

**TOWN OF PAVILION
ORGANIZATIONAL MEETING
JANUARY 6, 2016
7:00 P.M.**

The Town Board of the Town of Pavilion held the organizational meeting on January 6, 2016 at the Town Hall, One Woodrow Drive, Pavilion, New York 14525 at 7:00 p.m Present were:

Supervisor Theron Howard
Councilperson Dean Davis
Councilperson Robert LaPoint
Councilperson John Rudgers
Councilperson Linda Thompson

Others: Clerk Cindy Starr & Jamie Cleveland

Supervisor Howard opened the meeting at 7:00 PM followed by the pledge to the flag.

Additions to agenda:

- ~Superior Energy public hearing delay
- ~Teamsters Union agreement

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt **Resolution No. 1, 2016:** (Revise 2016 Town Budget)

RESOLVED: Approve revised 2016 budget in the amount of \$1,572,968.95

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt
Resolution No. 2, 2016: Public Hearing delay

RESOLVED: Per request from Superior Energy delay Public Hearing scheduled for January 13, 2016.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Thompson to adopt
Resolution No. 3, 2016: Teamsters Union agreement

RESOLVED: Approve Teamsters Union agreement, with 1.53% increase subject to contract review.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Rudgers to adopt

Resolution No. 4, 2016 (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 2, 2016 & December 28, 2016. December 28 meeting to start at 6:00 PM.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Davis to adopt

Resolution No. 5, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

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

Resolution No. 6, 2016 (Approve Snow & Ice Removal & Mowing)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Rudgers to adopt

Resolution No. 7, 2016 (Approve mileage)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt.

Resolution No. 8, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Rudgers to adopt.

Resolution No. 9, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt.

Resolution No. 10, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt.

Resolution No. 11, 2016 (Daily News)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

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

Resolution No. 12, 2016 (Pavilion Fire District)

RESOLVED: Pay the Pavilion Fire District the amount of \$196,243.00 for fire protection for 2016.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

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

Resolution No. 13 2016 (Investments)

RESOLVED: authorize the Supervisor to invest Town moneys.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |

Councilperson Linda Thompson Aye

Councilperson LaPoint offered a motion, seconded by Councilperson Davis to adopt.
Resolution No. 14, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Thompson offered a motion, seconded by Councilperson Davis to adopt.
Resolution No. 15, 2016 (Town Board meetings)

RESOLVED: Meeting dates

TOWN BOARD MEETINGS FOR THE YEAR 2016

| | |
|-------------------|----------------------|
| January 13, 2016 | July 13, 2016 |
| February 10, 2016 | August 10, 2016 |
| March 9, 2016 | September 14, 2016 |
| April 13, 2016 | October 12, 2016 |
| May 11, 2016 | November 2, 2016 |
| June 8, 2016 | December 14, 2016 |
| | December 28 @6:00 pm |

This is a list of regular monthly scheduled meetings on the second Wednesday of each month.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint to adopt.
Resolution No. 16, 2016 (Planning Board meetings)

RESOLVED: Meeting dates

Meeting dates Planning Board

PLANNING BOARD MEETINGS FOR THE YEAR 2016

| | |
|------------------|--------------------|
| January 12, 2016 | July 12, 2016 |
| February 9, 2016 | August 9, 2016 |
| March 8, 2016 | September 13, 2016 |
| April 12, 2016 | October 11, 2016 |
| May 10, 2016 | November 8, 2016 |
| June 14, 2016 | December 13, 2016 |

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 canceled and notice will be provided. All meetings start at 7:00pm and will be held at the Town Hall.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

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

Resolution No. 17, 2016 (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 (5-0). Voting was as follows:

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Davis to adopt.
Resolution No. 18, 2016 (Procurement Policy)

RESOLVED: The Town Board of the Town of Pavilion, Genesee County , NY
has reviewed and approves the procurement policy as is for 2016 with
certain changes to be completed by the next board meeting.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Rudgers to adopt.
Resolution No. 19, 2016 (Approve prepayment of certain bills prior to board
approval)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Thompson to adopt.
Resolution No. 20, 2016 (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 (5-0). Voting was as follows:

| | |
|-----------------------|-----|
| Supervisor Ted Howard | Aye |
|-----------------------|-----|

| | |
|------------------------------|-----|
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Rudgers to adopt.
Resolution No. 21, 2016 (approve appointment for 2016)

RESOLVED, that the Town board of the Town of Pavilion, Genesee County, NY approve the following appointments for 2016:

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

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

Councilperson Davis offered a motion, seconded by Councilperson Rudgers
*To retain Katherine Werner as Court Clerk subject to the control of the Town Justices

Councilperson LaPoint offered a motion, seconded by Councilperson Davis
*To retain Kelly Kinney as Planning Board and Zoning Board secretary.

Councilperson LaPoint offered a motion, seconded by Councilperson Rudgers

*To retain Dean Davis as Deputy Supervisor

Councilperson LaPoint offered a motion, seconded by Councilperson Davis

*To retain James Cleveland as Interim Deputy Highway Superintendent (As per collective bargaining agreement)

Councilperson Davis offered a motion, seconded by Councilperson Rudgers

*To retain Lucinda Starr as Sewer Bill Clerk

Councilperson Rudgers offered a motion, seconded by Councilperson Davis

*To retain Sarah Kingdon as Deputy Town Clerk

Councilperson Rudgers offered a motion, seconded by Councilperson Davis

*To retain Lucinda Starr as Registrar of Vital Statistics

Councilperson LaPoint offered a motion, seconded by Councilperson Davis

*To appoint Craig Prucha as a member of the Planning Board member term to end 12/31/2022

Councilperson Davis offered a motion, seconded by Supervisor Howard

*Appoint Daniel LaPoint as member of the Zoning Board of Appeals term to end 12/31/2020

Councilperson Davis offered a motion, seconded by Councilperson LaPoint.

*Appoint Linda Williams as Youth Recreation member term to end 12/31/2022

Councilperson LaPoint offered a motion, seconded by Councilperson Rudgers

*To appoint Sarah Kingdon as Board of Assessment Review Member term to end 2020

Councilperson Davis offered a motion, seconded by Councilperson LaPoint

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

Councilperson Davis offered a motion, seconded by Councilperson LaPoint

*To retain Town of Batavia & Leroy for Assessment Services

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, second by Councilperson Davis

Resolution No. 22, 2016 (Official Undertaking)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Thompson

Resolution No. 23, 2016(Omnibus resolution)

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson Thompson

Resolution No. 24, 2016 (set wages for 2016)

RESOLVED: That the Town board of the Town of Pavilion, Genesee County, NY approve the following wages for 2016:

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 includes \$400.00 for administrated duties
- Town Justice #2 \$ 8980/yr
- Hwy. Superintendent \$45,000/year
- Town Clerk \$17,000/yr

Set wages for appointed officials as follows:

- Highway Laborer \$11.00/hr
- Budget Director \$5000/yr
- Tax Collector \$2600/yr
- Personal Services \$5,500/yr
- Deputy Clerk /Registrar \$200.00/year
- Janitor \$15.00/hr
- Refuse Laborer \$11.17 & 13.20/hr
- 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 \$12,285.00/yr
- Library Clerk #1 Sally Wellman \$9.00/hr
- Library Clerk #2 Bonnie \$9.00/hr

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint

Resolution No. 24, 2016: Return check fee

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

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Davis offered a motion, seconded by Councilperson LaPoint

Resolution No. 25, 2016: Surplus equipment

RESOLVED: Declare highway cell phone as surplus equipment.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson Thompson offered a motion, seconded by Councilperson Rudgers

Resolution No. 26, 2016: Highway Superintendent cell phone

RESOLVED: Reimburse Highway Superintendent Joel Offhaus \$50.00/month for cell phone use.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Rudgers

Resolution No. 27, 2016: Lawrence Dagan resignation

RESOLVED: Accept Lawrence Dagan resignation from Planning Board.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilperson LaPoint offered a motion, seconded by Councilperson Thompson

Resolution No. 28, 2016: Planning Board Member

RESOLVED: Appoint Gary Freeman as Planning Board member.

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

| | |
|------------------------------|-----|
| Supervisor Ted Howard | Aye |
| Councilperson Dean Davis | Aye |
| Councilperson Robert LaPoint | Aye |
| Councilperson John Rudgers | Aye |
| Councilperson Linda Thompson | Aye |

Councilman Davis made a motion at 9:05PM to adjourn meeting seconded by Councilperson LaPoint. Voting all ayes.

Respectfully submitted,

Lucinda Starr, Town Clerk

