Annual Reorganizational Meeting

of the Machias Town Board

January 3, 2022

The meeting was called to order at 7 PM by Supervisor Stephen Cornwall and the Pledge of Allegiance was said by all attending. Those attending were: Supervisor Cornwall, Town Councilmen Robert Shenk and Frank Bork; and Town Clerk Rebecca Grimmelt. Councilman Tom Reese called in by phone. Councilman Robert Green was excused.

Bob Shenk moved to accept the minutes of the December 20, 2021 meeting. Frank Bork seconded. All were in favor and the motion carried.

There were no department reports. Steve and Frank reported that after talking with the Town’s attorney, Joel Kurtzhalts regarding the Yorkshire sewer project, he had added some new wording and terminology to the contract. There were also some average and maximum numbers (gallons) added for the system. The cost share works out to about $2,700 per year with payments for 35 years.

Tom Reese suggested that the Town hire someone to handle all of the LLSD maintenance and issues. They could work for the Highway Dept. in the winter. Wages were estimated at about $20 per hour.

Some of the council will meet with the accountant about the LLSD funds and where we stand financially.

Tom said that the issues with the vault at Maple Grove Cemetery have been dealt with and that it is secure. The maintenance crew no longer have access in the summer months. The only people able to access the vault are the cemetery custodian and superintendent.

There was no old business. The following resolutions were all read and passed unanimously:

* + Resolution for the official undertaking of municipal officials
	+ Resolution establishing rules of order and procedure for official meetings of the Machias Town Board; referred to as “Rules of Order”
	+ Resolution delegating the powers and duties of administration and supervision of the Town and special districts’ functions to the Supervisor to be performed on behalf of the Town Board
	+ Resolution authorizing specific action of designated Town officials and establishing the Town of Machias Annual Appointments, Salaries, and Payment Schedule for the Year 2022
	+ Resolution authorizing the appointments to various committees, commissions, and boards
	+ Resolution establishing the official newspaper(s) of record for the Town of Machias for the year 2022
	+ Resolution establishing the dates of official meetings of the Machias Town Board for the year 2022
	+ Resolution establishing the official depositories for the Town of Machias for the year 2022
	+ Resolution establishing reasonable amount of mileage reimbursement
	+ Resolution to adopt the Town of Machias procurement policy
	+ Resolution to establish fee for mailing of delinquent notice of unpaid real property taxes
	+ Resolution to enter into an agreement with Cattaraugus County to spend Town Highway funds – 2022
	+ Resolution approving the “Resolution to Authorize Town Supervisor to sign all necessary forms in connection with Yorkshire Corners Sewer”

Chris Lexer addressed the Board regarding the Yorkshire Corners sewer project. He wanted the Board to assure him that our Town Supervisor would sign the contract. The Yorkshire Supervisor has confirmed that he will sign it as soon as the cost share figure is entered into the contract. They are just waiting for figures from the attorneys for the eminent domain costs. The Machias Board agreed to approve the contract as long as the cost share figure falls in the range of $2,550 to $2,750 per year. Both of the attorneys representing the Towns are on board with the contract. Payments would continue for 35 years and they would share in 50% of the maintenance costs for the shared lines.

At 7:35 pm, Frank moved to adjourn the meeting. Bob Shenk seconded. All were in favor and the meeting was adjourned.

 Respectfully submitted,

Rebecca Grimmelt, Town Clerk