

**Town of Rushford Organizational Meeting**

**January 4, 2022**

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

**AGENDA**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Town Board Committee Assignments and Supervisor Appointments for 2022**

**IV. Resolutions**

**Motion: 2022 Rules of Order for the Rushford Town Board**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve 2022 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.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Establish Time and Place for Town Board Regular Meetings and Work Sessions in 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: 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 2022. (Supervisor-\$275,000; Town Clerk-\$25,000; Tax Collector- \$275,000; Town Justice- \$10,000)**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve 2022 Community Bank N.A., M&T and NY CLASS (Supervisor only) 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.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Motion: Appoint Town Clerk Tracy Pastorius as Records Access Officer and Supervisor Charles Bliss as Appeals Officer for Town FOIL Requests for the Year 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the re-appointment of David Glead to the Zoning Board of Appeals (5 yr. term). (Expiring 12/2026)**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the appointment of Will Tucker to the Planning Board (5 yr. term). (Expiring 12/2026)**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the appointment of Tom Dudas as the maintenance worker for the Town Hall.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the appointment of Randy Green as a Councilman until 12/31/22.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the appointment of Tracy Pastorius as the Court Clerk for the year of 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the Re-Appointment of Jason Thomas as Commissioner of the Rushford Lake Recreation District (1 yr. term).**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the re-appointment of Jonas Perry as Animal Control Officer for the year 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the re-appointment of \_\_\_\_\_ as Town Historian (1 yr. term)**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: 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 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve Mileage Allowance for 2022 at \$.585 cents Per Mile for the Use of Private Cars While on Town Business by Town Employees**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: 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 2022**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Designate the Cuba Patriot as the official town newspaper for Legal and/or Display Notices**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: 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 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: Approve the Supervisor as Chief Fiscal Officer of the Town, the Power to Issue and Sell Various Bonds, Notes and Note Renewals for 2022 and Also 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.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: to approve Town Policies for the Year 2022** (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).

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: to approve the re-appointment of XXXXXXXX0 to the Board of Ethics; term to expire 12/31/26**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

**Motion: 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 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

## **V. Delegations/Public Portion**

**VI. Adjourn to the Following Town Board Meeting to be held Monday, January 10, 2022.**

Motion made by \_\_\_\_\_ seconded \_\_\_\_\_

## **Town Board Meetings- 2022**

**All Meetings of the Town Board meeting are held on the 2<sup>nd</sup> Monday of the Month Except for the meetings held on January 18 (audit Meeting) and October 11<sup>th</sup>, 2022, due to Columbus Day and November 10, 2022, which is the Public Hearing on the 2022 Town Budget. The meetings start at 7:00 pm, preceded by a Town Board Work Session at 6:00 pm and a Work Session following the regular meeting.**

<b>January 4</b>	<b>Organization Meeting</b>
<b>January 10</b>	<b>Regular Town Board Meeting</b>
<b>January 18 (Tuesday)</b>	<b>Regular Town Board Meeting (audit meeting @ 6 pm)</b>
<b>February 14</b>	<b>Regular Town Board Meeting</b>
<b>March 14</b>	<b>Regular Town Board Meeting</b>
<b>April 11</b>	<b>Regular Town Board Meeting</b>
<b>May 9</b>	<b>Regular Town Board Meeting</b>
<b>June 13</b>	<b>Regular Town Board Meeting</b>
<b>July 11</b>	<b>Regular Town Board Meeting</b>
<b>August 8</b>	<b>Regular Town Board Meeting</b>
<b>September 12</b>	<b>Regular Town Board Meeting</b>
<b>October 11 (Tuesday)</b>	<b>Regular Town Board Meeting</b>
<b>November 10 (Thursday)</b>	<b>Public Hearing on 2022 Budget</b>
<b>November 14</b>	<b>Regular Town Board Meeting</b>
<b>December 12</b>	<b>Regular Town Board Meeting</b>
<b>December 28</b>	<b>Regular Town Board Meeting</b> <b>(Year End Budget Transfers &amp; Payment of Bills)</b>

**2022 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.**

<b>TITLE</b>	<b>Salary/Rate of Pay</b>
<b>Supervisor</b>	\$8,400.00 annual
<b>Deputy Supervisor</b>	\$1,000.00 annual
<b>Town Clerk</b>	\$18,118.00 annual
<b>Superintendent of Highways</b>	\$56,315 annual
<b>Deputy Supt. Of Highways</b>	\$0.51 hourly
<b>Animal Control Officer</b>	\$2,200.00
<b>Assessor</b>	\$72,065 annual
<b>Senior Assistant Assessor</b>	\$18.78 hourly
<b>Clerk Assessor</b>	\$3,500.00 annual
<b>Court Clerk</b>	\$5,800.00 annual
<b>Deputy Town Clerk</b>	\$13.26 hourly
<b>Laborer- (part-time Parks)</b>	\$4,944.00 annual
<b>Laborer- (part-time Town Hall)</b>	\$14.07 hourly
<b>Registrar of Vital Statistics</b>	\$500.00
<b>Town Historian</b>	\$1,359.00 annual
<b>Town Justice</b>	\$7,697.00 Annual
<b>Junior Assistant Assessor-Part Time</b>	\$13.20 hourly
<b>Motor-Equipment Operator (part-time Highway)</b>	\$16.38 hourly
<b>Planning Board Secretary</b>	\$35.00 per meeting
<b>Zoning Board Secretary</b>	\$35.00 per meeting