

The Organizational Meeting of the DeRuyter Town Board was held at 7:30PM on the above date in the Genevieve D. Staley Civic Center.

Present were Supervisor Degear, Clerk Wightman, Highway Superintendent Cook, Councilman Jones and Councilman Hathaway. Councilmen Barnes and Coon were absent. Also present were Ruthanne Stone, L. Gordon Curtis and T. Michael Salter.

Motion by Councilmen Jones and Hathaway to accept the minutes of the December 18th meeting as presented. All in favor and carried.

TOWN CLERK/COLLECTOR REPORT:

- The regular written monthly report was submitted.

HIGHWAY SUPERINTENDENT'S REPORT:

- Normal seasonal activities
- Minor repairs

SUPERVISOR'S REPORT:

- Monthly accounts reports submitted
- Supervisor's Statement submitted
- Supervisor Degear read his address to the Town Board

CORRESPONDENCE:

- Dominion New Market Project update
- Letter to legislators outlining infrastructure projects on hold as we try to identify funding possibilities.

REORGANIZATIONAL MEETING:

- Following a review of the Town of DeRuyter Fund Balance Policy, the Town of DeRuyter Workplace Violence Policy and the Town of DeRuyter Procurement Policy, Councilmen Jones and Hathaway moved to adopt:

#1 RESOLVED: That this Town Board does hereby approve the Fund Balance Policy and the Workplace Violence Policy as previously written. This Town Board does hereby approve the Procurement Policy as follows:

Town of DeRuyter Procurement Policy

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 formal bidding requirements of GML, S103 or any other law; and

NOW, THEREFORE, BE IT RESOLVED that the Town of DeRuyter does hereby adopt the following procurement policies and procedures:

GUIDELINE #1

- Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML, S103. Every town officer, board, department head, or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other town departments and past history to determine the likely annual value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

GUIDELINE #2

- All purchases of a) supplies or equipment which exceed \$20,000 in the fiscal year or b) public works contracts which exceed \$35,000 shall be formally bid pursuant to GML, S103.

GUIDELINE #3

- All purchases of:
 - Less than \$20,000 but greater than \$10,000 requires a written request for proposal (RFP) and written/fax/email quotes from 3 vendors.
 - Less than \$10,000 but greater than \$6,000 requires an oral request for goods and written/fax/email quotes from 3 vendors.
 - Less than \$6,000 but greater than \$1,000 requires an oral request for goods and oral quotes from 2 vendors in addition to approval of the Town Board.
 - Less than \$1,000 is left to the discretion of the purchaser.
- All Estimated Public Works Contracts of:
 - Less than \$35,000 but greater than \$15,000 requires a written RFP and written/fax/email quotes from 3 contractors.
 - Less than \$15,000 but greater than \$3,000 requires a written RFP and written/fax/email quotes from 2 contractors.
 - Less than \$3,000 is left to the discretion of the purchaser.

Any written RFP shall describe the desired goods, quantity, and particulars of delivery.

The purchaser shall compile a list of all vendors/contractors from whom

written/fax/email/oral quotes have been requested and the quotes offered. All

information gathered in complying with the procedure of this guideline shall be filed with

the documentation supporting the subsequent purchase or public works contract. All

public works contract must be in the manner approved by the Town Attorney.

GUIDELINE #4

- The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares a written justification providing adequate reasons why it is in the best interest of the town and its taxpayers to make an award to other than the lowest bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement or public works contract.
- Pursuant to GML, § 103, State Finance Law §163, and Town of DeRuyter Local Law #4 of 2013, the Town of DeRuyter may award purchase contracts which would otherwise be subject to the "lowest bidder" rule on the basis of best value to a responsive and responsible bidder or offerer. Factors that may be used to enact the "best value" option, where cost efficiency over time to award the good(s) or service(s) to other than the lowest bidder, are:
 - (a) lowest cost of maintenance for good(s) or service(s);
 - (b) durability of good(s) or service(s);
 - (c) higher quality of good(s) or service(s); or
 - (d) longer product life of good(s) or service(s)

GUIDELINE #5

- A good faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser shall document the attempt made at obtaining the proposals or quotations. In no event shall the inability of to obtain the proposals or quotations be a bar to the procurement.

GUIDELINE #6

- Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:
 - a) Acquisition of professional services or services requiring special or technical skill, training, or expertise with the following exceptions:
 1. At such time that the town applies and is approved for a Community Development Block Grant authorized by the State of New York Small Cities Program, the town must obtain a minimum of two quotes from qualified sources that desire to provide Grant Administrative services.
 2. The requirement may necessitate sending RFPs to several sources so as to obtain at least two quotes.
 3. The Town Board retains the authority to choose the quote that they decide is the most appropriate and best suited for the project. The Town Board is not bound by the lowest quote although it may serve as a factor when making the final determination.
 - b) Emergencies purchases pursuant to GML S103, where goods or services must be purchased immediately and a delay in order to seek alternate

proposals may threaten public buildings, public property, or the life, health, safety, or welfare of the residents.

- c) Purchases of surplus and secondhand goods from any source.
- d) Sole source situations
- e) Goods purchased from agencies for the blind or severely handicapped.
- f) Goods purchased from other governmental agencies including correctional facilities.
- g) Goods purchased at auction.

GUIDELINE #7

- Pursuant to §103 (16) of the New York State General Municipal Law, the Town Board authorizes the purchase of apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be made available for use by other governmental entities.

GUIDELINE #8

- The Town Board shall review this policy annually at its organizational meeting or as soon thereafter as is reasonably practicable.
- Following a review of each organizational resolution, motion by Councilmen Hathaway and Jones to bundle the resolutions and vote upon the bundle. All in favor and carried.

#2 RESOLVED: WHEREAS, Public Officers Law, para. 11(2) provides that in lieu of any individual undertaking as required by law, the town board may approve the procurement of a blanket undertaking from any duly authorized corporate surety covering the officers, clerk and employees of the Town, and

WHEREAS, the Town Board approves the procurement of such coverage

THEREFORE BE IT RESOLVED; That the Town Board approves the blanket undertaking and the undertaking of the Town Clerk as to form, manner of execution, sums and sureties.

#3 RESOLVED: That pursuant to Sec. 62 of the Town Law, the regular meetings of the Town Board of the Town of DeRuyter will be held at 7:30 pm on the second Thursday of each month.

#4 RESOLVED: That the Cortland Standard is hereby designated as the official newspaper for the Town of DeRuyter, however special notices may be placed in the Hi, Neighbor Pennysaver and/or the Madison County Courier as determined advisable by the Town Board.

#5 RESOLVED: That, pursuant to Town of DeRuyter Investment Policy, Sec. 64(1) of the NYS Town Law, Sec. 10 of the NYS General Municipal Law and Sec. 107-A of the NYS Banking Law, the DeRuyter Branch of Citizen's Bank is designated the official bank for the deposit of all town monies.

#6 RESOLVED: That the Investment Policy of the Town of DeRuyter approved on November 4, 1993 and as amended January 8, 1998, January 11, 2001, and January 10, 2008 will remain in effect for the year 2015.

#7 RESOLVED: That the Town of DeRuyter Procurement Policy, having been reviewed will remain in effect for the year 2015.

#8 RESOLVED: That the Town of DeRuyter Workplace Violence Policy, having been reviewed will remain in effect for the year 2015.

#9 RESOLVED: That the Town of DeRuyter Fund Balance Policy, having been reviewed will remain in effect for the year 2015.

#10 RESOLVED: That, pursuant to Sec. 142 of the Highway Law, the Highway Superintendent is hereby empowered to spend up to \$3,000 on equipment without prior approval of the Town Board. Other than the exception of obtaining Town Board approval, compliance with the Town Procurement Policy is required.

#11 RESOLVED: That pursuant to Sec. 118(2) of the Town Law, this Town Board authorizes the Supervisor to pay utilities, payrolls and postage prior to regular meetings.

#12 RESOLVED: That this Town Board authorizes the Supervisor to hire a bookkeeper/secretary for the Town at that this position be compensated at an annual salary of \$6,400 paid monthly.

#13 RESOLVED: That this Town Board hereby directs the Supervisor to have a summary of the annual report printed by March 1, 2015.

#14 RESOLVED: That pursuant to Sec. 29(10) of the Town Law, this Town Board hereby directs the Town Clerk to publish a notice that the annual report has been completed and filed and is available for inspection during regular hours.

#15 RESOLVED: That the Supervisor is designated as the Budget Officer for the year 2015 and that he be compensated a yearly salary of \$10,300 to be paid bi-weekly.

#16 RESOLVED: That Ed Coon is hereby appointed Deputy Supervisor for the year 2015 and that he be compensated a yearly salary of \$150.00 to be paid yearly.

#17 RESOLVED: That the Supervisor or in his/her absence, the Deputy Supervisor, be the sole signer of checks.

#18 RESOLVED: That Town Officials be reimbursed at the current per mile rate published by the Internal Revenue Service (IRS) when using their own vehicle to carry out Town Business.

#19 RESOLVED: That the salaries of elected and appointed officials be the same as called for in the annual budget and that the time of payment be the same as follows:

Position	Salary	When Paid
Supervisor	\$10,300	Bi-Weekly
Council Members (4)	\$1,545	Quarterly
Justice	\$6,000	Monthly
Justice	\$5,250	Quarterly
Clerk/Collector	\$22,000	Bi-Weekly
Highway Superintendent	\$48,000	Bi-Weekly
Assessor	\$15,200	Monthly

#20 RESOLVED: That in accordance with policies outlined in the employee handbook, vacation time for permanent or probationary full time employees be as follows:

- 40 hours upon completion of 1 full year of service
 - 80 hours upon completion of 2 full years of service
 - 96 hours upon completion of 5 full years of service
 - 120 hours upon completion of 10 full year of service
 - 160 hours upon completion of 15 full years of service
- Vacation time and pay are not to be accumulated.

BE IT FURTHER RESOLVED; That permanent or probationary full time Town employees shall accrue personal time for permanent or probationary full time employees as per the following:

- 16 hours upon completion of 6 months full time employment
 - 24 hours upon completion of 1 full year service
 - 32 hours upon completion of 5 full years of service
 - 40 hours upon completion of 10 full years of service
- Personal time and pay are not to be accumulated

BE IT FURTHER RESOLVED; That permanent or probationary full time Town employees shall accrue sick time for permanent or probationary full time employees as per the following:

- 36 hours per year accrued on the employment anniversary date
- Sick time and pay may be accumulated to a maximum of 180 hours

#21 RESOLVED: That this Town adopts the following wage schedule effective January 1, 2015:

Title	Starting Wage	After 6 Months of Employment	After 1 Year of Employment
HEO	Up to \$13.25	Up to \$14.00	Up to \$17.75
MEO	Up to \$13.00	Up to \$13.75	Up to \$15.75
Laborer (Highway)	Up to \$10.50	Up to \$11.00	Up to \$12.35
Town Hall Cleaner	Up to \$9.00	Up to \$9.75	Up to \$11.25

- Starting salaries may vary from the above schedule at the discretion of the Highway Superintendent depending on the employees' skills and previous experience.
- Part-time employees – based on classification, includes no benefits.

- Longevity – to be paid to permanent or probationary full time employees as follows:
 - After 10 years of service an additional \$200.00 per year
 - After 15 years of service an additional \$250.00 per year (\$450 total per year)
 - After 20 years of service an additional \$300.00 per year (\$750 total per year)
 - After 25 years of service an additional \$350.00 per year (\$1,100 total per year)
- **Note: Longevity will not affect overtime pay.

#22 RESOLVED: That this Town Board hereby establishes a Health Insurance Buyout option for those Town employees eligible for health insurance for the year of 2015, and

BE IT FURTHER RESOLVED; that the monetary award for anyone electing not to participate in the Health Insurance Program will not exceed four thousand dollars (\$4,000) in any one year period between January 1 and December 31, and

BE IT FURTHER RESOLVED; that the payment will be made as follows:

- One half of the amount (\$2,000) will be made on the last payday in June and the other half on the last payday in December. The employee must be employed continuously from January 1 until June 30 to be eligible for the first payment. Employment must remain continuous from July 1 through December 31 to be eligible for the remaining payment. The employee will not be eligible for any payment if their employment terminates for any reason during the six month period prior to the next scheduled payment.
- Any employee that is eligible for this program will receive a pro-rated amount for any continuous employment that begins during the established six month increment as established above.

#23 RESOLVED: That Rebecca Wightman be appointed to the position of Registrar of Vital Statistics for the Town of DeRuyter.

#24 RESOLVED: That Sandra Cirbus be appointed to the position of Deputy Registrar of Vital Statistics for the Town of DeRuyter and that she be compensated the hourly salary of \$12.60 to be paid quarterly.

#25 RESOLVED: That, having been appointed to the position of Deputy Town Clerk and Deputy Registrar of Vital Statistics (pursuant to Sec. 30(10) of the Town Law) this Town Board authorizes Sandra Cirbus to perform the deputy duties as required by the Town Clerk/Registrar and that she be compensated the hourly salary of \$12.60 to be paid quarterly.

#26 RESOLVED: That this Town Board hereby sets the fee for the Second Notice Fee for Town and County Real Property Taxes at \$2.00.

#27 RESOLVED: that this Town Board hereby sets the fee for a marriage registration at \$10.00.

#28 RESOLVED: That Roger Cook is hereby appointed to the position of Town Codes Enforcement Officer to include NY State Uniform Building and Fire Code Inspection duties and Town Sanitary Enforcement Officer duties effective January 1, 2015 with an annual salary of \$10,455 to be paid monthly.

#29 RESOLVED: That this Town Board hereby approves the following fee schedule to be implemented by the Codes Enforcement Officer in the administration of the Town’s Building Permit Program and Sanitation Ordinance:

Special Permit	\$50.00
Variance Application	\$50.00
Application for Modification of Existing Septic System	\$35.00
Application for Construction of New Septic System	\$60.00
Building Permit	\$15.00 plus \$3.50 per 100 sq. ft. plus \$35.00 per inspection (for uninhabitable buildings \$15.00 plus \$1.50 per sq. ft.)
Wood Burning Device Permit/Inspection	\$35.00
Swimming Pool Permit/Inspection	\$50.00
Temporary Certificate of Occupancy	\$100.00
Septic System Dye Test	\$60.00
Demolition Permit	\$35.00

- Renewing permits: In the event that a building permit must be renewed, a fee equal to 50% of the original building permit will be charged prior to re-issuance of the permit.
- In the event that an application for a building permit is not approved, the applicant shall be entitled to a refund of 50% of the fee paid, provided no work has commenced. If work has commenced and the application is not approved, the fees paid shall not be refunded.

#30 RESOLVED: That the Town Board does hereby appoint Janet Toolan to the position of Dog Control Officer for the Town of DeRuyter and she will be compensated a yearly salary of \$2,630.00.

#31 RESOLVED: That pursuant to Local Law #3 of 2010, this Town Board does hereby set dog licensing fees as follows:

Local Fee	\$9.00
County Fee	\$0.00
State Fee	\$1.00
State additional fee for unspayed/unneutered	\$3.00
Town additional fee for unspayed/unneutered	\$3.00

#32 RESOLVED: That this Town Board sets the fee for a replacement dog identification tag at \$3.00.

#33 RESOLVED: That this Town Board does hereby authorize the Supervisor to enter into an agreement with Madison County for contracted dog shelter.

#34 RESOLVED: That this Town Board hereby sets the fee for a summons received for harboring an unlicensed dog at \$25.00.

#35 RESOLVED: That this Town Board hereby instructs the Town Clerk to collect a \$10.00 redemption fee for the first pick-up of a dog by the D.C.O., \$20.00 for the second pick-up and \$30.00 for the first 24

hours of the third pick-up within one year plus an additional \$3.00 for each additional 24 hours the dog is confined.

#36 RESOLVED: That this Town Board has audited the books of the Clerk/Collector, Supervisor, Justice Van Nordstrand and Justice Fox.

#37 RESOLVED: That this Town Board hereby designates Attorney Matthew Neuman of Reihlman, Shafer & Shafer as the Town Attorney.

#38 RESOLVED: That this Town Board does hereby re-appoint Christopher Coon to the Zoning Board of Appeals with a term of 1/1/2015 – 12/31/2019.

#39 RESOLVED: That this Town Board does hereby re-appoint Faye Sorrells to the Board of Assessment Review with a term of 10/1/2015 – 9/30/2019

#40 RESOLVED: That this Town Board does hereby re-appoint Randy Wood to the Planning Board with a term of 1/1/2015 – 12/31/2019.

#41 RESOLVED: That this Town Board finds that Planning Board member Jesse Ryder has vacated his seat on the Planning Board consequential of his failure to file an official Oath of Office as required under Section 30 (h) of the New York State Public Officer Law.

BE IT FURTHER RESOLVED; That this Town Board hereby appoints Kenneth Coon to fill the Planning Board vacancy with a term of 1/1/2015 / 12/31/2018.

#42 RESOLVED: That this Town Board does hereby appoint the Town Supervisor to act as the ADA Coordinator

#43 RESOLVED: that the Town Board will, by contract, ensure the grounds maintenance and mowing in all cemeteries in the Town of DeRuyter as required by the provisions of Article 17 (par. 291) NY State Town Law; and

BE IT FURTHER RESOLVED; That a list of subject cemeteries that fall under the purview of the above stated law will be maintained by the Town Highway Superintendent ; and

#44 RESOLVED: WHEREAS, the Town of DeRuyter and the DeRuyter Free Library have worked in concert for many years in accommodating each other and sharing space to promote the interests of DeRuyter residents; and

WHEREAS, through the gracious efforts of many, a rehabilitated Town Hall and Library Building (The Genevieve D. Staley Civic Center) exists to serve the interests of the Town of DeRuyter and the DeRuyter Free Library; and

WHEREAS, a lease Agreement was entered into between the Town of DeRuyter and the DeRuyter Free Library on January 2, 2013; and

WHEREAS, the January 2, 2013 Lease Agreement outlines that the Town Board of the Town of

DeRuyter may extend the term of the Lease in one-year periods by resolution,

NOW, THEREFORE BE IT RESOLVED; that the Town Board of the Town of DeRuyter extends the term of the Lease Agreement between the Town of DeRuyter and the DeRuyter Free Library for the one-year period of January 1, 2015 through December 31, 2015.

Motion by Councilmen Hathaway and Jones to adopt Resolutions 2 – 44. The roll call vote was taken with the following results:

Supervisor Degear	Aye
Councilman Jones	Aye
Councilman Hathaway	Aye
Councilman Barnes	Absent
Councilman Coon	Absent

The Clerk declared the foregoing duly carried.

OLD BUSINESS:

- Review of equipment repair costs.
- Solar Energy permitting and opportunities discussed. Code Enforcement Officer Roger Cook will be asked to attend the February Town Board meeting to further explain the permitting process.
- Town Offices phone system upgrade reviewed. Motion by Councilmen Hathaway and Jones to enter into a contract with PAG Services to provide guidance as we prepare to utilize the county telephone system. All in favor and carried.
- Salt storage building update. Waiting for next round of grant applications.

NEW BUSINESS:

- Review of the contract with Smith Ambulance Service. Motion by Councilmen Jones and Hathaway to renew said contract. All in favor and carried.
- Following a discussion, motion by Councilmen Hathaway and Jones to send a letter of support to the Director of the Syracuse 70.3 Ironman Race. All in favor and carried.
- Tax rate comparisons reviewed. Our rates remain lower than many neighboring communities.
- Motion by Councilmen Jones and Hathaway to adopt:

#45 RESOLVED: That this Town Board does hereby approve the following year-end financial adjustments:

GENERAL FUND TOWNWIDE (A)			
ACCOUNT	ACCOUNT DESCRIPTION	INCREASE	COMMENTS/NOTES
A-1010.4	BOARD CONTR	\$ 3,565.00	RADIOS
A-1110.4	JUSTICE CONTR	\$ 2,003.00	
A-1220.4	SUPV CONTR	\$ 178.00	
A-1330.42	TAX COLL. PROGRAMS	\$ 425.00	
A-1330.45	TAX COLL. - MAIL FEE	\$ 13.00	

A-1410-2.1	DEPUTY CLERK SALARY	\$ 844.00
A-1420.4	LAWYER	\$ 948.00
A-1620.42	CIVIC CENTER ELECTRICITY	\$ 2,272.00
A-1620.43	CIVIC CENTER CONTR	\$ 9,640.00
A-1660.4	CENTRAL STOREROOM	\$ 450.00
A-5182.4	SHEDS STREET LIGHTS	\$ 232.00
A-7110.4	PARKS	\$ 100.00
A-9030.8	SOC SECURITY	\$ 702.00
A-9050.8	UNEMP INSURANCE	\$ 382.00
A-9060.8	HEALTH INSURANCE	\$ 340.00
TOTAL INCREASES		\$ 22,094.00

DECREASE

A-1910.4	INSURANCE	\$ (2,192.00)
A-1990.4	CONTINGENT	\$ (1,500.00)
A-9010.8	STATE RETIREMENT	\$ (2,504.00)
A-9040.8	WORKER'S COMP	\$ (504.00)

TOTAL DECREASES	\$ (6,700.00)
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APPROPRIATE FUND BALANCE (A599) FOR THE BALANCE OF \$15,394
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GENERAL FUND PART TOWN (B)

ACCOUNT	ACCOUNT DESCRIPTION	INCREASE	COMMENTS/NOTES
B9030.8	SOC SEC	\$ 9.00	
B-9050.8	UNEMP INSURANCE	\$ 77.00	
TOTAL INCREASES		\$ 86.00	

DECREASE

B-1420.4	LAWYER	\$ (86.00)
TOTAL DECREASES		\$ (86.00)

HIGHWAY TOWNWIDE (DA)

ACCOUNT	ACCOUNT DESCRIPTION	INCREASE	COMMENTS/NOTES
DA-5142.1	SNOW SALARIES	\$ 11,435.00	
DA-9030.8	SOCIAL SECURITY	\$ 1,130.00	

DA-9050.8	UNEMP INSURANCE	\$	113.00
DA-9060.8	HEALTH INSURANCE	\$	1,908.00
TOTAL INCREASES		\$	14,586.00

<u>DECREASE</u>			
DA-5120.4	BRIDGES	\$	(1,000.00)
DA-5130.4	MACHINERY	\$	(450.00)
DA-9010.8	STATE RETIREMENT	\$	(1,000.00)
TOTAL DECREASES		\$	(2,450.00)

APPROPRIATE FUND BALANCE (DA599) FOR THE BALANCE OF \$12,136.00

HIGHWAY PART TOWN (DB)

ACCOUNT	ACCOUNT DESCRIPTION	INCREASE	COMMENTS/NOTES	
DB-5110.2	CAPITAL - FLOOD DAMAGE	\$	93,467.00	REPAIRS TO DAMAGED ROAD
DB-9030.8	SOC SEC	\$	278.00	
DB-9050.8	UNEMP INSURANCE	\$	41.00	
TOTAL INCREASES		\$	93,786.00	

<u>DECREASE</u>			
DB-5110.1	ROAD SALARIES	\$	(4,636.00)
DB-5110.4	ROAD CONTRACTUAL	\$	(8,775.00)
DB-5112.2	CHIPS	\$	(2,221.00)
DB-9060.8	HEALTH INSURANCE	\$	(5,654.00)
TOTAL DECREASES		\$	(21,286.00)

INCREASE ESTIMATED REVENUE DB 510 (DB3960) (disaster assistance) by difference of \$72,500

The roll call vote was taken with the following results:

Supervisor Degear	Aye
Councilman Jones	Aye
Councilman Hathaway	Aye
Councilman Barnes	Absent
Councilman Coon	Absent

The Clerk declared the foregoing duly carried.

- Supervisor Degear shared highlights from the State of the County Address.

PUBLIC COMMENTS:

- L. Gordon Curtis commented on the good financial status of the Town, is happy to see solar development explored and wishes the Town’s website could be used for public notices. Supervisor Degear explained that, by NYS Law, the Town must publish public notices in a daily newspaper and that most public notices are placed on the website.

PAYMENT OF CLAIMS:

Motion by Councilmen Jones and Hathaway to pay the following claims as audited:

Abstract #1023	\$6,841.63
Abstract #1024	\$9,992.63
Abstract #1000 (2015)	\$27,758.46

All in favor and carried.

Motion by Councilmen Jones and Hathaway to pay the Citizens Bank Mastercard bill in the amount of \$1,348.36 upon arrival to avoid late fees. All in favor and carried.

Motion by Councilmen Jones and Hathaway to accept the Supervisor’s statement. All in favor and carried.

Motion by Councilmen Jones and Hathaway to adjourn. All in favor and carried.

Respectfully Submitted,

Rebecca Wightman
 Town Clerk