

Town of Grand Island – Regular Meeting #1

A regular meeting of the Town Board of Grand Island, New York was held at the Town Hall, 2255 Baseline Rd., Grand Island, NY at 8:00p.m. on the 7th of January, 2019.

Present: Nathan D. McMurray Supervisor
Beverly A. Kinney Councilwoman
Michael H. Madigan Councilman
Jennifer L. Baney Councilwoman
Patricia A. Frentzel Town Clerk
Peter C. Godfrey Town Attorney

Excused: Peter Marston Jr. Councilman

Supervisor Nathan D. McMurray called the meeting to order at 8:00p.m.
Reverend Kevin Slough from Trinity United Methodist Church gave the Invocation.
Councilwoman Jennifer L. Baney led the Pledge of Allegiance.

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding the meeting agenda items only.

Speakers: None

MINUTES:

A motion was made by Councilwoman Baney, seconded by Councilwoman Kinney to approve Minutes of Workshop Meeting #39, December 17, 2018 and Minutes of Regular Meeting #23, December 17, 2018.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

CONSENT AGENDA:

1. Meeting Minutes – Conservation Advisory Board – October 25, 2018
2. Meeting Minutes – Board of Architectural Review – November 20, 2018
3. 2019 Board of Architectural Review Board Meetings
4. Meeting Minutes – Historic Preservation Advisory Board – November 16, 2018
5. Minutes – Historic Preservation Advisory Board Public Hearing – December 12, 2018

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to approve the consent agenda as distributed.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

2019 REORGANIZATION:

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to approve the following 2019 reorganization items:

Legal Representation for the Town of Grand Island

- To appoint the law firm of Hodgson Russ, LLP, Peter C. Godfrey, Esq. of Counsel, as attorneys for the Town of Grand Island for the year 2019.

Monday, January 7, 2019 - 1

Town of Grand Island – Regular Meeting #1

Assessment Formulas Reaffirmed

- To adopt the resolution regarding method of assessment for consolidated water district, method of assessment for consolidated sewer districts and method of assessment for Town lighting districts as follows:

Consolidated Water Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that, for 2019 all operation and maintenance costs and all capital costs, net of water rents and other revenues, shall be apportioned against the assessed land valuation of each of the properties or parcels of land within the Consolidated Water District.

Sewer Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that the method for the apportionment of the capital construction and operation and maintenance costs of the Wastewater Treatment Plant Facilities and its Sewer District lines and appurtenances for 2019:

1) 100% of all net operation and maintenance costs shall be apportioned to the water consumption of each of the properties or parcels of land within the Town Sewer Districts and shall be recovered as a sewer rent.

2) 100% of capital costs shall be apportioned against the assessed land valuation of each of the properties or parcels of land within the Town Sewer Districts.

User/Non-User Methodology

1) A User shall pay all Wastewater Treatment Plant Facility and Sewer District lines and appurtenances costs assigned to operation and maintenance and to capital construction costs of said Wastewater Treatment Plant Facilities.

2) A Non-User shall pay one hundred (100) per cent of the capital construction costs of said Wastewater Treatment Plant Facilities based upon the assessed land valuation of such Non-User.

The following definitions shall apply:

1) USER shall be any property or parcel that fronts or abuts a sewer line or is connected or required to be connected to a public sewer line.

2) NON-USER is a property or parcel not fronting or abutting a public sewer line or where said sewer is not immediately available.

Lighting Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that, for 2019, that all costs shall be apportioned against the properties in all Districts in the Town of Grand Island based upon the frontage of said property.

Budget Officer Designated

- To designate Supervisor Nathan D. McMurray as Budget Officer for the Town of Grand Island for the year 2019.

Appointment – Commissioner of Police

- To appoint Supervisor Nathan D. McMurray as the Liaison and Police Commissioner of the Grand Island Police Department

Appointment – Deputy Emergency Services Coordinator

- To appoint Gregory Butcher Deputy Emergency Services Coordinator for a one-year term expiring December 31, 2019.

Mileage Reimbursement

Monday, January 7, 2019 - 2

Town of Grand Island – Regular Meeting #1

- To set the mileage reimbursement at \$0.58 per mile to be allowed Town Officials when performing duties for the Town of Grand Island during 2019.

Town Newspaper Designated

- To designate the *Island Dispatch* as the official newspaper for the Town of Grand Island for the year 2019.

Facsimile Signature of Supervisor and Bank Depositories Designated

- To designate the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank as depositories for the Town of Grand Island for the year 2019, in which the Supervisor and Town Clerk shall deposit all monies coming into their hands by virtue of their office, and furthermore, that the Town Clerk be directed to deposit tax monies in the Manufacturers and Traders Trust Company, Grand Island office, said tax money to be remitted to the Supervisor at least once each week. Water, Wastewater and General receipts are to be remitted to the Supervisor daily. All other funds of the Clerk are to be deposited with the Supervisor no later than the 15th of the following month. Said depositories are hereby requested, authorized, and directed to honor checks, drafts or other orders for the payment of money drawn in the name of the Town of Grand Island, including those payable to the individual order of any person or persons thereof, when bearing or purporting to bear the facsimile signature of Nathan McMurray, Supervisor of the Town of Grand Island; and the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank shall be entitled to honor and to charge the Town of Grand Island for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile specimen duly certified to or filed with the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank, Citizens Bank by the Town Clerk of the Town of Grand Island.

Adopt Fee Schedule

- To adopt the Town of Grand Island Fee Schedule and proposed amendments as submitted by the Department Heads, for the year 2019:

ACCOUNTING

NSF Fee:

Insufficient Funds Fee \$ 20.00

ASSESSOR

COMPUTERIZED ASSESSMENT DATA:

Up to 10,000 parcels .05 parcel
Over 10,000 parcels .035 per parcel

BUILDING DEPARTMENT

BUILDING PERMIT FEES:

Floor area to be based on outside dimensions of the building.

Residential buildings. (D.U. = Dwelling Unit)

Floor area includes all habitable space-based on outside dimensions of overall structure – does not include cellar, nonhabitable basement, nonhabitable attic or carport. It does include an accessory garage.

SINGLE FAMILY DWELLING:

Monday, January 7, 2019 - 3

Town of Grand Island – Regular Meeting #1

Up to 4,000 square feet	\$	400.00
Over 4,000 square feet	\$	600.00
 <u>TWO FAMILY DWELLINGS:</u>		
Per dwelling unit	\$	275.00
 <u>MULTIPLE DWELLING:</u> (3 or more D.U. per building)		
For first 5 D.U.'s per D.U.	\$	300.00
Next 10 (6-15) per D.U.	\$	125.00
For all additional D.U.'s	\$	50.00
 <u>ACCESSORY BUILDINGS AND STRUCTURES:</u>		
Per square feet of floor area	\$	0.10
Minimum	\$	75.00
 <u>ADDITIONS, ALTERNATIONS, RENOVATIONS:</u>		
Residential per square foot	\$	0.15
Minimum fee for residential	\$	175.00
Non-residential per square foot (first 1,500 square foot)	\$	0.20
Non-residential per square foot (after 1,500 square foot)	\$	0.05
Minimum fee for non-residential	\$	200.00
 <u>AGRICULTURAL BUILDINGS:</u>		
Agricultural Building Permit	\$	50.00
 <u>NON-RESIDENTIAL BUILDINGS:</u>		
Up to 1,000 square feet	\$	300.00
For additional square footage up to 10,000 per square foot	\$	300.00+.10/ft.
For additional square footage over 10,000 per square foot	\$	300.00+.05/ft.
Volume includes basement/cellar, sub-cellar (anything over 5 feet high).		
All volume based on overall outside dimensions.		
 <u>REPAIRS, MISCELLANEOUS STRUCTURES, CHIMNEYS, SIDEWALKS, ETC:</u>		
Repairs/renovations up to \$1,000 of cost	\$	95.00
For each \$1,000 over \$1,000 cost	\$	2.50
Maximum fee	\$	250.00
Residential Fire Safety Inspection	\$	75.00
Community Garden Application Fee	\$	75.00
Sidewalk Installation Administration Fee	\$	300.00
 <u>OPERATING PERMIT FEE:</u>		
Activities Regulated by Chapter 125	\$	150.00
 <u>SWIMMING POOLS:</u>		
Residential-Above Ground	\$	125.00
Residential-Inground	\$	200.00
Commercial	\$	200.00
 <u>BUILDING DEMOLITION/REMOVAL:</u>		
One & two family dwelling	\$	150.00
Accessory structures	\$	75.00
All other structures	\$	150.00
 <u>GRADING PERMIT:</u>		
Grading Permit	\$	150.00
 <u>APPLICATION FOR CERTIFICATE OF OCCUPANCY:</u>		
Residential, single	\$	50.00

Monday, January 7, 2019 - 4

Town of Grand Island – Regular Meeting #1

All other residential	\$	35.00
Plus per unit	\$	15.00
Accessory structures, pools, decks, fireplaces, etc.	\$	25.00
Non-residential structures up to 10,000 square feet	\$	50.00
Non-residential structures over 10,000 square feet	\$	100.00
Non-residential structures – minor renovations/remodeling	\$	25.00

ELECTRICAL & PLUMBING EXAM & LICENSING FEES:

Electrician license	\$	100.00
Electrician examination fee	\$	150.00
Electrician examination review fee	\$	90.00
Electrician examination fee (special)**	\$	150.00
Journeyman Plumber license	\$	50.00
Journeyman Plumber examination fee	\$	150.00
Journeyman Plumber Exam Fee (special)**	\$	150.00
Master Plumber license	\$	100.00
Master Plumber examination fee	\$	150.00
Master Plumber examination fee (special)**	\$	150.00

In addition to the exam fee, the cost for any proctoring fees for special exams shall be divided equally among all the candidates that are scheduled for said exams.

PLUMBING DEPARTMENT

PLUMBING FEES:

Fixture units – per fixture unit	\$5.00 per fixture – min \$95.00
Building drain	\$ 100.00
Building sewer lateral	\$ 150.00
New home construction – 1 bath	\$ 150.00
1 ½ baths	\$ 160.00
2 baths	\$ 170.00
2 ½ baths	\$ 180.00
3 baths	\$ 190.00
3 ½ baths	\$ 200.00
Water & sewer installation/repair	\$ 150.00
Conductor line installation/repair	\$ 100.00
Lawn sprinkler, backflow devices & misc. inspections	\$ 90.00
Re-inspection fee (inspection failed twice)	\$ 75.00
Site drainage & fire protection line (up to 200 l.f.)	\$ 125.00
Site drainage & fire protection line (per 100 l.f. after initial 200 l.f.)	\$ 30.00
Backflow Prevention Test Report Filing Fee	\$ 14.95

SEWER TAP FEES:

Single Family Dwelling, Townhouses (deeded title)	\$ 500.00
Duplex, Hotel, Motel & Apartments	base fee \$500 + \$100 per unit

Commercial, Industrial

Fee based on size of waterline serving building, per sewer connection	
.75"	\$ 500.00
1"	\$ 500.00
1.5"	\$ 600.00
2"	\$ 600.00
Over 2"	\$ 700.00

*Mixed use building, based upon waterline serving building, plus per unit fee

Recreational vehicle pump out station (one time tap-in fee)	\$ 500.00
Annual per boat slip charge	\$ 1.00

WATER TAPS:

3/4 "	\$ 275.00
-------	-----------

Monday, January 7, 2019 - 5

Town of Grand Island – Regular Meeting #1

1"	\$	300.00
1.5"	\$	375.00
2"	\$	425.00

WATER METERS:

M25 – ¾"	\$	275.00
E25 – ¾"	\$	325.00
E55 – 1"	\$	400.00
E1 – 1 ½"	\$	725.00
E2 – 2"	\$	925.00
M120 – 1 ½"	\$	625.00
M170 – 2"	\$	825.00

METER PART REPLACEMENT COSTS:

M25 – ¾" Bare Meter Less Register	\$	75.00
Orion Transmitter for M25	\$	200.00
E25 – ¾" Bare Meter Less Register	\$	200.00
Orion Transmitter for E25	\$	125.00
E55 – 1" Bare Meter Less Register	\$	275.00
Orion Transmitter for E55	\$	125.00
E1 – 1 ½" Bare Meterless Register	\$	600.00
Orion Transmitter for E1	\$	125.00
E2 – 2" Bare Meter Less Register	\$	800.00
Orion Transmitter for E2	\$	125.00
M120 – 1 ½" Bare Meter Less Register	\$	425.00
Orion Transmitter for M120	\$	200.00
M170 – 2" Bare Meter Less Register	\$	625.00
Orion Transmitter for M170	\$	200.00
Orion Transmitter for M40	\$	200.00
Orion Transmitter for M70	\$	200.00

TESTING WATER METERS:

¾"	\$	75.00
1"	\$	75.00
1.5"	\$	150.00
2"	\$	200.00
*Over 2" at prevailing rates to have it done by a private company		
Charge for temporary meter		
A) Charge for use	\$	45.00
B) Deposit (refundable) – normal meter charge		

MISCELLANEOUS CHARGES:

Disconnect old service – water only	\$	1,000.00
Disconnect old service – with sewer	\$	1,300.00
Sprinkler system annual stand-by fee	\$	150.00
Inspection fee	\$	75.00
Turn water on or off (no dig)	\$	35.00
Turn water on or off (dig) + parts	\$	500.00
Fee to use a fire hydrant (plus cost of the water used)	\$	80.00
Fee to use a fire hydrant (plus cost of the water used) – Seasonal	\$	200.00
Fee to pump out a meter pit to obtain a meter reading	\$	80.00
Fee to set a water meter during non-working hours	\$	100.00
Fee for a Hydrant Flow Test	\$	150.00

ZONING

RECLASSIFICATION: (rezoning)
Application for rezoning: (based on acreage)

Monday, January 7, 2019 - 6

Town of Grand Island – Regular Meeting #1

Per acre for each of the first two acres or part of an acre	\$	100.00
For each additional acre or part of an acre over the first two	\$	50.00

VARIANCE/ZONING BOARD OF APPEALS:

Application fee	\$	150.00
Application for determination or interpretation from Zoning Board of Appeals	\$	60.00

SPECIAL USE PERMIT APPLICATION FEE:

Initial	\$	150.00
Renewal	\$	50.00

CELLULAR TOWER PERMIT:

Initial	\$	200.00
Renewal	\$	100.00

PERMANENT SIGN PERMIT:

Per square feet of sign face area, each side	\$	2.25
Minimum fee	\$	100.00

TEMPORARY SIGN PERMIT:

Application fee for each 30-day period	\$	150.00
(\$75.00 refundable if removed in 30 days – total fee forfeited after 30 days)		

- A. Waive fee for churches, schools, charitable or non-profit organizations, and individuals applying for personal messages (ex. Happy Birthday, Welcome Home, Congratulations, etc.)
- B. Maximum time of two weeks
- C. Require permit to be filed and adhere to present setback requirements (55' from center line of road & at least 5' from edge of the right-of-way).

AGRICULTURAL ANIMAL PERMIT/AGRICULTURAL ANIMAL SPECIAL USE PERMIT:

Initial Application	\$	150.00
Yearly Renewal	\$	50.00

ENGINEERING

APPLICATION FOR SITE PLAN REVIEW (BASED ON PROJECT ACREAGE):

1.0 acre or less	\$	100.00
1.1 – 2.0 acres	\$	200.00
2.1 – 5.0 acres	\$	200.00
plus per acre over 2 acres	\$	50.00
5.1 – 10.0 acres	\$	350.00
plus per acre over 5 acres	\$	25.00
10.1 acres or more	\$	475.00
plus per acres over 10 acres	\$	25.00

ENGINEERING PLANS AND SPECIFICATIONS:

Varies

MAPS

XEROX COPIES:

Map 24" x 36"	\$	3.00
Tax map 1" = 120'	\$	3.00
Island map 1" = 1000'	\$	6.00
Island map 1" = 2000'	\$	3.00
Topographic map 1" = 100'	\$	3.00
Mylar 24" x 36"	\$	10.00
Others per square foot	\$	0.50

HEWLETT PACKARD PLOTS:

Color Plots		
24" x 36"	\$	12.00
36" x 48"	\$	24.00

Aerial Photos:

Monday, January 7, 2019 - 7

Town of Grand Island – Regular Meeting #1

Black & White		
Per square foot	\$	2.00
24" x 36"	\$	12.00
36" x 48"	\$	24.00
Color		
Per square foot	\$	3.00
24" x 36"	\$	18.00
36" x 48"	\$	36.00

PUBLIC IMPROVEMENT PERMITS:

\$0	to	\$10,000			6%
\$10,000	to	\$20,000	\$600, plus	5% over \$10,000	
\$20,000	to	\$30,000	\$1,100, plus	4% over \$20,000	
\$30,000	to	\$40,000	\$1,500, plus	3% over \$30,000	
\$40,000	to	\$50,000	\$1,800, plus	2% over \$40,000	
\$50,000	to	\$60,000	\$2,000, plus	1.5% over \$50,000	
\$60,000	to	\$70,000	\$2,150, plus	1.0% over \$60,000	
\$70,000	to	\$80,000	\$2,250, plus	0.8% over \$70,000	
\$80,000	to	\$90,000	\$2,330, plus	0.7% over \$80,000	
\$90,000	to	\$100,000	\$2,400, plus	0.5% over \$90,000	
	Over	\$100,000			2.50%

Traffic Control Signs Fee Varies

RECREATION FEES – IN LIEU OF 10% LAND:

Major subdivision per lot	\$	500.00
Minor subdivision per lot	\$	500.00
Multi-family residence per unit	\$	750.00

SUBDIVISION FEES:

Preliminary application	\$	200.00
Final Plat – per lot for major subdivision (4 lots or more)	\$	50.00
Minor subdivision (less than 4 lots)	\$	100.00

STORM WATER POLLUTION PREVENTION PLAN:

For Single-Phase Residential & Commercial Development Projects ("Scheme A"):

0-5 Acres:		\$	500.00
5-10 Acres:	\$500.00 + \$350.00 = \$850.00	\$	850.00
10 + Acres:	\$850.00 + \$300.00 for each additional 5 acres		

For Multi-Phase Residential & Commercial Development Projects ("Scheme B"):

1. When the entire project is first being reviewed and approved by the municipality, use Scheme A above to determine an initial fee based on the entire acreage of the project to be developed in several phases.
2. Add \$500.00 for each subsequent phase after the 1st initial phase, to be collected at the beginning of each subsequent phase.

HIGHWAY DEPARTMENT

<u>HIGHWAY SPECIAL EVENT PERMIT FEE:</u>	\$	25.00
-------------------------------------------------	----	-------

TOWN CLERK

CODE BOOKS:

Printed by outside firms – cost determined by Vendor

Monday, January 7, 2019 - 8

Town of Grand Island – Regular Meeting #1

<u>CAMPSITE TRAILER LICENSE:</u> (or \$2.00 per camp unit)	Minimum	\$	100.00
<u>DEATH CERTIFICATES:</u> Certified Copies		\$	10.00
 <u>DELINQUENT DOG FEE:</u>		\$	10.00
 <u>DOG ADOPTION FEE:</u>		\$	84.00
<u>DOG IMPOUNDMENT FEES AND REDEMPTION:</u>			
1. First Impoundment – for the first 24 hours		\$	30.00
Each additional 24 hours or part		\$	20.00
2. Second impoundment – for the first 24 hours		\$	50.00
Each additional 24 hours or part		\$	20.00
3. Third impoundment – for the first 24 hours		\$	75.00
Each additional 24 hours or part		\$	30.00
<u>DOG LICENSES:</u>			
Spayed/Neutered Dog (Per Year)		\$	8.00
Unspayed/Unneutered Dog (Per Year)		\$	16.00
Purebred Permit Fee (Per Year)		\$	20.00
Exemption per dog for Citizens 65 years & older (by TB Resolution)		\$	5.00
<u>EZ PASS:</u>			
EZ Pass On-the-Go Tag		\$	25.00
<u>FOIL REQUEST:</u>			
Per page (up to 9" x 14")		\$.25
<u>PEDDLING & SOLICITING:</u>			
Peddler or Solicitor – Individual		\$	60.00
after July 1 st		\$	30.00
Company – Up to Two Employees		\$	100.00
after July 1 st		\$	50.00
Town Sponsored Special Events			
Per Employee – Must apply 5 business days prior to event		\$	10.00
<u>MARRIAGE LICENSES:</u>			
Certified Copies		\$	10.00
<u>MOTEL/BED & BREAKFAST LICENSE:</u>			
Capacity of not more than 5 units		\$	40.00
Capacity of not more than 10 units		\$	50.00
Capacity of not more than 20 units		\$	60.00
Capacity of more than 20 units		\$	70.00
<u>MUNICIPAL SOLID WASTE COLLECTOR: LICENSING FEE:</u>			
Application for a business		\$	200.00
<u>PASSPORT PHOTOS:</u>		\$	7.00
<u>TAX BILL COPIES:</u>		\$	0.50
<u>TAXICAB LICENSE:</u>			
Owner/Operator (Per Year)		\$	60.00
Operator (Per Year)		\$	60.00

RECREATION DEPARTMENT

Monday, January 7, 2019 - 9

Town of Grand Island – Regular Meeting #1

COMMUNITY CENTER USE:

Resident - Per Use	\$	20.00
Non-Resident - Per Use	\$	50.00
Resident-Multiple Use, more than 4 times per year	\$	100.00
Non Profit/Community Service Groups-Per Year*	\$	100.00

*Must provide proof of Non-Profit Status or Community Service

EQUIPMENT RENTAL FEES:

Cones:		
1-99	\$	25.00
100-200	\$	50.00
Barricades:		
1-6	\$	25.00
7 or more	\$	50.00
Replacement Costs:		
Cones:		
12" cone – per cone	\$	6.90
28" cones – per cone	\$	23.50
Barricades:		
Full Barricade	\$	139.30
Barricade A Frame (each)	\$	28.85
Barricade Rail (each)	\$	81.60

Late Fess:

User will be charged the full cost of rental for each day items are late

Delivery Fees:

Drop Off and Pick Up from One Location (All items rented must be together at one location)	\$	15.00
Each additional location (Includes Drop Off and Pick Up)	\$	5.00

GAZEBO:

One Time Use	\$	20.00
--------------	----	-------

NON-RESIDENT USE OF RECREATION FACILITIES:

Per Special Use: Clinics, Shows, Camps, etc.	\$	50.00
----------------------------------------------	----	-------

CONCESSION STAND AT VETERANS PARK:

Daily Usage	\$	15.00
-------------	----	-------

The interpretation, application and enforcement of the provisions of this fee schedule are the minimum requirements necessary for the protection of the health, safety and general welfare of the Town of Grand Island. The fees established reflect the administration costs of processing such permits and will be subject to review by the Town as needed.

PARKS DEPARTMENT

EQUIPMENT RENTAL FEES:

Bleachers (Includes Delivery & Pick Up) – Each	\$	10.00
Picnic Tables (Includes Delivery & Pick Up) – Each	\$	10.00

Monday, January 7, 2019 - 10

Town of Grand Island – Regular Meeting #1

Reviewing Stand (Includes Delivery, Set Up & Pick Up)	\$	50.00
Road Barricades:		
1-6 (Includes Delivery & Pick Up)	\$	25.00
7 or more (Includes Delivery & Pick Up)	\$	50.00
Snow Fence (Includes Delivery & Pick Up)	\$	3.00/foot
Snow Fence Stakes (Includes Delivery & Pick Up) - Each	\$	1.00
Trash Can Bags/Liners (Includes Delivery & Pick Up)	\$	38.00 (@ cost) 50/box
Trash Can Bands (Includes Delivery & Pick Up) – Each	\$	1.00
Trash Can Use (User Disposes) (Includes Delivery & Pick Up) – Each	\$	2.00
Trash Can Use (Includes Empty, Disposal, Delivery & Pick Up) – Each	\$	5.00

WATER/WASTEWATER DEPARTMENT

FINAL STATEMENT FOR ATTORNEY – PROPERTY CLOSING:

Per Statement \$ 5.00

RENTS RELEVIED:

Water Rents Relevied \$ 7.50

Sewer Rents Relevied \$ 7.50

DISPOSAL CHARGE:

Per 1000 gallons \$ 30.00

ADMINISTRATION FEE:

Water Bill Only-per Quarterly Bill \$ 3.00

Designate Harassment Complaint Officers

- To designate the Town Attorney and Susan Seifert as Harassment Complaint Officers for 2019 as required by Human Resources Policy & Procedures Manual.

Fair Housing Officer

- To designate James Sharpe as the Fair Housing Officer for 2019.

Investment Policy

- To adopt the attached investment policy for 2019:

This policy applies to all of the Town's money which is available for investment on its own behalf.

The objectives of the Town's investments are:

- a) to conform with all applicable legal requirements
- b) to safeguard principal
- c) to provide sufficient liquidity to meet operating requirements
- d) to obtain a reasonable rate of return

Responsibility for administering the investment program is delegated to the Town Accountant, who shall maintain a record of investments, including descriptions and amounts, transaction dates, earnings and any other pertinent information. Investments

Monday, January 7, 2019 - 11

Town of Grand Island – Regular Meeting #1

shall be those which a prudent person would make under prevailing circumstances in the best interests of the Town. They shall be made after solicitation of at least three bids.

Funds may be invested in:

- a) Certificates of deposit placed in a commercial bank authorized to do business in New York State
- b) Obligations of New York State
- c) Obligations of the United States Government
- d) Obligations of agencies of the United States Government if principal and interest are guaranteed by the Federal Government
- e) Repurchase agreements involving obligations of the United States or its agencies
- f) Time deposits and demand deposits in a commercial bank authorized to do business in New York State

Repurchase agreements must be subject to a Master Repurchase Contract and are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers. Investments may be made directly with an authorized trading partner or by using an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Town Board.

Certificates of deposit and time deposits, in excess of amounts insured by the Federal Deposit Insurance Act, shall be secured by obligations of: The United States or its agencies, if principal and interest are guaranteed by the United States; New York State; municipal corporations and school districts of the state.

The Town shall annually designate depositories for the Town's funds. Such depositories shall be commercial banks authorized to do business in New York State. Each authorized bank shall execute a security agreement which will provide that collateral is pledged for the Town's deposits. The collateral may be held by the depository bank or by another bank, but in either case a custodial agreement must be executed to acknowledge that the pledged collateral is held by that bank as agent of and custodian for the Town.

Procurement Policy

- To adopt the attached Procurement Policy for 2019:

WHEREAS, Section 104-b of the General Municipal Law procedures governing all procurement of goods and services not subject to the bidding requirements of GML, S103 or any other law; and

WHEREAS, comments have been solicited from those officers of the town involved with procurement; NOW, THEREFORE, be it

RESOLVED: That the Town of Grand Island 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 value of the commodity to be acquired. The

Monday, January 7, 2019 - 12

Town of Grand Island – Regular Meeting #1

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 will exceed \$20,000 in the fiscal year or b) public works contracts over \$35,000 shall be formally bid pursuant to GML, S103.

GUIDELINE 3. All estimated purchases of:

- Less than \$20,000 but greater than \$10,000 requires a written Request for Proposal and written quotes from 3 vendors.
- Less than \$10,000 but greater than \$3,000 requires an oral request for the goods and written quotes from 2 vendors.
- Less than \$3,000 is left to the discretion of the purchaser.

All estimated public works contracts of:

- Less than \$35,000 but greater than \$10,000 requires a written Request for Proposal and written proposals from 3 contractors.
- Less than \$10,000 but greater than \$3,000 requires a written Request for Proposal and written quotes from 2 contractors.
- Less than \$3,000 is left to the discretion of the purchaser.

GUIDELINE 4. All written Requests for Proposals shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/oral quotes have been requested and the written quotes offered.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

GUIDELINE 5. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall be documented and filed with the record supporting the procurement.

GUIDELINE 6. 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. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

Town of Grand Island – Regular Meeting #1

GUIDELINE 7. 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;
- b) Emergencies;
- c) Sole source situations;
- d) Goods purchased from agencies for the blind or severely handicapped;
- e) Goods purchased from correctional facilities;
- f) Goods purchased from another governmental agency;
- g) Goods purchased at auction;
- h) Purchases pursuant to State or County bid.

GUIDELINE 8. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

Justice Court – Monthly Payment to New York State

- To authorize the payment to the NYS Office of the Comptroller, Justice Court Fund, upon receipt of the monthly invoice from their office. The Town Justice Court turns over the funds collected by their office in the first week of the month following the month the funds are paid to them. The NYS Office of the Comptroller then bills the Town for the State and County share of these funds within the following week. Sending our payment to the State upon receipt of their invoice will avoid any delays caused by our audit date and ensure that the State and County receive their funds in a more timely fashion.

Legal Holidays

- To authorize all town offices to be closed in observance of the following holidays as set forth in the various bargaining units:

Tuesday, January 1, 2019	New Year's Day
Monday, January 21, 2019	Martin Luther King Day
Monday, February 18, 2019	President's Day
Friday, April 19, 2019	Good Friday (1/2 day)
Monday, May 27, 2019	Memorial Day
Thursday, July 4, 2019	Independence Day
Monday, September 2, 2019	Labor Day
Monday, October 14, 2019	Columbus Day
Monday, November 11, 2019	Veteran's Day
Thursday, November 28, 2019	Thanksgiving
Friday, November 29, 2019	Day after Thanksgiving
Tuesday, December 24, 2019	Christmas Eve
Wednesday, December 25, 2019	Christmas Day
Tuesday, December 31, 2019	New Year's Eve (1/2 day)
Wednesday, January 1, 2020	New Year's Day

Bonding – Town Personnel

- To authorize the Supervisor to bond Town Personnel under the existing \$250,000 blanket bond for 2019.

Monday, January 7, 2019 - 14

Town of Grand Island – Regular Meeting #1

Payroll Dates

- To authorize the Supervisor to set the payroll date as every other Thursday, commencing Thursday, January 3, 2019.

Authorization – Petty Cash Funds

- To authorize petty cash funds as follows for the year 2019:

Town Clerk:	\$700.00
Sewer & Water Department	\$150.00
Town Justices	\$200.00
Highway Department	\$125.00
Recreation Department	\$100.00
Parks Department	\$100.00

Continuing Disclosure Compliance Procedures and Post-Issuance Tax Compliance Procedures

- To adopt the following Continuing Disclosure Compliance Procedures and Post-Issuance Tax Compliance Procedures for Tax-Exempt Bonds and Notes for 2019:

RESOLUTION, ADOPTING SEC-DRIVEN CONTINUING DISCLOSURE COMPLIANCE PROCEDURES

WHEREAS, Securities Exchange Commission (“SEC”) Rule 15c2-12 (the “Rule”) generally prohibits underwriters from purchasing or selling municipal securities unless the issuer of such securities has entered into a continuing disclosure obligation; and

WHEREAS, the Town is a periodic issuer of municipal securities and thus has entered into continuing disclosure obligations (or will do so) from time to time; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the Town, has prepared and has recommended that the Town adopt certain SEC-driven continuing disclosure compliance procedures; and

WHEREAS, the Town Board deems it to be in the best interest of the Town to adopt formal written procedures to help ensure continuing disclosure compliance, and to designate an official responsible for ensuring that such procedures are followed;

NOW THEREFORE, BE IT RESOLVED, that the Town hereby adopts the continuing disclosure compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that such procedures will be placed in the official records, files and minutes of the Town and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

Continuing Disclosure Compliance Procedures for Tax-Exempt Bonds and Notes

- a. **Purpose:** The purpose behind implementation of these continuing disclosure compliance procedures is to ensure that the **Town of Grand Island, Erie County, New**

Monday, January 7, 2019 - 15

Town of Grand Island – Regular Meeting #1

York (the “Issuer”) (i) is compliant with its continuing disclosure obligations with respect to the securities it issues, pursuant to Rule 15c2-12, as amended (the “Rule”), promulgated under the Securities Exchange Act of 1934, as amended and (ii) makes accurate reports as to its compliance therewith in connection with its offerings of securities from time to time.

b. Disclosure Compliance Officer Designation, Education and Training: The Issuer will designate a “Disclosure Compliance Officer” who will be the primary official responsible for monitoring compliance with the continuing disclosure requirements listed in the Issuer’s continuing disclosure undertakings. The Disclosure Compliance Officer will attend training and educational seminars that are offered on an annual basis by the Issuer’s bond counsel (the law firm of Hodgson Russ LLP) and will consult with the Issuer’s bond counsel and municipal advisor as needed to keep current on Securities and Exchange Commission regulations and developments relating to continuing disclosure compliance for its obligations. The Issuer’s designated **Disclosure Compliance Officer is the Town Accountant, currently Pamela Barton.**

c. Continuing Disclosure Obligations Review: The Disclosure Compliance Officer is responsible for reviewing, with the Issuer’s municipal advisor, the Issuer’s continuing disclosure undertakings to determine the date(s) by which annual financial information and audited financial information, along with any required material events notices and, if applicable, failure to file notices, must be filed with the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access (“EMMA”) system in accordance with the Rule.

d. Preparation of Annual Financial Information and Audited Financial Statements: If the Issuer’s continuing disclosure undertakings require the filing of annual financial information and audited financial statements with EMMA, the Disclosure Compliance Officer will coordinate with the Issuer’s auditor and municipal advisor to ensure that such documents are prepared and submitted in advance of the deadline for such filing.

e. Monitoring Disclosure Compliance: The Disclosure Compliance Officer will monitor the filing with EMMA of any and all documents required under the Issuer’s continuing disclosure undertakings through consultation with the Issuer’s municipal advisor and bond counsel when necessary.

f. Correcting Potential Non-Compliance: Upon discovery of potential or existing non-compliance with the Issuer’s continuing disclosure undertakings, the Disclosure Compliance Officer will promptly take steps, including consultation with the Issuer’s municipal advisor and bond counsel, to correct such non-compliance, such as by filing failure to file notices with EMMA.

g. Official Statements: The Disclosure Compliance Officer will review for accuracy and completeness any descriptions of the Issuer’s continuing disclosure compliance history contained in the initial drafts of notices of sale or official statements that are promulgated by the Issuer in connection with its bond and note issues, and will inform the Issuer’s municipal advisor and bond counsel of any potential inaccuracies or omissions within, so that any discovered inaccuracies or omissions in the draft document(s) can be corrected before such document(s) are finalized and distributed.

RESOLUTION ADOPTING POST-ISSUANCE TAX COMPLIANCE PROCEDURES

Monday, January 7, 2019 - 16

Town of Grand Island – Regular Meeting #1

WHEREAS, the Internal Revenue Service has issued regulations requiring issuers of tax-exempt obligations to certify on various forms that they actively monitor compliance with federal tax rules following the issuance of such obligations; and

WHEREAS, the Town is a periodic issuer of tax-exempt obligations and thus is subject to the aforementioned compliance requirements which are critical for the preservation of the preferential tax status of those obligations; and

WHEREAS, it is therefore in the best interest of the Town to adopt formal written procedures to ensure such compliance and to designate an official responsible for ensuring that such procedures are followed; and

WHEREAS, the Town previously adopted interim post-issuance tax compliance procedures (the “Original Procedures”); and

WHEREAS, it was intended that the Original Procedures would be periodically updated and supplemented; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the Town, has prepared (and has recommended that the Town adopt) updated and more comprehensive post-issuance tax compliance procedures;

NOW THEREFORE, BE IT RESOLVED, that the Town hereby adopts the updated and more comprehensive post-issuance tax compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that such Schedule A will be placed in its entirety in the official records, files and minutes of the Town and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A Post-Issuance Tax Compliance Procedures for Tax-Exempt Bonds and Notes

Statement of Purpose

These Post-Issuance Tax Compliance Procedures (the “Procedures”) set forth specific procedures of the **Town of Grand Island, Erie County, New York** (the “Issuer”) designed to monitor, and ensure compliance with, certain requirements of the Internal Revenue Code of 1986, as amended (the “Code”) and the related Treasury regulations, promulgated thereunder (the “Treasury Regulations”) in connection with the Issuer’s issuance of tax-exempt bonds and notes (“Obligations”).

These Procedures describe various systems designed to identify, on a timely basis, facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations to ensure that the interest on such Obligations is eligible for exclusion from gross income for federal income tax purposes. The federal tax law requirements applicable to the Obligations will be described in the tax questionnaire and/or tax certificate prepared by bond counsel and signed by officials of the Issuer. These Procedures establish a permanent, ongoing structure of practices that will facilitate compliance with the requirements for individual borrowings.

To ensure compliance with applicable federal tax requirements, the Issuer must monitor the various direct and indirect uses of proceeds of the obligation and the investment of such proceeds, including but not limited to:

Monday, January 7, 2019 - 17

Town of Grand Island – Regular Meeting #1

- (1) Monitoring the use of financed property over the life of the obligation.
- (2) Determining the sources of debt service payments and security for the obligation.
- (3) Calculating the percentage of any nonqualified use of the financed property.
- (4) Calculating the yield on investments of proceeds.
- (5) Determining appropriate restrictions on investments.
- (6) Determining the amount of any arbitrage on the investments.
- (7) Calculating any arbitrage rebate payments that must be paid to the U.S. Treasury.

The Issuer recognizes that compliance with the pertinent law is an on-going process, necessary during the entire term of the Obligations. Accordingly, the implementation of the Procedures will require on-going monitoring and consultation with bond counsel and the Issuer's accountants and municipal advisor.

General Procedures

The following procedures relate to monitoring post-issuance tax compliance generally.

- A. The **Town Accountant (currently, Pamela Barton)** (the "Compliance Officer") shall be responsible for monitoring post-issuance tax compliance issues.
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations must be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal Revenue Service ("IRS") requirements, such as those contained in Revenue Procedure 97-22 (see the reference materials presented herewith, referred to herein as "Reference Materials").
- D. The Compliance Officer shall be aware of remedial actions under Section 1.141-12 of the Treasury Regulations (see Reference Materials) and the Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program (VCAP) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance tax compliance procedures and systems on a periodic basis, but not less than annually.
- F. The Compliance Officer will be responsible for training any designated officer or employee who is delegated any responsibility for monitoring compliance pursuant to this procedure. To the extent the Compliance Officer needs training or has any questions with respect to any item in this procedure, he or she should contact bond counsel and/or Issuer's accountants and advisors. The IRS recognizes that the Compliance Officer and any delegated individual are not expected to act as lawyers who know the proper response to all compliance situations that may

Monday, January 7, 2019 - 18

Town of Grand Island – Regular Meeting #1

arise, but they should be familiar enough with federal tax issues that they know when to ask for legal or other compliance advice.

Issuance of Obligations: Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the "Transcript").
- B. Confirm that the applicable information reports (e.g., Form 8038 series) for such issue are filed timely with the IRS. Issuer should consult with their accountants and/or bond counsel with questions regarding the filing of such forms.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations.

Arbitrage

The following procedures relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer's municipal advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.
- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations (see Reference Materials).
- F. Monitor compliance with the applicable "temporary period" (as defined in the Code and Treasury Regulations) exceptions for the expenditure of

Town of Grand Island – Regular Meeting #1

proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.

- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.
- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.
- M. Arrange for timely computation and payment of "yield reduction payments" (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity: Use of Proceeds

The following procedures relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records for determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.
- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.
- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.
- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:

Monday, January 7, 2019 - 20

Town of Grand Island – Regular Meeting #1

1. Sale of the facilities, including sale of capacity rights;
2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
5. Joint-ventures, limited liability companies or partnership arrangements;
6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
7. Development agreements which provide for guaranteed payments or property values from a developer;
8. Grants or loans made to private entities, including special assessment agreements; and
9. Naming rights arrangements.

Monitoring of private use should include the following:

1. Procedures to review the amount of existing private use on a periodic basis but not less than annually; and
2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt debt, the Compliance Officer will consult with bond counsel to determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Reissuance

The following procedures relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

Monday, January 7, 2019 - 21

Town of Grand Island – Regular Meeting #1

Record Retention

The following procedures relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.
- C. Coordinate with staff to generally maintain the following:
 - 1. The Transcript relating to the transaction (including any arbitrage or other tax questionnaire, tax regulatory agreement, and the bond counsel opinion);
 - 2. Documentation evidencing expenditure of proceeds of the issue;
 - 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities are land, buildings or equipment, economic life calculations and information regarding depreciation;
 - 4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 - 5. Documentation evidencing all sources of payment or security for the issue; and
 - 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

Adopt 2019 Non-Union/Elected Official Salary/Parks/Recreation/Seasonal Salary Schedules

To adopt the attached the salary schedules for the year 2019:

Monday, January 7, 2019 - 22

Town of Grand Island – Regular Meeting #1

GRADE	POSITIONS		STEP A	STEP B	STEP C	STEP D	STEP E	
			HOURLY	HOURLY	HOURLY	HOURLY	HOURLY	
1	Laborer (Part-Time/Seasonal)	JAN	\$11.10	\$11.33	\$11.68	\$12.04	\$12.29	
	Recreation Attendant(Part-Time/Seasonal)							
	Clerk Part-Time "B"							
1.5	Recreation Attendant PT/Kitchen Aide	JAN	\$12.10	\$12.33	\$12.68	\$13.03	\$13.29	
2	Receptionist (Part-Time)	JAN	\$12.29	\$12.79	\$13.19	\$13.65	\$14.10	
	Van Driver (Part-Time)							
	Recreation Leader (Part-Time)							
3	Clerk - Part-Time "B" (court)	JAN	\$14.10	\$14.60	\$15.09	\$15.62	\$16.15	
	Clerk Typist - Part Time							
4	Recreation Attendant	JAN	\$15.72	\$16.33	\$16.90	\$17.51	\$18.05	
	Zoning Clerk - Part Time	JUL	\$15.88	\$16.49	\$17.07	\$17.69	\$18.23	
	Clerk - Part-Time "A" (court)							
5	Deputy Town Clerk (Part-Time)	JAN	\$17.50	\$18.16	\$18.78	\$19.45	\$20.03	
		JUL	\$17.68	\$18.34	\$18.97	\$19.64	\$20.23	
6	Supervisor Secretary	JAN	\$19.29	\$19.99	\$20.71	\$21.38	\$22.12	
	Police Officer (Part-Time) "B"	JUL	\$19.48	\$20.19	\$20.92	\$21.59	\$22.34	
	Payroll Clerk Court Clerk							
6.5	Deputy Town Clerk Clerk to Town Justice	JAN	\$20.28	\$21.04	\$21.79	\$22.50	\$23.27	
		JUL	\$20.48	\$21.25	\$22.01	\$22.73	\$23.50	
7	Building Safety Inspector - PT Sr Account Clerk Typist	JAN	\$21.26	\$22.08	\$22.87	\$23.62	\$24.41	
		JUL	\$21.47	\$22.30	\$23.10	\$23.86	\$24.65	
7.5	Clerk of Justice Court	JAN	\$22.80	\$23.66	\$24.50	\$25.32	\$26.16	
		JUL	\$23.03	\$23.90	\$24.75	\$25.57	\$26.42	
8	Police Officer (Part-Time) "A"	JAN	\$24.33	\$25.24	\$26.14	\$27.02	\$27.91	
		JUL	\$24.57	\$25.49	\$26.40	\$27.29	\$28.19	
9	Senior Account Clerk Typist - PT	JAN	\$27.41	\$28.39	\$29.39	\$30.40	\$31.39	
		JUL	\$27.68	\$28.67	\$29.68	\$30.70	\$31.70	
10		JAN	\$30.06	\$31.16	\$32.28	\$33.42	\$34.48	
		JUL	\$30.36	\$31.47	\$32.60	\$33.75	\$34.82	
11	Deputy Highway Superintendent	JAN	\$33.02	\$34.40	\$35.47	\$36.68	\$37.97	
		JUL	\$33.35	\$34.74	\$35.82	\$37.05	\$38.35	
12	Supervising Accountant	JAN	\$36.28	\$37.63	\$38.96	\$40.30	\$41.63	
		JUL	\$36.64	\$38.01	\$39.35	\$40.70	\$42.05	
13		JAN	\$40.56	\$42.05	\$43.58	\$45.08	\$46.58	
		JUL	\$40.97	\$42.47	\$44.02	\$45.53	\$47.05	
14		JAN	\$43.83	\$45.48	\$47.11	\$48.71	\$50.37	
		JUL	\$44.27	\$45.93	\$47.58	\$49.20	\$50.87	
<u>SALARIES - ELECTED OFFICIALS</u>			JAN (6 MOS)	JUL(6 MOS)	ANNUAL			
	Supervisor				\$ 72,800.00			
	Councilmembers				\$ 19,597.00			
	Highway Superintendent				\$ 86,590.40			
	Town Justice		\$ 22,753.39	\$ 22,980.92	\$ 45,734.31			
	Town Clerk		\$ 36,333.34	\$ 36,696.67	\$ 73,030.01			
					<u>HOURLY RATE</u>			
					JAN	JUL		
	Town Prosecutor		\$ 13,560.30		\$260.74	\$34.42	\$34.77	
	Crossing Guard		\$ 22.34	per crossing		\$22.12	\$22.34	
	Animal Control Weekday shift		\$ 274.86			\$20.56	\$20.77	
	Animal Control Weekend shift		\$ 152.70			\$20.56	\$20.77	
						annual	\$ 14,292.72	
						annual	\$ 7,940.40	

Park/Recreation Seasonal Schedule:

Monday, January 7, 2019 - 23

Town of Grand Island – Regular Meeting #1

	1st year	2nd year	3rd year
Parks General Worker	11.10	11.35	11.60
Recreation Aide			
Recreation Leader	11.60	11.80	12.00
Water Laborer			
Wastewater Laborer			
Parks Junior Worker	12.00	12.20	12.40
Highway Laborer			
Gardener	12.40	12.60	12.85
Parks Senior Worker	12.90	13.65	13.90
Recreation Instructor			
Master Mower			
Engineering Aide	13.40	13.90	14.50
Parks Crew Chief			
Parks Mechanic	15.90	17.10	18.25
Life Guard	12.90	13.65	13.90
WNY Swim Instructor	15.65	16.15	16.65
Program Instructor	20.20	21.40	22.45

Town Board Meetings Designated

- To schedule Town Board meetings to be held on the first and third Monday of each month at 8:00 p.m. A regular meeting that falls on a holiday shall be held on Tuesday of that week. Workshop meetings will be held on the first and third Monday of each month at 6:00 p.m., or Tuesday if the Monday is a holiday. The Town Clerk is directed to post notice of all regular and workshop meetings.

Utilities & Health Insurance Monthly Payments

- To authorize payment to the designated utility and health insurance companies upon receipt of their monthly statements.

Upstate Workers' Compensation Plan (UNYMWCP)

- To appoint the following personnel as Town Representatives for the year 2019:
 Voting Member.....Pamela Barton
 Alternate Voting Member.....Nathan McMurray
 Facilitator.....Richard Crawford

Town Memberships

- To authorize the Supervisor to renew the Town's memberships with the following associations for the year 2019:
 Association of Erie County Governments
 NYS Government Finance Officers Association
 State Association of Municipal Purchasing Officers (SAMPO)
 New York Planning Federation
 Association of Towns of New York State

Association of Towns Annual Meeting – Authorize Attendance & Delegates

Monday, January 7, 2019 - 24

Town of Grand Island – Regular Meeting #1

- To authorize attendance at the New York State Association of Towns meeting in New York City by certain Department Heads and/or Elected Officials with the necessary funds in their 2019 budget. Michael Madigan will be designated as the delegate, and Jennifer Baney will be designated as the alternate.

Date to Audit Bills

- To audit, on the first and third Monday of each month, or the following Tuesday if a holiday falls on that Monday, bills drawn against the following Funds: General, Highway, Sewer, Water, Fire, Lighting Districts, Refuse, Capital and Capital Reserve.

Town Hall Hours

- Town Hall office hours for 2019 are as follows:
January 1 to December 31 – Monday-Friday 8:30 a.m. to 5:00 p.m.
Closed on all designated Town Holidays
Special Hours for Tax Collection to be determined by the Town Clerk

Sewer Rents

- To set the 2019 sewer rents for the Town of Grand Island at \$5.20 per 1,000 gallons of water usage.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

Appointments – Advisory Boards

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to approve the appointments for Advisory Boards as follows:

- To reappoint to the Architectural Review Advisory Board:
Richard Szafran for a five-year term, expiring December 31, 2023.
- To reappoint to the Board of Ethics:
Christella Gress for a five-year term, expiring December 31, 2023.
- To reappoint the Community Emergency Response Team. Members will serve one year terms.
Dorothy Bitner..... Traffic Safety Advisory Board
Michael Duff..... Ham Radio Coordinator
Gregory Butcher..... GI Deputy Emergency Services Coordinator
Brian Graham..... GI Central School District
James Rozler..... GI Central School District
Christopher Soluri.....GI Police Department
Matt Osinski.....GI Fire Department
Stephen Stouter.....CERT Leader
- To reappoint to the Conservation Advisory Board:
Alice Gerard for a five-year term, expiring December 31, 2023.
- To reappoint to the Economic Development Advisory Board:
Robert Christmann and Mary West for three-year terms, expiring December 31, 2021.
Martha Ludwig, replacing Paul Jasek, for a three-year term, expiring December 31, 2021.
Alyssa Quarantello, replacing Ken Rogoza, for a three-year term, expiring December 31, 2019.
- To reappoint as Town Historian:

Monday, January 7, 2019 - 25

Town of Grand Island – Regular Meeting #1

Jodi Robinson for a one-year term, expiring December 31, 2019.

- To reappoint to the Historic Preservation Advisory Board:
William Koch, for a four-year term, expiring December 31, 2022.
Shirley Luther, for a two-year term, expiring December 31, 2020.
Jodi Robinson, Town Historian, for a two-year term, expiring December 31, 2019.
 - To reappoint as a Library Trustee:
Richard Earne for a five-year term, expiring December 31, 2023.
 - To reappoint to the Parks and Recreation Advisory Board:
Thomas Digati, replacing Neil Hoffman for a five-year term, expiring December 31, 2023
Eric Soehnlein, replacing Alice Kozen for a five-year term, expiring December 31, 2023.
Jennifer Pusatier and David Pratt as alternates for a one-year term, expiring December 31, 2019.
 - To reappoint to the Planning Board:
Norman Stessing for a seven-year term, ending December 31, 2025.
Timothy Worrall as alternate, for one-year term ending December 31, 2019.
 - To reappoint to the Technology Advisory Board:
Robin Kwiatek for a seven-year term expiring December 31, 2025.
Judy Schmidt, replacing Brian Chaplin for a seven-year term expiring December 31, 2022.
 - To reappoint to the Traffic Safety Advisory Board:
Charles Grunzweig and Betty Harris for a three-year term expiring December 31, 2021.
 - To reappoint to the Zoning Board of Appeals:
Dan Drexelius as an alternate for a one-year term expiring December 31, 2019.
- APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

The following reorganization items are for your information only, and require no action by the Town Board:

To serve on the Audit Committee for 2019

Councilwoman, Chair Beverly Kinney

Councilwoman..... Jennifer Baney

To serve on the Special Districts Committee for 2019:

Chair, Town Engineer Robert Westfall

Wastewater Dept.:

Chief Plant Operator Ian James

Working Crew Chief Mike Braun

Water Dept.:

Sr. Plant Operator Jim Dlugokinski

Working Crew Chief Mike Gallagher

Town Board Liaisons:

Monday, January 7, 2019 - 26

Town of Grand Island – Regular Meeting #1

Supervisor Nathan McMurray

Councilperson Peter Marston

To serve on the Agriculture and Farmland Steering Committee for 2019. Members of this committee serve one-year terms at the pleasure of the Supervisor and will meet at least semi-annually.

Chair..... Sheila Daminski
Vice-Chairman.....James Sharpe
Councilman.....Peter Marston, Jr.
Councilwoman.....Beverly Kinney
Member-at-Large..... Chris Beyer
Member-at-Large Dana Albert
Member-at-LargeJenn Pusatier
Member-at-LargeThomas Thompson
Member-at-Large.....Kevin Colosimo
Erie County Planner.....Elias Reden
Planner.....Wendy Salvati
Planner.....Justin Steinbach
NYS Ags. & Market Planner.....Jeff Kehoe

To serve on the Sidewalk/Bikepath/Trail Committee for 2019. Members of this committee serve at the pleasure of the Supervisor and will meet at least semi-annually.

Supervisor Nathan McMurray
Conservation Advisory Board Diane Evans
Councilperson Peter Marston
Fire Company..... Matt Osinski
Highway Superintendent..... Richard Crawford
Park & Recreation Advisory Board Paul Leuchner
Planning Board David Bruno
Town Engineer Robert Westfall
Traffic Safety Advisory Board.....Betty Harris

To serve on the Long Range Planning Committee for 2019. Members of this committee serve at the pleasure of the Supervisor and will meet at least quarterly.

Chairman.....James Sharpe, Deputy
Supervisor
Town Council.....Beverly Kinney
Conservation Advisory Board Jeff Green
G.I. Central Schools Brian Graham
Planning Board..... David Bruno
Agricultural & Farmland Committee.....Sheila Daminski
Grand Island Chamber of Commerce.....Eric Feibelkorn
Zoning Board of Appeals..... Marion Fabiano
Park & Recreation Advisory Board Paul Leuchner
Traffic Safety Advisory Board..... Betty Harris
Economic Development..... Mary West
Member-at-Large..... Debbie Billoni
Member-at Large Martha Ludwig

Monday, January 7, 2019 - 27

Town of Grand Island – Regular Meeting #1

Member-at-Large..... Dan Drexilius
Member-at-Large..... Sharon Osgood
Member-at-Large..... Peter Coppola

To serve on the Parks and Recreation Master Plan Committee for 2019. Members of this committee serve one year terms at the pleasure of the Supervisor and will meet at least semi-annually.

Town Council.....Beverly Kinney
Economic Dev. Advisory Board.....Jennifer Peresie
Member-At-Large..... Judy Schmidt
Parks and Recreation Advisory Board..... Paul Leuchner
Recreation Department Head..... Joseph Menter
Parks Department Head..... Thomas Dworak
Conservation Advisory Board..... Diane Evans
Golden Age Center..... Jennifer Menter

To serve as Liaisons between the Town Board and the Advisory Boards for 2019:

Architectural Review: Pete Marston
Community Emergency Response Team: Pete Marston
Conservation Advisory Board: Michael Madigan
Economic Development: Beverly Kinney
Historic Preservation: Michael Madigan
Human Rights Commission: Jennifer Baney
Library Trustees: Michael Madigan
Parks & Recreation: Beverly Kinney
Planning:.....Beverly Kinney
Traffic Safety: Jennifer Baney
Technology..... Nathan McMurray

To serve as Liaisons between the Town Board and the Town Departments for 2019:

Accounting/HR/Water Billing Peter Marston
Assessor:..... Nathan McMurray
Building/Code Enforcement/Zoning Pete Marston
Court Nathan McMurray
Engineering Beverly Kinney
Golden Age Center..... Beverly Kinney
Highway..... Jennifer Baney
Parks Peter Marston
Police Nathan McMurray
Recreation..... Beverly Kinney
Town Clerk/Dog Control Michael Madigan
Water/Wastewater Jennifer Baney

To serve on to the Personnel Committee for 2019

Supervisor..... Nathan McMurray
Town Accountant..... Pamela Barton

Supervisor's Appointment – Assistant

Monday, January 7, 2019 - 28

Town of Grand Island – Regular Meeting #1

- Supervisor McMurray informed the Town Board he appointed Kelly Petrie as Assistant to the Supervisor for the year 2019, effective January 8, 2019, Grade 6, \$19.29/hour, subject to the completion of the necessary pre-employment paperwork.

Deputy Supervisor

- Supervisor McMurray informed the Town Board he appointed James R. Sharpe as Deputy Supervisor for the year 2019.

COMMUNICATIONS – TOWN BOARD: **SUPERVISOR NATHAN D. McMURRAY:** **Monthly Supervisor's Report October 2018**

The Supervisor reported Cash Balance-Operating A/C of \$2,871,920 on October 1, 2018
Total Receipts of \$3,921,006
Total Disbursements of \$4,111,309
Operating A/C Interest \$605
Operating A/C Balance \$2,682,221
Investment Interest \$14,400
Investment Balance \$11,509,818
Total Cash Balance as of October 31, 2018, 2018 \$14,192,039
No action by the Town Board.

Monthly Supervisor's Report November 2018

The Supervisor reported Cash Balance-Operating A/C of \$2,682,221 on November 1, 2018
Total Receipts of \$1,210,800
Total Disbursements of \$1,431,161
Operating A/C Interest \$523
Operating A/C Balance \$2,462,385
Investment Interest \$13,518
Investment Balance \$11,225,284
Total Cash Balance as of November 30, 2018, 2018 \$13,687,669
No action by the Town Board.

Municipal Cooperation Agreement between the Town of Tonawanda and the Town of Grand Island for Assessor Services

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to adopt the following motion:

WHEREAS, Grand Island is required to have an Assessor in accordance with the provisions of the Town Law, Section 20, of the State of New York, and presently has a single appointed Assessor; and

WHEREAS, Tonawanda is empowered to name and designate an Assessor pursuant to the same statute; and

WHEREAS, Tonawanda is empowered to enter into an agreement on a contractual basis with Grand Island for the provision by Grand Island of an Assessor to Tonawanda pursuant to Section 119-0 of the General Municipal Law of the State of New York, subject to approval by both the Town Board of Grand Island and the Town Board of the Town of Tonawanda; and

Town of Grand Island – Regular Meeting #1

WHEREAS, pursuant to resolutions duly approved by a majority vote of the Town Board of Grand Island and by a majority vote of the Town Board of the Town of Tonawanda, respectively, the parties crafted the an agreement.

NOW THEREFORE BE IT RESOLVED that the Town Board authorized the Supervisor's office to sign the Municipal Cooperative Agreement subject to review by the Town Attorney.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

COMMUNICATIONS – OTHER TOWN OFFICIALS:

HIGHWAY SUPERINTENDENT – RICHARD W. CRAWFORD:

Personnel Changes

Highway Superintendent Richard Crawford informed the Town Board that Patrick Gallagher has been appointed to fill the Caretaker's position, \$16.48/hour and Greg Golde has been promoted to the position of Mechanical Equipment Operator, \$18.96/hour.

No action by the Town Board was necessary.

Re-appointment – Deputy Highway Superintendent

Highway Superintendent Richard Crawford informed the Town Board that Norman "Skip" Mrkall II is the Deputy Highway Superintendent for the year 2019.

No action by the Town Board was necessary.

TOWN ACCOUNTANT – PAMELA BARTON:

Senior Billing Account Clerk Position

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to appoint Elaine O'Neill to the position of Senior Billing Account Clerk, effective January 8, 2019, subject to the completion of the necessary paperwork with the CSEA union, Erie County and the Town's personnel department.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

Status Change

A motion was made by Councilwoman Kinney, seconded by Councilman Madigan to change the status of Laura Prusinski from Part-time Clerk-Typist to Seasonal status. Effective January 8, 2019. This will allow for the transition of staff in the Court.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

TOWN ASSESSOR – JUDY A. TAFELSKI:

Permanent Appointment – Assistant to the Assessor

A motion was made by Councilman Madigan, seconded by Councilwoman Kinney to appoint Jacqueline McGinty to the permanent position of Assistant to the Assessor A, having successfully completing the Erie County Civil Service Exam.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

CODE ENFORCEMENT OFFICE:

Special Use Permit Renewal – Robert F. Mesmer, 2548 Love Road – Private Airport/Landing Strip/Residential, Rural Area

Monday, January 7, 2019 - 30

Town of Grand Island – Regular Meeting #1

A motion was made by Councilwoman Baney, seconded by Councilwoman Kinney to renew the Special Use Permit for Robert F. Mesmer, 2548 Love Road – Private Airport/Landing Strip/Residential, Rural Area. The site has been inspected and it is unchanged.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

REPORT OF THE AUDIT COMMITTEE:

A motion was made by Councilman Madigan, seconded by Councilwoman Baney to pay

Vouchers #126320 - #126474

General \$131,135.75

Highway \$ 6,293.65

Sewer \$ 21,786.77

Water \$ 14,231.89

Capital \$ 31,572.60

Total \$205,020.66

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

UNFINISHED BUSINESS:

Heron Pointe, Phase 2 – Whitehaven Road – Revised Site Plan

A. Correspondence – Traffic Safety Advisory Board

Remains Tabled.

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding Town government on any subject.

Speakers: None

FROM THE BOARD:

- **School District Capital Projects Vote at High School – January 8, 2019**
- **Liaisons and Committee members for Town**
- **Thank you to the volunteers of the Advisory Boards**

ADJOURNMENT:

A motion was made by Supervisor McMurray, seconded by Councilwoman Baney to adjourn the meeting at 8:33p.m.

APPROVED Ayes 4 Kinney, Madigan, Baney, McMurray
Noes 0

A moment of silence was observed in memory of the following:

Milton Keeney

George Cady

Charles Webster, Sr.

Leslie Brozek

Jean Brennan

George Riscili

Christopher Taylor, Sr.

Dolores DiTullio

Donna McGilveary

Respectfully submitted,

Patricia A. Frentzel
Town Clerk

Monday, January 7, 2019 - 31