

**Town of Murray Organizational Meeting and Town Board Meeting via Zoom**

January 11, 2021

Present via zoom: Supervisor Joseph Sidonio, Councilmen Randall Bower, Lloyd Christ, Paul Hendel and Michael Mele, Town Clerk Cindy Oliver, Highway Superintendent Dirk Lammes, Assessor Louise Passarell, Attorney John Sansone

Meeting called to order at 7:03 p.m.

All were provided with a list of 2021 appointments, salaries, standard work hours, and designations.

Councilman Michael Mele moved adoption of the following resolution; Councilman Paul Hendel seconded the motion:

**RESOLUTION NO. 2021-003**

WHEREAS, Town of Murray – 2021 Organizational Meeting; Salaries, Appointments, Standard Work Hours/Day as required by New York State for retirement purposes only and Designations, etc. are approved and adopted as listed.

**SALARIES FOR THE YEAR 2021**

| POSITION                               | SALARY                    |
|--|---------------------------|
| Assessor                               | \$25,000.00               |
| Assessor Assistant/hr.                 | \$15.00                   |
| Assessment Review Board (3)            | \$200.00                  |
| Attorney/hr.                           | \$175.00                  |
| Budget Manager                         | \$1,500.00                |
| Code Enforcement Officer Part-Time/hr. | \$26.27                   |
| Code Department Clerk Part-Time/hr.    | \$15.00                   |
| Council Person (4)                     | \$3,400.00                |
| Highway 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 Chairperson/meeting  | \$60.00                   |
| Planning & Zoning Members/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               |
| Court Clerk/hr.                        | \$15.00                   |
| Water Billing Clerk/hr.                | \$15.00                   |

|                         |             |
|-------------------------|-------------|
| Water Collections Clerk | \$11,195.00 |
| Water Superintendent    | \$10,901.00 |

**APPOINTED POSITIONS FOR THE YEAR 2021**

| APPOINTED POSITION                            | INDIVIDUAL                  |
|---|-----------------------------|
| Agricultural Representative to Planning Board | Lynn Vendetti               |
| Assessor Assistant Part-time                  | Lynn Wood                   |
| Attorney                                      | John S. Sansone             |
| Budget Manager                                | Joseph Sidonio              |
| Clerk to the Town Justice                     | Jeanne Spada                |
| Clerk to the Town Justice                     | Lindsay Fredendall          |
| Code Enforcement Officer Part-time            | Kevin Moore                 |
| County Planning Board Representative          | TBA                         |
| Deputy Highway Superintendent                 | TBA                         |
| Deputy Town Clerk                             | Annette Curtis              |
| Deputy Town Supervisor                        | Michael Mele                |
| Highway Clerk                                 | Louise Passarell            |
| Historian                                     | Marsha DeFilipps            |
| Property Manager                              | Joseph Sidonio              |
| Registrar of Vital Statistics                 | Cynthia Oliver              |
| Deputy Registrar of Vital Statistics          | Annette Curtis              |
| Representative to the Assessor's Office       | Paul Hendel, Randall Bower  |
| Representative to the Historical Society      | Lloyd Christ, Michael Mele  |
| Representative to Highway and Water Dept.     | Paul Hendel, Joseph Sidonio |
| Representative to Justice Court               | Lloyd Christ, Michael Mele  |
| Representative to Planning and Zoning         | Lloyd Christ, Michael Mele  |
| Representative to Town Clerk's office         | Paul Hendel, Joseph Sidonio |
| Representative to the Youth Commission        | Paul Hendel, Randall Bower  |
| Water Billing Clerk                           | Louise Passarell            |
| Water Collections Clerk                       | Cynthia Oliver              |
| Water Superintendent                          | Dirk Lammes                 |

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

|                                    |   |
|------------------------------------|---|
| Assessor                           | 6 |
| Assessor Assistant Part-time       | 6 |
| Budget Officer                     | 6 |
| Code Enforcement Officer Part-time | 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 |
| Deputy Town Clerk  | 6 |
| Town Justice       | 6 |
| Town Justice Clerk | 6 |
| Water Clerk        | 6 |

**DESIGNATIONS FOR THE YEAR 2021**

- 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 are authorized to attend schools as needed or required at Town expense.
- Town officials are to be reimbursed 56¢ per mile vehicle allowance for use of personal vehicle on Town business.
- Pre-payment of bills is allowed if due date is prior to the next board meeting to avoid late fees.
- Town Board meetings will be held on the 3<sup>rd</sup> Monday of each month at 7:00 p.m. unless otherwise advertised.
- Town Board work meetings will be held on the 2<sup>nd</sup> Thursday of each month at 7:00 p.m. on an as needed basis.
- Highway Superintendent will be reimbursed \$75.00 per month for personal cell phone use.
- Hungerford Vinton, LLC is designated as accountants/bookkeepers for the Town of Murray.
- The 2021 Vehicle Use Policy, Driver Record Check Policy and the Town of Murray Code of Ethics
- The 2021 Employee Benefits Policy

Upon being put to a roll call vote, the resolution was unanimously adopted.

Motion by Bower, Seconded by Mele to adjourn the organizational portion of the meeting

Upon being put to a roll call vote, the vote was as follows:

|             |   |  |
|-------------|---|--|
| Ayes        | 4 | Bower, Hendel, Mele, Sidonio               |
| Nays        | 0 |  |
| No response | 1 | Christ, temporarily disconnected from zoom |

Motion was thereupon adopted.

Motion by Hendel, Seconded by Mele to open the regular Town Board meeting.

After being put to a roll call vote, the vote was as follows:

|             |   |  |
|-------------|---|--|
| Ayes        | 4 | Bower, Hendel, Mele, Sidonio               |
| Nays        | 0 |  |
| No response | 1 | Christ, temporarily disconnected from zoom |

Motion was thereupon adopted.

Motion by Bower, Seconded by Christ approving the December 2020 meeting minutes as submitted.

Upon being put to a roll call vote, the vote was as follows:

|      |   |                                      |
|------|---|--------------------------------------|
| Ayes | 5 | Bower, Christ, Hendel, Mele, Sidonio |
| Nays | 0 |                                      |

Motion was thereupon adopted.

Discussion on the need for a Town COVID 19 plan. Also needed is a Pandemic Preparedness Plan that is required under New York State Law. The plan must be finalized and published by April 1, 2021. Highway Superintendent Dirk Lammes has reached out to other municipalities and drafted a plan catered to our town. He asked all to look it over and make adjustments and additions where they see fit. Attorney John Sansone stated he could have a basic plan for the Highway and Water Departments by Thursday. That will be just part of the bigger plan/town policy. Thank you to Paul and Dirk for the work they’ve done on beginning of a draft plan for the town.

Supervisor Sidonio reminded all to keep track of expenditures relating to the pandemic. Cindy said there is a tracking system in the Accu-fund system to track these expenditures.

**Town Clerk**

December receipts totaled \$806.00 with \$754.83 going into the general fund.

Cindy and Annette are being very cautious with COVID safety procedures and she agrees with the Board that the Town Hall should be closed for the time being. Ideally, Annette and Cindy wouldn’t work at the same time for safety reasons but it is not feasible during January tax collection.

**Assessor**

Not much news to bring to the Board. Louise and Lynn have been fielding calls from residents regarding their tax bills. Ag exemptions will be going in the mail this week.

**Highway and Water**

Employees have been working removing brush from ditches. As Dirk has only been here since January 1<sup>st</sup>, he deferred to Louise. 400 tons of salt have been ordered so far. We have only gone through about 200 tons so far. To date, it's been an easy winter.

Louise reported fourth quarter water loss is at about 17.5%, which is up a bit since October. Work needs to continue in the spring, listening to valves, etc.

CHIPs, Extreme Winter Recovery and Pave NY funds of \$81,498.96 were received on December 28<sup>th</sup>. That amount is about 80% of what the state originally said we would receive.

Supervisor Sidonio received a message from a resident on Gulf Road asking the Town to consider putting in a three way stop sign at the curve of Bennetts Corners Road and Gulf Road as there are cars speeding and racing in that area. Dirk will look in to it and get back to the board.

**New Business**

Councilperson Michael Mele moved adoption of the following resolution; Councilperson Randall Bower seconded the motion:

**RESOLUTION NO. 2021-002**

BE IT RESOLVED that the Murray Town Board authorizes the filing of a blanket undertaking to indemnify all officers to file an undertaking.

BE IT FURTHER RESOLVED that a certified copy of this resolution authorizing the blanket undertaking will be attached to the policy and file in the Orleans County Clerk's office.

Upon being put to a roll call vote, the resolution was unanimously adopted.

Tim Hungerford has suggested we not enter into an auditor's agreement at this time. He would like to review and confirm that the proposals meet the level of audit needed. All are in agreement to hold off on this until Tim has had a chance to look at them.

Discussion of water rates. Clarification is needed on the rate of \$4.99 per thousand gallons. Is this town wide or do the farmers get a break? Supervisor Sidonio suggested charging them the regular rate but possibly charging them a reduced rate after one million gallons of usage. Councilman Hendel asked Louise how many of our farmers exceed the one-million-gallon use. Louise thinks maybe just one. Councilman Bower said we will fine tune the cost for farmers in the near future. All in agreement.

Last month Councilman Christ questioned the amount the town is paying for propane. We are under contract with Hometown Energy until May 31, 2021 at the current price. We will renegotiate the contract at that time and hopefully get a better price.

Motion by Bower, Seconded by Mele approving the Supervisor’s financial report and that the following bills be paid:

After being put to a roll call vote, the vote was as follows:

|      |   |                                      |
|------|---|--------------------------------------|
| Ayes | 5 | Bower, Christ, Hendel, Mele, Sidonio |
| Nays | 0 |                                      |

Motion was thereupon adopted.

|                       |             |
|-----------------------|-------------|
| General Fund          | \$10,368.61 |
| Highway Fund          | \$27,751.01 |
| Water District No. 1  | \$682.55    |
| Water District No. 2  | \$170.00    |
| Water District No. 3  | \$3,856.56  |
| Water District No. 6  | \$3,556.23  |
| Water District No. 7  | \$208.52    |
| Water District No. 10 | \$2.59      |
| Water District No. 11 | \$568.70    |
| Water District No. 14 | \$394.00    |

Motion by Christ, Seconded by Bower to adjourn the meeting at 7:47 p.m.

After being put to a roll call vote, the vote was as follows:

|      |   |                                      |
|------|---|--------------------------------------|
| Ayes | 5 | Bower, Christ, Hendel, Mele, Sidonio |
| Nays | 0 |                                      |

Motion was thereupon adopted.

So, adjourned.

Respectfully Submitted,

Cynthia L. Oliver