

**Town of Murray Board Meeting**

January 9, 2018

Present: Supervisor Robert Miller, Councilmen Ed Bower, Lloyd Christ, Paul Hendel and Michael Mele, Town Clerk Cindy Oliver, Attorney Jeff Martin, Highway and Water Superintendent Ed Morgan, Code Enforcement Officer Ron Vendetti, Assessor Assistant Louise Passarell, Beth Miller, Neil Valentine, Dave Piedmonte, Ted Karpenko, Richard Downey

Pledge to the flag.

Invocation given by David Piedmonte.

Assessor: Louise reported a lot of activity in the office with Ag. Renewals and Enhanced STAR. She has been keeping in contact with Lynn. Louise asked about the Cold War Exemption. This was a 10-year exemption and is going to expire. Jeff Martin said it can be introduced at the February meeting so the exemption will be in place for March 1<sup>st</sup>.

Code Enforcement: Ron thanked the Board for their support of the Property Maintenance Law that was adopted last month. He had planned to introduce the rest of the code book tonight but the Planning Board couldn't meet this month. Hopefully next month he can present it. When they receive it, please take the time to read through it. This is all legislation that has already been passed so it doesn't have to be a drawn out process. It is important to get feedback in order to move forward. Once it is adopted it can be put into a searchable pdf format so everyone can have access to it. The Planning Board has a new alternate to fill the vacancy left by Mike Mele.

Old Business:

As there has been a change in Justice Court personnel and because it has been a few years since the last audit was done by an outside firm, we are looking at EFPR Group to perform the audit as they gave a verbal quote that was much lower than Bonadio Group. Supervisor Miller requested a written quote from Bob Fox but has not received one yet. He will keep us informed.

New Business:

Motion by Christ, Seconded by Bower approving the following appointments, salaries and standard work hours for 2018:

- Five-Star Bank and the Bank of Castile be designated official depositories for the Town of Murray
- Robert Miller is appointed property manager
- Robert Miller is appointed budget manager and compensated \$1,500 per year
- Valerie Mauro is appointed Deputy Town Clerk and Clerk to the Code

## Enforcement/Zoning Department

- Highway and Water Superintendent is authorized to attend schools as need or required at Town Expense.
- Town Clerk is authorized to attend schools as needed or required at Town expense.
- Code Enforcement Officer is authorized to attend schools as needed or required at Town expense.
- Town officials be allowed 50¢ per mile for use of their vehicles on Town business
- The Batavia Daily News be designated the official newspaper of the Town of Murray and the Orleans Hub as an additional means of advertisement for issuing notices
- Attorney Jeffrey R. Martin represent the Town for the 2018 fiscal year
- The Town authorizes pre-payment of bills if due date is prior to the next board meeting to avoid late fees and penalties
- Town Board meetings will be held on the second Tuesday of each month at 7:00 p.m.
- Ronald Vendetti is appointed Fair Housing Officer for the Town of Murray
- Paul Hendel is appointed Deputy Supervisor
- Councilmen Ed Bower and Paul Hendel are appointed representatives to the Assessor's office
- Supervisor Robert Miller and Councilperson Paul Hendel are appointed representatives to the Highway & Water Departments and the Town Clerk's office.
- Louise Passarell is appointed Deputy Highway Superintendent
- Louise Passarell is appointed Highway Clerk
- Marsha DeFilipps is appointed Town Historian at a rate of \$900 per year
- Highway Superintendent is reimbursed \$100 per month for cell phone
- Councilmen Ed Bower and Paul Hendel are appointed the Town of Murray representatives to the Youth Commission
- Councilpersons Lloyd Christ and Mike Mele are appointed as representatives to the Justice Court, Code/Zoning Departments and Historical Society
- Lynn Vendetti is appointed alternate to the Planning Board as the Agricultural Representative for the Town
- Ed Morgan be appointed Water Superintendent and be compensated \$21,384 per year
- Cynthia Oliver is appointed Water Collections Clerk and be compensated \$11,508
- Louise Passarell be appointed Water Billing Clerk and be compensated \$12.98 per hour
- EFPR Group be designated as accountants/bookkeepers for the Town of Murray
- Cynthia Oliver be appointed as Registrar of Vital Statistics and be compensated \$612 per year
- Valerie Mauro be appointed as Deputy Registrar of Vital Statistics
- Ronald Vendetti be appointed Code Enforcement Officer and Zoning Officer

- and be compensated \$30.14 per hour
- Louise Passarell is appointed Assistant to the Assessor and be compensated \$15,000 per year
- Approving and accepting the 2018 Employee Benefit Package, Vehicle Use Policy, Driver Record Check Policy and the Town of Murray Code of Ethics
- Appointing Chatfield Engineers, P.C. as engineers for the Town of Murray

2018 SALARIES

Supervisor	\$8,500.00
Town Clerk	\$30,755.00
Highway Superintendent	\$63,305.00
Councilpersons (4)	\$3,400.00
Town Justice (2)	\$12,920.00
Assessor	\$25,490.00
Building Inspector/Code Enforce	\$30.14/hour
Codes/Zoning Clerk	\$12.53/hour
Board of Assessment Review	\$350.00
Zoning & Planning Board Chairperson	\$60/meeting
Zoning and Planning Board Members	\$30/meeting
Deputy Town Clerk	\$12.53/hour
Highway and Water Account Clerk	\$12.98/hour
Full-Time MEO Base Rate +/- steps	\$24.41/hour
Part-Time MEO	\$18.32/hour
Court Clerk (2)	\$12.86/hour

2018 STANDARD WORK HOURS PER DAY AS REQUIRED BY NEW YOR STATE FOR RETIREMENT PURPOSES ONLY

<u>POSITION</u>	<u>STANDARD DAILY HOURS</u>
Deputy Town Clerk	6
M.E.O.	8
Historian	6
Highway Superintendent	8
Town Clerk	6
Assessor	6
Budget Services	6

Supervisor	6
Town Justice	6
Highway, Water and Assessor Assistant	6
Councilperson	6
Laborer Part-Tim	8
Clerk to the Town Justice	6
Zoning Officer Part-Tim	6
Code Enforcement Officer Part-Time	6
M.EO. Part-Time	8

Motion by Hendel, Seconded by Christ approving the following 2018 Town Clerk holiday and fee schedule Motion Carried

Town Clerk Holiday Schedule for 2018

- Martin Luther King, Jr. Day – Monday, January 15
  - President's Day – Monday, February 19
    - Memorial Day – Monday, May 28
  - Independence Day – Wednesday, July 4
    - Labor Day – Monday, September 3
    - Columbus Day – Monday, October 8
    - Election Day – Tuesday, November 6
    - Veterans Day – Monday, November 12
- Thanksgiving – Thursday and Friday, November 22 and 23
- Christmas Eve – Monday December 24 – Closed at Noon
  - Christmas Day – Tuesday, December 25

Town Clerk Fee Schedule for 2018

- Certified Copies – 10.00 per page
  - Photocopies – 25¢ per page
  - Facsimile – 25¢ per page
  - Returned Check Fee - \$25.00
- Marriage License and Certificate - \$40.00
- Dog License (Spayed or Neutered) - \$7.00
- Dog License (Unspayed or Unneutered) - \$15.00

Motion by Bower, Seconded by Mele to remove John Morriss' name from all Town bank accounts Motion Carried

Motion by Bower, Seconded by Christ to add Robert Miller's name to all Town bank accounts and giving him authorization to sign checks Motion Carried

Motion by Christ, Seconded by Hendel authorizing the interest-only wire transfer of \$787.50 for the Road Improvement Bond     Motion Carried

Councilman Paul Hendel thanked the Highway Department for doing such a great job on our roads, especially since the weather got so bad around Christmas. Also thank you to the Supervisor and Town Clerk for remaining open last Friday when all County Offices and most Town Clerk Offices were closed due to the weather.

Attorney:

Jeff has not gotten the receipt from the Secretary of State for the filing of the Property Maintenance Law. Once he receives notice that it has been filed it will go into effect.

The Mack Truck bond got paid off on December 29<sup>th</sup>.

Jeff will look into the Cold War Exemption and have the information for the meeting next month.

Town Clerk:

Receipts for December totaled \$527.00 with \$460.76 going into the general fund.

Tax bills were sent out and new water bills were mailed so the office has been extremely busy. We were given very late notice that we had to accept tax payments on December 30<sup>th</sup> which made it even busier.

Cindy handed out calendars for the newly elected officials to fill in months January through March with their work hours. This is for retirement reporting. Please give them to Cindy at the beginning of April.

Highway and Water Superintendent:

Monroe Water Authority raised our rates beginning in February. Each time Monroe Water Authority has raised our rates we have absorbed the cost and not adjusted the amount we charge the Village of Holley and the Town of Kendall. We have not adjusted the Village rate since 2010 and Kendall's rate since 2008. It is Ed's recommendation to raise the rate for both the Village of Holley and the Town of Kendall to \$3.50 per thousand.

The Town will be receiving \$13,049.58 from FEMA as they declared the March 2017 snow storm a disaster.

Supervisor Miller informed those present that during the *Public Comments* portion of the meeting, people wishing to speak will stand at the podium, give their name and address and direct their comments to the Board.

Motion by Christ, Seconded by Bower approving the Supervisor's financial report

and that the following bills be paid: Motion Carried

General Fund	Claims 1-23	\$22,867.78
Highway Fund	Claims 1-9	\$22,378.29
Water District No. 1	Claim 1	\$110.95
Water District No. 2	Claims 1-3	\$3,511.96
Water District No. 3	None	\$0.00
Water District No. 4	Claim 1	\$1,511.96
Water District No. 5	Claim 1	\$877.64
Water District No. 6	Claims 1-3	\$2,402.28
Water District No. 7	None	\$0.00
Water District No. 8	Claim 1	\$3,127.62
Water District No. 9	Claim 1	\$877.31
Water District No. 10	Claims 1-2	\$1,236.92
Water District No. 11	Claims 1-7	\$11,667.37
Water District No. 12	Claims 1-2	\$823.91
Water District No. 13	Claim 1	\$1,788.26
Water District No. 14	None	\$0.00
Water District No. 15	Claims 1-2	\$2,702.77
Water District No. 20	Claim 1	\$1,364.52
Water District No. 3, Ext. 1	None	\$0.00

Ed would like to meet with the Board regarding the health insurance increase. Supervisor Miller said that he is already looking into the issue.

Motion by Bower, Seconded by Christ to adjourn the meeting. Motion Carried

So adjourned.

Respectfully Submitted,

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Cynthia Oliver