

**TOWN OF PAVILION
ORGANIZATIONAL MEETING
JANUARY 2, 2015
4:00 P.M.**

The Town Board of the Town of Pavilion held the organizational meeting on January 2, 2015 at the Town Hall, One Woodrow Drive, Pavilion, New York 14525 at 4:00 p.m. Present were:

Supervisor Theron Howard
Councilperson Linda Thompson
Councilperson Thomas Klapper
Councilperson RonZarbo
Councilperson Dean Davis Absent

Others: Clerk Lucinda Starr, Jamie Cleveland, Edgar & Mary Louise Hollwedel
Supervisor Howard opened the meeting at 4:10 PM followed by the pledge to the flag.

Councilperson Klapper offered a motion, seconded by Councilperson Thompson to adopt

Resolution No. 1, 2015 (Approve Town Board Meetings)

RESOLVED: Regular Town Board meeting will be held the 2nd Wednesday of the month at 7:00 P.M. at the town building except for November 4, 2015 & December 28, 2015. December 28 meeting to start at 6:00 PM.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard Aye
Councilperson Linda Thompson Aye
Councilperson Thomas Klapper Aye
Councilperson RonZarbo Aye
Councilperson Dean Davis Absent

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo to adopt

Resolution No. 2, 2015 (Approve Official depositories)

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

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard Aye
Councilperson Linda Thompson Aye
Councilperson Thomas Klapper Aye
Councilperson Ron Zarbo Aye
Councilperson Dean Davis Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt **Resolution No. 3, 2015** (Approve Snow & Ice Removal & Mowing)

RESOLVED: Approved Snow, Ice Removal and mowing at county rate

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo to adopt **Resolution No. 4, 2015** (Approve mileage)

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

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, seconded by Councilperson Thompson to adopt.

Resolution No. 5, 2015 (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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt.

Resolution No. 6, 2015 (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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, seconded by Councilperson Klapper to adopt.

Resolution No. 7, 2015 (Purchase stone, salt, crushed aggregate, sluice pipe and oil)

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

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo to adopt.

Resolution No. 8, 2015 (Daily News)

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

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt.

Resolution No. 9, 2015 (Pavilion Fire District)

RESOLVED: Pay the Pavilion Fire District the amount of \$194,354.00 for fire protection for 2015.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Thompson offered a motion, seconded by Councilperson Klapper to adopt.

Resolution No. 10 Resolution No. 10 2015 (Investments)

RESOLVED: authorize the Supervisor to invest Town moneys.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye

Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt.
Resolution No. 11, 2015 (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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Thompson to adopt.

Resolution No. 12, 2015 (Town Board meetings)

RESOLVED: Meeting dates

TOWN BOARD MEETINGS FOR THE YEAR 2015

January 14, 2015	July 8, 2015
February 11, 2015	August 12, 2015
March 11, 2015	September 9, 2015
April 8, 2015	October 14, 2015
May 13, 2015	November 5, 2015
June 10, 2015	December 9, 2015
	December 28, 2015 @6:00PM

This is a list of regular monthly scheduled meetings on the second Wednesday of each month. All meetings start at 7:00 PM and will be held at the Town Hall.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Thompson to adopt.

Resolution No. 13, 2015 (Planning Board meetings)

RESOLVED: Meeting dates

Meeting dates Planning Board

PLANNING BOARD MEETINGS FOR THE YEAR 2015

January 13, 2015	July 14, 2015
February 10, 2015	August 11, 2015
March 10, 2015	September 8, 2015
April 14, 2015	October 13, 2015
May 12, 2015	November 10, 2015
June 9, 2015	December 8, 2015

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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt.

Resolution No. 14, 2015 (Set pay periods)

RESOLVED: Setting pay periods as follows:

Setting pay periods as follows:

- 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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo to adopt.
Resolution No. 15, 2015 (Approve prepayment of certain bills prior to board approval)

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

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Thompson to adopt.

Resolution No. 16, 2015 (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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Thompson to adopt.

Resolution No. 17, 2015 (approve appointment for 2015)

RESOLVED, that the Town board of the Town of Pavilion, Genesee County, NY approve the following appointments for 2015:

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo
*To contract with Reid Whiting 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.

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo
* To retain Baldwin Business Service for accounting and payroll services for the Town of Pavilion

Councilperson Thompson offered a motion, seconded by Councilperson Klapper
*To retain the Bonadio Group as auditors for the Town of Pavilion

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo

- To retain Jennifer Davis as Planning Board and Zoning Board secretary

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo
*To retain Thomas Klapper as Deputy Supervisor

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo
*To retain James Cleveland as Interim Deputy Highway Superintendent

Councilperson Thompson offered a motion, seconded by Councilperson Klapper
*To retain Dean Davis as Town Councilperson term to expire 12/31/2015

Councilperson Zarbo offered a motion, seconded by Councilperson Thompson

- To retain Sarah Kingdon as Deputy Town Clerk

Councilperson Klapper offered a motion, seconded by Councilperson Thompson

- To retain Lucinda Starr as Sewer Bill Clerk

Councilperson Klapper offered a motion, seconded by Councilperson Thompson

- To retain Lucinda Starr as Registrar of Vital Statistics

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo

- To appoint Robert LaPoint as a member of the Planning Board member term to end 12/31/2021

Councilperson Thompson offered a motion, seconded by Councilperson Klapper

- To appoint Gary Kingsley as member of the Planning Board Alternate term ends 12/31/2016

Councilperson Thompson offered a motion.

* To appoint Charles Cottman to the Library Board of Trustees, term ends 12/31/19.

The motion was not second so the motion failed for lack of a second and position is still open

Councilperson Zarbo offered a motion, second by Supervisor Howard

- Appoint Katherine Werner as Town Historian

Councilperson Thompson offered a motion, seconded by Councilperson Zarbo

- To appoint John Noble as Board of Assessment Review Member term to end 2019

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo

- To retain Town of Batavia as Zoning & Code Enforcement Officials

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo

*To retain Town of Batavia & Leroy for Assessment Services

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, seconded by Councilperson Thompson

Resolution No. 18, 2015(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.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, second by Supervisor Howard

Resolution No. 19, 2015 (Official Undertaking)

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

Councilperson Klapper offered a motion, seconded by Councilperson Thompson

Resolution No. 20, 2015 (set wages for 2015)

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/yr
- Deputy Supervisor \$ 2000/yr
- Town Councilperson \$ 15,200/yr
(4) each @ \$3,800/yr
- Town Justice #1 \$ 9380/yr
- Town Justice #2 \$ 8980/yr
- Hwy. Superintendent \$53,500/year
- Town Clerk \$17,000/yr

Set wages for appointed officials as follows:

- Highway Laborer \$11.00/hr
- Budget Director \$5000/yr
- Tax Collector \$2500/yr
- Personal Services \$5,500/yr
- Deputy Clerk /Registrar \$200.00/year
- Janitor \$15.00/hr
- Refuse Laborer \$11.17 & 13.20/hr
- Historian \$1000.00/yr

- Registrar Vital Statistics \$500.00/yr
- Planning Board, chairman \$600.00/yr
- Planning Board, member \$400.00/yr
- Zoning Board, chairman \$35.00/meeting
- Zoning Board members & alternate \$30/meeting
- Planning Secretary \$50.00/meeting
- Board Assessment Review, Chairman \$65.00/day
- Board Assessment Review, Member \$50.00/day
- Court Clerk \$14.00/hr
- Assessor 5hr/wk. contract with LeRoy.
Additional hours upon prior approval of Supervisor
- Sewer Bill Collector \$2800.00/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 \$13,020.00/yr
- Library Clerk #1 Sally Wellman \$8.85/hr
- Library Clerk #2 Bonnie \$8.75/hr

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, seconded by Councilperson Thompson

Resolution No. 21, 2015:Return check fee

RESOLVED: Set return check fee in the amount of \$35.00

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Councilperson Zarbo

Resolution No. 22, 2015: Planning Board as lead agency

RESOLVED: Name Town of Pavilion Planning Board as lead agency for Dollar General for SEQRA review.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Zarbo offered a motion, seconded by Councilperson Thompson

Resolution No 23 2015: Reduction of Speed Limit

WHEREAS, the Town Planning Board have expressed concern regarding unsafe traffic conditions on Big Tree Rd.; and

WHEREAS, the Town of Pavilion is requesting the speed limit heading east to Perry Road to continue and be reduced to 35MPH on Big Tree Rd all the way to the intersection of Perry Rd. The current speed limit is 55 MPH.

WHEREAS, the Town of Pavilion requests the NYSDOT review the proposed retail store location and address in a letter to the Town of Pavilion Town Board if any necessary improvements are required by the NYSDOT for the proposed retail site entrance and the roadway.

NOW, THEREFORE, BE IT

RESOLVED, the Pavilion Town Board hereby petitions the New York State Department of Transportation by way of this resolution to consider a speed reduction from 55 MPH to 35 MPH on Big Tree Road heading east to continue to the Perry Road intersection and requests the NYSDOT advise the Town Board of any other improvements that may be necessary.

**Please see attachment showing specific request for reduction of speed limit location and a site plan showing proposed retail development.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilperson Klapper offered a motion, seconded by Supervisor Howard

Resolution No 24, 2015: Set Public Hearing

RESOLVED: Set Public Hearing for January 14, 2015 at 7:00 for Local Law # 1
2015 for Best Value Purchasing.

Approved by unanimous vote (4-0). Voting was as follows:

Supervisor Theron Howard	Aye
Councilperson Linda Thompson	Aye
Councilperson Thomas Klapper	Aye
Councilperson Ron Zarbo	Aye
Councilperson Dean Davis	Absent

Councilman Thompson made a motion 5:05PM to adjourn meeting seconded by Councilperson Zarbo.

Voting all ayes.

Respectfully submitted,

Lucinda Starr Pavilion Town Clerk