

Organizational Meeting of the Town Board of the Town of Van Buren, held on January 5, 2022 at 7:00 pm at the Van Buren Town Hall, 7557 Van Buren Road, Baldwinsville, New York.

Mr. Michael Hulchanski	Councilor
Mrs. Van Der Water	Councilor
Ms. Darcie Lesniak	Councilor
Mr. Howard Tupper	Councilor
Mr. Ronald Dudzinski	Councilor
Ms. Mary Frances Sabin	Supervisor

Ms. Nadine Bell	Town Attorney
Mr. Jason Hoy	Town Engineer
Mr. Doug Foster	Highway Superintendent
Mr. Anthony Geiss	Planning Board Chairman
Ms. Lynn Precourt	Town Clerk

Ms. Sabin announced all oaths and official undertakings are in place.

001-22-000 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, 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).

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

002-22-000 MOTION BY Mr. Tupper, seconded by Ms. Lesniak, to set 1st and 3rd Wednesdays of each month at 7:00 pm as the date and time of regular Town Board meetings. Set 1st, 3rd and 4th Wednesdays of each month at 6:30 pm as Town Board work sessions as needed. Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

003-22-000 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, to approve the following resolutions:

Organizational Meeting January 5, 2022

Appoint Attorneys for Town Board, and Joint Zoning Board and Planning Board. Agreement date December 27, 2021 with Costello, Cooney & Fearon is hereby approved for 2022 legal services.

Nadine Bell – Town Board Attorney, Joint Zoning Board and Planning Board Attorney

Designate official newspaper of 2022 – Eagle Newspapers (*The Messenger*) and *The Post Standard* as necessary.

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.

Designate M & T Bank, Baldwinsville, as the depository for the funds of the Town Clerk, Justices and Receiver of Taxes.

Authorize the Town Clerk to make deposits in the Receiver of Taxes account.

Authorize the Parks & Recreation Dept. to make deposits in the General account at Solvay Bank.

Authorize the Town Clerk to make deposits in the General account at Solvay Bank and M & T Bank.

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

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

004-22-000 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, to approve the following resolutions:

Set mileage reimbursement rate at \$.585 cents for use of personal vehicles for official business. Further, the rate shall stay concurrent with IRS rate throughout the year.

Reaffirm Town's investment policy.

Direct that fees for building, zoning and planning permits and developer's be collected by the Town Clerk's office and turn over to the Supervisor for deposit.

Approve Schedule of Fees for 2022 for building permits, filing fees, legal and engineering deposits and town clerk fees and park facility fees.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

Town Clerk names Deputies – Kathryn Halleron, AnneMarie Doyle and Rosemary Johnson.

005-22-002 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to approve Ms. Sabin's appointments Lyn Pinto as Town Historian, Michelle Rurka as Confidential Secretary to Supervisor and Greg Maxwell as Budget Officer.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

006-22-002 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to approve appointment of Claude Sykes to the Joint Zoning/Planning Board with term to expire 12/31/28.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

007-22-002 MOTION BY Mr. Dudzinski, seconded by Ms. lesniak, to approve appointment of Anthony Geiss as Chairman of the Joint Zoning/Planning Board with term to expire 12/31/22.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

008-22-002 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, to approve appointment of Michelle Vona as Comptroller to complete the final year of Greg Maxwell's term to expire 12/31/22.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

009-22-000 MOTION BY Mr. Dudzinski, seconded by Mr. Tupper, to appoint Darcie Lesniak as Deputy Town Supervisor.

Organizational Meeting January 5, 2022

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Abstain, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

010-22-002 MOTION BY Mr. Tupper, seconded by Mr. Dudzinski to approve appointment of Wendy Van Der Water to represent the Town on the Canton Woods Board of Directors.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

011-22-002 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to approve appointment of Melissa Mariano (Town of Camillus Dog Control Office) as Dog Control Officer.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

012-22-002 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to approve appointment of Jason Hoy as Town Engineer and Safety Officer.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

013-22-002 MOTION BY Mr. Tupper, seconded by Ms. Lesniak, to appoint Richard Zaccaria as Town representative to OCRRA Board.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

014-22-000 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to approve the following items:

Approve payroll rates and dates for 2022 per budget for elected, nonaffiliated and appointed personnel and name individuals to those positions:

Supervisor	\$48,800.00, annual	
Town Board	\$8,350.00 each, annual	
Justice	\$38723.00 each, annual	
Town Clerk	\$71852.00, annual	Lynn Precourt
Deputy Town Clerk	\$24.70/hr.	Kate Halleron
Deputy Town Clerk (pt time)	\$16.42/hr. (100 hrs).	AM. Doyle
Highway Supt.	\$71750.00, annual	Douglas Foster
Assessor	\$87288.00, annual	Theresa Golden
Deputy Supervisor	\$2143.00, annual	
Board of Assessment Review	\$200.00, each, annual	listing attached

Organizational Meeting January 5, 2022

Joint Zoning/Planning Board Chairman	\$4903.00, annual	Anthony Geiss
Joint Zoning/Planning Board Members	\$3142.00, each,	listing attached
Historian	\$1,600.00, annual	Lyn Pinto
PT Confidential Secretary to Supervisor	\$18.00/hour	Michelle Rurka
Comptroller	\$40,000.00 annual	Michelle Vona
Assessor Clerk		On call/maxim \$500
Court Security – Sheriff Deputies -	\$76.43 each for first two (2) hours, thereafter	
	\$38.21 for every full or partial hour over two (2) hours.	
Buildings & Grounds seasonal staff:		
Summer employees (2)	\$15.00/hours 15 wks @ 32.5 hrs per wk.	
Dog Control Office	By intermunicipal contract	Melissa
Mariano		
Town Engineer	\$107479.00	Jason Hoy
Code Enforcement Officer	\$32.78/hr.	Casey Palmer
Parks Director	\$33.28/hr.	Heidi Anders
Budget Officer	\$40.00/hr (max 100 hrs)	Greg Maxwell

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

Board Committees:

Public Safety:	Howard Tupper, Chairperson
Parks & Recreation And Facilities:	Ronald Dudzinski, Chairperson Michael Hulchanski Mary Frances Sabin
Erie Canal Committee:	Ronald Dudzinski, Chairperson Howard Tupper
Personnel:	Darcie Lesniak, Chairperson Ronald Dudzinski Michael Hulchanski
Highway:	Ronald Dudzinski, Chairperson Mary Frances Sabin
Planning & Zoning:	Darcie Lesniak, Chairperson Howard Tupper
Cable TV:	Mary Frances Sabin, Chairperson
Ethics:	Lynn Precourt, Chairperson

Organizational Meeting January 5, 2022

David Doyle
Loren Michels

Insurance: Lynn Precourt, Chairperson
Mary Frances Sabin
Michelle Vona

Economic
Development: Wendy Van Der Water, Chairperson
Darcie Lesniak

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

015-22-000 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, to reaffirm Town Procurement Policy (Chapter 50 Town Code) as revised in 2011.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

016-22-000 MOTION BY Mr. Tupper, seconded by Mr. Dudzinski, to approve the following resolutions:

Blanket approval for memberships and dues for professional, county and state associations for elected officials and department heads.

Set standard work day for retirement system purposes at seven (7) hours per day for IUOE members and non-represented hourly employees.

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.

Set bill out rate for Town Engineer for 2022 at \$79.00 per hour.

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

Adjourn to Regular Town Board meeting, January 5, 2022, immediately following this meeting.

Organizational Meeting January 5, 2022

Mr. Hulchanski – Yes, Mrs. Van Der Water – Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

All Ayes – Motion Carried & Adopted

Respectfully submitted,

Lynn Precourt
Town Clerk

Dated: 1/7/22