

**TOWN OF BETHANY**

**ORGANIZATIONAL & REGULAR TOWN BOARD MEETING**

**09 JANUARY 2017**

Supervisor Hyde opened the January 9, 2017 Organizational Town Board Meeting at 7:00 p.m. with a prayer offered by Councilman Embt followed by the Pledge of Allegiance.

Town Officials in Attendance were:

- |                            |                                    |
|----------------------------|------------------------------------|
| Carl Hyde, Jr., Supervisor | Timothy Embt, Councilman           |
| Daniel Street, Councilman  | Joel Merle, Highway Superintendent |
| Debbie Douglas, Town Clerk | Thomas Douglas, CEO/ZEO            |
| Linda Schmidt, Historian   | Donald Schmidt, Deputy Historian   |

Town Officials Absent were:

- |                          |                            |
|--------------------------|----------------------------|
| Daniel Adams, Councilman | Jeffrey Fluker, Councilman |
|--------------------------|----------------------------|

Attendees to the Meeting were:

- |                |                |
|----------------|----------------|
| Maelynn Hyde   | Gary Donnelly  |
| Greg Miller    | Joe Nowakowski |
| Steve Whitmore | Jim Phillips   |

**Elected Officials – Oath of Office**

- Town Clerk Debbie Douglas issued the Oath of Office to Councilman Daniel Street.

**RESOLUTION #1-2017 APPOINTMENTS – APPROVAL OF**

A **MOTION** was made by Councilman Embt and seconded by Councilman Street to make appointments as follows:

- |                                    |                               |
|------------------------------------|-------------------------------|
| CEO/ZEO                            | Thomas Douglas                |
| Dog Control Officer                | Genesee County Animal Control |
| Historians                         | Linda Schmidt                 |
| Bookkeeper                         | Denise Veerecken              |
| Registrar                          | Debbie Douglas                |
| Deputy Registrar                   | Audrey Wells                  |
| Cap 1 Assessor                     | Deborah Conti                 |
| Veteran’s Officer                  | Edward Wies                   |
| RMO/RAO                            | Debbie Douglas                |
| Court Officer                      | Joseph Nowakowski             |
| Planning Board Chair               | Diane Fowler                  |
| Zoning Board of Appeals Chair      | Nancy Burke                   |
| Planning Board Member              | David Carli                   |
| Planning Board Secretary/Alternate | VACANT                        |
| Zoning Board of Appeals Member     | Pam Sojda                     |
| Assessment Review Board            | Gail Smith                    |
| Retained Legal Counsel             | 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
Councilman Fluker – Absent	Councilman Embt – Yes
Councilman Street - Yes	

**RESOLUTION #2-2017 SETTING OF SALARIES**

On **MOTION** of Councilman Embt duly seconded by Councilman Street 2017 Salaries are set as follows per the Town of Bethany Budget for the Year 2017.

TOWN OF BETHANY  
2017 SALARY SCHEDULE  
January 9, 2017

<b>POSITION</b>	<b>NAME</b>	<b>SALARY</b>
Town Supervisor	Carl Hyde Jr.	\$ 6,375.00
Council Member	Daniel Adams	\$ 1,701.25
Council Member	Timothy Embt	\$ 1,701.25
Council Member	Daniel Street	\$ 1,701.25
Council Member	Jeffrey Fluker	\$ 1,701.25
Town Clerk	Debbie Douglas	\$23,719.00
Tax Collector	Debbie Douglas	\$ 3,183.00
Highway Superintendent	Joel Merle	\$52,000.00
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	Audrey Wells	\$
10.00/hr		
Deputy Tax Collector	Audrey Wells	\$
10.00/hr		
2 <sup>nd</sup> 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	\$
21.81/hr		
MEO	Adam Miller	\$
21.81/hr		
MEO P/T	Stephen Breckenridge	\$
21.81/hr		

MEO P/T 21.81/hr	Wyatt VanBuren	\$
MEO P/T 21.81/hr	Thomas Dills	\$
Laborer F/T 13.31/hr	Barbara Czworka	\$
Laborer P/T (Refuse) 11.10/hr	Barbara Czworka	\$
Laborer P/T 11.10/hr	David Tidd	\$

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

Supervisor Hyde - Yes	Councilman Adams – Absent
Councilman Fluker – Absent	Councilman Embt – Yes
Councilman Street - Yes	

**RESOLUTION #3-2017 MEETING DATES – SETTING OF**

A **MOTION** was made by Councilman Embt and seconded by Councilman Street to approve the meeting dates for 2017 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  
**ORGANIZATIONAL MEETING January 9, 2017 7:00 p.m.**

**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***

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

Supervisor Hyde – Yes  
Councilman Fluker – Absent  
Councilman Street - Yes

Councilman Adams – Absent  
Councilman Embt – Yes

**Resolution #4-2017 FEE SCHEDULE – SETTING OF**

On **MOTION** of Councilman Embt and seconded by Councilman Street to approve the 2017 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 per owner	

**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
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Flat Rate \$ .25 each  
 Genealogy Copy \$ 1.00 each

**COMMUNITY CENTER RENTAL:**

Bethany Residents \$ 50.00/day  
 \$100.00 Cleaning/damage deposit

Fire Co. Members Day of event is free.  
 \$50.00/additional day  
 \$100.00 Cleaning/damage deposit

Non-Residents Please Contact the Town Clerk

**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 completely fit into compactor. \$ 8.00
- 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 – Absent |
| Councilman Fluker – Absent | Councilman Embt – Yes     |

Councilman Street - Yes

**RESOLUTON #5-2017 FIRE COMPANY OFFICERS – APPROVAL OF**

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

- |                     |                       |
|---------------------|-----------------------|
| Chief               | Jeffrey Fluker        |
| 1st Assistant Chief | Jeffrey Pietrzykowski |
| 2nd Assistant Chief | Jamie Fluker          |
| President           | Christopher Page      |
| Vice President      | Bradley Fluker        |
| Secretary           | Vacant                |
| Treasurer           | Jeffrey Wolak         |

**Board of Directors**

- |               |               |
|---------------|---------------|
| Vicki Wolak   | Peggy Johnson |
| Bronwyn Adams | Bill Shea     |
| Mel Davis     | Todd Mogenhan |

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

- |                            |                           |
|----------------------------|---------------------------|
| Supervisor Hyde – Yes      | Councilman Adams – Absent |
| Councilman Fluker – Absent | Councilman Embt – Yes     |
| Councilman Street - Yes    |                           |

**RESOLUTION #6-2017 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 Street and seconded by Councilman Embt to approve Resolution #6-2017 “Emergency Use of Highway Equipment”.

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

- |                            |                           |
|----------------------------|---------------------------|
| Supervisor Hyde – Yes      | Councilman Adams – Absent |
| Councilman Fluker – Absent | Councilman Embt – Yes     |
| Councilman Street - Yes    |                           |

**RESOLUTION #7-2017 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 Embt and seconded by Councilman Street to approve Resolution #7-2017 Procurement Policy for the Town of Bethany.

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

Supervisor Hyde – Yes	Councilman Adams – Absent
Councilman Fluker – Absent	Councilman Embt – Yes
Councilman Street – Yes	

**RESOLUTION #8-2017 OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS**

A **MOTION** was made by Councilman Street and seconded by Councilman Embt to approve Resolution #8-2017 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 – Absent |
| Councilman Fluker – Absent | Councilman Embt – Yes     |
| Councilman Street - Yes    |                           |

**RESOLUTION #9-2017 2017 AGREEMENT FOR THE EEXPENDITURE OF HIGHWAY MONEYS – APPROVAL OF**

**AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

Agreement shall take effect when it is approved by the County Superintendent of Highways.

Agreement between the town Highway Superintendent of the Town of Bethany, County of Genesee, State of New York and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highway, and received from the State for State Aid for the repair and improvement of highways shall be expended as follows:

GENERAL REPAIRS AND PERMANENT IMPROVEMENTS: The sum of \$226,001.00 shall be set aside to be expended for primary work and general repairs upon 30.84 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

No moneys set aside for such permanent improvements shall be expended, no shall any work be undertaken on such improvements, until the County Superintendent of Highways approves the plans, specifications and estimates for such construction.

Executed in duplicate this \_\_\_ day of \_\_\_\_\_ 20\_\_.

Supervisor \_\_\_\_\_

Councilperson \_\_\_\_\_

Councilperson \_\_\_\_\_

Councilperson \_\_\_\_\_

Councilperson \_\_\_\_\_

The foregoing agreement is hereby approved this \_\_\_ day of \_\_\_\_\_ 20\_\_.

Town Highway Superintendent \_\_\_\_\_

NOTE: THIS AGREEMENT SHOULD BE SIGNED IN DUPLICATE BY A MAJORITY OF THE MEMBERS OF THE TOWN BOARD AND BY THE TOWN HIGHWAY SUPERINTENDENT.

One copy to be filed with the Town Clerk, One copy to be filed with the County Superintendent of Highways and no copies to Albany.

On **MOTION** made by Councilman Embt duly seconded by Supervisor Hyde, approval is granted for the signing of the 2017 Agreement for the Expenditure of Highway Moneys.

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

- Supervisor Hyde – Yes
- Councilman Adams – Absent
- Councilman Fluker – Absent
- Councilman Embt – Yes
- Councilman Street - Yes

**REGULAR TOWN BOARD MEETING**

**BID OPENING – 2017 F250 PICKUP TRUCK**

- Three bids were received as follows:
  - o Spurr Chevrolet, Inc., Brockport, NY \$34,687.00
  - o West Herr Ford, Hamburg, NY \$34,393.00
  - o Kelly Motor Corp., Perry NY \$34,600.00

On **MOTION** of Councilman Street, duly seconded by Councilman Embt the award of the bid is tabled until the February 13, 2017 Regular Town Board meeting to allow the Highway Superintendent and Town Supervisor time to review and discuss the bids.

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

- Supervisor Hyde – Yes
- Councilman Adams – Absent

Councilman Fluker – Absent  
Councilman Street - Yes

Councilman Embt – Yes

**FINANCES**

Supervisor Hyde presented the finances for early January 2017.

General Savings	\$1,134,907.67
Highway Savings	\$ 158,519.40
Capital Project Highway	\$ 535.80
AP/PR Account	\$ 111,203.72
Trust & Agency Account	\$ 7,261.94
Highway Checking	\$ 2,025.12
Petty Cash	\$ 200.00
Total	\$ 1,414,653.65

Revenues Received	
Debbie Douglas, Town Clerk	\$ 2,055.35
US Gypsum	\$ 15.07
US Post Office	\$ 100.00
Total Revenue	\$ 2,170.42
Total Interest	\$ 33.30
Total Revenue	\$ 2,203.72

**Town Clerk Report – Debbie Douglas**

- Presented the Minutes of the December 12, 2016 Regular Town Board meeting.

A motion was made by Councilman Embt and seconded by Councilman Street to approve the Minutes of the December 12, 2016 Regular Town Board meeting as presented. The motion passed with All In Favor.

- Presented the Minutes of the December 29, 2016 Year-End Town Board Meeting.

A motion was made by Councilman Street and seconded by Supervisor Hyde to approve the Minutes of the December 30, 2016 Year-End Town Board meeting as presented. The motion passed with All In Favor.

- Tax collection is underway.
- Walter Wenhold provided a report updating the Board about the Senior Meals program. Things are going well and meals are better now that they have a new cook. They also have a new leader, Alice Chapell. She will be bringing the group up to speed on the things they have missed in the last few months.
- Legislator Gregg Torrey will be holding office hours in the Town Hall on Saturday, January 14 from 9:00 a.m. until noon.
- The Clerk’s Monthly Report and Bank Statements for December were reviewed by the Town Board.

**Highway Superintendent Report – Joel Merle**

- The tractor and truck that were sent to auction sold for \$6,000.00 and \$17,700.00 respectively for a total of \$ 24,000.00.
- The total income from auctioned items in 2016 is \$38,175.00.
- The 2012 Peterbilt has been repaired. Required a new radiator and oil pump.

- Working on problems with 1201 and 1204 Western Star trucks. Salt accumulates on the underside of the trucks. Some work has been done in-house to protect the undersides of the trucks. Talking with 2 companies about changing the tailgates so that rear sanders can be installed.
- 7 Salt/sand runs and 14 plow/sand runs were performed in December.

**CEO/ZEO Report – Thomas Douglas**

- Presented the Board with the construction cost report for 2016. Noted that the figures are slightly skewed because this report does not pick up projects that only require a zoning permit (i.e. ag exempt projects). Approximate total for the year is \$592,599.00.
- Presented building reports filed with New York State Department of commerce and Genesee/Fingerlakes Planning Council.
- Has ordered a publication entitled Legal Briefings for Zoning Officials and will be sharing them with the boards.
- Discussed zombie houses and the difficulty in finding the responsible parties.
- Will be attending Niagara Falls Building Officials Conference on January 22-25. Will discuss zombie houses and condemnation of buildings with state officials.

**Town Justice Report**

- Justice Shea’s monthly report for December was reviewed by the Board.

**Historian Report – Linda Schmidt**

- Have received some requests for information.
- Working on the annual report.

**OLD BUSINESS**

**Painting of Community Center – Update**

- A work crew from Wyoming Correctional Facility has started painting.

**Old Truck Garage – Roof Repair**

- Two estimates have been received.
  - o RA Haitz \$27,400
  - o Classic Home Improvements \$13,059

**Foodlink – Update**

- Supervisor Hyde has a meeting set up for January 18. Hopefully, there will be a truck in Bethany once a month to distribute free food to people who need a little help.

**Warrant**

- The Board approved payment of the bills as follows:

	<u>Prepaid</u>	<u>Total</u>
General Fund	\$ 2,763.84	\$ 43,086.62
Highway Fund	\$ 0.00	\$ 18,676.00
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 Councilman Embt, duly seconded by Supervisor Hyde to adjourn the meeting at 7:45 p.m. The motion **PASSED** with All In Favor.

BY ORDER OF THE  
BETHANY TOWN BOARD  
DATED: January 10, 2017

Respectfully Submitted,

Debbie L. Douglas, RMC  
Bethany Town Clerk