

Chili Town Board Organizational Meeting

January 2, 2019

AGENDA

A. Call to Order

B. Invocation

Pledge of Allegiance

C. Roll Call

- Councilman **Mark L. DeCory** \_\_\_\_\_
- Councilwoman **Mary C. Sperr** \_\_\_\_\_
- Councilman **Michael S. Slattery** \_\_\_\_\_
- Councilman **Jordon I. Brown** \_\_\_\_\_
- Supervisor **David J. Dunning** \_\_\_\_\_

D. Officials/Advisors:

- Town Clerk **Virginia Ignatowski**
- Deputy Supervisor **Councilman Michael Slattery**
- Counsel for the Town **Richard Stowe**
- Commissioner of Public Works/Superintendent of Highways **David P. Lindsay, P. E.**
- Director of Finance **Daniel Knapp**
- Insurance Counselor **Eric Vail**
- Supervisor’s Office **Dawn Forte**
- Stenographer **Sandy Hewlett**

**FIRE SAFETY ANNOUNCEMENT: In the event of an emergency requiring the evacuation of the building, please use the indicated exits to my right, left and rear of the room to exit the building.**

As per correspondence to the Town Board and Town Clerk of January 2, 2019, Supervisor Dunning announces the following appointments for 2019:

- Deputy Supervisor..... Councilman Michael Slattery
- Secretary to Supervisor..... Dawn Forte
- Director of Finance..... Daniel Knapp
- Historian..... Peter Widener
- Architectural Advisory Committee Liaison ...David Dunning
- Conservation Liaison..... Jordon Brown
- Drainage Liaison..... Mark DeCory
- Historic Preservation Liaison..... Michael Slattery
- Library Liaison..... Mary Sperr
- Parks/Recreation Liaison..... Mark DeCory
- Planning Board Liaison..... David Dunning
- Traffic/Safety Liaison..... Mary Sperr
- Zoning Board Liaison..... David Dunning

**NOTICE TO THE PUBLIC: As this is the annual Organizational Meeting of the Town Board, there will be no public forum. This has been a long established past practice and will continue to be standard procedure at this Organizational Meeting. The public forum will resume at the next Town Board Meeting on January 16, 2019.**

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**RESOLUTION #1 RE: Meetings**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the regular 2019 Town Board meetings will begin at 7:00 p.m. located at Town Hall Meeting Room, 3333 Chili Avenue Rochester, NY 14624, except the January 2th meeting will begin at 5:00 p.m.; December 31<sup>st</sup> meeting will begin at 12:00 p.m.; the meetings will be held per the schedule below:

January 2<sup>nd</sup> (5:00 p.m.), January 16<sup>th</sup>,  
February 13<sup>th</sup>,  
March 13<sup>th</sup>,  
April 10<sup>th</sup>,  
May 15<sup>th</sup>,  
June 12<sup>th</sup>,  
July 17<sup>th</sup>,  
August 14<sup>th</sup>, (August 28<sup>th</sup>, August 29<sup>th</sup> Budget Workshops 5:00 p.m.)  
September 18<sup>th</sup>,  
October 16<sup>th</sup>,  
November 13<sup>th</sup>,  
December 11<sup>th</sup> and December 31<sup>th</sup> (12:00 p.m.)

**BE IT RESOLVED**, that the Town Board organizational meeting for 2020 will be held on January 2, 2020 and will begin at 5:00 p.m., located in the Town Hall Main Meeting Room, 3333 Chili Avenue, Rochester, NY 14624; and

**BE IT FURTHER RESOLVED**, that bills will be paid on the first (1<sup>st</sup>) and third (3<sup>rd</sup>) Wednesday of each month, January–December by all Councilpersons either voting on or signing an authorization sheet for all abstracts to be paid on days for which there is no meeting.

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**RESOLUTION #2 RE: Appointment of Counsel for the Town**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Richard E. Stowe, Esq. residing at 300 Betteridge Road, Churchville, NY 14428, be retained as Counsel to the Town of Chili; and

**BE IT FURTHER RESOLVED**, that Supervisor Dunning be authorized to enter into a Retainer Agreement with Richard E. Stowe, Esq. for the year 2019, said agreement to specify duties of representation in exchange for amounts paid, base retainer amount to be \$49,278.00 with provisions in the agreement to allow for expenses to be reimbursed by voucher, as incurred.

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**RESOLUTION #3 RE: Appointment of Assistant Counsel for the Town**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Eric W. Stowe, residing at 4 Orange Tree Circle, Rochester, NY 14624 be retained as Assistant Counsel to the Town of Chili, and

**BE IT FURTHER RESOLVED**, that Supervisor Dunning be authorized to enter into a Retainer Agreement with Eric W. Stowe for the year 2019, said agreement to specify duties of representation in exchange for amounts paid, base retainer amount to be \$32,158.00 with provisions in the Agreement to allow for expenses to be reimbursed by voucher, as incurred.

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**RESOLUTION #4 RE: Special Prosecutor for Code Violations**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town Board of the Town of Chili, Monroe County has been advised that in order to properly prosecute certain violations of the Town of Chili Ordinances and Local Laws, it is necessary to obtain the appointment of the Assistant Counsel of the Town as Special Prosecutor; and

**WHEREAS**, the Town Board desires the Assistant Counsel for the Town, Eric W. Stowe, be appointed as Special Prosecutor for this purpose; and

**WHEREAS**, the Town Board, once it has so appointed the Assistant Counsel for the Town, would ask the District Attorney of the County of Monroe to approve the appointment and take whatever steps are necessary to authorize the Assistant Counsel for the Town to act as Special Prosecutor for these purposes; and

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Chili hereby appoints Assistant Counsel for the Town, Eric W. Stowe to act as a Special Prosecutor for the purpose of prosecuting any alleged violations of or offenses against the Ordinances, Local Laws and Code of the Town of Chili, in and for the Town of Chili, in the County of Monroe and requests the District Attorney of the County of Monroe to approve the appointment made herein and take whatever steps are necessary to properly authorize Eric W. Stowe to act as a Special Prosecutor as set forth herein.

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**RESOLUTION #5 RE: Appointment of Special Counsel for Districts**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Marcia A. Havens, Esq. of 760 Chili Avenue Extension, Churchville, NY 14428, be retained as Special Counsel to the Town of Chili relating to water improvement, drainage, and other special matters according to the terms and conditions of the Retainer Agreement for the year 2019, to be on file at the Town Clerk's Office; and

**BE IT FURTHER RESOLVED**, that the Town of Chili enter into the Retainer Agreement on file in the Town Clerk's Office, and that said agreement shall be executed for the Town of Chili by Supervisor Dunning.

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**RESOLUTION #6 RE: Attorneys for Assessment**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Adams Bell Adams, PC, Harris Beach, PLLC, Barclay Damon, LLP and Gallo & Iacovangelo shall be retained as Attorneys for Assessment cases by voucher, as incurred, for the year 2019.

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**RESOLUTION #7 RE: Attorneys for Labor**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Harris Beach, PLLC is hereby appointed Chief Legal Counsel for matters relating to labor relations, at the rate of \$250.00 per hour, by voucher, as incurred, for the year 2019.

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**RESOLUTION #8 RE: Bond Counsel**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Timothy McGill, Esq. be retained as Bond Counsel for the year 2019.

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**RESOLUTION #9 RE: Municipal Financial Planners**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Bernard P. Donegan, Inc. shall be retained for Financial Planning for the year 2019, and that the Supervisor be authorized to sign the agreement.

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**RESOLUTION #10 RE: Insurance Counselor**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Vail Agency be appointed Insurance Counselor for the Town of Chili for the year 2019.

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**RESOLUTION #11 RE: Engineer for the Town**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a contract to provide engineering services for the Town of Chili for 2019, with the firm of Lu, Engineers, P.C., for an amount up to \$34,000.00.

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**RESOLUTION #12 RE: Newspapers**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Messenger Post newspaper be designated as the official newspaper for all legal notices and that the The Daily Record & Democrat and Chronicle be used as the alternative official legal newspaper as needed for Town of Chili for the year 2019.

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**RESOLUTION #13 RE: Banks**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following Banks be designated for the year 2019 for Town monies for the Supervisor:

JPMorgan Chase Bank, N.A.	M & T Bank
Canandaigua National Bank & Trust	Bank of America
Five Star Bank	Bank of Castile
Citizens Bank, N.A.	Key Bank
Genesee Regional Bank	

**BE IT RESOLVED**, that the Investment Policy originally adopted by Resolution #13 on January 3, 2018 shall remain in effect without revisions; and

**BE IT FURTHER RESOLVED**, that the Supervisor be authorized to place monies in as many various accounts as deemed necessary to properly manage the financial aspects of the town in accordance with the Town Investment Policy.

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**RESOLUTION #14 RE: Banks for the Town Clerk & Receiver of Taxes**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that JP Morgan Chase Bank, N.A., M & T Bank and Five Star Bank be designated as banks for the Town Clerk and Receiver of Taxes.

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**RESOLUTION #15 RE: Civil Service and Payroll**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that all hourly and salaried employees of the Town of Chili shall have been cleared with the County of Monroe Civil Service Commission; and

**BE IT FURTHER RESOLVED**, that the salaried and hourly employees shall be paid on a bi-weekly payroll for the year 2019; and

**BE IT FURTHER RESOLVED**, that Supervisor Dunning be authorized to release payroll checks upon receipt of duly authorized statements from the Department Heads involved; and

**BE IT FURTHER RESOLVED**, that the Supervisor be authorized to pay any claims related to payroll expenses and benefits (such as but not limited to health insurance premiums and dental insurance claims) when received or due and that all such claims will be submitted to the Town Board for review; and

**BE IT FURTHER RESOLVED**, that USA Payrolls, Inc. shall be retained to process payroll checks, deposit payroll taxes, prepare quarterly payroll reports and prepare year-end payroll reports and W-2's.

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**RESOLUTION #16 RE: Mileage**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that reimbursement for mileage (in the use of employee's personal vehicle) in the course of doing Town business at the rate of \$0.58 cents per mile for the year 2019 with mileage expense form of said mileage submitted to the Supervisor for approval.

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**RESOLUTION #17 RE: Contracts for Animal Care 2019**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a Contract with Chili Animal Care, P.C. for emergency animal medical treatment, euthanasia services and disposal services; and

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a Contract with the Town of Hamlin for dog adoption services; and

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a Contract with the Animal Hospital of Pittsford for animal shelter services; and

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a Contract with Veterinary Specialists of Rochester Animal Emergency Service for emergency animal medical treatment and shelter.

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**RESOLUTION #18 RE: Polling Places**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that \$120.00 per Election District for the year 2019, be paid to each owner of the premises where polling places are designated; and

**BE IT FURTHER RESOLVED**, that this sum is to cover heat, light, janitor, etc., and shall be paid by voucher after the General Election Day.

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**RESOLUTION #19 RE: Election Inspectors**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that compensation of Election Inspectors shall be paid at a rate designated by the Board of Elections; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is authorized to pay the election inspectors via a special abstract if the timing of payments via the regular abstract will cause undue delays.

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**RESOLUTION #20 RE: Advance Payment of Claims**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that as per section 118 (Form of Claims) of the Town Law, the Town Board authorizes the payment in advance of audit of claims for public utility services (including electric, gas, water, sewer, fuel oil and telephone services), postage, freight and express charges; and

**BE IT FURTHER RESOLVED**, that all such claims shall be presented at the next regular meeting for audit.

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**RESOLUTION #21 RE: Supervisor**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the salary of David J. Dunning, duly elected Supervisor, and shall be paid an annual salary of \$97,148.00 for the year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Councilman Michael Slattery shall be Deputy Supervisor as appointed by Supervisor Dunning, and shall be paid an annual salary of \$2,319.00 for this position for the year 2019; and

**BE IT FURTHER RESOLVED**, that Dawn Forte shall be Secretary to the Supervisor as appointed by Supervisor Dunning, and shall be paid an annual salary of \$49,525.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Peter Widener shall be Historian PT as appointed by Supervisor Dunning for the Town of Chili and shall be paid an annual salary of \$4,213.00 effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #22 RE: Town Council Members**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the salaries of duly elected Council members Jordon I. Brown, Mark L. DeCory, Michael S. Slattery, and Mary C. Sperr for the year 2019, and shall be paid an annual salary of \$18,069.00 each, expenses to be paid by voucher as incurred.

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**RESOLUTION #23 RE: Finance Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Daniel Knapp shall be Director of Finance as appointed by Supervisor Dunning, and shall be paid an annual salary of \$85,366.00 per year effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that the additional responsibilities of payroll preparation, benefit administration, and the supervision of employee assigned to those functions be assigned to the Director of Finance; and

**BE IT FURTHER RESOLVED**, that the Director of Finance shall be appointed as the accounting software access officer; and

**BE IT FURTHER RESOLVED**, that Michelle Lenhart shall be reappointed provisionally as Human Resources & Finance Assistant and shall be paid an annual salary of \$47,000.00 effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #24 RE: Town Clerk Office**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Virginia Ignatowski duly elected Town Clerk shall be paid an annual salary of \$66,532.00 for the year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Virginia Ignatowski be authorized to execute agreements necessary to perform the duties of said office; and

**BE IT FURTHER RESOLVED**, that Suzanne Camarata shall be Deputy Town Clerk as appointed by Town Clerk Virginia Ignatowski, and shall be paid an annual salary of \$48,697.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Lorraine Townsend shall be Part-Time Deputy Town Clerk/Deputy Receiver of Taxes/Assessments as appointed by Town Clerk Virginia Ignatowski and shall be paid an hourly rate of \$14.72 per hour effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #25 RE: Records Access/Records Management/Information Security Officer**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Town Clerk Virginia Ignatowski be appointed as Records Access Officer for the year 2019, with regards to requests made for records under the Freedom of Information Law; and

**BE IT FURTHER RESOLVED**, that Town Clerk Virginia Ignatowski be appointed as Records Management Officer for the year 2019; and

**BE IT FURTHER RESOLVED**, that Supervisor David Dunning be appointed as Information Security Officer for the year 2019, as this position should function independently of the Department of MIS.

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**RESOLUTION #26 RE: Receiver of Taxes Office**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Virginia Ignatowski shall be appointed as Receiver of Taxes and shall be paid an annual salary of \$17,379.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Rose Mary Rozzo shall be Deputy Tax Receiver/Assessments as appointed by Town Clerk Virginia Ignatowski, and shall be paid an annual salary of \$48,697.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Lorraine Townsend shall be reappointed Part-Time Deputy Town Clerk/Deputy Receiver of Taxes/Assessments and shall be paid an hourly rate of \$14.72 effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #27 RE: Building Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Paul Wanzenried shall be reappointed Building Department Manager and shall be paid an annual salary of \$73,543.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Steven Lauth shall be reappointed provisionally as Assistant Building and Plumbing Inspector and shall be paid an annual salary of \$41,915.00 (PG 28) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that David Saur shall be reappointed provisionally Fire Marshal for the Town of Chili and shall be paid an annual salary of \$52,853.00 (PG 29) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Kristen Yachett shall be reappointed part-time Code Enforcement Assistant for the Town of Chili, and shall be paid at an hourly rate of \$22.79 (PG 26) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Kristen Yachett shall be reappointed part – time Dog Control Officer for the Town of Chili and shall be paid an hourly rate of \$22.79 (PG 26) effective January 1, 2019, expenses to be paid by voucher as incurred.

**BE IT FURTHER RESOLVED**, that Kathleen Reed shall be reappointed Secretary to Planning and Zoning Board and shall be paid an annual salary of \$57,539.00 (PG 27) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Alexandra Stanton shall be reappointed provisionally as Planning Clerk and shall be paid an annual salary of \$31,328.00 (PG 25) effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #28 RE: Senior Center**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Mary Anne Sears shall be reappointed Director Programs for the Aging, and shall be paid an annual salary of \$55,507.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Gwen Machulskis shall be reappointed Office Clerk IV – Part Time and shall be paid at the rate of \$12.04 per hour, and Pamela Holihan shall be reappointed Office Clerk IV – Part Time and shall be paid at the rate of \$11.35 per hour, and Michael Ferugia shall be reappointed Office Clerk IV – Part Time and shall be paid at the rate of \$11.13 per hour all not to exceed 19.5 hours per week, effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #29 RE: Recreation Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Michael Curley is reappointed Director of Parks & Recreation and shall be paid an annual salary of \$74,697.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Adam Washbon is reappointed Recreation Supervisor and shall be paid an annual salary of \$46,149.00 (PG 29) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Ashley Vent is reappointed Recreation Leader and shall be paid an annual salary of \$46,149.00 (PG 29) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Jesse Marano is reappointed Recreation Assistant and shall be paid an annual salary of \$29,877.00 (PG 24) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Megan Termine is reappointed Recreation Assistant and shall be paid an annual salary of \$29,007.00 (PG 24) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT RESOLVED**, that per the recommendation of Michael Curley, Director of Parks & Recreation, the following people be appointed Seasonal Laborers, as needed, and shall be paid at the rate of \$11.10 per hour, or \$11.85 per hour if working the Before School Care SAFE program, effective January 1, 2019; expenses to be paid by voucher as incurred:

Molly Alessi, Amanda Andork, Allison Ariola, Truman Benz, Antonio Buonomo, Colin Coykendall, Joseph Crocker, Nicholas Crocker, Grace Daly, Daniel Davis, William Davis, Erin Fingar, Kyle Fingar,

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Michael Firnstein, Ryan Fitzgerald, Madeline Greble, Connor Hamilton, Dana Hart, Abigal Jarvis, Lauren Jarvis, Olivia Keefe, Jared Kirchner, Anthony Lippa, Marissa Lippa,, Kimberly Miller, Micaela Moretto, Anna Muchard, Susan Muchard, Parker Naab, Adam Patanella, Gina Pellerino, Daniel Phan, Glenn Pittman, Zachary Pollotta, Joseph Puglia, Molly Reyingoudt, Yezenia Rodriguez, Tyler St. Denis, Braeden Schmidt, Samuel Sevati, Kendall Skuse, Katelyn Smith, Olivia Smith, Hannah Snyder, Amanda Spogli, Hannah Thomas, Danielle Trott, Rachel Trott, Matthew Valone, Terrence Wilson

**BE IT FURTHER RESOLVED**, that Michael Curley, Director of Parks & Recreation be allowed to hire additional Seasonal Laborers as need for 2019 calendar year, and that they shall be paid at the rate of \$11.10 per hour, or \$11.85 per hour if working the Before School Care SAFE program, pending background checks.

**RESOLUTION #30 RE: Cleaner – Union Station Park Lodge**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Michelle Child shall be hired as a Cleaner - PT to clean Union Station Park lodge at \$40.00 per cleaning for 2019.

**RESOLUTION #31 RE: Town Court**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT FURTHER RESOLVED**, that Ronald G. Evangelista, duly elected Town Justice, shall be paid an annual salary of \$39,501.00 for the year 2019, expenses to be paid by voucher as incurred; and

**BE IT RESOLVED**, that Kenneth R. Kraus, duly elected Town Justice, shall be paid an annual salary of \$35,406.00 for the year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Victoria Campoli shall be Clerk to the Town Justice as appointed by Judge Kraus Town Justice, and shall be paid an annual salary of \$44,760.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Jacqueline Root shall be Clerk to the Town Justice as appointed by Judge Evangelista Town Justice, and shall be paid an annual salary of \$44,760.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Drionna Hunter shall be reappointed provisionally Assistant Clerk to Town Justice, and shall be paid an annual salary of \$29,297.00 (PG 24) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that James Batz, James Bentley, Frederick Cowley and John Zampatori shall be reappointed Court Attendants - PT for the Town of Chili and shall be paid at the rate of \$75.18 per court session attended for the year 2019, expenses to be paid by voucher as incurred.

**BE IT FURTHER RESOLVED**, that Sande Macaluso be appointed as Constable for 2019 to serve summons and petitions on behalf of the Town of Chili at a zero cost.

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**RESOLUTION #32 RE: Stenographers**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Sandy Hewlett shall be reappointed as part time Stenographer and shall be paid at the rate of \$447.58 per meeting effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT RESOLVED**, that Sandy Hewlett shall be reappointed as part time Stenographer for the AAC Committee and shall be paid at the rate of \$50.00 per meeting effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Ann LaPine shall be reappointed to provide Chili Town Court stenographic services for the year 2019, and shall be paid at the rate of \$90 per hour for the first two (2) hours, and \$45.00 for each additional hour or fraction of an hour, expenses to be paid by voucher as incurred.

**BE IT FURTHER RESOLVED**, that the Supervisor contract with substitute stenographic services for other town needs for the year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #33 RE: Assessor Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Jennie L. Miller, be reappointed as Assessor, and shall be paid an annual salary of \$74,355.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED** that Mary Lander be reappointed as Assistant Assessor and shall be paid an annual salary of \$43,354.00 (PG 28) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Jennifer Artz be reappointed as Assessment Clerk and shall be paid an annual salary of \$34,991.00 (PG 26) effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Kathleen Meintel be reappointed as Assessment Clerk and shall be paid an annual salary of \$34,853.00 (PG 26) effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #34 RE: Management Information Services Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Christopher Levey shall be reappointed Network Administrator and shall be paid an annual salary of \$88,304.00 effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #35 RE: Dept. Public Works/Highway Department**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that David P. Lindsay, P.E. shall be reappointed Commissioner of Public Works/Highway Superintendent, and shall be paid an annual salary of \$95,104.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Brian Ostling, shall be reappointed Deputy Commissioner of Public Works, and shall be paid an annual salary of \$72,615.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Lisa Brown shall be reappointed as Secretary to the Commissioner of Public Works/Highway Superintendent and shall be paid an annual salary of \$48,429.00 effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Pamela Sauer shall be reappointed as Purchasing & A/P Clerk for the Highway Department, and shall be paid an annual salary of \$41,918.00 (PG 26), effective January 1, 2019, expenses to be paid by voucher as incurred; and

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**RESOLUTION #36 RE: Appointment of Deputy Dog Control Officers 2019**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, as recommended via a letter dated March 31, 2006 from the Office of New York State Department of Agriculture and Markets, the Town should appoint a Deputy Officer who would be authorized to act on behalf of the Town Dog Control in the event the Dog Control Officer is not available; and

**NOW, THEREFORE, BE IT RESOLVED**, to appoint Paul Wanzenried and Jeff Vieira as Deputy Dog Control Officers effective January 1, 2019.

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**RESOLUTION #37 RE: Storm Water Management Officer/Flood Plain Administrator**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that David P. Lindsay, P.E., Commissioner of Public Works/Superintendent of Highways be appointed Storm Water Management Officer/MS4 Coordinator/Flood Plain Administrator effective January 1, 2019.

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**RESOLUTION #38 RE: Parks Personnel**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following Parks personnel, Pay Group and Wages shall be appointed and paid in accordance with the collective bargaining agreement as follows, effective January 1, 2019:

<u>Name</u>	<u>Title</u>	<u>Wages</u>	<u>PAY GROUP</u>
Hourly Bianchi, Christopher	GEO	17.80	3
Elnicky, Chris	Head Grounds Equip. Oper.	22.20	4
Lievens, Dale	Maintenance Mech. III	21.06	3
Lynch, Kevin	GEO	14.97	2
Sloan, Anthony	Parks Foreman	28.24	8
Vieira, Jeff	GEO	16.39	3



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**RESOLUTION #39 RE: Highway Personnel**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following Highway personnel, Pay Group and Wages shall be appointed and paid in accordance with the collective bargaining agreement as follows effective January 1, 2019:

Hourly			
<u>Name</u>	<u>Title</u>	<u>Wages</u>	<u>PAY GRADE</u>
Ames, Robert	MEO	15.81	3
Bachmann, Kenneth C.	Maint. Mechanic II	27.10	5
Begandy, Robert A.	MEO I	27.90	5
Borzilleri, Matthew III	Senior MEO	21.42	4
Campoli, Ernest	Senior MEO	27.27	5
Carpenter, Matthew	Auto Mechanic	26.35	5
Craig, Frank	Skilled Laborer	17.06	2
DaVia, Michael J.	Senior MEO	26.36	5
Edd, Shawn	Senior MEO	24.24	4
Ferris, Brandon	Laborer	14.06	1
Flagler, Jacob	Laborer	14.06	1
Garcia-McLean, Sean	Senior MEO	24.11	4
Haight, Benjamin	Skilled Laborer	15.06	2
Harper, James	Auto Mechanic	23.33	4
Maas, Martin	MEO	24.46	3
McEntee, Joseph	Senior MEO	24.11	4
McGrain, Damon	Senior MEO	27.90	5
Mundt, Nicholas	MEO	16.45	3
Murphy, Dan	Working Foreman	28.24	8
Nicoles, Jr. Michael	MEO	16.02	3
Owens, David	Skilled Laborer	16.09	2
Randall, Ethan	MEO	17.46	3
Sauer, Gerald J.	Foreman Roads	35.33	9
Sheehan, Dennis J.	Senior MEO	26.17	4
Youngblood, Keith	Senior MEO	19.03	4

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**RESOLUTION #40 RE: Dept. Public Works Personnel**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following Dept. Public Works personnel, Pay Group and Wages, shall be appointed and paid in accordance with the collective bargaining agreement as follows effective January 1, 2019:

<u>Name</u>	<u>Title</u>	<u>Wage</u>	<u>PAY GRADE</u>
Hourly Dailey, Ormond III	MEO I	26.07	5
Lehman, Daniel	MEO	15.97	3
Henry, Jeff	Laborer	24.46	3
Renz, Matthew	MEO	16.13	3
Schedlin, Eric	Working Foreman	29.89	8
St. James, Nathan	Senior MEO	18.52	4
West, Steven	MEO	15.81	3

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**RESOLUTION #41 RE: Seasonal Laborers for Parks, Highway and Public Works Departments**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that seasonal employees for Parks/Highway/Public Works Departments will be paid at a maximum rate of \$11.80 per hour effective January 1, 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #42 RE: School Traffic Guards – PT & Substitutes PT**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that DeWayne Scott and Judith Bugajski, shall be reappointed as School Traffic Guards - PT, and shall be paid at the rate of \$55.54 per day worked for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT RESOLVED**, that Joyce Scott, Timothy Putnam and Gerald Carberry shall be reappointed as a Substitute School Traffic Guards - PT, and shall be paid at the rate of \$55.54 per day worked for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #43 RE: Office Clerk IV Part-Time Receptionists & (Substitutes)**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Brenda Peterson be reappointed receptionist part-time Office Clerk IV for the year 2019, and shall be paid at the rate of \$12.00 per hour effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT RESOLVED**, that Sheryl Calhoun be reappointed receptionist part-time Office Clerk IV for the year 2019, and shall be paid at the rate of \$11.10 per hour effective January 1, 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that the following individuals be reappointed substitute part-time Office Clerk IV for the year 2019, and shall be paid at the rate of \$11.10 per hour effective January 1, 2019, expenses to be paid by voucher as incurred.

Teresa Bill; Kathleen Borzilleri; Linda Collinge; Kathryn Dishong;  
Lucille Flint; Marilyn Morningstar; Patricia Royce

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**RESOLUTION #44 RE: Special District Application Fees**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town receives requests to establish light and sidewalk districts throughout the year; and

**WHEREAS**, the Town Clerk attempts to make good faith estimates as to the costs of legal ad fees, filing fees, etc., so as to pass on those expenses to the applicant; and

**NOW THEREFORE BE IT RESOLVED**, to assess an application fee of \$200.00 per application to the Consolidated Lighting District #1, and/or establish a sidewalk district for processing, legal ad fees, filing fees, and similar expenses, to be paid by the applicant at the time of submitting the application to the Town Clerk.

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**RESOLUTION #45 RE: Zoning Fees**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town receives requests to change the zoning designation of properties and the Town Clerk attempts to make good faith estimates as to the costs of legal ad fees, filing fees, etc., so as to pass on those expenses to the applicant; and

**NOW THEREFORE BE IT RESOLVED**, to assess an application fee of \$150.00 per application to change the zoning designation of a property for processing, legal ad fees, filing fees, and similar expenses, to be paid by the applicant at the time of submitting the application to the Town Clerk.

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**RESOLUTION #46 RE: Purchase of Tools for Highway for 2019**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that in accordance with Section 142 of the NYS Highway Law approval be given (funds are available in the budget) for purchase of tools for Highway in 2019 for \$2,000.00 to be paid from DA5130.2090.

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**RESOLUTION #47 RE: Petty Cash Funds**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Petty Cash Funds be set up as follows for 2019:

Commissioner of Highway/Department of Public Works	\$ 50.00
Town Clerk	\$200.00
Director of Parks and Recreation	\$100.00
Receiver Tax Collection	\$300.00
Town Court	\$ 50.00

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**RESOLUTION #48 RE: Purchasing Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Purchasing Policy adopted by Resolution #140 dated March 2, 2011, and shall remain in effect without revisions; and

**BE IT FURTHER RESOLVED**, that only the Supervisor, Department Heads or their designees are authorized to purchase for the Town of Chili.

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**RESOLUTION #49 RE: Training Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Training Policy adopted by Resolution #215 dated October 20, 2010 shall remain in effect without revisions.

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**RESOLUTION #50 RE: Emergency Evacuation Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Emergency Evacuation Policy adopted by Resolution #104 on February 12, 2014 dated December 23, 2013 shall remain in effect without revisions.

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**RESOLUTION #51 RE: Workplace Violence Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Workplace Violence Policy adopted by Resolution #105 adopted on February 12, 2014 as part of the Personnel Policy shall remain in effect without revisions.

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**RESOLUTION #52 RE: Records Management Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Records Management Policy adopted by Resolution #52 on January 2, 2019, dated and posted July 26, 2018 shall remain in effect without revisions.

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**RESOLUTION #53 RE: Sexual Harassment Prevention Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Sexual Harassment Prevention Policy adopted by Resolution # 220 on October 9, 2018 shall remain in effect without revisions.

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**RESOLUTION #54 RE: Personnel Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the November 29, 2016 updated draft of the Personnel Policy has been distributed and posted in accordance with the terms of the union contract; and

**WHEREAS**, there have been no comments or objections to this draft; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Personnel Policy shall be adopted as written and shall be adopted January 4, 2017 by Resolution #55.

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**RESOLUTION #55 RE: Supervisor Authorization**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, authorized and approved that the Supervisor shall have all of the necessary powers and administrative authority and supervision of all town and/or special improvement district functions as may be required or necessary for the proper administration of the same.

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**RESOLUTION #56 RE: ADA Coordinator 2019**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that David P. Lindsay shall be appointed American Disabilities Act Coordinator for the year 2019.

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**RESOLUTION #57 RE: Public Forum Policy**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Public Forum Policy for the 2019 Town Board Meetings, will be as follows:

1. The Public Forum is intended to provide an opportunity for people to address the Town Board on any topic. Those wishing to be heard may raise their hand once the public forum starts, The Supervisor will call upon those who desire to address the Town Board until all have been heard.
2. During the Public Forum period, each person will be allowed to comment for up to five minutes.
3. Comments should be addressed directly to the Supervisor.
4. Be respectful and courteous keeping comments as concise as possible.
5. Questions pertaining to Agenda items will be answered when the Resolution is Moved and Seconded, Questions on topics not pertaining to the Agenda will be addressed at the conclusion of the Public Forum time, if at all possible.
6. Virginia L. Ignatowski, Town Clerk, or her designee will keep the time and notify you when you have 30 seconds remaining so that you can conclude your comments within the allotted time; and

**BE IT FURTHER RESOLVED**, that for procedures not established by the Supervisor and/or Town Board, *Robert's Rules of Order* shall govern the conduct at Town Board Meetings and items are subject to Board approval.

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**RESOLUTION #58 RE: Service Charge for Non-Sufficient Fund Items**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that in accordance with GML Section 85 of the State of New York, a charge will be imposed where a tendered payment of account was written by check or other order which was returned for non-sufficient funds and such charge shall be the maximum fee allowed by GML Section 85.

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**RESOLUTION #59 RE: Temporary Assignment of Town Justices**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign an agreement consenting to the temporary assignment of Chili Justices to preside in other town/village and Rochester City courts in the district as needs arise and approving the temporary assignment of judges from other town/village and Rochester City courts in the district to Chili as needed.

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**RESOLUTION #60 RE: Town Representatives**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town of Chili directly and indirectly sponsors various events that are attended by its volunteers, Board members and invitees; and

**WHEREAS**, Town employees who have a role in various groups, professional and otherwise related to their Town functions, attend conferences, seminars, meetings and events; and

**NOW, THEREFORE, BE IT RESOLVED**, that Town employees, consultants, volunteers and authorized participants who are attending Town sponsored events or events of groups in which Town representatives have a role which is related to their Town employment are authorized to have said attendance be recognized as in furtherance of Town business when approved by the Supervisor.

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**RESOLUTION #61 RE: Contract with Monroe County Office for the Aging**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Supervisor Dunning be authorized to sign a contract with the Monroe County Office for the Aging for a congregate nutritional program for the elderly for the year 2019.

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**RESOLUTION #62 RE: Agreement with Rochester-Monroe County Youth Bureau**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Supervisor Dunning is hereby authorized to sign an agreement with the Rochester-Monroe County Youth Bureau, pending review by Counsel for the Town, to participate in Comprehensive Youth Services Planning for the year 2019.

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**RESOLUTION #63 RE: Association of Towns 2019 Training Session**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that two of the Town Board members, are each authorized to attend the Association of Towns meeting in New York City, NY, February 17 - 20, 2019, with expenses to be paid by voucher in an amount not to exceed \$1,800.00 per person. The Delegate will be Mary Sperr; and

**BE IT FURTHER RESOLVED**, that one Town Justice is authorized to attend the mandatory Town Justice training course held in conjunction with the Association of Towns meeting in New York City, NY, February 17 – 20, 2019, with expenses to be paid by voucher in an amount not to exceed \$1,600.00.

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**RESOLUTION #64 RE: Assessors Annual 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the Assessor and Assistant Assessor are authorized to attend the NYSAA Annual meeting and fall conference on Assessment Administration to be held in TBD on TBD Total cost not to exceed \$1,700.00 including mileage, to be paid from account A1355.4 as budgeted; and

**BE IT RESOLVED**, that the Assessor and Assistant Assessor are authorized to attend the NYSAA Annual Cornell conference on Appraising Information to be held in Ithaca, NY on TBD. Total cost not to exceed \$1,800.00 including mileage, to be paid from account A1355.4 as budgeted.

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**RESOLUTION #65 RE: Commissioner of Public Works/Superintendent of Highways 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to authorize David P. Lindsay, Superintendent of Highways, to attend the Annual New York State Town Highway Superintendent Fall Conference to be held on September 17 – 20, 2019 in Callicoon, NY, at a cost not to exceed \$400.00 from A5010.4 as budgeted; and

**BE IT RESOLVED**, that David P. Lindsay, P.E., Commissioner of Public Works/ Superintendent of Highways, be authorized to attend Advocacy Day to be held in Albany, New York on March 5 – 6, 2019 at a cost not to exceed \$225.00 to be paid from A1490.4 as budgeted; and

**BE IT RESOLVED**, that David P. Lindsay, P.E., Commissioner of Public Works/ Superintendent of Highways, be authorized to attend the Annual Highway School to be held in Ithaca, New York on June 3 - 5, 2019 at a cost not to exceed \$750.00 to be paid from A5010.4 \$400.00 & A1490.4 \$350.00 as budgeted.

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**RESOLUTION #66 RE: NYS Association of Magistrates 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that one Town Justice is authorized to attend the NYS Magistrates Association Annual Conference in Lake Placid, NY on September 15 – 18, 2019 at a total cost not to exceed \$1,000.00 to be paid from account A1110.4 as budgeted; and

**BE IT FURTHER RESOLVED**, that the attending Town Justice must first seek the maximum expense reimbursement allowed for the conference from the NYS Office of Court Administration; and

**BE IT FURTHER RESOLVED**, the town will reimburse the attending Town Justice for the remaining balance of expenses, not to exceed a combined (Town & NYSOCA) sum of \$1,000.00 to be paid from account A1110.4 as budgeted.

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**RESOLUTION #67 RE: Authorization of Attendance at the 2019 Planning & Zoning Conference**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that two members of the Planning Board, and two members of the Zoning Board of Appeals, are hereby authorized to attend the Planning & Zoning Conference, April 28 – 30, 2019 in Saratoga Springs, NY, at a cost not to exceed \$900.00 to be paid from A8020.4 per person including mileage and tolls, \$900.00 to be paid from A8010.4 per person including mileage and tolls.

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**RESOLUTION #68 RE: Training Town Clerk/Receiver 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Virginia Ignatowski, Town Clerk, is hereby authorized to attend the New York State Town Clerks Association Training Conference in Syracuse, NY on May 5 – May 8, 2019. Total cost not to exceed \$1,300.00 to be paid from A1410.4 as budgeted; and

**BE IT RESOLVED**, that Virginia Ignatowski, Town Clerk, is hereby authorized to attend the NYSATRC Conference in Lake Placid, NY on June 9 – 12, 2019. Total cost not to exceed \$900.00 to be paid from A1330.4 as budgeted.

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**RESOLUTION #69 RE: NYS GFOA Annual Conference 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to authorize Daniel Knapp, Director of Finance, to attend the New York State Government Finance Officer’s Association annual conference to be held March 27 - 29, 2019 in Albany, NY, at a cost not to exceed \$1,485.00 to be paid from A1310.4 as budgeted.

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**RESOLUTION #70 RE: Recreation Department 2019 Training**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to authorize Michael Curley, Director of Parks & Recreation and two other F/T staff, to attend the NYSRPS annual conference to be held April 6 - 9, 2019 in Lake Placid, NY, at a cost not to exceed \$1,300.00 to be paid from A7020.4 as budgeted; and

**BE IT RESOLVED**, to authorize Michael Curley, Director of Parks & Recreation, or two other F/T staff member to attend the NRPA annual conference to be held September 24 - 26, 2019 in Baltimore, MD at a cost not to exceed \$2,500.00 to be paid from A7020.4 as budgeted.

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**RESOLUTION #71 RE: Purchase of Postage**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that David Dunning, Supervisor is hereby authorized to sign a contract with IMS to pick up, process and deliver outgoing Town mail to the Post Office on a daily basis and to fund the Town's account as needed in increments not to exceed \$5,000.00 per transaction or \$22,000.00 per year; and

**BE IT FURTHER RESOLVED**, that Virginia L. Ignatowski, Town Clerk/Receiver is hereby authorized to pay "ABS" for purchase of postage for tax bills/receipts & "M&T Bank" for receipts/services mailed by "ABS" and M&T Bank authorized by the Town Clerk/Receiver.

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**RESOLUTION #72 RE: Contract with EAP Workforce Solutions**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to contract with EAP Workforce Solutions for Employee Assistance Programs for 2019, on a fee for service basis as follows:

- Administrative Service Fee: \$300.00
  - Counseling (up to 5 hours per each member of household): \$130.00 per hour
  - DOT Substance Abuse Professional (SAP) Evaluation: \$650.00
  - Critical Incidents/ Crisis Intervention: \$250.00-\$375.00 per hour per counselor including travel
  - Workforce Training/ Wellness Seminars: \$150.00 per hour per counselor plus travel
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**RESOLUTION #73 RE: Upstate NY Municipal Workers Compensation Plan Director, Alternate Director and Facilitator**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Intermunicipal Agreement Section 4 for the Upstate NY Municipal Workers Compensation Plan (UNYMWCP) require attendance at each Board of Directors meeting; and

**NOW, THEREFORE, BE IT RESOLVED**, Daniel Knapp, Director of Finance, shall serve as the Acting Voting Member representing the Town of Chili; and

**BE IT FURTHER RESOLVED**, David Dunning, Supervisor, shall be appointed as the Alternate Acting Voting Member to serve in the Acting Voting Member's absence; and

**BE IT FURTHER RESOLVED**, Michelle Lenhart, Human Resources & Finance Assistant, shall be appointed as the Facilitator, to serve in either the Acting Voting Member's or Alternate Acting Voting Member's absence.

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**RESOLUTION #74 RE: Professional Management Services - Town Code Update 2019**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town of Chili will be contracting with a professional consultant to assist with the update of the Town Code Book relating to Planning and Zoning; and

**BE IT RESOLVED**, that Supervisor David J. Dunning is hereby authorized to sign a contract with RLB Planning Group to provide consultant services pertaining to the update of the Town Code; and

**BE IT FURTHER RESOLVED**, not to exceed \$80.00 per hour; from A8020.4.

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**RESOLUTION #75 RE: Budgeted Use of General Fleet Reserve Funds**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, on November 14, 2018 on Resolution 247 the Town Board adopted the 2019 Annual Town Budget, which noted the desire to utilize reserve funds to purchase specific pieces of equipment; and

**WHEREAS**, the General Fleet Reserve has been established to aid in the acquisition of vehicles and equipment for the Town which is outside the parameters of equipment reserves already established for Highway Department vehicles and equipment; and

**NOW, THEREFORE, BE IT RESOLVED** that funds in an amount not to exceed \$39,000.00 from the General Fleet Reserve be used to purchase a new leaf machine (replacement vehicle), subject Permissive Referendum; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to give notice in the official newspaper of the Town.

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**RESOLUTION #76 RE: Budgeted Use of Highway Equipment Reserve Funds**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, on November 14, 2018 on Resolution 247 the Town Board adopted the 2019 Annual Town Budget, which noted the desire to utilize reserve funds to purchase specific pieces of equipment; and

**WHEREAS**, the Highway Equipment Reserve has been established to aid in the acquisition of vehicles and equipment for the Town's Highway Department; and

**NOW, THEREFORE BE IT RESOLVED** that funds in an amount not to exceed \$122,000.00 from the Highway Equipment Reserve be used towards the purchase of a new backhoe (replacement vehicle), subject to Permissive Referendum; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to give notice in the official newspaper of the Town.

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**RESOLUTION #77 RE: Periodic Assessment Roll Update**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town of Chili has submitted a plan for Cyclical Reassessment in accordance with Real Property Tax Law, Section 1573, and Title 20 NYCRR, Part 8201-3, undertaking its annual update of its assessment roll to maintain equity; and

**WHEREAS**, the Assessor has recommended the Town of Chili engage Assessment and Valuation Services (AVS) to provide services related to the annual update of the Town’s assessment roll; and

**WHEREAS**, the Assessment Reserve has been established to be utilized for real property tax related efforts, including but not limited to expenditures in connection with periodic assessment roll updates, technical assistance and special appraisal or valuation expenditures, expenditures in connection with the ongoing maintenance and preservation of the Town of Chili’s tax roll and for related assessment purposes; and

**NOW, THEREFORE BE IT RESOLVED** that funds in an amount not to exceed \$10,225.00 from the Assessment Reserve be used to obtain services pertaining to the annual update of the Town’s assessment roll, subject to Permissive Referendum; and

**BE IT FURTHER RESOLOVED**, that the Town Clerk is hereby authorized and directed to give notice in the official newspaper of the Town; and

**BE IT FURTHER RESOLOVED**, pending successful passing of the Permissive Referendum, that the Supervisor be authorized to execute a professional services agreement with Assessment Valuation Services (AVS) to assist the Assessor with the annual update of the assessment roll, at a cost not to exceed \$8,500.00, and to include optional additional days if needed at a rate of \$575.00 per day, to be paid from account A1355.4000.0023 (Assessor – Contractual – Assessment Reserve).

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**RESOLUTION #78 RE: MOU with NYS Taxation & Finance ORPTS**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Supervisor is authorized to sign a MOU (Memo of Understanding) with ORTPS (Office of Real Property Tax Services) on an annual basis to clarify & outline the roles and responsibilities.

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**RESOLUTION #79    RE: January 2, 2019 Abstract**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to pay vouchers 30255, 30263, 30266-30281, 30284-30288, 30290-30299, 30302-30363 totaling \$322,914.88 to be paid from the Distribution Account as presented to the Town Board by Virginia Ignatowski, Town Clerk:

General Fund	\$	71,159.26
Highway Fund		78,289.99
Library Fund		3,161.59
H60 Community Center		156,519.93
Drainage District		26.00
Street Lighting Districts		13,758.11
Total Abstract	\$	<u>322,914.88</u>

SUPERVISOR DUNNING AND  
COUNCILMEMBERS BROWN,  
DECORY, SPERR & SLATTERY  
THANK ALL  
COMMITTEE/BOARD  
MEMBERS FOR THEIR  
VALUABLE HELP AND  
ASSISTANCE THROUGHOUT  
2018.  
THEIR DEDICATION TO THE  
TOWN IS GREATLY  
APPRECIATED



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**RESOLUTION #80 RE: Architectural Advisory Committee**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that James Ignatowski be reappointed as the Chairperson to the Architectural Advisory Committee and shall be paid at the rate of \$90.00 per meeting for the calendar year 2019, expenses to be submitted by Voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Robert Latragna shall be reappointed Vice Chairperson of the Architectural Advisory Committee and shall be paid \$90.00 for any meeting served as Chairperson for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that members shall be paid at the rate of \$35.00 per meeting attended for the calendar year 2019, expenses to be submitted by Voucher as incurred.

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**RESOLUTION #81 RE: Board of Assessment Review**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Teresa Bill be reappointed to the Board of Assessment Review for a (5) five year term to expire on 9/30/2023; and

**BE IT RESOLVED**, that Barbara Dodge be appointed to the Board of Assessment Review to complete the term of Robert Mulcahy; term to expire on 9/30/2022; and

**BE IT RESOLVED**, that the Chairman of the Board of Assessment Review be paid at the rate of \$85.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that each member of the Board of Assessment Review shall be paid the sum of \$75.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #82 RE: Conservation Board**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Larry Lazenby, Richard Schickler, Ilze Bullwinkel & Carolyn Berquist DeHority shall be reappointed as members of the Conservation Board for two (2) year terms to expire December 31, 2020; and

**BE IT FURTHER RESOLVED**, that Larry Lazenby shall be reappointed the Chairperson of the Conservation Board, and shall be paid \$90.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Richard J. Schickler shall be reappointed the Vice Chairperson of the Conservation Board for calendar year 2019, and shall be paid \$90.00 for any meeting served as Chairperson; expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Jill Fornarola shall be reappointed Secretary of the Conservation Board for calendar year 2019, and shall be paid \$50.00 for any meeting attended; expenses to be paid by voucher incurred; and

**BE IT FURTHER RESOLVED**, that each member of the Conservation Board shall be paid the sum of \$35.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred. The County EMC Liaison will be paid \$40.00 for each meeting attended.

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**RESOLUTION #83 RE: Drainage Committee**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Matt Sinacola & Nicholas Sanguedolce shall be reappointed to the Drainage Committee for a three (3) year term to expire December 31, 2021; expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Matt Sinacola be reappointed Chairperson of the Drainage Committee and shall be paid at the rate of \$60.00 per meeting attended for the calendar year 2019 to be submitted by Voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Scott Beaman shall be appointed as the Vice Chairperson of the Drainage Committee, and shall be paid at the rate of \$60.00 for any meeting served as Chairperson for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Dr. William E. Dingus shall be reappointed Secretary of the Drainage Committee and shall be paid at the rate of \$50.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that each member of the Drainage Committee shall be paid the sum of \$35.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #84 RE: Ethics Committee**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that John Menard, Lynn Fulmore & Caitlin Lindenhovius be reappointed to the Ethics Committee for a three (3) year term to expire December 31, 2021.

**BE IT FURTHER RESOLVED**, that John Menard be reappointed Chairperson of the Ethics Committee for the calendar year 2019.

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**RESOLUTION #85 RE: Historic Preservation Board**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Peter Widener shall be reappointed to the Historic Preservation Board for a four (4) year term to expire on December 31, 2022; and

**BE IT FURTHER RESOLVED**, that Philip Supernault be reappointed the Chairperson to the Historic Preservation board shall be paid at the rate of \$60.00 per meeting attended for the calendar year 2019, expenses to be submitted by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Bonnie Moore be reappointed Vice Chairperson to the Historic Preservation Board shall be paid at the rate of \$60.00 per meeting served as Chairperson for the calendar year 2019, expenses to be submitted by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Linda Hamilton be reappointed Secretary to the Historic Preservation Board and be paid \$50.00 for each meeting attended for the calendar year 2019; and

**BE IT FURTHER RESOLVED**, that members shall be paid at the rate of \$35.00 per meeting attended for the calendar year 2019, expenses to be submitted by voucher as incurred.

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**RESOLUTION #86 RE: Library Board of Trustees**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Karen Reifenstein shall be reappointed to the Library Board of Trustees for a five (5) year term to expire on December 31, 2023; and

**BE IT FURTHER RESOLVED**, that Susan Ackerman per the recommendation of the Library Board of Trustees be reappointed as the President of the Library Board of Trustees for the calendar year 2019.

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**RESOLUTION #87 RE: Chili Parks & Recreation Committee**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that James McLean shall be reappointed to the Chili Parks & Recreation Committee for a three (3) year term to expire December 31, 2021; and

**BE IT FURTHER RESOLVED**, that James Crelly shall be reappointed the Chairperson of the Chili Parks & Recreation Committee and shall be paid at the rate of \$60.00 for each meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Guy Puglia be reappointed Vice Chairperson of the Chili Parks & Recreation Committee and shall be paid at the rate of \$60.00 for any meeting served as Chairperson for the calendar year 2019; and

**BE IT FURTHER RESOLVED**, that Karen Trott be reappointed Secretary to the Chili Parks & Recreation Committee and be paid \$50.00 for each meeting attended for the calendar year 2019; and

**BE IT FURTHER RESOLVED**, that each member of the Chili Parks & Recreation Committee shall be paid the sum of \$35.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #88 RE: Planning Board**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that John (Al) Hellaby shall be reappointed to the Planning Board for a seven (7) year term to expire December 31, 2025; and

**BE IT FURTHER RESOLVED**, that Michael Nyhan be reappointed Chairperson of the Planning Board and shall be paid at the rate of \$305.00 per meeting for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that John (Al) Hellaby be reappointed Vice Chairperson of the Planning Board and shall be paid at the rate of \$305.00 per meeting for the calendar year 2019 for any meeting he serves as Chairperson for the year 2019, and

**BE IT FURTHER RESOLVED**, that the Planning Board will schedule a Liaison to the Architectural Advisory Committee and be paid \$35.00 for each meeting; and

**BE IT FURTHER RESOLVED**, that each member of the Planning Board shall be paid the sum of \$90.00 per meeting attended for the calendar year 2019.

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**RESOLUTION #89 RE: Traffic & Safety Committee**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Brad Grover, George Barnett & Thomas Schreck shall be reappointed to the Traffic & Safety Committee for a three (3) year term to expire on December 31, 2021; and

**BE IT FURTHER RESOLVED**, that Brad Grover shall be reappointed the Chairperson of the Traffic & Safety Committee and shall be paid at the rate of \$60.00 per meeting attended for the calendar year 2019, expenses to be submitted by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Stephen Tarbell shall be reappointed the Vice Chairperson of the Traffic and Safety Committee, and shall be paid at the rate of \$60.00 for any meeting served as Chairperson for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that Stephen Tarbell shall be reappointed Secretary to the Traffic & Safety Committee and be paid \$50.00 for each meeting attended for the calendar year 2019; and

**BE IT FURTHER RESOLVED**, that each member of the Traffic & Safety Committee shall be paid the sum of \$35.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #90 RE: Zoning Board of Appeals**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that Adam Cummings shall be reappointed to the Zoning Board of Appeals for a seven (7) year term to expire on December 31, 2025; and

**BE IT FURTHER RESOLVED**, that Adam Cummings shall be reappointed the Chairperson of the Zoning Board of Appeals; and shall be paid \$159.00 per meeting attended for the calendar year 2019, expenses to be paid by Voucher as incurred; and

**BE IT FURTHER RESOLVED**, that James Wiesner shall be reappointed Vice Chairperson of the Zoning Board of Appeals and shall be paid \$159.00 for any meeting served as Chairperson for the calendar year 2019, expenses to be paid by voucher as incurred; and

**BE IT FURTHER RESOLVED**, that each member of the Zoning Board of Appeals shall be paid the sum of \$84.00 per meeting attended for the calendar year 2019, expenses to be paid by voucher as incurred.

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**RESOLUTION #91 RE: Signature Stamp**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town of Chili has consulted with the Association of Towns of New York State and the Department of Audit and Control concerning the Town's Municipal Home Rule authority to supersede a general provision of the Town Law concerning the powers and duties of a Supervisor {§29(3)}; and

**WHEREAS**, utilizing said authority, the Town Board has adopted a Local Law authorizing the Supervisor to obtain and utilize a facsimile signature stamp; and

**WHEREAS**, the Local Law also authorizes the Town Board to adopt appropriate internal controls regarding the use and safekeeping of said stamp; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor shall be required to have exclusive control and use of any facsimile stamp of his signature and his shall be the only individual authorized to utilize same; and

**BE IT FURTHER RESOLVED**, that the Supervisor shall secure said stamp when not in use by him in a locked metal box which shall be stored in the Town's safe.

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The next meeting of the Chili Town Board is scheduled for Wednesday, January 16, 2019 at 7:00 p.m. at the Chili Town Hall Main Meeting Room.