



## Letter to the Board

Michael Havens

Superintendent of Schools

Phone: 315-524-1001

Fax: 315-524-1049

March 10, 2006

*"Our greatest natural resource is the minds of our children."*

*--Walt Disney, Entertainment Legend*

Greetings from Wayne Central. Below are a few items of interest.

### **Board Letter:**

- Parent Suicide:** A tragedy occurred this week to a Freewill family. The mother of a 1st grade girl and a preschooler took her own life one morning before school. She was suffering from depression and apparently walked outside of the home and shot herself while the children and father were inside. The father put the daughter on the bus to school and took the youngster to day care, then contacted authorities. The dad spent a great deal of time speaking with Kim Cox and Beth Peters at Freewill seeking advice on how to deal with his school age daughter and the trauma that she would face, particularly in school situations. They prepared a script plan for the next day, when news would be out, including planned responses for staff (attached). The father did send his daughter to school the next day and a letter (attached) was sent home with the students in her class to inform them of the situation, so that it was not left to hearsay from the children.
- Bus Driver Suspension:** On a related matter, a bus driver for the child's daycare became involved. It seems that the HS/MS run (earlier run) was buzzing with the news. Bus Driver, Woody Adams felt that when the younger kids came on the bus, he did not want to have all the rumors going on and was concerned that the younger children would become distraught so he made a statement to them. Unfortunately, his words were not very carefully chosen, nor appropriate, particularly for this age child. He spoke quite bluntly stating "XXX mom was depressed and she committed suicide by shooting herself." This was a terrible error in judgment. Of course, when the children arrived at their day care provider, they were very upset. The bus driver has been suspended for three days. I believe this does show a breakdown in our script plan however, where we must remember to expand our communication to the bus drivers as that sometimes is the first line of communication with students.
- Senator Nozzolio Visit:** The Senator will visit us tomorrow from 1:15 to 2:00. Lori will call you this afternoon to see if you can make it. If you can't, don't feel too guilty. I have learned that contrary to what the Senator's office told me, only one member of the Williamson Board of Education will be there. You asked for a primer of some things to talk about with the Senator. Here are three points to make with him.
  - Operating Aid:** This is the aid that allows us to hire the teachers, pay for their insurance and retirement expenses, heat the buildings and generally operate the school. This is also the aid that has changed little over the years for Wayne. For the last 5 years, on average, our operating aid has increased less than 1%

(.6%). It is when operating aid doesn't increase that local taxes must increase to make up the difference. We need the Senator to push for operating aid, even at the expense of other aid, to provide programs to students and to keep taxes reasonable.

b. CFE: This is the court case about a fair and equitable education for students. It is also sometimes called the Mid-State. It sounds as wonderful as mom and apple pie. We should not support it. It will drive more money down to NYC and away from upstate. It is one of the reasons that during a time of increased aid to education we have seen so little.

c. Governor's Proposal on Star: The governor has proposed that the residents of any district that keeps their tax increase below inflation (3.9) will receive a \$400 check in the mail. Sounds great and I wouldn't mind a \$400 check. The trouble is, that with the record increases in health care and fuel this isn't necessarily reasonable. The State budget is reported to be up 6% this year, yet they want schools at 3%. Also if the operating aid was up 3% it might be more reasonable, but again, with operating aid at less than 1% it makes this difficult.

4. **Budget**: You received your first look at the total budget last night. We will be going through the budget very carefully over the next two weeks to see how to reduce expenses enough to reach that 2% mark. I believe some of the \$528,000 can be made up through better information about state aid, retirements, and generous budgeting. I don't know that we can easily make up the entire difference that way. As in past years, we will chart the necessary cuts to reach our goal.
5. **Larry Spring**: Mr. Spring believes he will find out Tuesday about the Pal-Mac job. I can honestly say that I will be very surprised if he isn't their next superintendent. This would be a great next step for him and I predict he will be very successful there. I will let you know about his situation as soon as I can.
6. **Gullace Property**: I didn't have time to talk about this very much last night. I do want to assure you that the Town, County and school are now working together very well. Greg and I were pleased with our most recent meeting and the "new understanding" that John Refferant of Harris Beach has about working together. Our next meeting will be in three weeks. We would like to have the remainder of the years settled by this July.
7. **Elementary Principalship**: A few years ago we were replacing administrators because they were unhappy here. Now we are replacing administrators because they are happy, successful and moving to more challenging positions in our district. Mr. Griswold and a team of staff members began interviews today for the elementary principalship. We received over 50 applications for the position including two internal candidates. Bob Magin, grade 5 teacher at Freewill, and Melanie Stevenson, teacher on special assignment to the Director of Special Education have both tossed their hat into the ring.
8. **Electronic Communications**: I apologize to Board members who did not get the e-mails and materials earlier this week. We will try harder to make sure everyone has the information they need to make informed decisions. I think I will also make sure we make phone calls to Board members whenever it is necessary to change a meeting time. The electronic system is invaluable when trying to make sure all of you get the same information (and contracts) at the same time. But when it fails, it creates exactly the situation that we were trying to avoid. I will try to do better with this.
9. **Skateboarders/Wrestlers**: This morning Mrs. Armitage met with a parent of one of our skateboarders. This parent feels her child is being harassed by some of the wrestlers. Holly is working with staff to try to diffuse the situation. I will keep you informed as we continue to address on this issue.
10. **Art Department Shows**: The art department would like to invite you to the 24<sup>th</sup> Annual Wayne County Art Show. About 30 of our students are participating in this show which features student art work from every high

school in Wayne County. The show opens this weekend on Sunday March 5<sup>th</sup> and will run until Friday March 31<sup>st</sup>. The gallery is in the Wayne Arts Council building (the address is 108 West Miller Street) in Newark and is open on Thursdays, Fridays, and Saturdays from 1pm to 4pm. If you happen to be in Newark we encourage you to stop in and see all the FANTASTIC work that is being produced by high school students. Mark your calendars for our high school art show too. The opening will be on Tuesday March 28<sup>th</sup> in the library and H wing.

## **11. Upcoming Events:**

- March 13 – Meet the Spring Coaches Night @ PAC – 7:00 p.m.
- March 13 – Music in our Schools Chorus Concert @ PAC – 7:00 p.m.
- March 13-17 – NYS Math Assessments – Grades 6-8
- \*March 14 – Rotary Special St. Patrick’s Meeting w/ Irish Music – Call Michael/ Mark/ Scott or Frank if you would like to attend, Guests welcome (dinner is \$15.00 or \$12.00 or something like that ) @ OGC – 5:30 social, 6:00 program.
- March 14 – Music in our Schools Chorus Concert @ PAC – 7:00 p.m.
- March 14 – MS PTO mtg @ MS Media Center – 6:30 – 8:00 p.m.
- March 17 – Happy St. Patrick’s Day!! – Green beer & Corned Beef and Cabbage for everyone!!!
- March 20 – Spring Equinox –YES, it has arrived, officially anyway!
- March 20 – HS PTSA meeting @ DO – 7:00 p.m.
- March 22 – Mandatory Parent/Student Senior Trip Meeting @ PAC – 7:00 p.m.
- March 23 – Board of Education Meeting @ DO – 7:00 p.m.
- March 28 –HS Art Show @ HS – 7:00 p.m.
- March 29 – Freewill Parent Group Meeting @ FE Media Center – 6:45 p.m.
- March 31, April 1 – HS Musical, *Cinderella*: 7:00 p.m. Saturday 2:00 and 7:00 p.m.

## **12. Attachments:**

- a. Freewill Script Information
- b. Freewill Classroom letter
- c. MS Parent email
- d. BOCES Board Meeting Agenda – March 13
- e. BOCES Board Meeting Minutes – February 13
- f. [Ontario](#) Town Board Meeting Minutes – February 27
- g. March TGIF Gathering Invitation
- h. Walworth [Special](#) Town Board Meeting Minutes – January 1
- i. [Walworth](#) Town Board Meeting Minutes – January 5
- j. Walworth [Town](#) Board Meeting Minutes – January 19
- k. BOCES Board Nomination Information
- l. MCSBA “Newscope” – March
- m. Press Release Summary - February

Amish statement for incoming calls or inquiries:

If we receive calls to ask what happen or you get stopped in the hall:

“Yes, we heard about that. We feel for the family and their loss. At this time we have no further information.”

If parents are expressing concern for their own child:

“I’d be happy to connect you to Mrs. Wigent, Miss Peters, or your child’s teacher.”

If you are pressed for details, or someone tries to engage you in what they have heard:

“I really can’t speak to that, this is all the information I have.”

Monday March 7, 2006

Dear Parents/Guardians,

We regret to inform you about the death of the parent of one of your child's classmates. Mrs. Amy Amish, Megan's mother, passed away suddenly on Monday. We extend our most sincere sympathy to the Amish Family.

Mrs. Cotsonas' class was briefly informed of this occurrence this morning. Young children are naturally curious about death and have questions and concerns. Ms. Peters, school counselor, Mrs. Catalano, school nurse, Mrs. Wigent, school psychologist, and your child's teacher, are all informed and aware of the signs of grief and the questions young children may have regarding a situation of this nature. The needs of the children will guide any further activities or conversations we will have with them. We will be available to speak with any child whom may need a chance to talk or express themselves about death. Mrs. Cotsonas will offer the children the opportunity to make cards and other expressions of sympathy, which helps in the healing process.

Included with this letter is some information about the concept of death and how to talk to young children, as well as some of the ways children may respond to grief. Please feel free to contact us if we can be of any assistance to you or your child with this sad occurrence.

Sincerely,

Mrs. Kim Cox

**From:** Armocida, Robert  
**Sent:** Thursday, March 09, 2006 6:10 AM  
**To:** Havens, Michael  
**Subject:** FW: Thank you

Michael,  
I thought I would share this message with you.  
Bob

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**From:** Fyles, Mary [mailto:[mary.fyles@rochester.edu](mailto:mary.fyles@rochester.edu)]  
**Sent:** Wednesday, March 08, 2006 11:55 AM  
**To:** Armocida, Robert  
**Subject:** Thank you

Mr. Armocida,

I can't thank you enough for the time you take to honor the students of your school. I have been to several events over the past 18 months for my daughter, Torie, and each time I am amazed at the effort that you and your staff put forth for these students. This is a big part of what they need to succeed and the numbers, as you shared with us this morning, speak for themselves.

I am very thankful that I have a daughter that works hard, loves school and strives to do well. She makes us prouder each day. I am also very thankful that she has an environment to go to everyday that helps her achieve her goals in many different ways, continually motivates her, uses creative learning methods and is a place where she feels safe. Nearly every member of your staff we have come in contact with has been exceptional and gone above and beyond expectations with us. Seeing you, Mr. Schaffer, Mr. Havens, and so many of the faculty at these events every time speaks to the commitment that is being shown to these kids.

I also appreciate your stories and your sense of humor. However, you usually make me shed a little tear...but that's just the sentimental Italian in me...I can't help that. When you speak to us parents, you give our life a sense of normalcy in a world that can be very scary to be raising a teenager in. It helps to know we all go through this together.

How you manage to identify with both the parents and the students is what makes you an excellent administrator. I am grateful for all that you and your staff have accomplished at TCA and look forward to the second half of Torie's attendance there. You probably don't hear it enough, but we are very, very lucky to have you.

Sincerely,  
Mary Fyles

**Mary Fyles**  
**Information Technology Services, ACS**  
**Senior Programmer/Analyst**  
phone: (585) 275-9212  
[mary.fyles@rochester.edu](mailto:mary.fyles@rochester.edu)

WAYNE-FINGER LAKES BOARD OF COOPERATIVE EDUCATIONAL SERVICES

**Regional Support Center  
Eisenhower Building, Large Conference Room (first floor)  
Newark, New York  
Regular Meeting – Monday, March 13, 2006 – 6:30 PM**

**AGENDA**

1. Call to Order – Nancy Scher OI  
a. Request for Executive Session A  
(Contingent upon adoption of a motion during the public portion of the meeting in accordance with Section 105 of the Public Officers Law)

**◆It is anticipated that the Regular Business Meeting will reconvene by 7:30 PM◆**

- b. Pledge of Allegiance – Nancy Scher
2. Welcome and Introductions – Nancy Scher OI  
a. Guests  
b. Representatives from Component Boards
3. Public Comment
4. Approval of the Agenda – Nancy Scher A
5. Approval of the Minutes of February 13, 2006 – Nancy Scher A
6. Educational Presentation – School to Career Character Education–Anne Smith/Melissa Stuart OI/WI
7. Reports and Correspondence OI  
a. Board Members  
b. Board Committee Reports  
c. District Superintendent  
d. Strategic Plan Update
8. Consensus Agenda – Keith Henry A  
a. Treasurer’s Reports for General and Special Aid for the Month Ending January 2006  
b. Budget Status Reports for General, Administration and Special Aid for Month Ending Jan.2006  
c. Budget Change Summary  
d. Routine Action Items  
1. Contracts/Agreements  
a. Multi Year Purchase Agreement with Xerox SAA #6977  
b. Multi Year Purchase Agreement with Xerox SAA #6873

2. Donations

- a. Equipment for Metal Trades Program
- b. Materials for Electrical Trades Program
- c. Equipment for Career Tech Programs
- d. 1995 Nissan Van

- 9. Personnel – Jim McNeil A
  - a. Certified
  - b. Non-Certified
  
- 10. CTE Awareness Project – Jeanna Savage/Joe Galante OI/WI
  
- 11. 2006 Biennial Review of BOCES Shared Decision Making Plan – Joe Marinelli A
  
- 12. Acceptance of Workers' Compensation Plan Audit – Keith Henry A
  
- 13. Acceptance of Single Audit Report – Keith Henry A
  
- 14. Other Business – Nancy Scher A
  
- 15. Adjournment – Nancy Scher A

**NEXT BOCES BOARD MEETING:** Regular and Annual  
MONDAY, APRIL 10, 2006  
Special Education Center Building  
Wayne, New York



**WAYNE-FINGER LAKES BOARD OF COOPERATIVE EDUCATIONAL SERVICES**  
**Jack Loveless Conference Room, Eisenhower Building**  
**Regional Support Center**  
**Newark, New York**

**REGULAR MEETING MINUTES, 6:30 PM, MONDAY, FEBRUARY 13, 2006**

The Regular Meeting of the Wayne-Finger Lakes Board of Cooperative Educational Services Sole Supervisory District, Ontario, Seneca, Yates, Cayuga and Wayne Counties, was held Monday evening, February 13, 2006, in the Jack Loveless Conference Room, Eisenhower Building, Newark. The meeting was called to order at 6:30 PM.

**Board Members Present:** David Crystal; Thomas DeRue; Jeanne Durfee; Stu Einstein; Anne Morgan; OJ Sahler; Nancy Scher; and Nadina Stevens.

**Board Members Absent:** Patrick Crowe.

**Others Present:** District Superintendent Joseph Marinelli; Associate Superintendent Jack McCabe; Assistant Superintendents Jim McNeil and Keith Henry; Joe Galante, Director of Career and Technical Education; Jeanna Savage, Public Relations Officer; Educators' Association President Pam Modzel; Support Personnel Representatives Peggy Carroll and Kathy Holtz; BOCES Employees: Cynthia Parker and Michael Boss; Lynn Gay; and Board Clerk Carolyn Robinson.

Call To Order

President Nancy Scher called the meeting to order at 6:30 PM.

Request for Executive Session

A motion was made by Stu Einstein and seconded by Thomas DeRue to move to executive session for the purpose of employment history of particular persons. All present voted yes. Time: 6:30 PM

David Crystal and OJ Sahler arrived at 6:48PM.

The regular meeting reconvened at 7:28PM.

**Pledge of Allegiance**

Nancy Scher led the Pledge of Allegiance

**Welcome and Introductions**

Nancy Scher extended a welcome to those attending the board meeting.

**Public Comment**

None.

**Approval of the Agenda**

A motion was made by David Crystal and seconded by OJ Sahler to approve the agenda.

All present voted yes. The motion was carried.

## **Approval of the Minutes of the Regular Meeting of January 17, 2006**

A motion was made by Nadina Stevens and seconded by Stu Einstein to approve the minutes of the regular meeting held on January 17, 2006.

All present voted yes. The motion was carried.

## **Educational Presentation – Health Careers**

Nancy Hill presented a brief synopsis and review of Health Careers; Practical Nursing and Nursing Assistant Programs. She presented data on enrollment, retention rates, completer rates, admissions process, philosophy and expectations for the program and students.

## **Reports and Correspondence**

### **Board Members**

Anne Morgan attended a Midstate Finance workshop where they looked at CFE as another way of financing. Poughkeepsie school district would see a large increase, while the proposal would hurt Romulus.

Jeanne Durfee attended the NSBA meeting in Washington this past weekend, meeting with legislators regarding NCLB, vouchers, and IDEA funding.

Thomas DeRue attend the Four County Schools Board meeting where Naples Elementary was recognized as a Blue Ribbon.

Joe Marinelli noted that Dr. OJ Sahler and her husband, Dr. Carl Sahler won the "Star of Distinction" honor yesterday at the F.F. Thompson Foundation Brunch in Canandaigua. They received this award for their donation of "time, talent and treasure" to the hospital and the health care system. This is an annual honor and is the highest honor given to a member of the community by the health system.

### **Board Committee Reports**

David Crystal, Audit Chair, said that the committee will be looking at the problem of vendors and conflict of interest.

OJ Sahler, Chair, Board/DS Evaluation committee said that she, David and Nadina worked on the board's evaluation and reduced the number of items from 80 to 43. If board members have any suggestions/changes they are asked to send them to OJ by March 1<sup>st</sup>.

## **District Superintendent**

- Dr. Marinelli highlighted major points of President Bush's proposals for education for next year. In the area of Special Education, the President only increases IDEA \$100 million which is very small on a national scale. One program the president proposes eliminating is the Perkins Vocational Education Act.
- Jeanne Durfee commented that the Dundee School District estimated their shortfall from Title One and IDEA proposed cuts would be more than \$400,000. Taxpayers would pay a tax levy increase of over 12% per year.
- In January, Dr. Marinelli attended the NYSCOSS Mid-Winter Conference in Albany which included a dinner where superintendents reviewed the Governor's Budget with state legislators. Senator Steve Saland (R,C - Poughkeepsie), President of the Senate Education Committee, spoke at the dinner and said that he was troubled by many of the Governor's cuts including proposed BOCES Aid cuts.

- Dr. Marinelli said that overall, our area legislators did indicate that they thought the Governor’s proposal was insufficient, and that the BOCES Aid cap proposal will not go very far.
- Appointments with legislators have been scheduled for BOCES Day in Albany for March 7, 2006. We are in the process of choosing our team of people to go on the trip. We usually like to include a cross-section of stakeholders to include board members, superintendents, administrators, teachers, support staff, parents and a member of the community.
- Jean Stevens is now the Interim Deputy Commissioner for Elementary, Middle, Secondary and Continuing Education temporarily replacing Jim Kadamus upon his recent retirement. SED’s goal is to try to appoint a Deputy Commissioner by March 1<sup>st</sup> and have someone start shortly following.
- Dr. Marinelli said that he is still working to try to get shared services for internal auditors approved. He mentioned that there has been some difficulty getting answers on this from the State Education Department. When he met with the Commissioner, he asked him to lend his support to this matter.
- Dr. Marinelli had two meetings with component boards as part of W-FL BOCES visitation schedule. Dr. Marinelli met with the Gananda Board of Education and with the Newark Board. Tom DeRue attended the Newark presentation as well. The Newark BOE submitted eight questions in advance for Dr. Marinelli to answer. Dr. Marinelli submitted his answers in writing and presented many of them at the meeting. Tom DeRue suggested going back to the Newark BOE to follow-up on any questions that the Newark Board may still have.
- Dr. O.J. Sahler asked Dr. Marinelli to review the questions to see if they would be applicable to other boards. Dr. Marinelli said that the questions were fairly Newark-specific but will review them to see if they would be helpful to other boards.
- David Crystal suggested creating a new pamphlet for board members to help them understand how BOCES works. Dr. Sahler and Jeanne Durfee explained that there is a BOCES 101 seminar for new board members, but a specific pamphlet may be helpful. Dr. Marinelli said that a Q & A pamphlet exists, but he would look into having something created specifically for new board members.
- Nine school districts in the region participated in the final phase of the Mathalon Competition held here in Newark on February 8th. This was the third leg of a three-day math competition for middle school students. The winning team received an engraved plaque for their school, certificates of participation and first place ribbons.

**Overall Winners**

1 <sup>st</sup> Place	Midlakes	3 <sup>rd</sup> Place	Penn Yan
2 <sup>nd</sup> Place	Pal-Mac	4 <sup>th</sup> Place	Marcus Whitman

Dr. Marinelli thanked Mary Kirsch and Jackie Lutton for coordinating and facilitating the event.

- Dr. Marinelli passed out a brochure promoting the Finger Lakes Boy Scout’s new Science & Technology Summer Camp. W-FL BOCES was involved in this initiative and played an integral role in bringing the major supporters together including Infotonics Technical Center and the Cornell Ad and Food Park among others.

- The Technical and Career Education video is now online on the W-FL BOCES website at [www.wflboces.org/tcc](http://www.wflboces.org/tcc).
- Dr. Marinelli said that at the Career Tech Superintendent Committee, they reviewed information on the Summer CTE Summit and are looking to put together a “think tank” of people to help put together an agenda as it relates to Career Tech Education. The group also looked at creating career ladders in the biotech field through area employers like Infotonics.
- More than 90 local librarians and teachers attended the annual Library Leadership Academy held at Newark HS on, January 26th. This all day event featured keynote speaker, **Stephen Abram**, MLS, who is listed by *Library Journal* as one of the top 50 people influencing libraries and librarianship; and author **Margery Facklam**, winner of the 2005 Knickerbocker Award for Juvenile Literature. Dr. Marinelli thanked Judy Marsh for coordinating this event.

### Strategic Plan Update

As part of the Strategic Plan – Dr. Marinelli explained that the Wayne-Finger Lakes Leadership Institute hosted a recognition dinner on January 19<sup>th</sup> in Canandaigua, to congratulate and recognize 14 area teachers who have been chosen by their individual superintendents for membership. Dr. Marinelli thanked Bea Parker, Coordinator for her efforts.

### Consensus Agenda

A motion was made by David Crystal and seconded by Anne Morgan to approve the consensus agenda.

- a. Treasurer’s Reports for General and Special Aid for the Month Ending December 2005 – routine reports accepted and placed on file.
- b. Budget Status Reports for General, Administration and Special Aid for Month Ending December 2005 – routine reports accepted and placed on file.
- c. Treasurer’s Reports for FLTCC and WTCC Extra Classroom Activity Funds Quarter Ending December 2005 – routine reports accepted and placed on file.
- d. Budget Change Summary – routine report accepted and placed on file.
- e. Routine Action Items
  1. Contracts
    - a. Multi Year Purchase Agreement SAA#6927 – recommend approval of the MYPA agreement #6927 in the amount of \$50,150.52 for an installment contract with Chase Equipment Leasing for purchase of a high-speed printer and associated hardware and software for EduTech’s Test Scoring Department.
    - b. Time Warner Contract Amendment – recommend approval of the amendment to the existing master agreement dated April 27, 2004, which calls for increasing capacity for Lakenet districts, with the cost passed through to the districts rolled into Lakenet fees.
  2. Donations
    - a. 1983 Ford Dump Truck – recommend acceptance of the donation from Glenn Amesbury of Macedon to be used by the Diesel Class at FLTCC for instructional purposes only.
    - b. AA Batteries – recommend acceptance of 10, 4 packs of AA batteries donated by Kevin Hemenway for JoAnn Shepard at Midlakes for all the sensory items, toys, CD players, digital cameras used to create symbols and communication boards for students.

All present voted yes. The motion was carried.

### Personnel

A motion was made by Thomas DeRue and seconded by Stu Einstein to approve the certified and non-certified personnel.

### **Certified**

#### **Resignations**

Linda Avery, hourly Clinical Practical Nurse Instructor, effective January 24, 2006, due to other employment.

Margaret Bain, 1.0 FTE Instructor, English, effective February 9, 2006, for retirement purposes.

Susan Shaw, 1.0 FTE Coordinator Adult Computer Education, effective February 28, 2006, no reason given.

#### **Changes of Appointment**

Emily Parker, a change in resignation effective date from August 30, 2006, previously approved at the December 19, 2005 Board meeting, to July 1, 2006. Ms. Parker is a 1.0 FTE Instructor, Functional Skill Development position at the Midlakes Education Center. This is a tenured appointment.

#### **Appointments**

Temporary appointment of Michelle LeVesque-Alampi as 1.0 FTE Instructor, Social Skill Development effective February 6, 2006 through June 30, 2006 or sooner upon termination by the Board. Her current assignment is in the Social Skill Development program, Red Jacket Education Center, new (2/06 Board). Ms. LeVesque-Alampi holds provisional certification in PreK-6 and Special Education. Ms. LeVesque-Alampi's annual salary for the 2005-06 school year is Step 1, prorated (\$35,518, prorated).

Emergency conditional appointment of Erin Maney from 2/6/06 through 3/6/06. Upon clearance from SED, converts to a regular temporary appointment retroactively to appointment start date as 1.0 FTE Instructor, English effective February 6, 2006 through June 30, 2006 or sooner upon termination by the Board and pending SED approval for "Clearance for Employment" based upon fingerprinting and background checks. Her current assignment is in the Finger Lakes Technical and Career Center, replacing Meg Bain (resigned). Ms. Rettke holds provisional certification in English 7-12. Ms. Maney's annual salary for the 2005-06 school year is Step 6, prorated (\$37,718, prorated).

#### **Creation/Elimination of Positions**

- 1.0 FTE Coordinator of Adult Computer Education, Regional Support Center, Newark
- +2.0 FTE Student Services Specialist, Regional Support Center, Newark
- +1.0 FTE Coordinator of Technical Design & Development, Regional Support Center, Newark
- +1.0 FTE Instructor, Special Education, Red Jacket Education Center, Shortsville

### **Non-Certified**

#### **Resignations**

Sharon Williams, .75 FTE School Aide, effective January 20, 2006, due to no reason given.

Brooks DeLaVergne, 1.0 FTE Senior Computer Services Assistant, effective February 3, 2006, due to no reason given.

#### **Leaves of Absence**

Michelle LeVesque-Alampi, .75 FTE School Aide, effective February 6, 2006 through June 30, 2006, to accept another position, this BOCES.

#### **Appointments**

Permanent appointment of Susan Carbone as 1.0 FTE Senior Application Support Services Assistant, effective March 2, 2006. Her current assignment will be Senior Application Support Services Assistant, Educational Technology Services, Newark. Ms. Carbone's annual salary for the 2005-2006 school year will be Step 1. This is a change in civil service status from probationary to permanent.

Permanent appointment of Megan Wilson as .75 FTE School Aide, effective February 7, 2006. Her current assignment will be in the Functional Skill Development program, Newark Education Center, Perkins School, Newark. Ms. Wilson's annual salary for the 2005-2006 school year will be Step 1. This is a change in civil service status from probationary to permanent.

Permanent appointment of Ajaleah Bobowski as .75 FTE School Aide, effective March 7, 2006. Her current assignment will be in the Social Skill Development program, Wayne Education Center, Kelly School, Newark. Ms. Bobowski's annual salary for the 2005-2006 school year will be Step 6. This is a change in civil service status from probationary to permanent.

Permanent appointment of Dawn DeFisher as .75 FTE School Aide, effective March 23, 2006. Her current assignment will be in the Social Skill Development program, Wayne Education Center, Williamson. Ms. DeFisher's annual salary for the 2005-2006 school year will be Step 2. This is a change in civil service status from probationary to permanent.

Probationary appointment of Paula Monachino as 1.0 FTE Physical Therapist, effective December 6, 2005. Her current assignment will be Physical Therapist, Midlakes Education Center, replacing Marcia Rice (resigned). Ms. Monachino's annual salary for the 2005-2006 school year will be Step 1 (\$35,118 plus masters and credit hours= \$41,198). This is a competitive position. This is a change in civil service status from temporary to probationary only.

Temporary appointment of Shannon Walker as .75 FTE School Aide, effective January 23, 2006 through June 30, 2006 or sooner upon termination upon the Board. Her current assignment will be in the Functional Skill Development program, Midlakes Education Center, replacing Sabrina Hoster (leave of absence). Ms. Walker's annual salary for the 2005-2006 school year will be Step 1 (\$10,191), prorated. This is a non-competitive position; previous employee.

Emergency conditional appointment of Jennifer Warrington as .40 FTE Physical Therapist. Upon clearance from SED converts to a temporary appointment retroactively to appointment start date, effective January 18, 2006 through June 30, 2006 or sooner upon termination by the Board. Her current assignment will be Physical Therapist, Midlakes Education Center, new (12/2005 Board). Ms. Warrington's annual salary for the 2005-2006 school year will be Step 8 (\$39,080), prorated. This is a competitive position.

#### Creation/Elimination of Positions

- + 0.75 FTE School Aide, Social Skill Development, 1:1 (Williamson student), WEC, Williamson (A213)
- + 0.75 FTE School Aide, Social Skill Development, WEC, Williamson (A213)
- + 0.75 FTE School Aide, Social Skill Development, Red Jacket EC (A213)
- + 0.75 FTE School Aide Communication & Physical Mobility Development, 1:1 (North Rose-Wolcott student), Midlakes EC (A252)
- + 0.75 FTE School Aide, Communication Skill Development, 1:1 (Geneva student) (A222)

All present voted yes. The motion was carried.

#### Approval of Change Orders

A motion was made by Anne Morgan and seconded by Thomas DeRue to approve change orders as listed:

- a. Allied Builders, Inc. – GC-015 +\$539 – overtime to provide the application of sealer after normal working hours, due to the strong odors of the sealer.
- b. Allied Builders, Inc. – GC-016 +660 – an additional C-2 type window for the east wall of the kitchen.
- c. Allied Builders, Inc. – GC-017 +\$4,829.50 – painted walls and VCT flooring for Technology Room A109.
- d. Allied Builders, Inc. – GC-018 +\$1,733 – labor and materials to increase the depth of 20 upper cabinets by 6” and increase the depth of 28 countertop by 6” and provide framing and support for the 6” increased depth of the countertop.
- e. Landry Mechanical Contractors – H-002 +\$727.95 – 12 type S-5 diffusers in lieu of the 12 type S-3 diffusers, specified for the Time Out areas in A and B wings.
- f. Kaplan-Schmidt Electric, Inc. – E-005 +\$9,345.45 – temporary power and lighting for Areas A, B, C, and D.
- g. Kaplan-Schmidt Electric, Inc. – E-006 +\$1,432.12 – power to the display case lights in corridors B and C.
- h. Kaplan-Schmidt Electric, Inc. – E-007 +\$371.42 – two alternate exterior light fixtures for the entrance canopy in lieu of the specified fixtures.

All present voted yes. The motion was carried.

### **Policies**

**a. First Reading** – A motion was made by Thomas DeRue and seconded by Anne Morgan to accept Policy P5380 Holidays, 2006-2007 for adoption.

**b. Second Reading**

A motion was made by Thomas DeRue and seconded by Anne Morgan to approve

1. P2413 Anti-Harassment in the BOCES - new policy
2. P6150 Education of Homeless Children and Youth – new policy
3. P6230 Bullying: Peer Abuse in the Schools – new policy
4. P6430 Child Abuse and Neglect – no change – recommended for re-adoption.
5. P6440 Sexual Harassment of Student – minor changes and addition of policy and AR references
6. P6451 Human Immunodeficiency Virus (HIV) Related Illness (Students) – no change – recommended for re-adoption.
7. P6452 Administering Medications – minor change and addition of AR reference.
8. P6460 Equal Educational Opportunity (Students) – no change – recommended for re-adoption.
9. P6510 Censorship of Non-School Student Publications – minor changes
10. P6520 Extracurricular Activities – minor changes.
11. P6530 Student Funds – minor changes and addition of policy and AR references.
12. P6540 Constitutionally Protected Prayer in Public Schools – no change – recommended

All present voted yes. The motion was carried.

### **Approval of Advertising Design & Production Program**

A motion was made by Thomas DeRue and seconded by OJ Sahler to approve the Advertising Design & Production Program for submission to NYSED for Program Approval.

All present voted yes. The motion was carried.

#### Second Review of Proposed Administration Budget for 2006-07

It was noted that the mileage reimbursement line has not been increased since 2001. There were no changes to the admin budget other than a change in wording for board member mileage reimbursement. The language was changed to reimburse at the current IRS rate, rather than an actual rate, as it can change throughout the year.

#### Other Business

Board Member Attendance at National Conferences – Jeanne Durfee withdrew her request to attend a national conference and the board will revisit this topic at a future board meeting noting that the practice and the policy on conference attendance should coincide.

There was board member discussion about late receipts. David Crystal, Audit Committee chair, asked the Policy Committee to look at writing some specific deadlines into policy regarding the submission of receipts for reimbursement. Jeanne Durfee commented that she wanted the same deadlines applied to the entire BOCES staff.

#### Adjournment

A motion was made by David Crystal and seconded by Stu Einstein to adjourn the meeting. The meeting was adjourned at 9:41 PM.

Carolyn E. Robinson, Board Clerk



**FEBRUARY 27, 2006**

**ONTARIO TOWN BOARD MEETING**

A regular meeting of the Ontario Town Board was called to order by Supervisor Joseph Molino at 7:00 PM in the Ontario Town Hall. Present were Supervisor Joseph Molino, Council members: Jason Ruffell, Donald Shears, James Switzer, Superintendent of Water Utilities Robert Wykle, Director of Recreation and Parks William Riddell and Town Clerk Cathy Herzog.

Absent: Councilmember Lori Eaton-Smith

Eleven residents and visitors were present at portions of the meeting.

Mr. Ruffell led the Pledge of Allegiance.

**Comments from the Public** – None

**Approval of Minutes** – A motion was made by Mr. Switzer, seconded by Mr. Ruffell, **to approve the February 10<sup>th</sup> and February 13, 2006 minutes as presented.** 4 Ayes 0 Nays

1 Absent (Smith) MOTION CARRIED

**Correspondence** – The Town Clerk noted she has been receiving e-mail correspondence relative to the proposal for a Community Center; copies are on file in her office.

The Town Clerk received a list of intersections that have no intersection street lighting from the Superintendent of Highways.

There was a discussion on the list of intersections without lighting. Mr. Switzer stated Rochester Gas & Electric has offered to provide and install the lights at no charge and the town would pay all future energy bills. After further discussion, the board agreed to add authorization to proceed with the proposal to the agenda.

**Old Business** – None

**New Business** - A motion was made by Mr. Switzer, seconded by Mr. Ruffell, **to accept the Supervisor's fiscal report for the month of January 2006 as presented.** 4 Ayes 0 Nays

1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Molino, seconded by Mr. Switzer, to remove from the table a motion, for discussion, to authorize the Superintendent of Highways to purchase a 2006 Dodge pickup truck.

Mr. Ruffell stated he has a problem with the request from the Superintendent of Highways relative to the budget and funding the purchase. He stated he would like to postpone voting until the funds are transferred into the appropriate accounts.

There was a discussion on the highway department's 5 year replacement plan, the amount of money already expended in 2006 for equipment and plans for further equipment expenditures in 2006. Highway employee, Gerald Santangelo, explained that the truck this truck will be replacing will be sold at municipal auction and the proceeds will go back into the highway equipment reserve fund.

After further discussion, a motion was made by Mr. Switzer, seconded by Mr. Ruffell, to table the motion until the next meeting and ask that the Superintendent of Highways revise the request and make any necessary budget adjustments or transfers for the purchase including a notation regarding offsetting funds from the sale of the truck being replaced. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Switzer, seconded by Mr. Shears, to **adopt a RESOLUTION**

### **ADOPTION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM**

**It is hereby RESOLVED by the Town of Ontario, State of New York that:**

**WHEREAS**, in Homeland Security Presidential Directive (HSPD)-5, the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for federal, state, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity; and

**WHEREAS**, the collective input and guidance from all federal, state, local and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

**WHEREAS**, it is necessary that all federal, state, local, and tribal emergency management agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

**WHEREAS**, to facilitate the most efficient and effective incident management it is critical that federal, state, local, and tribal organizations utilize standardized terminology, standardized organizational structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

**WHEREAS**, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the state's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

**WHEREAS**, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the state, including all public safety and Emergency response organizations training programs; and

**WHEREAS**, the National Commission of Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

**NOW THEREFORE**, pursuant to the authority vested in us by the Town of Ontario and provisions of the law we do hereby mandate the National Incident Management System be utilized for all incident management in the County of Wayne, Town of Ontario.

We **FURTHER** proclaim this to take effect immediately.

4 Ayes 0 Nays 1 Absent (Smith) RESOLUTION ADOPTED

A motion was made by Mr. Switzer, seconded by Mr. Ruffell, to **direct the Supervisor to authorize MRB Group to proceed with a proposal to map the north and south sides of Route 104 to identify ownership, utilities,**

**state and federal wetlands and contours and the proposed location of an industrial road, at the lowest quote, for an amount not to exceed \$1,000.00**, as requested by the Director of Economic Development in a memo dated 2/20/06.

4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Switzer, seconded by Mr. Shears, **to authorize the Superintendent of Water Utilities to purchase a Turbidity/Suspended Solids Analyzer and appurtenances on State Bid Contract # PC-57256, from Hach Co. for an amount not to exceed \$6,973.00**, as requested by the Superintendent of Water Utilities in memorandum #03-2006. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Switzer, seconded by Mr. Shears, **to authorize the Superintendent of Water Utilities to contract with Siewert Equipment Company, Inc., as the authorized distributor and repair shop for Aurora pumps, to rebuild the Aurora Hi Lift Pump #2 located at the Water Treatment Plant for an amount not to exceed \$8,831.00**, as requested by the Superintendent of Water Utilities in memorandum # 04-2006. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Switzer, seconded by Mr. Shears, **to accept and file the Annual Water Quality Report for calendar year 2005, as presented by the Superintendent of Water Utilities, in accordance with federal regulations and the New York State Department of Health directive and authorize the distribution and posting of said report**, as requested by the Superintendent of Water Utilities in a memorandum # 06-2006. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

Mr. Wyle reviewed the annual report. He stated the distribution of the completed report to each customer will be by the Webster-Walworth-Ontario Pennysaver; the report is posted on the Town Clerk's official bulletin board and is available on the town's website.

A motion was made by Mr. Switzer, seconded by Mr. Ruffell, **to approve the engineering proposal from MRB Group for professional services for a new Entrance Unit Facility at the Wastewater Treatment Plant, and to authorize the Supervisor to execute the proposal document as presented for an amount not to exceed \$105,000.00**, as requested by the Superintendent of Water Utilities in memorandum # 05-2006. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

Mr. Wykle explained this proposal is part of the department's five year plan and will replace the existing unit originally constructed in 1975. He talked about the changes in technology, the services that will be provided by the engineer in this proposal and the steps to take to create a capital project and funding the project.

A motion was made by Mr. Switzer, seconded by Mr. Shears, **to adopt a RESOLUTION**

**AUTHORIZING CONTINUATION OF HEALTH INSURANCE  
COVERAGE FOR EMPLOYEES OF THE TOWN OF ONTARIO  
WHO ARE CALLED TO ACTIVE MILITARY DUTY**

**WHEREAS**, any medical expenses resulting from military action are covered by Military Insurance and the real value of continuing current insurance for town employees who are called to active military duty is for the benefit of the employee's family members.

**BE IT RESOLVED**, that employees of the Town of Ontario who are called to active military duty will be allowed to maintain their individual or family health insurance plan/coverage at the current rate of premium contribution

for said employee for the duration of their active military duty. 4 Ayes 0 Nays 1 Absent (Smith) RESOLUTION ADOPTED

A motion was made by Mr. Switzer, seconded by Mr. Ruffell, to **accept the 2006-2007 Bicentennial Celebration Committee's projected budget and authorize the Supervisor and the Accounting Supervisor to use budget account A 7550.4 (celebrations) specifically for the 2007 Bicentennial and to further authorize them to oversee the collection of funds and payment of bills in 2006 and 2007 for the Bicentennial Celebration.** 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

Action on a settlement of a union grievance will be delayed until after an executive session.

A motion was made by Mr. Shears, seconded by Mr. Switzer, to **authorize the Supervisor to execute the letter from Crown Castle dated February 22, 2006 consenting to modifying equipment located at the tower site on 6449 Furnace Road at the Highway garage within the existing fenced-in compound.** 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

Mr. Switzer stated the town attorney has recently reviewed the terms of the lease agreement with Crown Castle and approved similar requests from them for modifications.

**Policy Items** – A motion was made by Mr. Switzer, seconded by Mr. Ruffell, to **waive the first reading and adopt an addition to the Town of Ontario Employee Handbook Section 809 as follows: "Employees of the Town of Ontario who are called to active military duty will be allowed to maintain the individual or family health insurance plan/coverage at the current rate of premium contributions for said employee for the duration of their active military duty."** And to authorize the Supervisor's Secretary to amend and distribute the amendment to all holders of the employee handbook. 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

A motion was made by Mr. Switzer, seconded by Mr. Ruffell, to **authorize the Superintendent of Highways to proceed with the proposal for installation of fourteen (14) intersection lights with Rochester Gas & Electric Co., per the locations listed in a letter from the Superintendent of Highways dated January 31, 2006, on file in the Town Clerk's office.**

4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

**Budget Transfers/Adjustments** – A motion was made by Mr. Switzer, seconded by Mr. Shears, to **approve the following budget transfers:**

**Close out Capital Project H-71-05 (remodel Casey Park Office Building) and transfer the remaining funds \$119.35 and any current interest to the General Fund 9950.9**

**General Fund transfer of \$1,000.00 from A 8160.1 to A 3310.1**

**Sewer Fund transfer of \$42,692.00 from SS 9950.9 to SS 1440.4**

**And a Sewer Fund budget adjustment to increase 960/expense SS 1440.4 \$62,308.00 from 599/appropriated fund balance.** 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

**Reports by Town Board Members** – Mr. Shears stated he has talked with the Code Enforcement Officer and the Wayne County Sheriff's Department on a matter relative to the Town of Ontario Noise Ordinance. He stated the sheriff's department is committed to assisting with enforcement of the town law.

Mr. Ruffell stated, on behalf of the Town Board, he would like to express regret on the demise of William Quinn to his family and friends. Mr. Quinn was a member of the Planning Board from 1996 to 2004. He asked the Town Clerk to send a letter of condolences to the family.

Mr. Switzer reported on progress on the Business Improvement District (BID) proposal that has been filed with the Office of the State Comptroller. He thanked the department heads who have assisted with the paperwork and stated he has forwarded BID documents to the County Real Property Tax Service Department.

Mr. Ruffell thanked Mr. Switzer for drafting the policy for medical benefits for employees on military leave in such a short timeframe.

Mr. Ruffell has distributed an invitation and provided an agenda for the next Town Board workshop on the Comprehensive Plan to the Planning Board and Zoning Board members. The meeting is scheduled for Monday, March 6, 2006 at 7:00 PM in the Ontario Town Hall. After discussion, Mr. Ruffell agreed to extend the invitation to the Watershed Management Advisory Board and the Recreation & Parks Advisory Board.

**Approval of Claims** – A motion was made by Mr. Shears, seconded by Mr. Ruffell, to **approve the abstract of claims for the month of February 2006 including vouchers #357 through #471 with a grand total of \$425,102.85 and to authorize the Supervisor to issue payments for same.** 4 Ayes 0 Nays 1 absent (Smith) MOTION CARRIED

**Comments from the Public** – None

**Executive Session** - A motion was made by Mr. Switzer, seconded by Mr. Shears, to **move into an executive session at 7:30PM on matters pertaining to litigation.** 4 Ayes 0 Nays 1 Absent (Smith) MOTION CARRIED

**Reconvene** – 7:50 PM

A motion was made by Mr. Switzer, seconded by Mr. Shears, to **adopt a RESOLUTION to approve the full settlement of the Town of Ontario (work force changes – class action) PERSB Case No. A2005-328 per terms # 1 through # 4 of the agreement, a full settlement of the case and authorize the Supervisor to execute the settlement as presented.** 4 Ayes 0 Nays 1 absent (Smith) RESOLUTION ADOPTED

A motion was made by Mr. Switzer, seconded by Mr. Ruffell, to **adopt a RESOLUTION**

**AUTHORIZING THE TOWN SUPERVISOR TO REFUND A PORTION OF TOWN TAXES LEVIED IN 1998, 1999, 2000, 2001 & 2002 ON REAL PROPERTY ASSESSED TO ORCHARD GROVE PARK L.L.C. PER COURT ORDER.**

**WHEREAS**, the Ontario Town Board has received a copy of court order index # 44314/98, 46091/99, 47966/00, 49816/01 and 51748/02 to refund a single total sum of \$300,000.00 for town, county & school taxes paid for tax years 1998, 1999, 2000, 2001 & 2002 for real property assessed to Orchard Grove Park, L.L.C. (TAX ID # 54-3400-63117-00-754578 and 63117-00-653565), and

**WHEREAS**, the portion of said total amount ordered for the Town of Ontario is \$35,279.84 and the County of Wayne and the Wayne Central School District are responsible for their respective shares of the total refund ordered by the court,

**BE IT RESOLVED**, by the Ontario Town Board that the Town Supervisor, as fiscal officer of the Town of Ontario, is authorized to issue the refund on behalf of the Town of Ontario for its share in the amount stated above. This resolution to take effect immediately upon adoption.  
4 Ayes 0 Nays 1 Absent (Smith) RESOLUTION ADOPTED

**Adjourn** – A motion was made by Mr. Switzer, seconded by Mr. Shears, **to adjourn at 8:00 PM.** 4 Ayes 0 Nays  
1 Absent (Smith) MOTION CARRIED

Respectfully submitted,

Cathy Herzog  
Ontario Town Clerk

The above minutes will become official upon approval of the town board.

March's District Wide TGIF  
Is coming soon!!!!

Please save the date!!!!



Friday, March 17<sup>th</sup>  
At the Ontario Golf Club.

Come for light munchies  
And good conversation.

Hope to see lots of you there.

**TOWN OF WALWORTH BOARD MEETING**

**1 January 2006**

The Special Town Board meeting, held at the Walworth Town Hall, 3600 Lorraine Drive, was called to order at 3:00 P.M. by Supervisor Bob Plant. Board members present: Daniel Keyes, Patti Marini and Thomas Yale. Also present: Susie Jacobs, Town Clerk.

**TOWN RECEIVER OF TAXES AND ASSESSMENT APPOINTMENT:**

Motion by Councilman Yale to appoint Louise Weller as Receiver of Taxes and Assessment, with the term to end on December 31, 2006. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Plant	Aye
	Councilman Keyes	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Aye

Motion carried.

**TOWN ASSESSOR APPOINTMENT:**

Motion by Councilman Yale to appoint Karen Ambroz as Town Assessor, with the term to expire September 30, 2007. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Plant	Aye
	Councilman Keyes	Aye
	Councilwomen Marini	Aye
	Councilman Yale	Aye

**DEPUTY TOWN SUPERVISOR APPOINTMENT:**

Supervisor Plant appointed Councilman Tom Yale as Deputy Supervisor, for a term expiring December 31, 2006.

**ADJOURNMENT:**

Motion by Councilwoman Marini to adjourn. Seconded by Councilman Keyes and unanimously carried. Time 3:15 P.M.

Respectfully Submitted,

Susie C. Jacobs  
Town Clerk



**TOWN OF WALWORTH - ORGANIZATIONAL MEETING**

**5 JANUARY 2006**

The Town Board organizational meeting, held at the Walworth Town Hall, 3600 Lorraine Drive, was called to order at 7:30 P.M. by Supervisor Robert Plant.

Board members present: Daniel Keyes  
Patti Marini  
Thomas Yale

Other town employees present: Michael Frederes, Highway Superintendent  
Debora Germain, Recreation Director  
Paul Russell, Town Engineer  
George Schaller, Sewer Superintendent  
Arthur B. Williams, Attorney for the Town  
Philip Williamson, Code Enforcement Officer  
Susie Jacobs, Town Clerk

Councilman Keyes stated that the Town Board had three very good candidates for the position of Town Council. Councilman Yale concurred and that it was a pleasure to see the interest in the town with regards to serving in public office.

**RESIGNATION:**

Susan (Suzi) Hawkins-Mance submitted her letter of resignation from the Zoning Board of Appeals, effective January 5, 2006. Motion by Councilman Keyes to accept and file. Seconded by Councilwoman Marini and unanimously carried.

**TOWN BOARD APPOINTMENT:**

Motion by Councilman Yale to appoint Susan (Suzi) Hawkins-Mance as Councilwoman, with the term to expire December 31, 2006. Seconded by Councilman Keyes.

Roll call vote: Supervisor Plant Aye  
Councilman Keyes Aye  
Councilwoman Marini Aye  
Councilman Yale Aye

Motion carried.

**SWEARING IN OF SUSAN HAWKINS-MANCE:**

Supervisor Plant adjourned for one minute while Susan (Suzi) Hawkins-Mance was being sworn in.

**COMMUNICATIONS:**

A Congratulation letter from the State of New York was read. The Town of Walworth has demonstrated successful completion of an annual reassessment on our 2005 Assessment Roll. This is the 4<sup>th</sup> year the Town has received aid.

A letter of invitation to attend the Finger Lakes Water Works Conference on Thursday February 2, 2006 in Geneva, NY was read.

**MINUTES:**

Motion by Councilman Yale to approve the minutes of January 3, 2006 with correction of date, should read January 1, 2006.

Seconded by Councilwoman Marini and unanimously carried.

**CLAIMS:**

1. **GENERAL:**

Motion by Councilman Yale to approve payment of General Claims totaling \$13,960.14.

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

2. **HIGHWAY:**

Motion by Councilman Yale to approve payment of Highway Claims totaling \$58,248.87.

Seconded by Councilman Keyes.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

3. **SEWER DISTRICT:**

Motion by Councilman Keyes to approve payment of the Sewer District #1 totaling \$20,775.26. Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

4. **GANANDA SIDEWALK DISTRICT:**

Motion by Councilman Keyes to approve payment of Gananda Sidewalk District Claims totaling \$120.43.

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

6. **DRAINAGE:**

Motion by Councilman Keyes to approve payment of Drainage Claims totaling \$6,230.90. Seconded by Councilwoman Marini.

Roll call vote: Supervisor Plant	Aye
Councilman Keyes	Aye
Councilwoman Mance	Aye

Councilwoman Marini     Aye  
Councilman Yale            Aye

Motion carried.

**PUBLIC PARTICIPATION:**

**GANANDA YOUTH SPORTS ASSOCIATION:**

Tom O'Connor, 609 Bay Berry Drive, stated he is with Gananda Youth Sports Association (G.Y.S.A) and would like to inform the Town Board that G.Y.S.A. was formed to support and help manage youth sports activities between the schools, towns and private clubs. Youth lacrosse is one of the teams with about 75 members that field use is needed for March thru June, twice a week with games on Saturdays. Later discussion on this to take place.

**GANANDA STREET LIGHTS NOT WORKING:**

Rick Nudd, 4897 Arbor Road, stated that there is a problem with several of the Gananda Street Lights not working.

**NEW POSTAGE METER:**

Motion by Councilwoman Marini authorizing the expenditure of \$4,055.36 to purchase a new postage meter for the Town Hall as follows: rental of meter \$540.00, Maintenance Agreement (1yr.) \$375.00, equipment \$3,140.36. Seconded by Councilman Yale.

**Roll call vote: Supervisor Plant            Aye**  
                  Councilman Keyes            Aye  
                  Councilwoman Mance        Aye  
                  Councilwoman Marini      Aye  
                  Councilman Yale            Aye

Motion carried.

**ASSOCIATION OF TOWNS PROCEDURE:**

Supervisor Plant stated that the attendees for the Association of Towns Conference on February 19-23, 2006, in NYC submit vouchers to Jean Johnson with proof of registration, hotel reservations, and transportation. Upon return, submit vouchers with additional expenses to Jean Johnson.

**ASSOCIATION OF TOWNS CONFERENCE:**

Motion by Supervisor Plant authorizing the designated attendees to attend the Association of Towns Conference in New York City, February 19-23, 2006, as budgeted. Seconded by Councilwoman Mance.

**Roll call vote: Supervisor Plant            Aye**  
                  Councilman Keyes            Aye  
                  Councilwoman Marini      Aye  
                  Councilwoman Mance      Aye  
                  Councilman Yale            Aye

Motion carried.

**RECEIVER OF TAXES BUDGET:**

Motion by Councilwoman Marini to modify the 2006 Budget for an expense line for The Association of Towns Conference totaling \$1,200.00. Seconded by Councilwoman Mance.

**Roll call vote: Supervisor Plant            Aye**  
                  Councilman Keyes            Aye  
                  Councilwoman Marini      Aye  
                  Councilwoman Mance      Aye

Councilman Yale           Aye

Motion carried.

**DEPARTMENT HEAD INPUT:**

**HIGHWAY DEPARTMENT:**

Highway Superintendent Frederes requested authorization to prepare specifications and advertise for bids to purchase a double drum vibratory roller as 2006 Budgeted line DA5130.22.

Motion by Councilman Yale for the bid authorization. Seconded by Councilwoman Marini.

Roll call vote:   Supervisor Plant           Aye  
                  Councilman Keyes           Aye  
                  Councilwoman Mance       Aye  
                  Councilwoman Marini     Aye  
                  Councilman Yale           Aye

Motion carried.

**PARKS AND RECREATION DEPARTMENT:**

1. MOWER:

Motion by Councilman Keyes authorizing payment to SV Moffett Co. for service and repair of Jacobsen mower for \$3,920.20 payable as follows:

    \$ 1,800.00 encumbered from A7110.22 for transfer to A7110.45  
    2,120.20 from A7110.45

Seconded by Councilwoman Marini.

Roll call vote: Supervisor Plant           Aye  
                  Councilman Keyes           Aye  
                  Councilwoman Mance     Aye  
                  Councilwoman Marini   Aye  
                  Councilman Yale           Aye

Motion carried.

2. TOWN TOPICS FLYER:

Motion by Councilman Keyes authorizing payment of \$2,399.99 for the following expenditures for the *Town Topics* Spring Flyer, payable as follows:

Printing:           \$ 300.00 from A1670.41 payable to Quality Printers  
                      1,333.35 from A7310.45 payable to Quality Printers  
Mailing:            766.64 from A7310.45 payable to Walworth Post Office

Seconded by Councilwoman Marini.

Roll call vote: Supervisor Plant           Aye  
                  Councilman Keyes           Aye  
                  Councilwoman Mance     Aye  
                  Councilwoman Marini   Aye  
                  Councilman Yale           Aye

Motion carried.

3. SEWER:

Motion by Councilman Keyes authorizing payment of the replacement of starter control for blower #2 with soft start option from Newark Electric for a cost not to exceed \$6,000.00, prepaid to be expended from line SS8130.409. Seconded by Councilwoman Marini.

Roll call vote:   Supervisor Plant           Aye  
                  Councilman Keyes           Aye

Councilwoman Mance Aye  
Councilwoman Marini Aye  
Councilman Yale Aye

Motion carried.

Motion by Councilman Keyes authorizing two attendees to the NY Rural Water Association Training, February 14, 2006, Waterloo, NY at the cost of \$70.00 to be expanded from line SS8110.41. Seconded by Councilwoman Marini.

Roll call vote: Supervisor Plant Aye  
Councilman Keyes Aye  
Councilwoman Mance Aye  
Councilwoman Marini Aye  
Councilman Yale Aye

Motion carried.

### **DRAINAGE REPORT:**

Paul Russell, Town Engineer submitted the 2005 Drainage Project To-Date Report. Project is within budgeted amount.

### **COMMITTEE REPORTS:**

Councilman Yale stated that Walworth Seeley Public Library has been chosen to participate in the LSTA funded project for long strategic range planning.

### **JUSTICE COURT:**

Motion by Councilman Keyes authorizing Justice Court to be held at the Walworth Town Offices as follows:

Every Tuesday: regular court at 7:30 P.M.  
1st Tuesday: A.D.A. court at 1:00 P.M.  
4th Tuesday: A.D.A. court at 1:00 P.M.

Seconded by Councilwoman Marini and unanimously carried.

### **LEGAL PAPER DESIGNATION:**

Motion by Councilwoman Marini designating the *Times of Wayne County* as the legal paper for 2006. Seconded by Councilwoman Mance.

Roll call vote: Supervisor Plant Aye  
Councilman Keyes Aye  
Councilwoman Mance Aye  
Councilwoman Marini Aye  
Councilman Yale Aye

Motion carried.

### **TOWN BOARD MEETINGS:**

Motion by Councilwoman Mance authorizing Town Board meetings to be held at 7:30 P.M. on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at the Walworth Town Hall. Seconded by Councilman Yale.

Roll call vote: Supervisor Plant Aye  
Councilman Keyes Aye  
Councilwoman Mance Aye  
Councilwoman Marini Aye  
Councilman Yale Aye

Motion carried.

**CLERK TO THE SUPERVISOR APPOINTMENT:**

Supervisor Plant appointed Barbara Kuelling, as Clerk to the Supervisor.

**APPOINTMENTS:**

Motion by Councilman Yale to approve the following appointments:

- Assessment Review Board: Philip Williamson term expires 09/30/2010
- Assessment Review Board Ronald Soucy term expires 12/31/2006
- Assessment Review Board William Boyd term expires 12/31/2007
- Zoning Board: Anthony Laga term expires 12/31/2010
- Zoning Board: James Hinz term expires 12/31/2006
- Zoning Board Counsel: Arthur Williams term expires 12/31/2006
- Panning Board: Deborah Amsler term expires 12/31/2010
- Planning Board Counsel: Arthur Williams term expires 12/31/2006
- Library Trustee: Diana Timmerman term expires 12/31/2010
- Recreation Committee: Karel Ambroz term expires 12/31/2010
- Joseph Leone term expires 12/31/2008
- Town Historian: Eugene Bavis term expires 12/31/2006
- Dog Control Officers: Charles Phalen term expires 12/31/2006
- David Osborne term expires 12/31/2006
- Rabies Responders: Charles Phalen term expires 12/31/2006
- David Osborne term expires 12/31/2006
- Robert Farmen term expires 12/31/2006
- Attorney for the Town: Arthur Williams term expires 12/31/2006
- Sewer Superintendent: George Schaller term expires 12/31/2006
- Budget Officer: Robert Plant term expires 12/31/2006
- Assoc. of Towns Delegate: Phil Williamson term expires 12/31/2006
- Sewer Collection Clerk: Susie Jacobs term expires 12/31/2006
- Fire Marshall: Norman Druschel term expires 12/31/2006
- Ass't Fire Marshall: James Drew term expires 12/31/2006
- Steve Gallaher term expires 12/31/2006
- Code Enforcement Officer: Philip Williamson term expires 12/31/2006
- Justice Court Clerk: Diane Hermanet term expires 12/31/2006
- Kennel Custodian: Orchard Kennels term expires 12/31/2006
- Building Inspector: Norman Druschel term expires 12/31/2006
- Deputy Highway Supt: Kevin Switzer term expires 12/31/2006
- Health Officer: Louis Kapner MD term expires 12/31/2008

Parks Committee:

Motion seconded by Councilwoman Marini.

- Roll call vote: Supervisor Plant Aye
- Councilman Keyes Aye
- Councilwoman Marini Aye
- Councilwoman Mance Aye
- Councilman Yale Aye

Motion carried.

**ASSOCIATION OF TOWNS RESOLUTION:**

Motion by Councilman Yale offered the modifying of the 2006 Budget to increase the amount of the Association of Towns by \$2,700.00 from General Fund Balance.

Budgeted Lines:	A1010.41	3 individuals	\$900.00
	A1220.41	2 individuals	\$600.00
	A1355.45	1 individual	\$300.00

A1410.41	1 individual	\$300.00
A3620.41	1 individual	\$300.00
A8020.41	1 individual	\$300.00

Seconded by Councilwoman Mance.

Roll call vote:	Supervisor Plant	Aye
	Councilman Keyes	Aye
	Councilwoman Mance	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Aye

Motion carried.

**SUPERVISOR EXPENDITURE RESOLUTION:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Supervisor be authorized to expend up to \$1,000.00 without Town Board approval.

<b>Roll call vote:</b>	<b>Supervisor Plant</b>	<b>Aye</b>
	Councilman Keyes	Aye
	Councilwoman Mance	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Aye

**RECREATION DIRECTOR EXPENDITURE RESOLUTION:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Recreation Director be authorized to expend up to \$1,000.00 without Town Board approval.

<b>Roll call vote:</b>	<b>Supervisor Plant</b>	<b>Aye</b>
	Councilman Keyes	Aye
	Councilwoman Mance	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Aye

Resolution adopted.

**HIGHWAY SUPT. EXPENDITURE RESOLUTION:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Highway Supt. be authorized to expend up to \$2,500.00 without Town Board approval.

<b>Roll call vote:</b>	<b>Supervisor Plant</b>	<b>Aye</b>
	Councilman Keyes	Aye
	Councilwoman Mance	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Aye

Resolution adopted.

**ENGINEER EXPENDITURE RESOLUTION:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Engineer be authorized to expend up to \$1,000.00 without Town Board approval.

**Roll call vote: Supervisor Plant                   Aye**  
                  Councilman Keyes                   Aye  
                  Councilwoman Mance               Aye  
                  Councilwoman Marini           Aye  
                  Councilman Yale                 Aye

Resolution adopted.

**SEWER SUPT. EXPENDITURE RESOLUTION:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Sewer Supt. be authorized to expend up to \$2,500.00 without Town Board approval.

**Roll call vote: Supervisor Plant                   Aye**  
                  Councilman Keyes                   Aye  
                  Councilwoman Mance               Aye  
                  Councilwoman Marini           Aye  
                  Councilman Yale                 Aye

Resolution adopted.

**OFFICIAL DEPOSITORIES:**

Supervisor Plant offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the following banks be declared official depositories for Town Officials:    Supervisor:  
Fleet Bank, HSBC, JP Morgan Chase, M & T Bank

Judge Young:           Charter One  
Judge Wolfe:           Charter One  
Town Clerk:            M & T Bank  
Receiver of Taxes: M & T Bank

**Roll call vote: Supervisor Plant                   Aye**  
                  Councilman Keyes                   Aye  
                  Councilwoman Mance               Aye  
                  Councilwoman Marini           Aye  
                  Councilman Yale                 Aye

Resolution adopted.

**MILEAGE ALLOWANCE:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Mance to wit:

BE IT RESOLVED that Town Employees be reimbursed .445 cents per mile, or current I.R.S. rate, when his or her personal vehicle is used for Town business.

**Roll call vote: Supervisor Plant                   Aye**  
                  Councilman Keyes                   Aye  
                  Councilwoman Mance               Aye  
                  Councilwoman Marini           Aye  
                  Councilman Yale                 Aye

Resolution carried.



**CHECK SIGNING RESOLUTION:**

Councilwoman Marini offered the following resolution and moved its adoption, seconded by Councilwoman Mance to wit:

BE IT RESOLVED that Supervisor Plant and Deputy Supervisor Yale be authorized to sign checks for monies deposited at the above listed banks.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Resolution adopted.

**COMMITTEE APPOINTMENTS:**

Supervisor Plant appointed the Town Board members to the following Committees:

Councilwoman Marini:	Town Clerk, Zoning, Sewer, Drainage
Councilman Keyes:	Insurance, Sewer (Ch), Cable TV, Water, Recreation, Drainage
Councilman Yale:	Assessment, Bldg., Planning, Highway (Ch), Development Review (Ch)
Councilwoman Mance:	Public Safety, Highway, Library, Animals, Cemeteries
Paul Russell:	Drainage (Ch)

**TOWN JUSTICE HEALTH INSURANCE:**

Councilman Yale offered the following resolution and moved its adoption, seconded by Councilwoman Marini to wit:

BE IT RESOLVED that \$5,364.00 be budgeted to pay Judge Wolfe’s health care and \$0 be budgeted to pay Judge Young’s health care. It is the intent of this Town Board to pay the Town Justices’ unequal salaries by reason of the Board approving unequal payment of hospital and medical insurance for its’ Town Justices’. This resolution is to satisfy the requirement set forth in Section 27 of the Town Law authorizing the Town Board, by majority vote, to pay its Town Justices’ salaries in different amounts.

Roll call vote: Supervisor Plant	Aye
Councilman Keyes	Aye
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Resolution adopted.

**ADJOURNMENT:**

Motion by Councilman Yale to adjourn. Seconded by Councilwoman Marini and unanimously carried. Time 8:05 P.M.

Respectfully submitted,

Susie C. Jacobs  
Town Clerk

**WALWORTH TOWN BOARD - REGULAR MEETING**

**19 JANUARY 2006**

The regular scheduled Town Board meeting, held at the Walworth Town Hall, 3600 Lorraine Drive, was called to order at 7:30 P.M. by Supervisor Robert Plant presiding.

Board members present:	Councilman	Thomas Yale	
	Councilwoman	Patti Marini	
	Councilwoman	Suzi Hawkins-Mance	Necessarily Absent:
	Councilman	Daniel Keyes	
Town employees present:	Michael Frederes	Highway Superintendent	
	Debora Germain	Recreation Director	
	George Schaller	Sewer Superintendent	
	Susie Jacobs	Town Clerk	

**MINUTES:**

Motion by Councilman Yale to approve the minutes of January 5, 2006 as presented. Seconded by Councilwoman Marini.

Adopted: Vote Ayes 4 Nays 0

**CORRESPONDENCE:**

**DOG CONTROL OFFICER:**

David Osborne submitted his resignation as Dog Control Officer, effective January 18, 2006.

Motion by Councilman Yale to accept and file David's resignation.

Seconded by Councilwoman Marini.

Adopted: Vote Ayes 4 Nays 0

**STREET LIGHT SURVEY:**

A letter from Computel Consultants who were contracted to reach an agreement with NYSEG concerning street light issues prior to August 2000 (Phase I) and August 2000 to present (Phase II) was read. After reviewing the Town's bills they have concluded that the Town Account requires no further action, and it was placed in their inactive file.

**SUPERVISORS REPORT:**

Motion by Councilwoman Marini to approve the December, 2005 Supervisor's report as presented and filed in the Town Clerk's Office.

Seconded by Councilwoman Mance.

Adopted: Vote Ayes 4 Nays 0

**CLAIMS:**

**1. GENERAL:**

Motion by Councilman Yale to approve payment of audited vouchers for General Claims totaling \$78,791.94.

Seconded by Councilwoman Mance.

Adopted: Vote Ayes 4 Nays 0

**2. HIGHWAY:**

Motion by Councilman Yale to approve payment of audited vouchers for Highway Claims totaling \$12,753.65

Seconded by Councilwoman Mance.

Adopted: Vote Ayes 4 Nays 0

**3. SEWER DISTRICT:**

Motion by Councilwoman Marini to approve payment of audited vouchers for the Sewer District #1 Claims totaling \$67,228.93.

Seconded by Councilman Yale.

Adopted: Vote Ayes 4 Nays 0

**4. CONSOLIDATED DRAINAGE:**

Motion by Councilwoman Marini to approve payment of audited vouchers for Consolidated Drainage Claims totaling \$4,967.50.

Seconded by Councilman Yale.

Adopted: Vote Ayes 4 Nays 0

**5. HIGHWAY GARAGE PROJECT:**

Motion by Councilman Yale to approve payment of audited vouchers for the Highway Garage Project Claims totaling \$969.40.

Seconded by Councilwoman Mance.

Adopted: Vote Ayes 4 Nays 0

**6. LIGHTING:**

Motion by Supervisor Plant to approve payment of the audited vouchers for the following Lighting Claims:

Walworth Light District	\$ 749.99
Harvest Hill Light District	681.39
Gananda Light District	904.65
Orchard View Light District	56.28

Seconded by Councilwoman Marini.

Adopted: Vote Ayes 4 Nays 0

**7. TRUST & AGENCY:**

Motion by Councilwoman Marini to approve payment of audited vouchers for Trust & Agency Claims totaling \$18,377.66.

Seconded by Councilwoman Mance.

Adopted: Vote Ayes 4 Nays 0

**PUBLIC PARTICIPATION:**

Mr. Collier of 3780 Orchard Street asked if there were any planned or on-going projects with the Academy Building on High Street and if the building was privately owned. Supervisor Plant stated that it is privately owned and to the best of his knowledge there are no projects planned at this time.

**DEPARTMENT HEAD REPORTS:**

HIGHWAY DEPARTMENT – SNOW & ICE J MILES REPORT:

SNOW & ICE REMOVAL: Highway Superintendent Frederes stated that a recent report from the NYS DOT indicated that Walworth is at 44% of the allocated J miles.

**COMMITTEE REPORTS:**

LIBRARY:

Councilwoman Suzi Hawkins-Mance reported on a recent Library Committee Meeting noting that the Town Library is applying for a Bullis Grant that would partially pay the cost of purchasing handicap doors that can be opened by pushing a button. The current doors, at the Town Hall, open with a certain amount of pound pressure as specified by the American Disability Act. Councilman Yale stated that the ADA might not require them at this time; however, we should look into it.

Councilwoman Mance attended the Library Board of Trustees meeting on January 12, 2006, and reported the new officers for 2006 with the terms expiring 12/31/2006:

Elected:      Becky Appleman, President  
                  Ed Buttaccio, Vice President  
                  Dorothy French, Secretary  
Appointed:   Cathy Bentzoni, Treasurer

**PARKS & RECREATION:**

Supervisor Plant stated that a request for use of Town fields by the G.Y.S.A. was addressed by the Recreation Committee for Lacrosse .

**APPOINTMENT:**

Motion by Councilman Yale to approve the appointment of George Charnitski as Dog Control Officer with the term to expire December 31, 2006.

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**FARMLAND PROTECTION GRANT:**

Motion by Councilman Yale to approve payment of expenses for the Farmland Protection Grant for the amount of \$1200.00 per farm.

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**GAS METER:**

Supervisor Plant brought to the Board's attention that for the last 8 months the building gas meter had not been registering any readings. The account was reviewed with a credit of approximately \$375.00 resulting in a wash for 2005.

**ELECTRONIC FILING:**

Motion by Councilwoman Marini authorizing the Electronic Filing of Service Awards to the I.R.S.

Seconded by Councilwoman Mance.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent

Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**TOWN CLERK REMOTE OFFSITE BACKUP:**

Motion by Councilwoman Marini authorizing Supervisor Plant to enter into the one year contract with Integrated Systems for a cost of \$299.40 to provide offsite remote data backup for the Town Clerk's Office. To be expended from budgeted line A1410.45.

Seconded by Councilman Yale.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**COPIER MACHINE:**

Motion by Councilman Yale authorizing Supervisor Plant (when needed) to enter into contract with KOPYKAT for A Xerox DocuCentre 230DC digital copier at a price of 2 cents per copy with a minimum billing of \$100.00 per month. This price includes copier, all parts, labor, service call charges, and drum cartridges (exhibit "A" attached).

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**PLANNING BUDGET:**

Motion by Supervisor Plant to modify the 2006 Budget for expense line for The Association of Towns Conference totaling \$1,200.00.

Seconded by Councilwoman Mance.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**AMENDED APPOINTMENT DATES:**

Motion by Councilman Yale to amended the appointment dates for the Assessment Review Board to:

Ronald Soucy	term to expire 09/30/2006
William Boyd	term to expire 09/30/2007

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent

Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**GINEGAW PARK USE APPROVED:**

Motion by Councilwoman Mance authorizing the use of Ginegaw Park by Boy Scout Troop 113 on April 21-23, 2006 for a New Scout Camp-out with campfires and approximately 30 attendees. Authorization was also given for use of the park on April 28-30, 2006 for the Boy Scout Camporee with approximately 200 attendees. Debora Germain, Recreation Director, stated that the events would be held unless poor weather conditions prohibit.

Seconded by Councilwoman Marini.

<b>Roll call vote: Supervisor Plant</b>	<b>Aye</b>
Councilman Keyes	Absent
Councilwoman Mance	Aye
Councilwoman Marini	Aye
Councilman Yale	Aye

Motion carried.

**FINANCIAL TRANACTIONS:**

Councilman Yale offered the following resolution and moved its adoption.

Seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Account Clerk be authorized to transfer the following:

\$969.40 from HG8340.410 from Highway Garage Project Building Innovation System to HG8310.420 Site Construction, to cover cost of lumber and drywall.

Adopted: Vote Ayes 4 Nays 0

**ADJOURNMENT:**

Motion by Councilwoman Marini to adjourn.

Seconded by Councilman Yale and unanimously carried. Time: 7:58 P.M.

Respectfully submitted,

Susie C. Jacobs, RMO  
Town Clerk