**Town of Rushford Organizational Meeting**

**January 4, 2024**

**1:00 pm. Rushford Town Hall**

PRESENT: Charles Bliss, Supervisor

Councilmen: Dennis Bliss, Ken McElheny, Randy Green, Deb Aumick

Supervisor Charles Bliss called the meeting to order at 1 PM.

The Pledge of Allegiance and prayer was said.

A moment of silence was given for Elden Davies. (he recently passed)

Town Board Committee Assignments and Supervisor Appointments for 2024

**Deputy Supervisor –** Dennis Bliss

**Committees:**

Dennis Bliss Finance

Dennis Bliss Budget

Randy Green Highway Dept.

Dennis Bliss Legal/Legislation

Dennis Bliss Personnel

Dennis Bliss Summer Youth Program

Dennis Bliss Town Clerk

Deb Aumick Zoning

Deb Aumick Planning

Deb Aumick Assessor

Deb Aumick Building Code Consortium

Randy Green Town Buildings & Park

Ken McElheny Energy Conservation

Deb Aumick Liaison to Library Board

Dennis Bliss Liaison to Fire District/Department

Deb Aumick Liaison to Historical Society

Ken McElheny Liaisons to Labor Day Corporation

Randy Green “ “ “

A motion was made by Dennis Bliss, seconded by Deb Aumick to approve the 2024 Rules of Order for the Rushford Town Board.

5 Ayes 0 Nay Carried

A motion was made by Deb Aumick, seconded by Randy Green to approve 2024 Salaries and Rates of Pay for Town Officials and Other Non-Bargaining Unit Town Employees, Full Time, Part Time and Temporary Not Covered by Collective Bargaining Contracts.

5 Ayes 0 Nay Carried

A motion was made by Randy Green, seconded by Ken McElheny to establish Time and Place for Town Board Regular Meetings and Work Sessions in 2024.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss Pursuant to §25 of the Town Law and §11 (2) of the Public Officers Law a Motion is In Order to Approve Dishonesty/Faithful Performance Insurance Coverage for All Officers and Employees for the Year 2023. (Supervisor-$275.000; Town Clerk-$25,000; Tax Collector- $275,000; Town Justice- $10,000)

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Deb Aumick to approve 2024 Community Bank N.A., M&T and NY CLASS as the official depository in Which the Supervisor and Town Clerk Shall Deposit All Town Monies Coming into Their Hands by Virtue of Their Offices.

5 Ayes 0 Nay Carried

A motion was made by Deb Aumick, seconded by Randy Green to appoint Town Clerk Tracy Pastorius as Records Access Officer and Supervisor Charles Bliss as Appeals Officer for Town FOIL Requests for the Year 2024.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss to reappoint Tracy Pastorius as registrar through 12/31/2025.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss to approve the re-appointment of David Sabato the Zoning Board of Appeals. (5 yr. term). (Expiring 12/2028)

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Deb Aumick to approve the appointment of Terri Osburn as the Custodian for the Town Hall**.**

5 Ayes 0 Nay Carried

A motion was made by , seconded by to appoint to the Planning Board (5 year term) Expiring 12/2028.

**\*\*No appointment was made at this time\*\***

A motion was made by Deb Aumick seconded by Randy Green to approve the Re-Appointment of Jason Thomas as Commissioner of the Rushford Lake Recreation District (1 yr. term).

5 Ayes 0 Nay Carried

A motion was made by Randy Green, seconded by Ken McElheny to approve the re-appointment of Trevor Hollenbeck as Animal Control Officer for the year 2043.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss to approve the re-appointment of Becky Cole as Town Historian (1 yr. Term)

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Deb Aumick to approve the re-appointment of Amy Brautigam as Secretary to the Zoning Board of Appeals and Richmond Hubbard as Secretary to the Planning Board for 20234.

5 Ayes 0 Nay Carried

A motion was made by Deb Aumick, seconded by Randy Green to approve the re-appointment of Kevin Margerum, Mike Unfus, Cory Burrows and Rich Rizzo as Code enforcement officers and zoning officers.

5 Ayes 0 Nay Carried

A motion was made by Randy Green, seconded by Ken McElheny to approve Mileage Allowance for 2043 at $.67 Per Mile for the Use of Private Cars While on Town Business by Town Employees

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss to approve Payment to Members of the Zoning Board of Appeals and the Planning Board in the amount of $25.00 per meeting and $35.00 for Chairman and Secretary per meeting for Their Services in 2024.

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Randy Green to designate the Herald Currier as the official town newspaper for Legal and/or Display Notices

4 Ayes 0 Nay Carried   (Deb Aumick abstained)

A motion was made by Deb Aumick, seconded Randy Green to authorize the Supervisor to Subscribe to the Provisions of Section 29, Paragraphs 10 and 10-A of the Town Law Pertaining to the Powers and Duties of the Supervisor and the Preparation and Publishing of the Annual Financial Report for the Year 2023.

5 Ayes 0 Nay Carried

A motion was made by Randy Green seconded by Ken McElheny to approve the Supervisor as Chief Fiscal Officer of the Town, the Power to Issue and Sell Various Bonds, Notes and Note Renewals for 2024 and to Prescribe the Form and Content of Same Notes in Accordance with §30 and §50 of the Local Finance Law of the State of New York.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny, seconded by Dennis Bliss to approve Town Policies for the Year 2024(Public Access to Records; Sexual Harassment; Procurement; Investment; Emergency Action; Official Undertaking of Town Officials; Employee Personnel; Credit Card; Travel & Education; Returned Check; Computer Systems Security Breach Notification, Drug & Alcohol, Reimbursement)**.**

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Deb Aumick that pursuant to Town Law Article VIII §118, that the Town Board authorizes the Town Supervisor to pay claims of public utility services; defined as electric, gas, water, sewer, fuel oil, and telephone services; postage, internet charges and freight and express charges, in advance of submitted audit bills. All such claims shall be presented at the next regular meeting for audit, and the claimant and the officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the town board.

5 Ayes 0 Nay Carried

A motion was made by Deb Aumick, seconded by Randy Green that pursuant to Highway Law Article VII §142(1)(a), that the Town Board authorizes the Highway Superintendent to purchase equipment, tools and other implements to be used for highway maintenance, construction or reconstruction, snow plows or other devices for the removal of snow from the highways from moneys appropriated for that purpose, not to exceed $7,500, subject to the conditions of the Town Procurement policy, without prior approval of the Town Board, except in the case of emergency repairs where statutory limits would apply. All such claims shall be presented at the next meeting for audit.

5 Ayes 0 Nay Carried

A motion was made by Randy Green, seconded by Ken McElheny to retain the law firm of Pullen & Richardson P.C. to provide legal services and prosecution of town laws and ordinances on behalf of the Town for 2024.

5 Ayes 0 Nay Carried

A motion was made by Ken McElheny seconded by Dennis Bliss to retain Baldwin Business Services as the financial firm to handle bookkeeping s on behalf of the Town for 2024.

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Deb Aumick to reappoint Lynn Pomeroy as a member of the Ethics Board term to expire on 12/31/28.

5 Ayes 0 Nay Carried

A motion was made by Dennis Bliss, seconded by Randy Green to adjourn to the Following Town Board Meeting to be held Monday, January 8, 2024, at 7PM.

4 Ayes 0 Nay Carried

Tracy Pastorius

Town Clerk

**Town Board Meetings- 2024**

**All Meetings of the Town Board meeting are held on the 2nd Monday of the Month Unless otherwise stated. The meetings start at 7:00 pm, and the Town Board work session at 6:00 pm.**

**January 4 Organization Meeting – 1 PM**

**January 8** **Regular Town Board Meeting**

**February 12 Regular Town Board Meeting (Audit mtg- 6PM)**

**March 11 Regular Town Board Meeting**

**April 8 Regular Town Board Meeting**

**May 13 Regular Town Board Meeting**

**June 10 Regular Town Board Meeting**

**July 8 Regular Town Board Meeting**

**August 12 Regular Town Board Meeting**

**September 9 Regular Town Board Meeting**

**October 15 (Tuesday) Regular Town Board Meeting**

**November 12 (Tuesday) Public Hearing on 2023 Budget (6 PM)**

**November 12 (Tuesday) Regular Town Board Meeting**

**December 9 Regular Town Board Meeting**

**December 27 Town Board Meeting 11 AM**

**(Year End Budget Transfers & Payment of Bills)**

**January 2, 2025 Organizational Meeting – 1 PM**

**2024 Salaries and Rates of Pay for Town Officials and Other Non-Bargaining Unit Town Employees, Full Time, Part Time, and Temporary Not Covered by Collective Bargaining Agreement.**

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| **TITLE** | **Salary/Rate of Pay** |  |
|  |  |  |
| **Supervisor** | $8.912.00 | annual |
| **Town Councilmen** | $1.148.00 | annual |
| **Deputy Supervisor** | $1,061.00 | annual |
| **Town Clerk** | $31,102.00 | annual |
| **Superintendent of Highways** | $61,800.00 | annual |
| **Deputy Supt. Of Highways** | $3,500.00 | annual |
| **Animal Control Officer** | $2,334.00 | annual |
| **Assessor (Dustin Snyder)** | $18,755.00 | annual |
| **Court Clerk** | $8,214.00 | annual |
| **Deputy Town Clerk** | $15.00 | hourly |
| **Laborer- (part-time Parks)** | $ | annual |
| **Laborer- (part-time Town Hall)** | $15.00 | hourly |
| **Registrar of Vital Statistics (Tracy Pastorius)** | $500.00 | annual |
| **Town Historian (Becky Cole)** | $1,442.00 | annual |
| **Town Justice** | $11,330.00 | annual |
| **Motor-Equipment Operator (part-time Highway)** | $17.38 | hourly |
| **Planning Board Secretary** | $35.00 | per meeting |
| **Zoning Board Secretary** | $35.00 | per meeting |