Vehicle and Traffic Law Prosecutions

Supervisor Clemens motioned that Philip Danaher, Esq., is hereby appointed as the Attorney for the Town for non-Vehicle and Traffic Law Prosecutions from January 1, 2026 to December 31, 2026 on an Independent Contractor basis as per retainer letter submitted to the Town at a retainer of $4,182 annually.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-17 Appointment of the Registrar of Vital Statistics
Supervisor Clemens motioned that Town Clerk Barbara Hansen is appointed as Registrar of Vital Statistics for a term ending on December 31, 2026 at a salary of $1,000 annually.
Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-18 Appointment of Deputy Registrar of Vital Statistics

Supervisor Clemens motioned that Deputy Town Clerk Jaimee Johnson is appointed as Deputy Registrar of Vital Statistics for a term ending on December 31, 2026.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-19 Appointment of Sub Registrars of Vital Statistics
Supervisor Clemens motioned that Deputy Town Clerk Katherine Constantine is appointed as Sub Registrar of Vital Statistics for a term ending on December 31, 2026.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-20 Appointment of the Planning Board Chairperson
Supervisor Clemens motioned that Andrew Karl is appointed to serve as the Chairperson of the Town of Sand Lake Planning Board at a salary of $147.00 per each meeting attended as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

RESOLUTION #2026-01-21 Appointment of Zoning Board of Appeals Chairperson
Supervisor Clemens motioned that Melissa Toni is appointed to serve as Chairperson of the Town of Sand Lake Zoning Board of Appeals at a salary of $147.00 per each meeting attended as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-22 Appointment of the Planning Board Vice Chairperson
Supervisor Clemens motioned that Ralph LaMontagna is appointed to serve as the Vice Chairperson of the Town of Sand Lake Planning Board for a term to expire on December 31, 2026.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-23 Appointment of Youth Director
Supervisor Clemens motioned to appoint Erica Genung as Youth Program Director at an annual salary of $3,782.00 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS

RESOLUTION #2026-01-24 Appointment of Freedom of Information Officer and Alternate Officer
Supervisor Clemens motioned that Town Clerk Barbara Hansen is appointed to serve as Freedom of Information Officer for a term ending on December 31, 2026, and in the event that she is unable to perform these duties, Jaimee Johnson shall act as Alternate Freedom of Information Officer.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-25 Appointment of Mail Clerk
Supervisor Clemens motioned that Town Clerk Barbara Hansen shall be Mail Clerk for the Town of Sand Lake and shall be responsible for the prompt collection and dissemination of all incoming and outgoing mail for the Town. All mail received at Town Hall shall be opened, date of receipt stamped, and a brief description shall be recorded in an electronic log. The log shall be made available to the public and all Town officers and employees. The Mail Clerk shall distribute all mail to the address and a copy to any Town Board Member, Officer, and/or Department Head to whom the correspondence is relevant.
Seconded by: Councilwoman Mason
ADOPTED = AYES __ NAYS _

RESOLUTION #2026-01-26 Appointment of Commissioner of Public Works
Supervisor Clemens motioned that Kevin Rifenburg is hereby appointed as Superintendent of Highways/Commissioner of Public Works at an annual salary of $78,475.00 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-27 Appointment of Deputy Commissioner of Sewer
Supervisor Clemens motioned to appoint William French as Deputy Commissioner of Sewers at a base salary of $69,252.00 as set forth in the 2026 Town of Sand Lake Budget for a term ending on June 30, 2026.
Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-28 Appointment of Comptroller, Budget Officer and Sewer Billing Clerk, Chief Procurement Officer
Supervisor Clemens motioned to appoint Maegan Wait as Comptroller, Budget Officer, Sewer Billing Clerk and Chief Procurement Officer at an annual salary of $56,762.00 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-29 Appointment of Ambulance Billing Clerk
Supervisor Clemens motioned to appoint Maegan Wait as Ambulance Billing Clerk at an annual salary of $2,175.00 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilwoman Mason
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-30 Appointment of Animal Control Officer
Supervisor Clemens motioned to appoint Robert Guyer as Animal Control Officer at an annual salary of $7,400 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.

Seconded by: Councilman Baker
ADOPTED: AYES 5 – NAYS 0

RESOLUTION #2026-01-31 Appointment of Deputy Animal Control Officer
Supervisor Clemens motioned to appoint Tonia Guyer as Deputy Animal Control Officer at an annual salary of $1,313 as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS -

RESOLUTION #2026-01-32 Appointment of Cable Television Technician
Supervisor Clemens motioned to appoint Ryan Milkiewicz as Cable Television Technician for the Town of Sand Lake at a rate of $65.50 per meeting as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

RESOLUTION #2026-01-33 Appointment of Training Clerk to the Planning Board and Zoning Board of Appeals

Supervisor Clemens motioned to appoint Crystal Stockin as Training Clerk to the Planning Board and Zoning Board of Appeals at salary of $21.00 , based on up to 20 hours per week, as set forth in the in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS 0

RESOLUTION #2026-01-34 Appointment of Clerk to the Planning Board and Zoning Board of Appeals

Supervisor Clemens motioned to appoint Jessica Wilsey as Clerk to the Planning Board and Zoning Board of Appeals at salary of $19.75 , based on up to 20 hours per week, as set forth in the in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilwoman Mason
AYES 5 – NAYS 0

Resolution #2026-01-35 Appointment of Deputy Commissioner of Building and Zoning
Supervisor Clemens motioned to appoint Michael Wager as Deputy Commissioner of Building and Zoning at salary of $54,087.00 annually as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

Resolution #2026-01-36 Appointment of Deputy Commissioner of Sewers
Supervisor Clemens motioned to appoint Michael Wager as Deputy Commissioner of Sewers at salary of $18,029.00 annually as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Baker
AYES 5 – NAYS 0

Resolution #2026-01-37 Appointment of Assistant Fire Inspector/Code Enforcement Officer
Supervisor Clemens motioned to appoint Timothy Lawrence as Assistant Fire Inspector/Code Enforcement Officer at salary of $56,737.00 annually as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS 0

Resolution #2026-01-38 Appointment of Assistant to the Assessor
Supervisor Clemens motioned to appoint Carla Engwer as Assistant to the Assessor at salary of $44,399.00 annually based on a 30 hour week as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

Resolution #2026-01-39 Appointment of the Board of Ethics
Supervisor Clemens motioned to appoint Joseph Johnson, Nancy Perry, and Bob Moore to serve uncompensated on the Sand Lake Board of Ethics as established under the terms of *New York General Municipal Law* Article 18, for a term ending on December 31, 2026.
Seconded by: Councilman Baker
AYES 5 – NAYS 0

Resolution #2026-01-40 Appointment of Assistant to the Comptroller
Supervisor Clemens motioned to appoint Megan Bailey as Assistant to the Comptroller at salary of $20.00 per hour, based on 24 hours per week, at as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS 0

Resolution #2026-01-41 Appointment of Clerk to the Library
Supervisor Clemens motioned to appoint Megan Bailey as Clerk to the Library at salary of $20.00 per hour, based on 2 hours per week, at as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilwoman Mason
AYES 5 – NAYS 0

Resolution #2026-01-42 Appointment of Building Maintenance Worker
Supervisor Clemens motioned to appoint Keith Hammond as Building Maintenance Worker at

salary of $22.74 per hour, based on 20 hours per week, as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Baker
AYES 5 – NAYS 0

Resolution #2026-01-43 Appointment of Clerk to the Safety Inspector
Supervisor Clemens motioned that Carla Engwer be appointed as Clerk to the Safety Inspector at salary of $28.35 per hour, based on 10 hours per week, at as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS 0

Resolution #2026-01-44 Appointment of Current Employees and Officers
Supervisor Clemens motioned that current employees and officers are hereby continued in office until such time as the Town Board shall otherwise direct.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

RESOLUTION # 2026-01-45 Establishment of Petty Cash Funds
Supervisor Clemens motioned establish Petty Cash Funds of $250.00 for the Town Clerks Office, $150.00 for the Town Court Office, and $150.00 for the Tax Collectors Office and the funds will be accounted for as specified in New York State Town Law, Section 64.
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

RESOLUTION # 2026-01-46 Approve Annual Review of Code of Ethics
Supervisor Clemens motioned that the Town Board of the Town of Sand Lake is desirous of acknowledging its' annual duty to review, and update if applicable, the Town of Sand Lake Code of Ethics and the Town Board has reviewed the Town of Sand Lake Code of Ethics and such Code of Ethics appears appropriate as to form and substance. The existing Code of Ethics of the Town of Sand Lake is readopted and approved in its current form.
Seconded by: Councilman Baker
AYES 5 – NAYS 0

RESOLUTION # 2026-01-47 A Resolution to Approve 2026 Investment Policy
Supervisor Clemens motioned that New York State General Municipal Law Section 39, entitled "Investment Policies for Local Governments" states that "Each local government…shall by resolution adopt a comprehensive investment policy which details the local government's operative policy and instructions to officers and staff regarding the investing, monitoring and reporting of funds of the local government and the Town of Sand Lake has written an Investment Policy in accordance with New York State requirements for review and re-adoption

by the Sand Lake Town Board. The Sand Lake Town Board does hereby re-adopt for 2026 the Investment Policy for the Town of Sand Lake in relation to the investment of public funds in accordance with New York State General Municipal Law § 39
Seconded by: Councilwoman Mason
AYES 5 – NAYS 0

RESOLUTION # 2026-01-48 A Resolution to Approve 2026 Procurement Policy
Supervisor Clemens motioned that Chapter 38 of the Town Code of the Town of Sand Lake requires Annual Review of the City Procurement Policy and the Town of Sand Lake has written a Town Procurement Policy in accordance with New York State requirements for review and re-adoption by the Sand Lake Town Board Annually. The Town Board of the Town of Sand Lake does hereby re-adopt for 2026 the Procurement Policy for the Town of Sand Lake
Seconded by: Councilman Glasser
AYES 5 – NAYS 0

RESOLUTION # 2026-01-49 Appointing Joseph A. Milkiewicz as Street Light Technician
Supervisor Clemens motioned to appoint Joseph A. Milkiewicz as a Street Light Technician at a salary of $41.30 per hour, based on 21 hours per month with a 2 hour minimum call in, as set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.
Seconded by: Councilman Nippes
AYES 5 – NAYS 0

Town Clerks Appointment of Deputy Town Clerks
Town Clerk Barbara Hansen hereby appoints Jaimee Johnson First Deputy Town Clerk at a salary of $22.55 per hour, based on 35 hours per week, and Katherine Constantine as Deputy Town Clerk at a salary of $20.50 per hour, based on 15 hours per week, at the rate set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.

Tax Receiver's Appointment of Deputy Receiver of Taxes
Tax Receiver Robin Blaise hereby appoints Megan Bailey as Deputy Receiver of Taxes aT the annual salary for such position of $2,563.00 set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.

Commissioner of Public Works' Appointment of Deputy Commissioner of Highways
Commissioner of Public Works Kevin Rifenburg hereby appoints William Rohl as Deputy Commissioner of Highways at the base salary set forth in the 2026 Town of Sand Lake Budget for a term ending on December 31, 2026.

Supervisor's Appointment of Deputy Town Supervisor
Town Supervisor Stephen Clemens hereby appoints Stuart Nippes as Deputy Supervisor for a term ending on December 31, 2026.

Supervisor's Appointment of Town Historian
Town Supervisor Stephen Clemens hereby appoints Bob Moore as Town Historian and the annual salary for such position is $6,739.00 as set forth in the 2026 Town of Sand Lake Budget

for a term ending on December 31, 2026.

Committee AssignmentsMotion by Supervisor Clemens that the following Committee Assignments be designated for 2026:

Deputy Supervisor Nippes: Planning and Zoning; Parks (1st); Animal Control; Assessment Services; Water Committee (2nd); Buildings;

Councilman Glasser: Beach (2nd), Ambulance/Emergency Services, Nopiates Coordination (2nd); Veterans; ; Seniors; Convenience Facility & Recycling;

Councilman Baker: Parks (2nd); Beach (1st); Library; Broadband; Nopiates Coordination (1st); Street Lights (2nd); Budget (2nd); Community Beautification;

Councilman Mason: Street Lights (1st); Youth; Sand Lake Center for the Arts; Historical Society; Highway & Sewer (2nd)

Supervisor Clemens: Water Committee (1st); Open Spaces; Budget; Staff; Highway and Sewer (1st); PFOA's, Sustainability, Planning and Zoning (2nd);

Seconded by: Councilman Glasser
ADOPTED: AYES 5 – NAYS 0

ADJOURNMENT:

Supervisor Clemens made a motion to adjourn the Organizational Meeting at 6:52 pm, seconded by Deputy Supervisor Nippes, all in favor. Motion carried: AYES 5 – NAYS 0

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