

**2026 LaFayette Town Board Organizational Meeting Agenda
Tuesday - January 13th, 2026 at 6:00 PM**

**Town Supervisor William D. McConnell
Deputy Supervisor: Mark Distler
Town Councilor Melanie Palmer
Town Councilor Jerry Marzo
Town Councilor Nate Loughlin
Town Councilor Diane Fitzpatrick
Town Clerk Kristin Shute Colburn**

1. Supervisor McConnell called the meeting to order at 5:59 pm.
2. Supervisor McConnell made some special Introductions, Sheriff, Betsy Lehmann, Historian Rick Stout, Fire Chief Jay Erickson, Information Officer Sue Marzo and former Town Clerk Jackie Bush Roorda. He also gave special recognition to Walt Nowey and the Big Picture Culinary program for all of the food. Town Clerk Kristin Shute Colburn and Deputy Town Clerk Tonya Farewell for their hard work putting together the event.
3. Swearing in of Elected Officials listed below was done by Justice Court Judge Maureen Perrin

William McConnell, Town Supervisor
Melanie Palmer, Town Councilor
Diane Fitzpatrick, Town Councilor
Adrian Shute, Town Justice
Katherine Rienhardt, Tax Collector

4. Town Board Introductions:

Supervisor: William McConnell (Term: 1/1/26 - 12/31/26)
Councilor: Melanie Palmer (Term: 1/1/26 - 12/31/28)
Councilor: Diane Fitzpatrick (Term: 1/1/26 - 12/31/28)
Councilor: Jerry Marzo (Term 1/1/24 - 12/31/27)
Councilor: Nate Loughlin (Term: 1/1/24 - 12/31/27)
Deputy Supervisor: Mark Distler (Term: 1/1/26-12/31/26)

5. Adopt Rules of Procedure & Conduct/Decorum for Organizational Meeting & Town Board Meetings. *

R-1-26 Councilor Fitzpatrick moved and Councilor Marzo seconded the motion to adopt Rules of Procedure for Organizational Meeting & Town Board Meetings. Motion carried, 5 - 0.

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

6. Town Board appointments/approvals (2026 unless otherwise stated)

A. Town Attorney: Jeff Brown (Appointed through 1/12/27)

- B. Town Engineers - C & S Companies & Barton & Loguidice
- C. Dog Control
Officer: Ken Johnson
Deputy: Laura Holt
- D. Assessor: Sherry LaVancher
Assessor Clerk: Joe Marzo
- D. Assessment Grievance Board of Review.
Chair: Jim Keefe (Term 10/1/25 - 9/30/30)
- E. Board of Ethics.
Chair: David Sandwick
Member: R. Shawn Reyburn
- F. Code Enforcement (Building Inspection & Zoning)
Officer: Ralph Lamson.
Deputy: Nick Kirby
- G. Collector of Taxes.
Kitty Rienhardt. (Term: 1/1/26 - 12/31/28)
Deputy: Town Clerk Kristin Shute Colburn / Tonya Farewell
- H. Compliance Officer: Attorney Jeff Brown
- I. LaFayette Advisory Conservation Commission
- Chair: Kelly Wypych (4/2021 - 4/2026)
 - Member: Mark Distler (3/2021 - 3/2026)
 - Member: Doug Anderson (4/2023 - 4/2026)
 - Member: Amy Roe (4/2021 - 4/2026)
 - Member: Craig Archer 8/2023 - 8/2026)
 - Member: Payton Kremers 6/2022 - 6/2026)
 - Member: Gregg Shinneman (Auxiliary Member since 2/2023)
 - Member: Julie Liebmann (Auxiliary Member since 5/2023)
 - Member: Darcy Sachs (Auxiliary Member since 2/2023)
- J. Highway Superintendent: Steve Robson
Deputy: Don Skinner
- K. Historian: Rick Stout
Historian Emeritus: J. Roy Dodge
- L. Information Officer: Sue Marzo
Information Tech Officer: CNY Technology Consultants LLC - Jerry Brown
- M. Justice Court.
Court Clerk: Megan Henderson
Court Clerk: Michelle Hotchkiss

- N. Facilities Schedulers: LaFayette Community Center/Stafford Park (Pav. 1 & 2)
Kristin Shute Colburn
Tonya Farewell
- O. Joint Planning / Zoning Board of Appeals
Chair: Brad Bush (Term: 1/11/22 - 12/31/26)
Secretary: Sue Marzo / Kristin Shute Colburn
- P. Town Clerk. Kristin Shute Colburn (1/1/24 -12/31/27)
Deputy: Tonya Farewell.
Deputy II: Jackie Bush Roorda

R-2-26 Councilor Loughlin moved and Councilor Fitzpatrick seconded as a single motion to approve items 6, A - P of the above appointments. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

- 7. Town Supervisor Appointments
Deputy Supervisor: Mark Distler
Town Accountant: FJ Pompo & Company, PC

R- 3-26 Councilor Fitzpatrick moved and Councilor Loughlin seconded the motion to approve Mark Distler as Deputy Supervisor and FJ Pompo & Company PC as the Town Accountants. Motion Carried, 5 - 0.

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

8. Town Committees.

A. Agriculture.

- Chair: Town Councilor Melanie Palmer
- Member: David Knapp

B. Communications & Technology.

- Information Officer Sue Marzo
- Information Tech.: CNY Technology Consultants LLC - Jerry Brown
- Town Clerk Kristin Shute Colburn
- Deputy Town Clerk: Tonya Farewell

C. Community Development.

- Chair: Bill McConnell
- Member: Diane Fitzpatrick

D. Emergency Response

- Chair: Bill McConnell
- Safety Officer: Steve Pitoniak
- Member: Steve Robson
- LaFayette Fire Department

E. Employee Policies & Benefits.

- Chair: Bill McConnell
- Member: Attorney Jeff Brown

F. Recreation & Youth Committee

- Chair: Nate Loughlin
- Member: Bill McConnell

G. LaFayette Public Library:

- President Wendy Moltion

H. Safety & Facility Maintenance Committee

- Safety Chair: Steve Pitoniak
- Town Safety Officer: Chair: Steve Pitoniak
- Town Buildings Facilities Manager:
- Parks Safety: Dave Prince
- Highway Dept. PESH/Safety: Tom Kurtz & Don Skinner

I. Service Awards.

- Chair: Melanie Palmer
- Member: Bill McConnell

J. Comprehensive Plan Implementation Committee (CPIC)

- Chair: Kelly Wypych
- Member: Mark Distler
- Member: Melanie Palmer
- Member: Jeannie Gleisner
- Member: Doug Anderson

K. Cemetery Committee:

- Chair: Melanie Palmer
- Member: Rick Stout

L. SOTS & OCRRA Liaison.

- Chair: Bill McConnell
- Member: Melanie Palmer

M. SPDES (State Pollutant Discharge Elimination System).

- Chair & Stormwater Management Officer (SMO): Ralph Lamson
- Member and Assistant SMO: Melanie Palmer
- Engineer Member: C & S Companies

N. Liaisons to LaFayette Fire & Ambulance Department.

- Fire Dept: Bill McConnell
- Ambulance: Nate Loughlin

O. Liaisons to local school districts.

- LaFayette & Jamesville Dewitt: Bill McConnell

R-4-26 Councilor Fitzpatrick moved and Councilor Marzo seconded as a single motion to approve items 8 A - O of the above appointments. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

9. Approval and instruction for Town Clerk to execute filings.

10. Approval and appointment of Town Clerk, Kristin Shute Colburn as a Marriage Officer for the Town of LaFayette pursuant to Section 11 of the Domestic Relations Law, effective immediately through January 12, 2027.

11. Resolution fixing salaries and payment schedules of all elected and appointed officers in accordance with the 2026 Town Budget.

Town Clerk, Deputy II	\$25.46/hour
Park Labor Crew Leader	\$25.50/hour
Park Laborer	\$20.00/hour
Assessor Clerk	\$20.00 /hour
Recreation Clerk I	\$20.91/hour
Safety Officer	\$2,400/year
Joint Planning & ZBA Members & Alternates	\$250.00/year
Joint Planning & ZBA Chairs	\$500.00/year
Grievance Board of Review, members	\$100.00/year
Grievance Board of Review, Chair	\$150.00/year
Building Handyman	\$25.00/ hour

12. Resolution setting the general monthly payroll for December 2026 to December 24, 2026.

13. Resolution setting reasonable amount for specified officers and employees for mileage compensation at 2026 IRS rate is \$0.72.5/mile.

14. Set regular Town Board meetings. The LaFayette Town Board will meet at 6:00 P.M. on the 2nd Tuesday of the month throughout 2026, at the Town Hall, Town Commons Office Building.

15. 2026 Town holiday schedule: Federal holidays:

- Martin Luther King, Jr. Day - Monday, January 19th (Observed)
- Washington’s Birthday/President’s Day - Monday, February 16th (Observed)
- Memorial Day - Monday, May 25th
- Independence Day - Monday, July 5th (Observed)
- Labor Day - Monday, September 7st
- Columbus Day - Monday, October 12th
- Veterans Day - Wednesday, November 11th
- Thanksgiving Day - Thursday, November 26th
- Christmas Holiday-Friday, December 25th;
- New Year’s Day - Friday, January 1st
- Town floating holidays (4): carried over from prior town holiday policies for Lincoln’s Birthday, Good Friday, Juneteenth and Election Day, subject to approval of Highway Superintendent for Highway Dept. Employees

16. Designate Official Newspaper. Post Standard/Advanced Media New York.

17. Designate Official Banks: N.B.T. Bank, M&T Bank & NYCLASS

18. Designated Emergency Response Contractors for Town Facilities:

1. Water - Shute’s Water
2. General Contractor - Amidon Construction
3. HVAC - Top Tier Heating & A/C
4. Electrical - Louis Geswaldo

19. Establish Petty Cash funds:

- Tax Collector. \$100.00
- Town Clerk. \$100.00
- Justice Clerk: \$100.00

R-5-26 Councilor Palmer moved and Councilor Loughlin seconded as a single motion to accept items 9-19 as presented as one motion. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

20. Resolution accepting the 2026 Procurement Policy

21. Establish Standard Work Hours per Day for NYS retirement purposes - 6 hours.

22. Accept NYS Discrimination and Harassment Policy *

23. Accept Town Investment Policy. *

24. The Motion that the Board reviewed and approved the official undertaking (guaranty) that the Town of LaFayette has a blanket employee dishonesty policy as required for Towns and Villages

25. Authorize the Supervisor to make an application to the youth program.

R-6-26 Councilor Marzo moved and Councilor Palmer seconded as a single motion to accept items 20-25 as presented as one motion. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

26. Motion to Adjourn

R-7-26 Councilor Plamer moved and Councilor Fitzpatrick seconded the motion to adjourn at 6:09 pm. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Nate Loughlin	Councilor	Votes	Yes
Diane Fitzpatrick	Councilor	Voted	Yes

The 2026 Organizational Meeting adjourned at 6:09 p.m.

Respectfully submitted,

Kristin Shute Colburn
Town Clerk

28. Motion to adjourn.