

This Clarkson Town Board Meeting agenda is in development and as such is not to be construed as complete at the time of its posting.

TOWN BOARD AGENDA

June 23, 2026

6:00 P.M.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

HISTORICAL MOMENTS – Leanna Hale, Town Historian

OPEN FORUM

1. Assessor, Tammy Baker, re: 2026 reassessment & Board of Assessment Review

OLD BUSINESS

NEW BUSINESS

2. Resolution –authorize acceptance of Voluntary Contributions to the Hamlin Dog Shelter.
3. Resolution - authorize merit increases for Deputy Town Clerk, Carla Ward, retroactive to 6/15/26.
4. Resolution – Authorize merit increases for Court Clerk, Susan Weiss, retroactive to 6/15/26.
5. Resolution – appoint new part-time Highway Laborer, Brandon Bartek.
6. Resolution – approve financial statement for May 2026.

REPORTS

- Supervisor
- Town Board
- Town Clerk
- Building Department
- Attorney
- Highway Superintendent

MINUTES

- 2026-06-09

AUDIT

- \$46,745.88

MOTION TO ADJOURN

RESOLUTION #XXX
DESIGNATING RECIPIENT OF VOLUNTARY ANIMAL SHELTER
CONTRIBUTIONS PURSUANT TO NYS AGRICULTURE & MARKETS LAW §109

Introduced by Councilperson
Seconded by Councilperson

WHEREAS, New York State Agriculture & Markets Law §109, as amended effective December 2025, requires that municipalities include in the dog license applications and renewals an option for voluntary contributions to support an animal shelter; and

WHEREAS, pursuant to such law, voluntary contributions collected in connection with dog licensing are to be provided to the organization under contract with the municipality for animal shelter services; and

WHEREAS, the Town of Clarkson currently contracts with the Town of Hamlin Dog Shelter to provide such services; and

WHEREAS, the Town Board wishes to acknowledge and implement the requirements of §109 in a manner consistent with applicable law;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby acknowledges that, pursuant to New York State Agriculture & Markets Law §109, all voluntary animal shelter contributions collected in connection with dog licensing shall be for the benefit of the Town of Hamlin Dog Shelter, as the Town's contracted animal shelter provider; and

BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to update dog license applications, renewal forms, and related materials to include a clearly identified voluntary contribution option in compliance with §109, including language stating that such contributions are voluntary and not part of the license fee, and identifying the Town of Hamlin Dog Shelter as the recipient; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized and directed to establish a dedicated fund or budget line item for the receipt and accounting of such contributions; and

BE IT FURTHER RESOLVED, that all funds collected pursuant to this program shall be remitted to the Town of Hamlin Dog Shelter no less than annually, and may be remitted on a more frequent basis as determined appropriate by the Town's financial officers; and

BE IT FURTHER RESOLVED, that the appropriate Town officials are authorized to take all actions necessary to implement this resolution, including administrative and system updates.

VOTE OF THE BOARD

AYES:

NAYS:

RESOLUTION #XXX
TO AUTHORIZE MERIT INCREASE FOR THE DEPUTY TOWN CLERK,
CARLA WARD

Introduced by Councilperson
Seconded by Councilperson

To authorize a 2-year annual merit increase for the Deputy Town Clerk, Carla Ward from Clerk II, Step 4 at \$22.67/hour to Clerk II, Step 5 at \$23.35/hour effective June 15, 2026.

VOTE OF THE BOARD

AYES:
NAYS:

RESOLUTION #XXX
MOTION TO APPROVE MERIT INCREASE FOR JUSTICE COURT CLERK,
SUSAN WEISS

Introduced by Councilperson
Seconded by Councilperson

Motion to approve merit increase for Justice Court Clerk Susan Weiss from \$26.42/hr. to Clerk I, Step 8 @ \$28.29/hr. effective 6/15/26.

VOTE OF THE BOARD

AYES:
NAYES:

RESOLUTION #XXX
MOTION TO APPROVE NEW HIGHWAY SEASONAL PART TIME EMPLOYEE,
BRANDON BARTEK

Introduced by Councilperson
Seconded by Councilperson

Motion to approve new Highway Department seasonal part-time employee, Brandon Bartek, Laborer, Step 1 @ \$18.46/hr. effective June 16, 2026.

VOTE OF THE BOARD

AYES:
NAYES:

RESOLUTION #XXX
ACKNOWLEDGE RECEIPT OF SUPERVISOR'S
FINANCIAL REPORT FOR MAY 2026

Introduced by Councilperson

Seconded by Councilperson

Acknowledge receipt of Supervisor's May 2026 Financial Report.

VOTE OF THE BOARD

AYES:

NAYS: