

The Theresa Town Board held a regular meeting on October 8, 2025 at 6:00 p.m. in the Town Office at 215 Riverside Ave. and the following were present:

Steven Marcinkowski	Supervisor
Timothy Busler	Councilman
Jamie Papin	Councilman
Kristopher Ryder	Councilman
Lynn Brown	Councilwoman
Vickie Colvard	Town Clerk
Mark Savage	Highway Superintendent

Others present: Kim Delles, Rachel Roberts, Christian Oblender, Matthew Perry, Kristy Perry, Desi Howard, Michael Howard, Aimee Martini, Katherine Hunter, Greg Parmes

The meeting was called to order by Supervisor Marcinkowski at 6 p.m.

Reports received and placed on file:

Town Clerk's & Building & Zoning September 2025 report
Transfer Site September 2025 report
Supervisor's September 2025 report
Judge Robert's September 2025 report
Judge Oblender's September 2025 reports- **NO** report

Res. # 66

Motion by: Lynn Brown
Seconded by: Kristopher Ryder

Resolved, that the minutes of September 10, 2025 be accepted as read.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Res. # 67

Motion by: Timothy Busler
Seconded by: Lynn Brown

Resolved, that the following bills be paid:

Voucher # 451-453,455-457,460-491 **Total \$ 235,423.40**

General	\$ 7,655.71
General O/S	\$ 501.19
Highway	\$ 176,243.00
Highway O/S	\$ 51,023.50

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Res. # 68

Motion by: Steven Marcinkowski
Seconded by: Kristopher Ryder

Resolved, that the Town Board authorizes the Supervisor to transfer \$6,000.00 from the General Fund appropriation Contingency Account, A1990.4, to General Fund appropriation Recreation Account, Personal Service, A7140.1

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Theresa Town Board meeting October 8, 2025 cont'd

Res. # 69

Motion by: Lynn Brown
Seconded by: Jamie Papin

Resolved, that the Town Board authorizes the Supervisor to transfer \$9,733.46 from the Highway Fund appropriation Contingency, Retirement Account, DA1990.4, to Highway Fund appropriation Machinery Account, Equipment, DA5130.2.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Discussion:

Correspondence:

-Snell-Gillett house is on the National History list.

Use of facilities: Greg Parmes-

*Use the rec center Oct. 29th to put candy together for Halloween. The Theresa Progress Group is accepting candy donations at the Town office, Village office and Library until October 28th. Approved by the Town Board.

Update of Highway Dept.:

- The Highway is plucking away at stuff for next year, changed out a bunch of pipes.
- Brush head has been ordered- money within the Highway accts.
- Work around here- Mr. Savage believes by the end of the month the ballfields should be done, porta potties back at the Town barn. The Christmas Parade will more than likely want to use them; will have them cleaned out afterwards.
- Getting closer and closer to the winter season, but things are going really well.
- Mr. Marcinkowski states the outside looks good, pass it on to the guys.

Park & Rec.:

- Mr. Ryder says that the TYC dinner was successful, that is all he wanted to say.
- Mr. Ryder stated that the Trunk or Treat is at the Theresa Fire Dept. on Saturday Oct. 25th, The Progress Group at the Theresa Presbyterian Church on Halloween.

Christian Oblender:

- ❖ A handout was given out, see attached. Information will go to the Town attorney.

Councilman Ryder wanted to state a thank you to Vickie for getting the Ambulance District on the taxes in time for the deadline.

Tentative budget discussion:

- Supervisor Marcinkowski asked Justice Roberts if she would like to make a mention; Justice Roberts states the Town is going from two Justices to one, Judge Roberts states that she increased contractual a little bit, postage has gone up, last year the court received 34% of income, this year so far is 25% so that has decreased. She has decreased salary a little bit to \$10,000, increasing contractual and leaving equipment at \$500.
- Supervisor Marcinkowski states that the biggest change for Supervisor is adding \$10,000 for the comprehensive plan and needs to bring in outside help, an additional \$8,000 for a grant writer. Councilwoman Brown says thank you for that consideration and hope that that amount isn't needed and the rest can go to other things and thought she would have the quote from the current grant writer she is working with for the meeting tonight but didn't receive it as of meeting time. Mrs. Brown asked Mr. Marcinkowski if she was reading the salary for 2026 for Supervisor correctly after they approved the raise of \$19,200 for 2025, Mr. Marcinkowski stated that he was trying to do his part with not knowing what the Budget was going to do and if it was going to take a big jump and if a change needs to be made that it can happen in the next month or before the next meeting. Mrs. Brown states she would not do that job for \$18,000, its big job, and that they already approved the \$19,200. Mr. Marcinkowski states that he bases it off of how many hours he works. Mrs. Brown says that when they can bump it up, that it is a big job for that amount of money; just saying.

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- Kim Delles emailed the Board that the Assessor Dale Raymo had a note with his Budget sheet, Councilwoman Brown wonders if discussing specific pay increases by individual if it should be done in Executive session. Christian Oblender states that it is illegal use of Executive session for the record. Mrs. Brown states that it is tied to performance. Councilman Ryder states that union negotiations are different and many details worked out and common practice to keep those under wraps until end of negotiating with the public. Mr. Marcinkowski states that it was always past practice until last year that the raises that the Union employees received went across the board to other Town employees; and last year was the first time that was not done. Mr. Ryder has a different philosophy on that; those men are in Union they have the right to collectively bargain, they go to the table to negotiate their pay and their benefits, he does not agree with the premise that everyone else in the Town piggybacks off their negotiations, he could see where some Towns use it as a policy. Mr. Ryder says with the same respect that Mr. Raymo, or Vickie, or Kim, or any one of our employees have the right to negotiate there wages with is as well; for instance last year when we discussed the two Justices raises and we gave a raise to one and not to the other and we didn't follow a pattern of this person got this that person got that. He states that he would be open to anyone negotiating their pay, but it shouldn't go hand in hand with the Union. Councilwoman Brown states that the Highway contract was making up covid time and that going forward won't be always like this specific contract. Lynn Brown says they were making up for lost ground for our Town Highway; they take really good care of us. Mr. Oblender asked if there would be some kind of matrix for performance? Lynn Brown says that her thought is there may need to be a personnel audit, what we are utilizing for and performance appraisals. Justice Roberts states that can't be done with elected officials. Mr. Oblender states according to the minutes that the Judges raises are based on performance and he is curious if there was a performance matrix that was used to determine one judge getting a raise and not the other; he states that could be misconstrued as a violation of the article 6 of the Constitution which is interference with the Judicial Independence. Justice Roberts states that a matrix can't be used for Mark or the Town Clerk because they are elected officials and she is not sure what would be used but the cost of living is going up and being full time employees that they should collect a raise. Mr. Ryder would like to have the Board sit down with the Assessor to negotiate face to face and not be based off of Highway raise. Last year was based off of Social Security raise of 3.2%, that was the raise was based off. Mr. Marcinkowski says there will be further discussion with the Assessor.
- Town clerk/ Tax collector; Councilman Ryder thinks that the Town Clerk is underpaid. The Town Clerk has a ton of responsibility, answering phones all day, a lot of different things, won't go into details but he feels the Town Clerk runs the office, Town Clerk elected by the people to take on this responsibility and their pay should reflect that. Mr. Ryder gave pay for the area around Alexandria at \$57,000 and Orleans was about the same and Mr. Marcinkowski stated that the tax base is much higher than Town of Theresa. Mr. Ryder said that he wasn't saying that is what she was to get but rather that what the Town Clerk was asking for was fair. Mr. Papin stated that the Town of Alexandria gets healthcare so that would make her wages \$80, some thousand. Mr. Marcinkowski asked Vickie Karg to shed some light on why 15% raise was being asked. Mrs. Karg states that there is quite a bit that goes on in this office with calls for other departments, courts, emails for other departments, and day to day for the Clerk itself. At a meeting for Town Clerks other Towns get stipends for tax collecting, the raise is to help pay out of pocket for own insurance and kids. Based on research, one of the lower paid clerks, information given at a regional meeting of clerk salaries. Mr. Parmes asked how come the Clerk doesn't get health insurance? Mr. Marcinkowski states from what he's been told when the previous Town Clerk was here it was many, many years before the Board offered that Town Clerk health insurance and wasn't offered her first or second year. Kim Delles stated that it was 15 years before she received insurance. Mr. Parmes asked if it will be 15 years before Vickie Karg gets health insurance. Mr. Marcinkowski states that it's the Boards decision.
- Town Attorney, Mr. Marcinkowski is asking about money left in Budget for attorney fees for the rest of 2025 year. Kim Delles states that there should be enough to cover the rest of the year 2025, there is about \$4000; one of the bigger things that it was used for was the creation of the Ambulance District.

Theresa Town Board meeting October 8, 2025 cont'd

- Buildings, \$22,600 is a new entry for a position for mowing cemeteries and ball fields and Town buildings, Mr. Savage stated that the mowing looked better with the Town doing it than contracting it out.
- Ambulance is going to a separate line item on the taxes.
- Highway Superintendent, 2%
- Insurances for the Town, Kevin Townsend stated to raise the amount 10% for equipment.
- \$25,000 for remodel of the front foyer, flooring of the Town office.
- Recreation minimum wage will go up in January to \$16.00 per hour.
- Cemetery, has a savings that is used for maintenance or equipment. Mr. Marcinkowski states that for the most part that account doesn't get touched until it absolutely needs to be, maybe should be put into an interest-bearing account.
- Ms. Delles stated that she estimated the sales tax at \$200,000, depending on the amount will add or subtract for final numbers for the Budget.
- No changes for Building/Codes officer & Zoning office
- Capital Reserve and Highway- in a couple of months will advertise permissive referendum to purchase truck; already paid \$165,000
- Advertise for permissive referendum for the repairs of the front foyer of the Town Office.
- Kim Delles states she doesn't have a budget on the Ambulance District, she would like to know how they came up with the \$145,444 with no Budget? Mr. Marcinkowski states that it was broken up by towns, parcels and assessment values. Mr. Ryder states that it was originally based off of volume of calls then it switched to the lawyers and that's where the numbers came from. Worst case scenario was about \$174,000; but down to \$145,444. Lynn Brown feels we need to reach out to IRAS, reach Rob Campany for the map, plan report. Mrs. Brown is concerned that a number was given for the Ambulance District that looks like it is going to change possibly from \$.48 to \$.55 from Kim's figures, need to get that figured out. Steven Marcinkowski will reach out and get the number figured out with Indian River Ambulance Service.
- Superintendent Savage would like to get a new tractor/mower and if the budget allows without adjusting to higher rate. He states that if you come to the table and don't ask for something you will never get anything, he will always ask for something and hopes that it will work out.
- Superintendent Savage states that the Highway Dept. does all their own stuff (i.e. maintenance, repairs, oil changes) unless its computer related then it must go to the dealer.
- Councilman Ryder feels the Board should discuss the Town Clerk and the discrepancy in pay. The Town clerk runs the office and is elected by the people of the Town, and the salary should reflect that; the Town clerk should be the higher paid. Councilwoman Brown says with what Katherine Hunter requested puts the salary at \$42,099 and with what Vickie Karg requested puts the salary at \$40,442, with a difference of about \$1600. Mr. Marcinkowski states that the book keeper Katherine Hunter has the most important job in our Town Government all the book keeping and reporting, all the retirement, all the comptroller's office, and out of the last four book keeper this one is so on the ball and not afraid to pick up the phone and make phone calls, emails, track things down and get the answers she needs. She is well worth the raise that is being asked for her by Mr. Marcinkowski and more in his opinion; we would not be able to function without her with what she does. Mr. Marcinkowski states that she is willing to change her hours, come in early, stay late, take a different day off to accommodate and more than accommodate. Councilwoman Brown says that she would never attempt the Town Clerk position at that amount of pay of \$35,000, would be for the increase for the Town Clerk salary. While trying to get certain people to reasonable wages that 10% and 15% wages aren't sustainable. The Board agrees that the Town Clerk salary will be the same as the salary of the bookkeeper's salary of \$42,099. The Board will gather information from surrounding Towns to see what the salary of the Town Clerk is.

Theresa Town Board meeting October 8, 2025 cont'd

Res. # 70

Motion by: Kristopher Ryder
Seconded by: Timothy Busler

Resolved, that the attached Resolution pertaining to the Town Board approving the preliminary budget for the fiscal year commencing January 1, 2026 be adopted and the Town Board meeting be held the 5th day of November 2025 at 6:00 pm in the Town Office, 215 Riverside Avenue, for the purpose of a Public Hearing on the Preliminary budget and for a regular Town Board meeting and be it

Further Resolved, that the notice of Public Hearing be published as a legal notice in the Watertown Daily Times.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Res. # 71

Motion by: Timothy Busler
Seconded by: Kristopher Ryder

Resolved, that the Town Board of Theresa does hereby prepare and approve the preliminary budget of this Town of the fiscal year beginning on the 1st day of January 2026, the itemized statement of estimated revenues and expenditures hereto attached and made part of this resolution, and be it

Further Resolved, that such preliminary budget shall be filed in the office of the Town Clerk where it shall be available for inspection by any interested person at all reasonable hours, and be it

Further Resolved, that this Board shall meet at 6:00 pm on the 5th day of November 2025, for the purpose of holding a Public Hearing upon such preliminary budget, and be it

Further Resolved, that the Town Clerk gives notice of such Preliminary Hearing on the manner provided in Section 113 of the Town Law, and such notice be published and posted substantially in the following form:

NOTICE OF HEARING UPON PRELIMINARY BUDGET

Notice is hereby given that the preliminary budget of the Town of Theresa for the fiscal year beginning January 1, 2026, has been completed and filed in the office of the Town Clerk, 215 Riverside Avenue, Theresa, New York, where it is available for inspection by interested parties at all reasonable hours, and be it

FURTHER NOTICE is hereby given that the Town Board of the Town of Theresa will meet, and review said preliminary budget and hold a Public Hearing thereon, at the Town Office, 215 Riverside Avenue, at 6:00 pm on the 5th day of November 2025 and at such hearing any person may be heard in favor or against the preliminary budget as compiled, or for any item or items therein contained.

PURSUANT TO SECTION 113 of the Town Law, the proposed salaries of the Town Officers are hereby specified as follows:

Supervisor - \$18,000
Town Justice - \$10,000
Councilman (4) – \$1,395 each
Town Clerk/Tax Collector - \$42,099
Supt. of Highways - \$73,885

BY ORDER OF THE TOWN BOARD

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Theresa Town Board meeting October 8, 2025 cont'd

Res. # 72

Motion by: Steven Marcinkowski
Seconded by: Lynn Brown

Resolved, that the Town Board go into executive session for personnel matters at 8:02 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder-
aye, Lynn Brown- aye Motion carried.

Res. # 73

Motion by: Steven Marcinkowski
Seconded by: Timothy Busler

Resolved, that the Town Board ends executive session at 8:32 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder-
aye, Lynn Brown- aye Motion carried.

Res. # 74

Motion by: Steven Marcinkowski
Seconded by: Kristopher Ryder

Resolved, that the meeting be closed at 8:33 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder-
aye, Lynn Brown- aye Motion carried.

Respectfully submitted,

Vickie Karg
Town Clerk