

TOWN OF BETHANY

ORGANIZATIONAL & REGULAR TOWN BOARD MEETING

11 JANUARY 2016

Supervisor Hyde opened the January 12, 2015 Organizational Town Board Meeting at 7:00 p.m. with a prayer offered by Councilman Wenhold followed by the Pledge of Allegiance.

Town Officials in Attendance were:

- | | |
|----------------------------|------------------------------|
| Carl Hyde, Jr., Supervisor | Daniel Adams, Councilman |
| Susan Neer, Councilwoman | Jeffrey Fluker, Councilman |
| Timothy Embt, Councilman | Debbie Douglas, Town Clerk |
| William Shea, Town Justice | Thomas McBride, Town Justice |
| Linda Schmidt, Historian | |

Town Officials Absent were:

Joel Merle, Highway Superintendent – Plowing snow

Attendees to the Meeting were:

- | | |
|---------------|------------------|
| Maelynn Hyde | Don Schmidt |
| Sandy Fluker | Deborah Donnelly |
| Gary Donnelly | Greg Miller |
| Carl Hyde | Cathy Hyde |
| Vicki Wolak | Barb Czworka |

Elected Officials – Oath of Office

- Town Justice Thomas McBride issued the Oath of Office to Supervisor Carl Hyde, Town Clerk Debbie Douglas, Councilman Jeffrey Fluker, Councilman Timothy Embt and Town Justice William Shea.

Appointments

A **MOTION** was made by Councilman Fluker and seconded by Councilwoman Neer to make appointments as follows:

- | | |
|------------------------------------|-------------------------------|
| Deputy Supervisor | Daniel Adams |
| CEO/ZEO | Thomas Douglas |
| Dog Control Officer | Genesee County Animal Control |
| Historians | Linda Schmidt |
| Bookkeeper | Denise Veerecken |
| Assistant Bookkeeper | Debbie Douglas |
| Registrar | Debbie Douglas |
| Deputy Registrar | Cynthia Schafer |
| Cap 1 Assessor | Deborah Conti |
| Veteran’s Officer | Edward Wies |
| RMO/RAO | Debbie Douglas |
| Court Officer | Joseph Nowakowski |
| Planning Board Chair | Daniel Street |
| Zoning Board of Appeals Chair | Nancy Burke |
| Planning Board Member | VACANT |
| Planning Board Secretary/Alternate | VACANT |

Zoning Board of Appeals Member	Nancy Burke
Assessment Review Board	William Elsasser
Attica Medical Center Representative	Susan Neer
Retained Legal Council	David M. DiMatteo, Esq.
Insurance Agency	NYMIR-Thomkins Agency
First Depository	Five Star Bank
Second Depository	Bank of Castile
Third Depository	M & T Bank
Official Newspaper	The Daily News
	(Drummer & Pennysaver as needed)
Retained Consulting Firm	Clark Patterson Lee
Mileage Rate	\$.50

The motion **PASSED** with the following Roll Call Vote:

Supervisor Hyde – Yes	Councilman Adams – Absent
Councilwoman Neer – Yes	Councilman Fluker – Yes
Councilman Embt - Yes	

Swearing in of Appointees

The Oath of Office was administered to the following appointees:

- Debbie Douglas, RMO/RAO
- Linda Schmidt, Historian

All remaining appointees will appear before the Town Clerk to be sworn in.

RESOLUTION #1-2016 SETTING OF SALARIES

On **MOTION** of Councilman Adams duly seconded by Councilwoman Neer 2016 Salaries are set as follows per the Town of Bethany Budget for the Year 2016.

TOWN OF BETHANY
2016 SALARY SCHEDULE
January 11, 2016

POSITION	NAME	SALARY
Town Supervisor	Carl Hyde Jr.	\$ 6,375.00
Council Member	Daniel Adams	\$ 1,701.25
Council Member	Timothy Embt	\$ 1,701.25
Council Member	Susan Neer	\$ 1,701.25
Council Member	Jeffrey Fluker	\$ 1,701.25
Town Clerk	Debbie Douglas	\$22,666.00
Tax Collector	Debbie Douglas	\$ 3,090.00
Highway Superintendent	Joel Merle	\$45,000.00
Town Justice	William Shea	\$ 9,342.00
Town Justice	Thomas McBride	\$ 9,342.00
Assessor	Deborah Conti	\$19,231.00
Code Enforcement Officer	Thomas Douglas	\$ 2,000.00
Zoning Enforcement Officer	Thomas Douglas	\$ 7,416.00
Deputy Town Supervisor	Daniel Adams	\$ 1,000.00
Deputy Town Clerk	Cynthia Schafer	\$ 10.00/hr
Deputy Tax Collector	Cynthia Schafer	\$ 10.00/hr
2 nd Deputy Town Clerk		\$ 9.50/hr
Deputy Highway Superintendent	Mark Heale	\$.50/hr
Court Justice Clerk	Deborah Shufelt	\$ 1,758.50

Court Justice Clerk	Jillian Welch	\$ 1,758.50
Court Officer	Joseph Nowakowski	\$ 12.50/hr
Registrar of Vital Statistics	Debbie Douglas	\$ 412.00
Control of Dogs (Licensing)	Debbie Douglas	\$ 1,000.00
Financial Clerk Typist P/T	Denise Veerecken	\$10,450.00
MEO	Mark Heale	\$ 21.38/hr
MEO Season	Adam Miller	\$ 21.38/hr
Laborer P/T	Adam Miller	\$ 11.10/hr
Laborer F/T	Barbara Czworka	\$ 13.05/hr
Laborer P/T (Refuse)	Barbara Czworka	\$ 11.10/hr
Laborer P/T	Jordan Fleming	\$ 11.10/hr
Laborer P/T	Ashley Wolf	\$ 11.10/hr

Motion **PASSED** with the following Roll Call Vote:

- Supervisor Hyde - Yes
- Councilman Adams – Yes
- Councilwoman Neer - Yes
- Councilman Fluker – Yes
- Councilman Embt – Yes

- Supervisor Hyde appointed Councilman Adams as Planning Board Liaison and Councilman Embt as ZBA Liaison.

Meeting Dates – Setting of

A **MOTION** was made by Councilman Fluker and seconded by Councilman Embt to approve the meeting dates for 2016 as follows:

TOWN BOARD MEETINGS

Regular Town Board meetings are held the second Monday of each month at 7:00 p.m.

January 11, 2016	February 8, 2016	March 14, 2016
April 11, 2016	May 9, 2016	June 13, 2016
July 11, 2016	August 8, 2016	September 12, 2016
October 12, 2016*	November 14, 2016	December 12, 2016
Year End Meeting & Open House		December 29, 2016

BETHANY PLANNING BOARD

Town of Bethany Planning Board meetings are held the first Thursday of each month at 7:30 p.m.

January 7, 2016	February 4, 2016	March 3, 2016
April 7, 2016	May 5, 2016	June 2, 2016
July 7, 2016	August 4, 2016	September 1, 2016
October 6, 2016	November 3, 2016	December 1, 2016

ZONING BOARD OF APPEALS

Town of Bethany Zoning Board of Appeals meetings are held, as needed, the fourth Wednesday of each month at 7:30 p.m.

January 27, 2016	February 24, 2016	March 23, 2016
April 21, 2016	May 24, 2016	June 22, 2016
July 27, 2016	August 24, 2016	September 28, 2016
October 26, 2016	November 16, 2016*	December 28, 2016

Any changes in meeting dates will be posted on the Town bulletin board and in the local newspaper.

**** Moved Due To Holiday***

ORGANIZATIONAL MEETING

January 9, 2017 7:00 p.m.

The motion **PASSED** with the following Roll Call Vote:

Supervisor Hyde – Yes	Councilman Adams – Yes
Councilwoman Neer – Yes	Councilman Fluker – Yes
Councilman Embt - Yes	

Resolution #2-2016 Fee Schedule – Setting of

On **MOTION** of Councilman Adams and seconded by Councilwoman Neer to approve the 2016 fee schedule as follows:

FEE SCHEDULE

Permits:

Land Separation	\$ 50.00	Each additional parcel	\$ 15.00
If survey presented at time of application	\$ 25.00	Each additional parcel	\$ 15.00
Special Use Permit	\$250.00		
Subdivision Permit	\$500.00	Each additional parcel	\$ 50.00
Variance	\$200.00		
Site Plan Review (Simple)	\$ 50.00	with Public Hearing	\$100.00
Temporary Mobile Home/RV Permit		\$100.00	
Temporary C of O (3 months)	\$ 50.00		

Note any other fees will be assumed by the applicant which may include fees for additional permit requirements, state/county permit requirements, etc. Once the permit process has begun, fees are non-refundable.

INFORMATIONAL BOOKS:

Bethany Zoning Regulations	\$ 10.00
Bethany Land Separations Regulations	\$ 3.00
Bethany Comprehensive Plan	\$ 1.00

DOG LICENSE FEES:

Spayed/Neutered Dog	\$ 5.00	Unspayed/Unneutered Dog	\$18.00
Senior Discount (over 65)	\$ 2.50	Senior Discount (over 65)	\$10.50
Late Fee	\$ 1.00	Unlicensed Dog Fee	\$ 5.00
Dog Seizure Fine	\$10.00	2nd & consecutive seizures	\$ 20.00
Enumeration Fee	\$ 5.00	Each seizure for owne	

RETURNED CHECKS \$15.00

TRANSFER STATION CARDS:

Twenty (20) punch card	\$ 80.00
Ten (10) punch card	\$ 40.00

MARRIAGE LICENSE FEE

License	\$ 40.00
Additional Certified copy	\$ 10.00

SPORTING LICENSES:

Fees set by New York State

COPIES

Certified & sealed	\$ 10.00 each
Flat Rate	\$.25 each
Genealogy Copy	\$ 1.00 each

ZONING PERMIT FEE SCHEDULE

New Construction—Homes, Additions, Porches, Decks, Renovations	\$ 30.00 plus \$.05 per sq. ft.
Garages, Pole Barns	\$ 25.00 plus \$.05 per sq. ft.
Trailers (When Allowed)	\$ 50.00 plus \$.05 per sq. ft.
Accessory Buildings (less than 200 sq. ft.)	\$ 30.00 plus \$.03 per sq. ft.
Chimneys, Fire Places, Wood Stoves	\$ 25.00
Swimming Pools & Ponds	\$ 50.00
Solar Permit (NY-Sun)	\$ 25.00
Agricultural Building (sq. ft.)	
501—1,000	\$ 15.00
1,001—1,500	\$ 25.00
1,500—2,500	\$ 35.00
2,501—Over	\$ 50.00
Commercial Building (sq. ft.)	
Up to 10,000	\$200.00
10,001—20,000	\$200.00 plus \$5.00 per each additional 1000 sq. ft. over 10,000
20,000—Over	\$200.00 plus \$3.00 per each additional 1000 sq. ft. over 20,000

BUILDING PERMIT/INSPECTION FEE SCHEDULE

New Construction, Trailers	
Up to \$ 5,000	\$ 50.00
\$ 5,001—\$15,000	\$ 90.00
\$15,001—\$25,000	\$125.00
\$25,001—Over	\$125.00 plus \$2.00 per \$1,000 over \$25,000
Additions, Alterations, Decks, Porches, Garages, Pole Barns	
Up to \$5,000	\$ 60.00
\$ 5,001—\$10,000	\$ 70.00
\$10,001—\$20,000	\$ 90.00
\$20,001—\$30,000	\$120.00
\$30,000—Over	\$120.00 plus \$2.00 per \$1,000 over \$30,000
Swimming Pools	
Above Ground	\$125.00

In Ground	\$250.00
Temporary Pool (Initial)	\$ 50.00
Temporary Pool Annual Insp.)	\$ 20.00

Solar (NY-Sun Only) \$ 75.00

Commercial Buildings

Up to \$20,000	\$250.00
\$20,001—\$50,000	\$300.00
\$50,000—Over	\$200 plus \$50.00 per \$1,000 Over \$50,000

Fire Places, Chimneys, Wood Stoves \$ 50.00

FINES

Starting Without Permit	3 times normal fee
Missed Inspection	\$100 per infraction

Inspections of all construction are done in accordance with the NYS Uniform Fire Prevention and Building Code.

Certificates (C of O & C of C) are issued **only when the construction is violation free**, and all health and electrical certificates (if needed) are current and in order, and all fees have been paid.

Dollar value is to be verified by an acceptable contractor. If estimate is based on material and his own labor, the permit will not be issued until an agreement can be reached over the true value of the construction. Any extra time spent for Building Inspector’s evaluation shall be charged at \$50.00 per hour.

Any time spent by the Building Inspector for multiple review of contractor’s plans for acceptability after requested changes are made, shall be charged at \$50.00 per hour.

Any re-inspection for unacceptable work or for any other reasonable cause shall be charged at \$50.00 per hour.

TRANSFER STATION FEES & RULES

Cacner Road

Saturday 8 a.m. – 2 p.m.

(Closed if a holiday falls on a Friday, Saturday, Sunday or Monday)

Users will be required to bring their garbage in 30-gallon trash bags or 30-gallon trashcans.

NO LOOSE TRASH! FOUR BAGS PER HOUSEHOLD PER DAY.

Transfer Station cards will be required for use of the Transfer Station which may be purchased at the Bethany Town Clerk’s office during normal business hours or by mail.

Transfer Station Punch Cards

10 Punches	\$40.00
20 Punches	\$80.00

1. Trash bags and/or cans (30 gallon capacity) \$ 4.00
2. Appliances (washer, dryer, stove) \$ 8.00
3. Furniture - must be broken into small pieces that will \$ 8.00
completely fit into compactor.

- 4. Non-stuffed chairs (Wood or Plastic) \$ 4.00
- 5. Stuffed couches, chairs, sofas, box springs \$ 8.00
- 6. Carpets (68" length or less) and mattresses \$ 8.00
- 7. Refrigerator, air conditioner, freezer - \$ 20.00
Must have refrigerant drained professionally - **Certificate Required**
- 8. Toilets, sinks, plumbing accessories \$ 4.00
- 9. Florescent Lamps **(Must be recycled!!!!)** 8' tubes \$ 4.00(3 tubes)
All others \$ 4.00(6 bulbs)
- 10. Electronics (TVs, Computers, etc.) **Not Accepted—May be taken to ARC in Batavia**

Tires will be accepted for disposal all year long at the following prices:

- 1. Car tire w/o rim \$ 4.00
- 2. Car tire with rim \$ 4.00

Tires of any other size will not be accepted

All plastic, glass, tin and aluminum items must be rinsed of all food particles, exterior wrapping removed. Individuals will be charged for failure to properly rinse recyclables.

PLASTIC #1 - #5

Food, juice and laundry. Flatten plastic containers and remove all caps.

GLASS (CLEAR, GREEN, BROWN)

All tops must be removed.

TIN/ALUMINUM CANS

Tin & Aluminum are separated. Clean aluminum foil is accepted.

PAPER/MAGAZINES/JUNK MAIL

Shredded paper must be bagged. Telephone books are not recycled.

CARDBOARD

Must be flattened

SCRAP METAL

Check with transfer station attendant regarding scrap metal that you would like dispose of.

CONSTRUCTION MATERIAL

Not Accepted

FOR USE BY TOWN OF BETHANY RESIDENTS ONLY

Decisions by the Transfer Station Operator regarding solid waste disposal are final.

The motion **PASSED** with the following Roll Call Vote:

- Supervisor Hyde – Yes
- Councilman Adams – Yes
- Councilwoman Neer – Yes
- Councilman Fluker – Yes
- Councilman Embt - Yes

Fire Company Officers – Approval of

A **MOTION** was made by Councilman Embt and seconded by Councilwoman Neer to approve the Fire Company Officers as follows:

- Chief Jeffrey Fluker
- 1st Assistant Chief Jeffrey Pietrzykowski
- 2nd Assistant Chief Bradley Fluker

President
Vice President
Secretary
Treasurer

James Phillips
John Sczymkowiak
LaurelLi Jackett
Jeffrey Wolak

Board of Directors

2-Year Term

William Shea
Peggy Johnson
Bronwyn Adams

1 Year Term

Mel Davis
Vicki Wolak
Jill Welch

The motion **PASSED** with the following Roll Call Vote:

Supervisor Hyde – Yes
Councilman Wenhold – Yes
Councilman Fluker – Yes
Councilman Adams – Absent
Councilwoman Neer – Yes

RESOLUTION #3-2016 EMERGENCY USE OF HIGHWAY EQUIPMENT

WHEREAS, it may be necessary that the Bethany Volunteer Fire Company may need assistance in gaining access to an emergency scene by way of plowing, moving storm debris, etc; and

WHEREAS, the Town of Bethany Highway Department has or has access to equipment to provide this assistance, now therefore, be it

RESLOVED, that the Town of Bethany Highway Department may use equipment and manpower to assist the Bethany Volunteer Fire Company in gaining access to an emergency scene at the request of the Bethany Volunteer Fire Company.

A **MOTION** was made by Councilman Adams and seconded by Councilman Fluker to approve Resolution #3-2016 “Emergency Use of Highway Equipment”.

The motion **PASSED** with the following Roll Call Vote:

Supervisor Hyde – Yes
Councilwoman Neer – Yes
Councilman Embt - Yes
Councilman Adams – Yes
Councilman Fluker – Yes

RESOLUTION #4-2016 PROCUREMENT POLICY FOR THE TOWN OF BETHANY

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML or any other law; and

WHEREAS, comments have been solicited from those town officials involved with procurement; **NOW THEREFORE**, be it

RESOLVED, that the Town of Bethany does hereby adopt the following procurement policies and procedures;

Guideline 1. All purchases of a) supplies or equipment which will exceed \$10,000 in the fiscal year, or b) public works contracts over \$20,000 shall be formally bid. In the event vendors are unwilling to bid a price for the entire year, as in the case of, say,

heating and fuel oil, the purchaser will follow the measures outlined in Guideline 3 to obtain a favorable spot price.

Guideline 2. Estimated purchases of:

Less than \$10,000 but greater than \$5,000 require a written request for proposal (RFP) and written/fax quotes from three vendors.

Less than \$5,000 but greater than \$1,000 require an oral RFP and oral/fax quotes.

From two vendors.

Less than \$1,000 but greater than \$250 are at the discretion of the Purchaser.

Estimated public works contracts of: Less than \$20,000 but greater than \$10,000 require a written RFP and fax/proposals from three contractors.

Less than \$10,000 but greater than \$3,000 require a written RFP and fax/proposals from two contractors.

Less than \$3,000 but greater than \$500 are at the discretion of the Purchaser.

Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom

Written/fax/oral quotes were solicited, and the quotes offered. The list will be retained with the purchase documentation.

Guideline 3. The lowest responsible proposal or quote will be awarded the purchase or works contract, unless the Purchaser provides written demonstration that it is in the best interest of the town and its taxpayers to award otherwise. If the bidder is deemed not responsible, a justification of that decision shall be filed with the purchase documentation.

Guideline 4. A good faith effort shall be made to obtain the required number of proposals or quotes. If the Purchaser is unable to obtain said proposals or quotes he shall document the effort. The inability to obtain proposals or quotes shall not deter the Purchaser from procurement.

Guideline 5. Except when directed by the Town Board, no solicitation of written proposals or quotes shall be required for the following:

- Acquisition of professional services
- Emergencies
- Sole source situations
- Goods from agencies for the blind or severely handicapped
- Goods from correctional facilities
- Goods from another governmental agency
- Goods purchased at auction
- Goods and services less than \$250
- Public works contracts and services less than \$500

Guideline 6. This policy shall be reviewed annually by the Town Board at its organizational meeting, or as soon thereafter as is reasonably practicable.

A **MOTION** was made by Councilman Fluker and seconded by Councilwoman Neer to approve Resolution #4-2016 Procurement Policy for the Town of Bethany.

The motion **PASSED** with the following Roll Call Vote:

- | | |
|-------------------------|-------------------------|
| Supervisor Hyde – Yes | Councilman Adams – Yes |
| Councilwoman Neer – Yes | Councilman Fluker – Yes |
| Councilman Embt - Yes | |

RESOLUTION #5-2016 OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS

A **MOTION** was made by Councilman Wenhold and seconded by Councilman Fluker to approve Resolution #5-2016 Official Undertaking as follows:

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute and Official Undertaking; and

WHEREAS, we, the Town Board of the Town of Bethany hereby require the Supervisor, Town Clerk, Tax Collector, Town Justice, and Highway Superintendent to execute said Official Undertaking as required by said law;

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Bethany approve the document entitled "Town of Bethany Official Undertaking of Municipal Officers" as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

**TOWN OF BETHANY
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, Carl Hyde, Jr., of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Bethany, and

WHEREAS, Debbie L Douglas, of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Town Clerk of the Town of Bethany, and

WHEREAS, Debbie L. Douglas, of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Town Tax Collector of the Town of Bethany, and

WHEREAS, William Shea, of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Bethany, and

WHEREAS, Thomas McBride, of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Bethany, and

WHEREAS, Joel M. Merle , of the Town of Bethany, County of Genesee, New York, has been elected to the Office of Superintendent of Highways of the Town of Bethany, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Bethany that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any

special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk; and

This undertaking of the Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Tax Collector; and

This undertaking of the Town Justice is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with Tompkins Insurance, in the sum of \$1,000,000.00 for the Tax Collector, Supervisor, Town Clerk, Highway Superintendent and Town Justices to indemnify against losses through the failure of the officers, clerks and employees covered thereunder faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

The motion **PASSED** with the following Roll Call Vote:

- | | |
|-------------------------|-------------------------|
| Supervisor Hyde – Yes | Councilman Adams – Yes |
| Councilwoman Neer – Yes | Councilman Fluker – Yes |
| Councilman Embt - Yes | |

REGULAR TOWN BOARD MEETING

Town Clerk Report – Debbie Douglas

- Presented the Minutes of the December 14, 2015 Regular Town Board meeting.

A motion was made by Councilwoman Neer and seconded by Councilman fluker to approve the Minutes of the December 14, 2015 Regular Town Board meeting as presented. The motion passed with All In Favor.

- Presented the Minutes of the December 30, 2015 Year-End Town Board Meeting.

A motion was made by Supervisor Hyde and seconded by Councilman Fluker to approve the Minutes of the December 30, 2015 Year-End Town Board meeting as presented. The motion passed with All In Favor.

- The Clerk’s Monthly Report and Bank Statements for December were reviewed by the Town Board.

Highway Superintendent Report – Joel Merle presented by Supervisor Hyde

- An “Agreement for the Expenditure of Highway Moneys” was presented to the Town Board for their approval.
 - o The Highway Superintendent is proposing to dedicate \$200,000 of his budget to General Repairs and \$200,000 to Permanent Improvements.
 - o The Board was concerned that if a total of \$400,000of the Highway budget is set aside for a specific purpose it could cause a hardship if

there were to be an emergency since this money cannot be used for anything other than what is stipulated in the agreement.

A motion was made by Councilman Embt duly seconded by Councilman Embt to table the discussion of the "Agreement for the Expenditure of Highway Moneys" for 30 days to allow for further research.

The motion **PASSED** with the following Roll Call Vote:

- Supervisor Hyde – Yes
- Councilman Adams – Yes
- Councilwoman Neer – Yes
- Councilman Fluker – Yes
- Councilman Embt - Yes

- Highway Superintendent Merle asked the Board’s permission to sell the Steam Cleaner. Supervisor Hyde will discuss the disposal of surplus equipment with the Highway Superintendent. There are many items to be disposed of so they will work on putting together a list and discussing the proper procedure for disposing of town property.
- Went with Councilman Adams and Mark Heale to look at the two new trucks. They did come as specified. They are now at Valley Fab where the equipment and boxes are being installed.
- 300’ of guardrail were installed on Molasses Hill Road in December.
- An advertisement for a full-time MEO has been placed in the newspaper.

Town Justice Report – Bill Shea & Tom McBride

- The new laptops are in and SEI will be installing the justice’s program on them. The justices will keep the old computers for a while.
- Justice McBride’s Monthly report for December 2015 was reviewed by the Board.

Historian Report – Linda Schmidt

- The Historian presented her annual report to the Town Board.
- She is already busy in the new year handling requests for information.

Board Committee Reports

Councilwoman Neer

- There is a signed purchase agreement for the Intercommunity Medical Building.

Councilman Fluker

- There was a good turnout for the Fire Department breakfast las Sunday.

OLD BUSINESS

RESOLUTION #6-2016 WATER DISTRICT NO. 2 SEQR RESOLUTION – INTENT TO DECLARE LEAD AGENCY STATUS

At the meeting of the Bethany Town Board held on January 11, 2016, Councilman Fluker moved adoption of the following resolution; Councilwoman Neer seconded the motion and was passed.

“RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) regulations, the Town Board of the Town of Bethany hereby announces its intent to serve as Lead Agency to conduct an environmental review of a project to construct public water supply improvements to serve the Town of Bethany Water District No. 2. Approximately 22,000 linear feet of waterline will be installed along

portions of East Bethany Leroy Road, Clipnock Road, Little Canada Road, and Torrey Road in the Town of Bethany. The project will provide public water to properties that are currently dependent upon individual groundwater supplies that historically have produced very low yields of poor quality water as well as improve fire protection.

FURTHER RESOLVED, the Town Board has determined that, as portions of the project are located within a Genesee County Agricultural District, the proposed action is a Type I action as defined under SEQR; and, be it

FURTHER RESOLVED, that the Town Board hereby accepts Part 1 of the Environmental Assessment of this project, prepared by LaBella Associates, DPC; and, be it

FURTHER RESOLVED, the Town Board will notify the Involved Agencies of its intention to act as Lead Agency for this project and will provide them with a copy of Part 1 of the full Environmental Assessment Form for review during the 30-day comment period.

The motion **PASSED** with the following Roll Call Vote:

- | | |
|-------------------------|-------------------------|
| Supervisor Hyde – Yes | Councilman Adams – Yes |
| Councilwoman Neer – Yes | Councilman Fluker – Yes |
| Councilman Embt - Yes | |

Old Town Hall – Update

- Seneca Logistics contacted Supervisor Hyde and may be interested in purchasing the building for use as a dispatch office. This is a freight company. It was made clear to them that they would not have parking for trucks, etc. They stated that it would be an office only.

NEW BUSINESS

Clothing Allowance – Payment of

- Supervisor Hyde proposed that the clothing allowance specified in the Union contract be paid to the employees at the beginning of each year. This would allow employees to take advantage of clearance sales if they chose to.

On **MOTION** of Councilman Adams, duly seconded by Councilwoman Neer, the clothing allowance specified in the Union contract will be paid to the employees at the beginning of each year.

The motion **PASSED** with the following Roll Call Vote:

- | | |
|-------------------------|-------------------------|
| Supervisor Hyde – Yes | Councilman Adams – Yes |
| Councilwoman Neer – Yes | Councilman Fluker – Yes |
| Councilman Embt - Yes | |

Fixed Asset Log – Compilation of

- Supervisor Hyde is working on compiling a Fixed Asset Log which will satisfy requirements for both the auditors and the insurance company.

Balers – Sale of

- Supervisor Hyde has contacted BE Equipment (the company from which the balers were purchased) to see if they would like to buy the balers back. They

offered \$500 each. The town purchased the balers for \$15,000. Supervisor Hyde is looking for other options.

Warrant

- The Board approved payment of the bills as follows:

	<u>Prepaid</u>	<u>Total</u>
General Fund	\$ 3,911.03	\$ 33,501.36
Highway Fund	\$ 0.00	\$ 4,545.82
Trust & Agency	\$ 0.00	\$ 0.00
Highway Capital Funds Project	\$ 0.00	\$ 0.00
Fire Protection Fund	\$ 0.00	\$ 0.00
Water Fund	\$ 0.00	\$ 0.00

Adjournment

A **MOTION** was made by Councilwoman Neer, duly seconded by supervisor Hyde to adjourn the meeting at 8:50 p.m. The motion **PASSED** with All In Favor.

BY ORDER OF THE
BETHANY TOWN BOARD
DATED: January 14, 2016

Respectfully Submitted,

Debbie L. Douglas, RMC
Bethany Town Clerk