

Organizational Meeting of the Town Board of the Town of Van Buren, held on January 4, 2023 at 7:00 pm at the Van Buren Town Hall, 7575 Van Buren Road, Baldwinsville, New York.

Mrs. Jennifer Sullivan	Councilor
Mr. Michael Hulchanski	Councilor
Mrs. Wendy Van Der Water	Councilor
Ms. Darcie Lesniak	Councilor
Mr. Howard Tupper	Councilor
Mr. Ronald Dudzinski	Councilor
Ms. Mary Frances Sabin	Supervisor

Also Present:

Ms. Nadine Bell	Town Attorney
Mr. Doug Foster	Highway Superintendent
Ms. Lynn Precourt	Town Clerk

Pledge of Allegiance and Roll Call.

001-23-000 MOTION BY Mrs. Van Der Water, seconded by Ms. Lesniak, to approve the Oaths and official undertakings; and to approve blanket undertaking bond covering all Town employees as required by Section 25 of the Town Law; and it is further RESOLVED, that Town Justices are specifically covered under said Blanket Undertaking, as required by Public Officers Law Section 11(2).

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

002-23-000 MOTION BY Mrs. Van Der Water, seconded by Mr., Hulchanski, to set 1st and 3rd Wednesdays of each month at 7:00 pm as the date and time of regular Town Board meetings. Set 1st, 3rd and 4th Wednesdays of each month at 6:30 pm as Town Board work sessions as needed.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

003-23-000 MOTION BY Mrs. Sullivan, seconded by Mr. Dudzinski, to appoint attorneys for Town Board, Joint Zoning Board and Planning Board and Labor Attorney. Agreement with Costello, Cooney & Fearon is hereby approved for 2023 legal services as per budgeted amount.

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Nadine Bell – Town Board Attorney, Joint Zoning Board and Planning Board Attorney
Christopher Militello Attorney for Labor Matters.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr.
Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

004-23-000 MOTION BY Mrs. Van Der Water, seconded by Ms. Lesniak to approve the
following:

Designate official newspaper of 2023 – Eagle Newspapers (*The Messenger*) and *The Post
Standard* as necessary.

Designate M & T Bank, Baldwinsville, Solvay Bank, Baldwinsville/Solvay and NYCLASS as
the depositories for all general and special accounts and authorize the Supervisor or Deputy
Supervisor to make all deposits and withdrawals and sign checks on checking accounts.

Approve Solvay Bank, Baldwinsville, as the depository for the funds of the Town Clerk and
Receiver of Taxes and M & T Bank for Justices.

Authorize the Town Clerk to make deposits in the Receiver of Taxes account.

Authorize the Parks & Recreation Dept. to make deposits in the General account at Solvay Bank.

Authorize the Town Clerk to make deposits in the General account at Solvay Bank and M&T
Bank.

Establish petty cash funds as follows:

- a. Town Clerk, \$425.00 (\$125.00, plus \$100.00 in each of 3 cash
boxes) b. Justices, \$200.00
- c. Parks & Recreation, \$75.00
- d. Parks & Recreation Refunds, \$100.00
- e. Pool, \$150.00, seasonal
- f. Concessions, \$150.00, seasonal

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr.
Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

005-23-000 MOTION BY Mrs. Van Der Water, seconded by Mrs. Sullivan, to approve the
following:

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Set mileage reimbursement rate at \$.65.5 cents for use of personal vehicles for official business. Further, the rate shall stay concurrent with IRS rate throughout the year.

Reaffirm Town's investment policy.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

006-23-000 MOTION BY Mrs. Van Der Water, seconded by Ms. Lesniak, to direct that all fees for Codes Office applications, permits, inspections and Developer Fees be collected by the Town Clerk's office and turned over to the Supervisor for deposit.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

007-23-000 MOTION BY Mrs. Van Der Water, seconded by Ms. Lesniak, to approve Schedule of Fees for 2023 to be charged by the Town Clerk Office and Park for facility usage.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

Town Clerk names Deputies – Kathryn Halleron, Anne Marie Doyle and Rosemary Johnson.

008-23-002 MOTION BY Mrs. Sullivan, seconded by Mr. Dudzinski, to approve the following:

Supervisor names Steve McMahon as Town Historian and Michelle Rurka as Confidential Secretary to Supervisor.

Appointment by Supervisor of Darcie Lesniak as Deputy Supervisor.

Appointment of Jason Hoy as Town Engineer with a term to expire on 12/31/2024.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

009-23-002 MOTION BY Mr. Dudzinski, seconded by Ms. Lesniak, to appoint Mark Budosh as Chairman of the Zoning/Planning Board with term to expire 12/31/24 and James Schazenbach as Vice Chair of the Zoning/Planning Board with a term to expire 12/23/24.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

010-23-002 MOTION BY Mrs. Van Der Water, seconded by Ms. Lesniak, to appoint Joe Cavender to the Joint Zoning/Planning Board with term to expire 12/31/29.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

011-23-002 MOTION BY Mrs. Van Der Water, seconded by Mrs. Sullivan, to approve appointment of Christopher Ordway as Safety Officer and Greg Maxwell as Budget Officer for 2023.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

012-23-002 MOTION BY Mr. Dudzinski, seconded by Mrs. Van Der Water, to appoint CNY SPCA as Dog Control Officer as per the Contract signed for 2023-2025 and set fees as per those charged by the CNY SPCA.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

013-23-002 MOTION BY Mrs. Sullivan, seconded by Ms. Lesniak, to appoint Natalie Zaccaria as Town representative to OCRRA Board to a three-year term running from January 5, 2023 – December 31, 2025.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

014-23-002 MOTION BY Mrs. Van Der Water, seconded by Mr. Dudzinski, to approve appointment of Paul Crandall and Elizabeth Cavender to the Board of Assessment review to a five year term running from January 5, 2023 through July 31, 2028.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

015-23-002 MOTION BY Mrs. Sullivan, seconded by Mr. Tupper, to appoint Wendy Van Der Water to represent the Town on the Canton Woods Board of Directors.

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Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Abstain, Ms. Lesniak – Yes,
Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

016-23-000 MOTION BY Mrs. Van Der Water, seconded by Mrs. Sullivan, to approve payroll rates and dates for 2023 per budget for elected, nonaffiliated and appointed personnel and name individuals to those positions:

Supervisor	\$50,264.00, annual	
Town Board	\$8,350.00 each, annual	
Justice	\$39,497.00 each, annual	
Town Clerk/Receiver of Taxes	\$74,007.00, annual	Lynn Precourt
Deputy Town Clerk	\$25.44/hr.	Kate Halleron
Deputy Town Clerk PT time)	\$16.92/hr. (Max 100 hrs).	Anne Marie Doyle
Highway Supt.	\$73,903.00, annual	Douglas Foster
Assessor	\$89907.00 annual	Theresa Golden
Deputy Supervisor	\$2,207.00 annual	Darcie Lesniak
Board of Assessment Review	\$200.00 each, annual	listing attached
Joint Zoning/Planning Board Chair	\$1,100.00 annual	Mark Budosh
Joint Zoning/Planning Board Vice-Chair	\$650.00 annual	James Schazenbach
Joint Zoning/Planning Board Members	\$3,142.00, each, annual	listing attached
Historian	\$1,600.00, annual	Steven McMahon
PT Confidential Secretary to Supervisor	\$18.54/hour	Michelle Rurka
Comptroller/Budget Accounting Officer	\$50,000 annual	
Assessor Clerk	On call -maximum \$500	
Court Security – Sheriff Deputies -	\$77.94 each for first two (2) hours, thereafter \$38.97 for every full or partial hour over two (2) hours.	
Buildings & Grounds seasonal staff:		
Summer employees (2)	\$15-18.00/hour for 15 wks @ 32.5 hours per week	
Dog Control Officer	\$23,000 annual contract	CNYSPCA
Town Engineer	\$110,703.00 annual	Jason Hoy
Code Enforcement Officer	\$31.00/hr.	Christopher Perdue
Parks Director	\$34.28/hr.	Heidi Anders
Temporary Comptroller	\$54,000 annual	Greg Maxwell

AND approve seasonal personnel job roster and rates for Parks & Recreation Department per attached sheets. Union and affiliated personnel payroll rates per respective agreements.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

017-23-000 MOTION BY Mr. Dudzinski, seconded by Mrs. Van Der Water, to approve the following Board Committees:

Parks & Recreation
And Facilities:

Ron Dudzinski, Chairperson
Michael Hulchanski
Mary Frances Sabin

Personnel:

Darcie Lesniak, Chairperson
Ron Dudzinski
Michael Hulchanski

Highway:

Ron Dudzinski, Chairperson
Wendy VanDerWater
Jennifer Sullivan

Planning, Zoning &
Economic Development:

Wendy VanDerWater, Chairperson
Darcie Lesniak
Howard Tupper

Canton Woods:

Wendy VanDerWater, Chairperson
Jennifer Sullivan

Cable TV:

Mary Frances Sabin, Chairperson
Jennifer Sullivan

Public Safety:

Howard Tupper, Chairperson
Michael Hulchanski
Christopher Perdue

Erie Canal
Committee:

Ronald Dudzinski, Chairperson
Jennifer Sullivan

Ethics:

Lynn McCormick Precourt, Chairperson
David Doyle
Loren Michels

Insurance:

Lynn McCormick Precourt, Chairperson
Mary Frances Sabin

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

018-23-000 MOTION BY Ms. Lesniak, seconded by Mr. Dudzinski, to approve the following:

Reaffirm Town Procurement Policy (Chapter 50 Town Code) as revised in 2011.

Blanket approval for payment of budgeted professional memberships and dues, required trainings and conferences for professional, local, county and state associations for elected, appointed officials and department heads.

Set standard work day for retirement system purposes at seven (7) hours per day for IUOE members and non-represented hourly employees.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

019-23-000 MOTION BY Mr. Tupper, seconded by Ms. Lesniak, to approve blanket approval for Town Engineer utilizing D. E. Tarolli to perform budgeted or emergency drainage and culvert work within the Town for the ensuing calendar year via Onondaga County contract.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

020-23-000 MOTION BY Mrs. Van Der Water, seconded by Mr. Tupper, to set bill out rate for Town Engineer for 2023 at \$ 85.00 per hour.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

021-23-000 MOTION BY Mrs. Van Der Water, seconded by Mr. Dudzinski, to adjourn to Regular Town Board meeting, January 4, 2023 at 7:10 pm.

Mrs. Sullivan – Yes, Mr. Hulchanski – Yes, Mrs. Van Der Water- Yes, Ms. Lesniak – Yes, Mr. Tupper – Yes, Mr. Dudzinski – Yes, Ms. Sabin – Yes

Motion Carried & Adopted

Respectfully submitted,

Lynn Precourt
Town Clerk

Dated: 1/5/23