



## Agenda for Organizational Meeting January 2, 2020 – 7:00 P.M.

### Regular meeting immediately following

Call to Order  
Pledge of Allegiance  
Roll Call

1. Oaths and official undertakings; Motion to approve blanket undertaking bond covering all Town employees as required by Section 25 of the Town Law; and it is further RESOLVED, that Town Justices are specifically covered under said Blanket Undertaking, as required by Public Officers Law Section 11(2).
2. Set 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month at 7:00 pm as the date and time of regular Town Board meetings. Set 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Tuesdays of each month at 6:30 pm as Town Board work sessions as needed.
3. Appoint Attorneys for Town Board, and Joint Zoning Board and Planning Board. Agreement with Costello, Cooney & Fearon has already been approved.
  1. Kevin Gilligan - Town Board Attorney
  2. Nadine Bell – Joint Zoning Board and Planning Board Attorney
4. Designate official newspaper of 2020 – Eagle Newspapers (*The Messenger*) and *The Post Standard* as necessary.
5. Designate M & T Bank, Baldwinsville, Solvay Bank, Solvay and NYCLASS as the depositories for all general and special accounts and authorize the Supervisor or Deputy Supervisor to make all deposits and withdrawals and sign checks on checking accounts.
6. Approve M & T Bank, Baldwinsville, as the depository for the funds of the Town Clerk, Justices and Receiver of Taxes.
7. Authorize the Town Clerk to make deposits in the Receiver of Taxes account.
8. Authorize the Parks & Recreation Dept. to make deposits in the General account at Solvay Bank.

9. Authorize the Town Clerk to make deposits in the General account at Solvay Bank and M&T Bank.
10. Establish petty cash funds as follows:
  - a. Town Clerk, \$425.00 (\$125.00, plus \$100.00 in each of 3 cash boxes)
  - b. Justices, \$200.00
  - c. Parks & Recreation, \$75.00
  - d. Parks & Recreation Refunds, \$100.00
  - e. Pool, \$150.00, seasonal
  - f. Concessions, \$150.00, seasonal
11. Set mileage reimbursement rate at \$.54 cents for use of personal vehicles for official business. Further, the rate shall stay concurrent with IRS rate throughout the year.
12. Reaffirm Town's investment policy.
13. Direct that fees for building, zoning and planning permits and developer's fees be collected by the Town Clerk's office and turn over to the Supervisor for deposit.
14. Approve Schedule of Fees for 2020 for building permits, filing fees, legal and engineering deposits and town clerk fees.
15. Town Clerk names Deputies – Kathryn Halleron, Anne Marie Doyle and Rosemary Johnson.
16. Supervisor names Lyn Pinto as Town Historian, Marie Giannone as Confidential Secretary to Supervisor and Greg Maxwell as Budget Officer.
17. Appointment of James Schazenbach to the Joint Zoning/Planning Board with term to expire 12/31/26.
18. Appointment of Anthony Geiss as Chairman of the Joint Zoning/Planning Board with term to expire 12/31/20.
19. Appointment of Greg Maxwell as Comptroller and Budget and Accounting Officer for 4 (four) year term expiring 12/31/2024.
20. Appointment by Supervisor of Mary Frances Sabin as Deputy Supervisor.
21. Appointment of George McNabb to Board of Assessment Review, term to expire 9/30/25.
22. Appointment of Howard Tupper to represent the Town on the Canton Woods Board of Directors.
23. Appointment of Melissa Mariano (Town of Camillus Dog Control Office) as Dog Control Officer.

- 24. Appointment of Jason Hoy as Town Engineer.
- 25. Appointment of Anthony Geiss as Town representative to OCRRA Board.
- 26. Approve payroll rates and dates for 2020 per budget for elected, nonaffiliated and appointed personnel and name individuals to those positions:

Supervisor	\$47,380.00, annual	
Town Board	\$8,350.00 each, annual	
Justice	\$36,500.00 each, annual	
Town Clerk	\$67,727.00, annual	Lynn Precourt
Deputy Town Clerk	\$23.28/hr.	Kate Halleron
Deputy Town Clerk (pt time)	\$15.48/hr. (100 hrs).	Anne Marie Doyle
Highway Supt.	\$65,246.00, annual	Douglas Foster
Assessor	\$82,277.00, annual	Theresa Golden
Deputy Supervisor	\$2,020.00, annual	
Board of Assessment Review	\$200.00, each, annual	listing attached
Joint Zoning/Planning Board Chairman	\$4,622.00, annual	Anthony Geiss
Joint Zoning/Planning Board Members	\$3,050.00, each,	listing attached
Historian	\$1,600.00, annual	Lyn Pinto
PT Confidential Secretary to Supervisor	\$16.04/hour	Marie Giannone
Comptroller/Budget Accounting Officer	\$41,200 annual	Greg Maxwell
Assessor Clerk		On call/maxim \$500
Court Security – Sheriff Deputies -	\$72.04 each for first two (2) hours, thereafter \$36.02 for every full or partial hour over two (2) hours.	
Buildings & Grounds seasonal staff:		
Summer employee	\$15.45/hours 18 wks @ 30 hrs per wk.	
Dog Control Office	By intermunicipal contract	Melissa Mariano
Town Engineer	\$101,309	Jason Hoy
Code Enforcement Officer	\$30.90/hr.	Casey Palmer
Parks Director	\$31.37/hr.	Cathy Perkins

- 27. Approve seasonal personnel job roster and rates for Parks & Recreation Department per attached sheets. Union and affiliated personnel payroll rates per respective agreements.

28. Board Committees:

Public Safety:	Howard Tupper, Chairperson Patricia Dickman Darcie Lesniak
Parks & Recreation And Facilities:	Wendy VanDerWater, Chairperson Pat Dickman Claude Sykes

Erie Canal Committee:	Ronald Dudzinski, Chairperson Howard Tupper
Personnel:	Patricia Dickman, Chairperson Mary Frances Sabin Wendy VanDerWater
Highway:	Claude Sykes, Chairperson Ronald Dudzinski Wendy VanDerWater
Planning & Zoning:	Mary Frances Sabin, Chairperson Ron Dudzinski Howard Tupper
Cable TV:	Mary Frances Sabin, Chairperson Darcie Lesniak
Ethics:	Lynn Precourt, Chairperson Bradley Benton Loren Michels
Insurance:	Patricia Dickman, Chairperson Lynn McCormick Claude Sykes Greg Maxwell
Economic Development:	Darcie Lesniak, Chairperson Patricia Dickman Mary Frances Sabin

29. Reaffirm Town Procurement Policy (Chapter 50 Town Code) as revised in 2011.
30. Blanket approval for memberships and dues for professional, county and state associations for elected officials and department heads.
31. Set standard work day for retirement system purposes at seven (7) hours per day for IUOE members and non-represented hourly employees.
32. Approve blanket approval for Town Engineer utilizing D. E. Tarolli to perform budgeted or emergency drainage and culvert work within the town for the ensuing calendar year via Onondaga County contract.
33. Set bill out rate for Town Engineer for 2020 at \$70.00 per hour.

34. Move Tuesday, November 3, 2020 (Election Day) Town Board Meeting to Wednesday, November 4, 2020.

35. Appointment of Greg Maxwell as Town Safety Coordinator.

Adjourn to Regular Town Board meeting, January 2, 2020, immediately following this meeting.