

**TOWN OF PAVILION
REGULAR & ORGANIZATIONAL MEETING
JANUARY 8, 2014
7:00 P.M.**

The Town Board of the Town of Pavilion held the regular monthly meeting and organizational meeting on January 8, 2014 at the Town Hall, One Woodrow Drive, Pavilion, New York 14525 at 7:00 p.m. Present were:

Supervisor Theron Howard
Councilperson Linda Thompson
Councilperson Thomas Klapper
Councilperson Bruce Stisser
Councilperson Ron Zarbo

Others: Clerk Lucinda Starr & Donald Carney
Supervisor Howard opened the meeting at 7:05 PM followed by the pledge to the flag.

ORGANIZATIONAL MEETING

The following resolutions were presented to the Town board.

Resolution No. 1 2014 (Approve Town Board Meetings)

RESOLVED: Regular Town Board meeting will be held the 2nd Wednesday of the month at 7:30 P.M. at the town building except for November 5, 2014 & December 26, 2014 at 6:00 PM

Resolution No. 2 2014 (Approve Official depositories)

RESOLVED official depositories for the Town funds will be Five Star Bank, Steuben Trust Company and Bank of Castile.

Resolution No. 3 2014 (Approve Snow & Ice Removal & Mowing)

RESOLVED Approved Snow, Ice Removal and mowing at county rate

Resolution No. 4 2014 (Approve mileage)

RESOLVED Mileage rate for Town officials on Town business will be \$.565 per mile

Resolution No. 5 2014 (Bonding)

RESOLVED Approval of bonding for the Supervisor, Deputy Supervisor, Town Clerk, Deputy Town Clerk, Highway Superintendent , Justices and Court Clerks in the amount of 900,000.00 and direct that the undertaking be filed with the Town Clerk.

Resolution No. 6 2014 (Supervisor Annual Report)

RESOLVED Allow the Supervisor 60 days to submit the annual report with an additional extension of 60 days, if properly requested from Office of State Controller.

Resolution No. 7 2014 (Purchase stone, salt, crushed aggregate, sluice pipe and oil)

RESOLVED purchase stone, salt, crushed aggregate, sluice pipe and oil at County prices.

Resolution No. 8 2014 (Daily News)

RESOLVED designated the Daily News as the official papers of notice.

Resolution No. 9 2014 (Pavilion Fire District)

RESOLVED pay the Pavilion Fire District the amount of \$191,519.00 for fire protection for 2014.

Resolution No. 10 Resolution No. 10 2013 (Investments)

RESOLVED authorize the Supervisor to invest Town moneys.

Resolution No. 11 2014 (Highway Department General Repairs and Capital Improvement accounts)

RESOLVED authorize the expenditure of \$10,000.00 for the Highway department General Repairs and Capital Improvement accounts without bid or prior board approval.

Resolution No. 12 2014 (Town Board meetings)

RESOLVED meeting dates

TOWN BOARD MEETINGS FOR THE YEAR 2014

January 8, 2014	July 9, 2014
February 12, 2014	August 13, 2013
March 12, 2014	September 10, 2014
April 9, 2014	October 8, 2014
May 14, 2014	November 5, 2014
June 11, 2014	December 10, 2014
	December 29, 2014 @6:00PM

This is a list of regular monthly scheduled meetings on the second Wednesday of each month. All meetings start at 7:30 PM and will be held at the Town Hall.

Resolution No. 13 2014 (Planning Board meetings)

RESOLVED meeting dates

Meeting dates Planning Board

PLANNING BOARD MEETINGS FOR THE YEAR 2014

January 14, 2014	July 8, 2014
February 11, 2014	August 12, 2014
March 11, 2014	September 9, 2014
April 8, 2014	October 14, 2014
May 13, 2014	November 11, 2014
June 10, 2014	December 9, 2014

This is a list of scheduled meetings on the second Tuesday of each month. If there is no need for a meeting, it will be cancelled and notice will be provided. All meetings start at 7:00PM and will be held at the Town Hall.

Resolution No. 14 2014 (Set pay periods)

RESOLVED Setting pay periods as follows:

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- Biweekly:
 - MEO, Highway laborers, Highway Superintendent, Library Clerk and Library Manager, Supervisor, Budget Director, Councilpersons, Justices, Town Clerk, Refuse Labors, Court Clerk & Library Cleaner
- Quarterly:
 - Planning & Zoning Board members
- Annually:
 - Registrar of Vital Statistics, Historian, Deputy Clerk, Deputy Supervisor.

Resolution No. 15, 2014 (Approve Procurement Policy)

The Town Board of the Town of Pavilion, Genesee County, NY has reviewed and hereby approve the procurement policy as is for 2014.

Resolution No. 16, 2013 (Approve prepayment of certain bills prior to board approval)

Authorizing the Supervisor to pay claims for public utilities, postage, freight, express charges, and credit cards before they are audited.

Resolution No. 17, 2014 (Approval of Holidays)

RESOLVED Approve 13 Holidays; New Years Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran’s Day, Thanksgiving Day and day after, Day before Christmas, Christmas Day, 1 Floating Holiday.

Resolution No. 18, 2014 (approve appointment for 2014)

RESOLVED, that the Town board of the Town of Pavilion, Genesee County, NY approve the following appointments for 2014:

*To contract with Jamie Welch to provide legal services for the Town of Pavilion as an “at will” independent contractor pursuant to Retainer Agreement at the rate of \$140.00 per hour.

* To retain Baldwin Business Service for accounting and payroll services for the Town of Pavilion

* To retain Bonadio Group LLP as auditor for the Town of Pavilion.

* To retain Deborah Worthington as Planning Board and Zoning Board secretary

*To retain Thomas Klapper as Deputy Supervisor

* To retain Sarah Kingdon as Deputy Town Clerk

* To retain Lucinda Starr as Sewer Bill Clerk

* To retain Lucinda Starr as Registrar of Vital Statistics

* To appoint Donald Brooks as a member of the Planning Board member term to end 12/31/2020

* To appoint Scott Savidge as a member of the Zoning Board of Appeals term to end 2018

* To appoint Deborah Davis to the Library Board of Trustees, term ends 12/31/18

* Appoint Katherine Werner as Town Historian

* To retain David DiMatteo & David Roach as Prosecutor for the Town of Pavilion

Resolution No. 19, 2014 (Omnibus resolution)

RESOLVED Adopt Omnibus resolution that the Town Board of the Town of Pavilion NY, Genesee County approve the Supervisor to approve budget transfers which may result from the Auditors findings.

Resolution No. 20, 2014 (Official undertaking)

The Town Board of The Town of Pavilion, Genesee County, NY approve the Official Undertaking of the Municipal Officials

Resolution No. 21 2014, (set wages for 2014)

RESOLVED, that the Town board of the Town of Pavilion, Genesee County, NY approve the following wages for 2014:

Set wages for elected officials as follows:

- Supervisor \$ 16,000/year
- Deputy Supervisor \$ 1350year
- Town Councilperson \$ 13,600/yr
(4) each @ \$3400/yr
- Town Justice #1 \$ 9180/year
- Town Justice #2 \$ 9180/year
- Town Clerk \$16,000/year
- Hwy. Superintendent \$53,500/year

Set wages for appointed officials as follows:

- Highway Laborer \$10.51/hr
- Budget Director \$4,000/yr
- Tax Collector \$2500/yr
- Personal Services \$5,500/yr
- Deputy Clerk /Registrar \$200.00/year
- Janitor \$15.00/hr
- Refuse Laborer \$11.00 & 13.00/hr
- Historian \$1000.00/yr
- Registrar Vital Statistics \$500.00/yr
- Planning Board, chairman \$450.00/yr
- Planning Board, member \$350.00/yr
- Zoning Board, chairman \$35.00/meeting
- Zoning Board members & alternate \$30/meeting
- Planning/Zoning, Secretary \$35.00/hr
- Board Assessment Review, Chairman \$70.00/day
- Board Assessment Review, Member \$55.00/day
- Court Clerk \$12.50/hr
- Assessor 5hr/wk. contract with LeRoy. Additional hours upon prior approval of Supervisor

- Sewer Bill Collector \$4000.00/yr
- Election worker- short day \$135.00
- Election worker – long day \$160.00
- Election Coordinator – short day \$185.00
- Election coordinator – long day \$210.00
- Mileage \$.565
- Library Director \$12,764.00/year
- Library Clerk #1 Sally Wellman \$8.61/hr.
- Library Clerk #2 Bonnie \$8.23/hr.
- Library Cleaner \$8.62/hr.

Supervisor Howard asked if any Board member make a motion to have any of the foregoing resolutions voted separately. No such motion was presented .

Councilperson Thompson offered a motion, seconded by Councilperson Stisser to adopt Resolutions 1 thru 21.

Approved by roll call vote (5-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Bruce Stisser	Aye
Councilperson Ron Zarbo	Aye

Councilman Klapper offered a motion 7:28PM PM to adjourn the organizational meeting, seconded by Councilman Thompson.

REGULAR MEETING

Regular Town Board meeting was called to order by Supervisor Howard at 7:29PM

Councilperson Klapper offered a motion, seconded by Councilperson Stisser, to approve the December 30, 2013 minutes of the year end meeting as submitted.

Approved by unanimous vote (5-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Bruce Stisser	Aye
Councilperson Ron Zarbo	Aye

Councilperson Thompson offered a motion, seconded by Councilperson Klapper, to authorize the clerk to draw a warrant on the supervisor to pay bills. General \$26,572.13; Water \$ 19.97; Library \$1822.22 Sewer \$6,214.92; Highway \$14,627.17. TOTAL \$49,256.41.

A motion was offered by Supervisor Howard, seconded by Councilperson Thompson To approve monthly operating statement, monthly bank statements, clerk report & annual clerk report.

Approved by unanimous vote (5-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Bruce Stisser	Aye
Councilperson Ron Zarbo	Aye

Donald Carney addressed the board regarding a neighbors yearly party on Linwood Rd. Still has concerns of the road being closed and damaged because of racing and danger to the people attending. The problem was discussed and still was decided that it is a police department matter.

Reviewed letter from Assessor Ken Pike to update computer or the purchase of a laptop. Supervisor Howard will talk with Supervisor Steve Barbeau about request.

Letter from Camden Group increasing rate from \$2512.00 to \$2549.68 per month for maintenance and operating sewer plant.

Councilman Stisser offered a motion at 8:00PM to adjourn the meeting, seconded by Councilman Klapper Voting all ayes.

Respectfully submitted,

Lucinda Starr Pavilion Town Clerk