

**TOWN OF MURRAY ORGANIZATIONAL & BOARD MEETING**  
**JANUARY 11, 2021**

**CALL MEETING TO ORDER**

1- APPOINTMENTS: Approval of the following 2021 Organizational Agenda:

<b><u>POSITION</u></b>	<b><u>SALARY</u></b>
ASSESSOR	\$25,000.00
ASSESSOR ASSISTANT/Hr.	\$15.00
ASSESSMENT REVIEW BOARD (3)	\$ 200.00
ATTORNEY	\$175.00/Hr.
BUDGET MANAGER	\$1,500.00
CODE ENFORCEMENT OFFICER /Hr. PT.	\$26.27
CODE DEPARTMENT CLERK/Hr. PT.	\$15.00
COUNCIL PERSON (4)	\$3,400.00
HIGHWAYWAY SUPERINTENDENT	\$55,001.00
HIGHWAY CLERK/Hr.	\$15.00
MEO FULL TIME/Hr.	\$24.09, \$26.66, \$27.19
MEO PART TIME/Hr.	\$19.62
PLANNING & ZONING CHAIR/Meeting	\$60.00
PLANNING & ZONING MBRS/Meeting	\$30.00
REGISTRAR OF VITAL STATISTICS	\$656.00
SUPERVISOR	\$8,500.00
TOWN CLERK	\$32,958.00
TOWN CLERK DEPUTY/Hr.	\$15.00
TOWN HISTORIAN	\$1,000.00
TOWN JUSTICE (2)	\$13,574.00
TOWN JUSTICE COURT CLERK/Hr.	\$15.00
WATER BILLING CLERK/Hr.	\$15.00
WATER COLLECTIONS CLERK/Hr.	\$11,195.00
WATER SUPERINTENDENT	\$10,901.00

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**APPOINTED POSITION**

**INDIVIDUAL**

AGRICULTURAL REP TO PLANNING BOARD	LYNN VENDETTI
ASSESSOR	LOUISE PASSARELL
ASSESSOR ASSISTANT PT	LYNN WOOD
ATORNEY	JOHN SANSONE
BUDGET MANAGER	JOSEPH SIDONIO
CLERK TO TOWN JUSTICE	JEANNE SPADA
CLERK TO TOWN JUSTICE	LINDSAY FREDENDALL
CODE ENFORCEMENT OFFICER PT	KEVIN MOORE
COUNTY PLANNING BOARD REPRESENTATIVE	TBD
DEPUTY HIGHWAY SUPERINTENDENT	TBD
DEPUTY TOWN CLERK	ANNETTE CURTIS
DEPUTY TOWN SUPERVISOR	MICHAEL MELE
HIGHWAY CLERK	LOUISE PASSARELL
HISTORIAN	MARSHA DEFILIPPS
PROPERTY MANAGER	JOSEPH SIDONIO
REGISTAR OF VITAL STATISTICS	CYNTHIA OLIVER
REGISTAR OF VITAL STATISTICS DEPUTY	ANNETTE CURTIS
REPRESENTATIVE TO ASSESSOR'S OFFICE	PAUL HENDEL, RANDALL BOWER
REPRESENTATIVE TO HISTORICAL SOCIETY	LLOYD CHRIST, MICHAEL MELE
REPRESENTATIVE TO HWY. & WATER DEPT.	PAUL HENDEL, JOSEPH SIDONIO
REPRESENTATIVE TO JUSTICE COURT	LLOYD CHRIST, MICHAEL MELE
REPRESENTATIVE TO PLANNING & ZONING	LLOYD CHRIST, MICHAEL MELE
REPRESENTATIVE TO TOWN CLERK'S OFFICE	PAUL HENDEL, JOSEPH SIDONIO
REPRESENTATIVE TO YOUTH COMMISSION	PAUL HENDEL, RANDALL BOWER
WATER BILLNG CLERK	LOUISE PASSARELL
WATER COLLECTIONS CLERK	CYNTHIA OLIVER
WATER SUPERINTENDENT	DIRK LAMMES

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**STANDARD WORK HOURS/DAY AS REQUIRED BY NEW YORK STATE**  
**FOR RETIREMENT PURPOSES ONLY.**

<b><u>POSITION</u></b>	<b><u>STANDARD HRS/DAY</u></b>
ASSESSOR	6
ASSESSOR ASSISTANT (PT)	6
BUDGET OFFICER	6
CODE OFFICER (PT)	6
COUNCIL PERSON	6
HIGHWAY CLERK	6
HIGHWAY SUPERINTENDENT	8
HISTORIAN	6
LABORER PART TIME	8
M.E.O.	8
M.E.O. PART TIME	8
SUPERVISOR	6
TOWN CLERK	6
TOWN CLERK DEPUTY	6
TOWN JUSTICE	6
TOWN JUSTICE CLERK	6
WATER CLERK	6

- Five Star Bank and the Bank of Castile be designated official depositories for the Town of Murray
- Batavia Daily News is designated the official newspaper of the Town of Murray and the Orleans Hub and Town Website as an additional means for issuing notices.
- Town Officials authorized to attend schools as needed or required at Town expense
- Town Officials reimbursed \$.56/mile, vehicle allowance for use of personal vehicle on Town business
- Pre-payment of bills if due date is prior to the next board meeting to avoid late fees
- Town board meetings to be held Monthly on the 3<sup>rd</sup> Monday at 7PM
- Town work meetings to be held Monthly on the 2<sup>nd</sup> Thursday at 7PM (As needed)
- Highway Superintendent reimbursed \$75.00/mo. for personal cell phone use.
- Hungerford Vinton, LLC be designated as accountants/bookkeepers for the Town of Murray
- 2021 Vehicle Use Policy, Driver Record Check Policy and the Town of Murray Code of Ethics
- 2021 Employee Benefits Policy

**ADJOURN ORGANIZATIONAL MEETING**

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**CALL BOARD MEETING TO ORDER**

**APPROVAL OF DECEMBER 21, 2020 MINUTES**

**APPROVAL OF JANUARY 6, 2021 WORK MEETING MINUTES**

**CORONA VIRUS (COVID 19)**

- 1- Town Covid 19 Plan
- 2- Pandemic Preparedness Plan Required by NYS Law
- 3- Keep track of all Covid 19 related Expense for Federal Reimbursement

**TOWN CLERK'S REPORT**

**ASSESSOR'S REPORT**

**CODE ENFORCEMENT REPORT**

**HIGHWAY & WATER REPORT**

**NEW BUSINESS**

**OTHER BUSINESS**

**PAY BILLS AND APPROVE SUPERVISOR'S REPORT**

**ADJOURN**