**PRESENT WERE:**

Councilwoman Martin Town Clerk G. Straub

Councilman Cooper Councilman Nazemetz

Comptroller D. Piccioli Councilman Maguire

Hwy. Superintendent Moshier Supervisor McPherson

**ABSENT:**

**ALSO PRESENT:**

Mike Higgins

**Salute to the Flag opened the meeting**

Highway Superintendent Moshier, Councilman Cooper, Councilman Maguire, and Town Clerk Straub were sworn in by Town Justice Porter.

**#1-MOTION TO ACCEPT THE RESIGNATION OF DAMON MACARTHUR AS TOWN SUPERVISOR**

Motion by Councilman Maguire to accept the resignation of Damon MacArthur as Town Supervisor. 2nd by Councilman Nazemetz. Martin- aye, Cooper-aye, Maguire-aye, Nazemetz-aye. CARRIED.

**#2-MOTION TO APPOINT CHRIS MCPHERSON AS TOWN SUPERVISOR**

Motion by Councilman Nazemetz to appoint Chris McPherson as Town Supervisor for a one-year term from 1/1/2024-12/31/2024. 2nd by Councilman Maguire. Martin- aye, Cooper-aye, Maguire-aye, Nazemetz-aye. CARRIED.

**#3-MOTION TO APPROVE ONE-YEAR APPOINTMENTS AND WAGES**

Motion by Supervisor McPherson to approve the following one-year appointments and wages. 2nd by Councilwoman Martin. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

**Approve one-year appointments and wages**

* Town Comptroller Diana Piccioli $61,188/yr
* Dep. Comptroller Rosanne Capra $20.60/hr
* Town Hall Custodian Cody Guthrie $20.60/hr
* Hwy Garage Cleaner Esther Cook $20.60/hr
* Emergency Preparedness Dir Chris McPherson $-0-
* Budget Officer Chris McPherson $-0-
* Dep. Budget Officer Diana Piccioli $-0-
* Court & Highway Clerk Cynthia Moshier $25.75/hr
* Z.B.A. Secretary Michele Lovern $85/mtg
* Water Superintendent John M. Moshier $9,555/yr
* Sewer Superintendent John M. Moshier $9,555/yr
* Code Enforcement Officer John Krist $58,401/yr
* Dep. Hwy Superintendent Craig Maguire $-0-
* Dep. Town Supervisor Kathy Martin $2,000/yr
* Town Historian Nancy Phearsdorf $200/yr
* Dog Control Officer Cindy Nupp $6,367/yr
* Animal Control Officer Cindy Nupp $20.00 hr. with a 2hr cap
* Tax Collector Carolyn Hemphill $5,407/yr
* Reg. of Vital Statistics Grace Straub $2,411/yr
* Website Manager Grace Straub $500/yr
* Water Clerk Diana Piccioli $4,134/yr
* Sewer Clerk Diana Piccioli $2,758/yr
* Planning Board Secretary Michele Lovern $85/mtg
* Zoning Clerk Michele Lovern $20.60/hr
* Cemetery Superintendent Stephanie Guthrie $51,027/yr
* Cemetery Caretaker Aaron Harris $20.60/hr
* Cemetery Caretaker Zach Kriner $20.60/hr
* Cemetery Caretaker Cody Guthrie $20.60/hr
* Recreation Director Elizabeth Acevedo $20.60/hr
* Parks Director Stephanie Guthrie $5,150/yr
* Dep. Town Clerk Kathleen Dempsey $16.50/hr
* Dep. Town Clerk (2) Nancy Phearsdorf $16.50/hr
* Town Attorney Hopkins, Sorgi & McCarthy $20,000/yr (additional costs subject to approval)
* Records Management Officer Grace Straub $-0-
* Dep. Sewer Clerk Rosanne Capra $20.60/hr
* Dep. Water Clerk Rosanne Capra $20.60/hr
* Dep. Court Clerk Bonnie Harrier $16.50/hr
* Cemetery Equip. Operator Jeremy ­Guthrie $204.00/grave&$22.44/hr

**#4-MOTION TO APPROVE PARKS & RECREATION WAGES**

Motion by Supervisor McPherson to approve the following Parks & Recreation wages. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

**Approve Parks & Recreation Department Workers**

* David Bess $16.50/hr
* Deborah Bess $16.50/hr
* Colton Boser $16.50/hr
* Charlene Cleveland $16.50/hr
* Maddyson Cowburn $16.50/hr
* Barbara Grosserhode $16.50/hr
* Carlee Jacoby $16.50/hr
* Matilyn Johnson $16.50/hr
* Maddox King $16.50/hr
* Matthew Kuzdal $16.50/hr
* Barbara McCarthy $16.50/hr
* Sara Neal $16.50/hr
* Gary Phearsdorf $16.50/hr
* Nancy Phearsdorf $16.50/hr
* Stephen Piccirillo $16.50/hr
* Alaina Quattrone $16.50/hr
* Kaleb Ramadhan $16.50/hr
* Dillon Wagner $16.50/hr
* Karen Wilder $16.50/hr
* Aaron Wolfe $16.50/hr
* Benjamin Wolfe $16.50/hr
* Youth Center Supervisors $16.50/hr
* Parks Maint - (Karl Larrabee) $20.60/hr
* Groundskeeper - Mike Niles $1,625/yr

**Others**

1. Appoint Planning Board Member Dawn Snyder for a 5-year term from 1/1/2024-12/31/2028

**#5-MOTION TO APPOINT PLANNING BOARD MEMBER DAWN SNYDER FOR A 5-YEAR TERM**

Motion by Councilwoman Martin to appoint Planning Board Member Dawn Snyder for a 5-year term from 1/1/2024-12/31/2028. 2nd by Councilman Maguire. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Appoint Zoning Board of Appeals Member John Jones for a 5-year term from 1/1/2024-12/31/2028

**#6-MOTION TO APPOINT ZONING BOARD OF APPEALS MEMBER JOHN JONES FOR A 5-YEAR TERM**

Motion by Supervisor McPherson to appoint ZBA Member John Jones for a 5-year term from 1/1/2024-12/31/2028. 2nd by Councilman Cooper. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Appoint Planning Board Chairman E. Peter Hellier for a 1-year term from 1/1/2024-12/31/2024

**#7-MOTION TO APPOINT PLANNING BOARD CHAIRMAN E. PETER HELLIER FOR A 1-YEAR TERM**

Motion by Councilman Maguire to appoint Planning Board Chairman E. Peter Hellier for a 1-year term from 1/1/2024-12/31/2024. 2nd by Councilwoman Martin. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Appoint Zoning Board of Appeals Chairman John Jones for a 1-year term from 1/1/2024-12/31/2024

**#8-MOTION TO APPOINT ZONING BOARD OF APPEALS CHAIRMAN JOHN JONES FOR A 1-YEAR TERM**

Motion by Councilman Cooper to appoint ZBA Chairman John Jones for a 1-year term from 1/1/2024-12/31/2024. 2nd by Councilman Maguire. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Appoint Board of Assessment Review Member Wendy Brand for a 5-year term from 1/1/2024-09/30/2028

**#9-MOTION TO BAR MEMBER WENDY BRAND FOR A 5-YEAR TERM**

Motion by Supervisor McPherson to appoint BAR Member Wendy Brand for a 5-year term from 1/1/2024-09/30/2028. 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve annual payments and rates for Zoning Board of Appeals and Planning Board Members: $85.00 per meeting for members and $115.00 per meeting for Chairmen of each

**#10-MOTION TO APPROVE ANNUAL PAYMENTS FOR THE ABOVE-MENTIONED POSITIONS**

Motion by Supervisor McPherson to approve annual payments of $85.00/mtg. for ZBA/Planning Board Members & $115.00/mtg. for ZBA/Planning Board. 2nd by Councilwoman Martin. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve weekly pay periods: Highway Union Employees

**#11-MOTION TO APPROVE WEEKLY PAY PERIODS FOR HIGHWAY UNION EMPLOYEES**

Motion by Councilman Cooper to approve weekly pay periods for the Highway Union employees. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve bi-weekly pay periods: Highway/Water/Sewer Superintendent; Comptroller, Deputy Town Clerk, Highway & Court Clerk; Deputy Comptroller; Recreation & Parks Director; Code Enforcement Officer; Town Clerk; Zoning Clerk; Cemetery Caretakers; Cemetery Superintendent; Highway & Town Hall Cleaner; Tax Collector; Registrar of Vital Statistics; Recreation Supervisor.

**#12-MOTION TO APPROVE BI-WEEKLY PAY PERIODS FOR THE ABOVE-MENTIONED DEPARTMENTS**

Motion by Supervisor McPherson to approve bi-weekly pay periods for the above-mentioned departments. 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve monthly pay periods: Town Justices; Town Supervisor; Zoning Board of Appeals Secretary; Town Hall Custodian; Town Councilmen, Town Attorney; Planning Board Secretary; part-time Recreation /Parks employees; Dog Control Officer.

**#13-MOTION TO APPROVE MONTHLY PAY PERIODS FOR THE ABOVE-MENTIONED DEPARTMENTS**

Motion by Councilwoman Martin to approve monthly pay periods for the above-mentioned departments. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Authorize Supervisor to invest Town monies.

**#14-MOTION TO AUTHORIZE SUPERVISOR TO INVEST TOWN MONIES**

Motion by Councilman Cooper to authorize Supervisor McPherson to invest Town monies. 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Designate official Town newspaper (Olean Times Herald)

**#15-MOTION TO DESIGNATE TOWN’S OFFICIAL NEWSPAPER**

Motion by Supervisor McPherson to designate the official town newspaper as the Olean Times Herald. 2nd by Councilman Nazemetz. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Procurement Policy (unchanged from 2022)

**#16-MOTION TO APPROVE THE TOWN’S PROCUREMENT POLICY**

Motion by Councilman Maguire to approve the Town’s Procurement Policy (unchanged from 2022). 2nd by Councilwoman Martin. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Investment Policy (unchanged from 2022)

**#17-MOTION TO APPROVE THE TOWN’S INVESTMENT POLICY**

Motion by Supervisor McPherson to approve the Town’s Investment Policy (unchanged from 2022). 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Code of Ethics (unchanged from 2022)

**#18-MOTION TO APPROVE THE TOWN’S CODE OF ETHICS**

Motion by Supervisor McPherson to approve the Town’s Code of Ethics (unchanged from 2022). 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Designate Official Banks (Five Star & Community Bank)

**#19-MOTION TO DESIGNATE TOWN’S OFFICIAL BANKS**

Motion by Councilwoman Martin to designate official banks as Five Star & Community Bank. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Motion to Appoint Chris McPherson and Kathy Martin as account signors for Five Star Bank & Community Bank

**#20-MOTION TO APPOINT CHRIS MCPHERSON AND KATHY MARTIN AS ACCOUNT SIGNORS FOR FIVE STAR BANK & COMMUNITY BANK**

Motion by Councilman Nazemetz to appoint Chris McPherson and Kathy Martin as signors for Five Star & Community Bank. 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Cooper-aye, Maguire-aye, Nazemetz-aye. CARRIED.

1. Establish Town Board meeting days and times (2nd and 4th Tuesday of ea. Month at 7:00 pm)

**#21-MOTION TO ESTABLISH TOWN BOARD MEETING DAYS & TIMES**

Motion by Supervisor McPherson to establish Town Board meeting days and times (2nd and 4th Tuesday of each month) at 7:00pm. 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Establish mileage rate (67 cents per mile)

**#22-MOTION TO ESTABLISH THE MILEAGE RATE**

Motion by Supervisor McPherson to establish Town mileage rate (67 cents per mile). 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Establish per diem rates as listed on www.gsa.gov/**perdiem**

**#23-MOTION TO ESTABLISH THE PER DIEM RATES**

Motion by Councilwoman Martin to establish Town per diem rates as listed on www.gsa.gov/**perdiem**. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Appoint Primary Kennel for 2024 (Town of Olean)

**#24-MOTION TO APPOINT PRIMARY KENNEL**

Motion by Supervisor McPherson to appoint Primary Kennel for 2024 (Town of Olean) 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Library Contract with the Village: $56,950 for 2024

**#25-MOTION TO APPROVE LIBRARY CONTRACT WITH THE VILLAGE**

Motion by Supervisor McPherson to approve Library Contract with the Village: $56,950 for 2024. 2nd by Councilwoman Martin. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Overtime beforehand (non-union only)

**#26-MOTION TO HAVE OVERTIME PRE-APPROVED**

Motion by Supervisor McPherson to have overtime approved beforehand (non-union only). 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Establish Health Care Buy Back at $3,000.00/year

**#27-MOTION TO ESTABLISH HEALTH CARE BUY BACK**

Motion by Supervisor McPherson to establish Health Care Buy Back at $3,000.00/year. 2nd by Councilwoman Martin. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Clark-Patterson-Lee as Town Engineer for 2024

**#28-MOTION TO ESTABLISH TOWN ENGINEER**

Motion by Councilman Maguire to approve Clark-Patterson-Lee as Town Engineer for 2023. 2nd by Councilman Cooper. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Court Security Agreement with the Village

**#29-MOTION TO APPROVE THE COURT SECURITY AGREEMENT**

Motion by ­­Supervisor McPherson to approve the Court Security Agreement with the Village. 2nd by Councilman Maguire. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Special Events Agreement with the Village

**#30-MOTION TO APPROVE THE SPECIAL EVENTS AGREEMENT**

Motion by Supervisor McPherson to approve the Special Events Agreement with the Village. 2nd by Councilwoman Martin. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Emergency Services Agreement with Village: $16,000 for 2024

**#31-MOTION TO APPROVE THE EMERGENCY SERVICES AGREEMENT**

Motion by Supervisor McPherson to approve the Emergency Services Agreement with the Village ($16,000 for 2024). 2nd by Councilman Maguire. McPherson-aye, Martin- aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

**#32-MOTION TO APPROVE COMMITTEE ASSIGNMENTS FOR 2024**

Motion by ­­­­­­­­­­­­­­­­­­­Councilwoman Martin to approve Committee Assignments for 2024 as listed below. 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED.

1. Approve Committee Appointments for 2024
   * Building/Grounds & Safety – Kathy Martin & Chris McPherson
   * Highway – Chris McPherson & Craig Maguire
   * Parks & Cemetery – Kathy Martin & Alex Nazemetz
   * Personnel – Andy Cooper & Chris McPherson
   * Recreation – Kathy Martin & Andy Cooper
   * Technology – Craig Maguire & Andy Cooper
   * Union Negotiation – Chris McPherson & Kathy Martin
   * Water/Sewer – Chris McPherson & Craig Maguire

From the Floor: none

**#33-MOTION TO ADJOURN THE 2024 ORGANIZATIONAL MEETING**

Motion by Supervisor McPherson to adjourn the 2024 Organizational meeting at 5:26 PM. 2nd by Councilman Nazemetz. McPherson-aye, Martin-aye, Maguire-aye, Cooper-aye, Nazemetz-aye. CARRIED:

Respectfully Submitted,

Grace C. Straub, Town Clerk