

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

Town Hall

7:00 P.M.

Patti Michalak, Councilwoman led the pledge to the flag.

Roll Call

Present: Supervisor Post
Deputy Supervisor Underhill
Councilman Lang
Councilwoman Michalak
Councilman Gerace

Others

Present: Town Clerk Morasco
Kathy Jasinski, Planning Board Chair
Sharon White, Planning Board Secretary
Jon Long, Planning Board Member

The Supervisor called the meeting to order at 7:04 P.M.

APPOINTMENTS:

Supervisor made the following appointments:

Deputy Supervisor-Daniel Underhill

Bookkeeper-Marcy Crandall

Historian-Berneda Scoins

COMMITTEE APPOINTMENTS:

Supervisor made the following appointments to the various committees:

Audit: Deputy Supervisor Underhill, Councilman Lang, Councilwoman Michalak, Councilman Gerace

Highway: Deputy Supervisor Underhill, Supervisor Post, Highway Superintendent Lichtenthal

Water/Sewer: Councilman Lang, Town Engineer Steve Mountain, Supervisor Post

Buildings & Grounds: Councilman Gerace, Highway Superintendent Lichtenthal, Supervisor Post,
Town Engineer Steve Mountain

Parks & Recreation: Councilman Gerace, Councilwoman Michalak, Town Engineer Steve Mountain,
and Assistant Engineer/Highway Superintendent Tom Lichtenthal

Video: Councilwoman Michalak

Fire: Deputy Supervisor Underhill, Supervisor Post

Court: Councilman Lang, Supervisor Post

Housing Initiatives: Councilwoman Michalak

Transfer Station: Councilman Lang, Deputy Highway Superintendent Lichtenthal

IT/Records Management: Deputy Supervisor Underhill, Town Clerk Morasco, Supervisor Post

The Town Clerk read the information on the New York State Association of Towns Annual Meeting which will be held February 19 through February 22, 2012 in New York City.

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

RESOLUTION NO. 1:

Councilman Lang offered the following:

GENERAL ORGANIZATIONAL RESOLUTION

RESOLVED, that the following appointments be and are hereby made for the one year term beginning January 1, 2012 and ending December 31, 2012:

OFFICE/DESIGNATION	APPOINTEE
Landfill Coordinator.....	Thomas Lichtenthal
Registrar of Vital Statistics.....	Teressa M. Morasco
RMO/RAO.....	Teressa M. Morasco
Water/Sewer Billing Clerk.....	Sandra Baubie

and be it further

RESOLVED, that the following rates, hours, schedules, and conditions be and hereby are established for the one year term beginning January 1, 2012 and ending December 31, 2012;

- a. Mileage reimbursement rate for the use of a private vehicle in the conduct of official Town business shall be \$.555 per mile.
- b. Personal Development expenses for Town officers and employees is hereby authorized to \$1,000.00 per year; each such personal development expense shall require Town Board approval, amounts in excess must be approved by the Town Board. All meals per day shall not exceed \$40.00.
- c. One Employee is hereby authorized to \$1,950.00 to participate in Leadership Genesee, requiring Town Board approval.
- d. The schedule of Regular/Official meeting of the Batavia Town Board shall be the third (3rd) Wednesday of each month, beginning at 7:00 o'clock p.m. and such regular meetings shall be held at the Batavia Town Hall, 3833 West Main Street Road, Batavia, New York.
- e. The Town Highway Superintendent is hereby authorized to make purchases under the Genesee County Contract.
- f. Office hours at the Town Hall are hereby set at 8:30 a.m. until 4:30 p.m., Monday, Tuesday, Thursday, and Friday, Wednesday, 8:30 a.m. until 7:00 p.m., excepting recognized holidays.
- g. The Daily News (Batavia) is hereby designated as the Town's official newspaper.

Second by: Deputy Supervisor Underhill

Ayes: Lang, Underhill, Michalak, Gerace, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 2:

Deputy Supervisor Underhill offered the following:

ADOPTION OF SALARIES FOR 2012

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

RESOLVED, the Batavia Town Board hereby adopts the following salaries for 2012

ELECTED

Supervisor	\$30,000.00
Deputy Supervisor	\$15,000.00
Councilman (3)	\$10,000.00
Town Clerk/Tax Collector	\$48,393.00
Highway Superintendent	\$15,450.00
Town Justice (2)	\$22,080.00

APPOINTED

Assessor	\$20.19 per hour
Building Inspector	\$20.02 - \$20.19 per hour
Clerk-Typist Part Time	\$11.00 to \$15.00 per hour
Code Enforcement – Part Time	\$31.57 per hour
Court Clerk Full Time	\$13.45 - \$16.14 per hour
Court Security Officer	\$18.00 per hour
Deputy Town Clerk/Tax Collector	\$18.05 per hour
Engineering Technician	\$17.46 to \$30.24 per hour
Heavy Equipment Operator (HEO)	\$21.25 per hour
Highway Employees (MEO)	\$21.25 per hour
Highway Employees Part Time	\$11.36 per hour
Historian	\$4,000.00
Inventory Clerk/Indexing Clerk	\$11.00 to \$15.00 per hour
Planning Board Chairman	\$5,408.00
Planning Board Secretary	\$130.00 per meeting
Planning Board Members (7)	\$78.00 per meeting
Registrar of Vital Statistics	\$697.00
Secretary to the Supervisor	\$22.95 per hour
Sr. Water/sewer Maintenance Employee	\$21.25 per hour
Sanitary Landfill Coordinator	\$4,120.00
Superfund Landfill Coordinator	\$4,120.00
Supervisor’s Bookkeeper	\$18.00 per hour
Town Engineer	\$63.11 per hour
Town Engineer-Assistant	\$46.72 per hour
Transfer Station Attendant	\$14.08 per hour
Water/Sewer Billing Clerk	\$18.05 per hour
Water/Sewer Foreman	\$9,445.00
Water/Sewer Laborer Part Time	\$18.00 per hour
Water/Sewer Maintenance Employee	\$21.25 per hour
Zoning Board of Appeals Member (4)	\$50.00 per meeting
Zoning Board Chairman	\$1,320.00
Zoning Board Secretary	\$75.00 per meeting

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

Second by: Councilman Lang

Ayes: Underhill, Lang, Michalak, Gerace, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 3:

Supervisor Post offered the following:

**RESOLUTION ESTABLISHING WORKDAY FOR
ELECTED AND APPOINTED OFFICIALS**

RESOLVED, the Batavia Town Board hereby establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

ELECTED OFFICIALS

Supervisor
Deputy Supervisor
Councilperson
Town Justice

Five day work week, six (6) hour day.

Town Clerk/Tax Collector.
Highway Superintendent

Five day work week, eight (8) hour day.

APPOINTED OFFICIALS

Members of Board of Zoning Appeals
Members of Planning Board
Town Engineer
Clerk-Typist
Historian
Court Officer
Transfer Station Attendant

Five day work week, six (6) hour day.

Assistant Town Engineer
Engineer Technician
Deputy Town Clerk/Deputy Tax Collector
Water/Sewer Billing Clerk
Secretary to Supervisor
Building Inspector
Assessor
Assessor Trainee
Justice Clerk
MEO

JANUARY 4, 2012
ORGANIZATIONAL MEETING

HEO
Laborer
Water/Waste Water Maintenance

Five day work week, eight (8) hour day.

Second by: Deputy Supervisor Underhill

Ayes: Post, Underhill, Michalak, Gerace, Lang

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 4:

Councilwoman Michalak offered the following:

ESTABLISHING RULES OF PROCEDURE
OF THE BATAVIA TOWN BOARD FOR 2012

RESOLVED, that the Batavia Town Board hereby establishes and adopts the following Rules of Procedure for the year 2012:

- 1.) **RULES OF ORDER:** The conduct of meetings of the Batavia Town Board shall be governed by the provisions of Robert's Rules of Order, with the following exceptions (1.) all votes of the Batavia Town Board shall be oral, and the names of all Town Board members present and their votes shall be recorded and entered into the official minutes by the Town Clerk, (2.) in other instances where Roberts Rules contradicts Town Law, Town Law will prevail.
- 2.) **TIMELY DISTRIBUTION:** Those items requiring the attention of the Town Board, as well as those items necessary to the conduct of regular meetings (i.e., agendas, minutes of previous meetings, prepared resolutions, contracts) should be available to Town Board members not later than the close of business on the Friday prior to the meeting at which action is scheduled. The Board will not act on such items (received later than described), and action on items received untimely by Board Members will be deferred to the next regularly scheduled Town Board meeting. To accommodate unforeseen circumstances, however, this rule may be suspended by an affirmative majority vote of the Town Board.
- 3.) **PUBLIC PARTICIPATION:** The responsible and orderly participation of the public (i.e., the audience actually present) at official meetings of the Batavia Town Board shall be encouraged and shall be permitted according to the Rules for Public Participation as may be adopted by resolution of the Town Board.
- 4.) **PUT THE QUESTIONS:** A Town Board Member, by motion may request, "that a question be now put to vote". A motion to "put the question" is not debatable or subject to amendments. The main question shall be on the passage of the matter under consideration, but when amendments are pending the question shall first be taken upon amendments in there order. A motion to "put the question" shall be seconded and passed by a roll call of an affirmative majority vote of the Town Board.

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

- 5.) **OFFICIAL MINUTES:** The Town Clerk in accordance with Town Law Section 30 (1) “shall keep a complete and accurate record of the proceedings of each meeting”, but it is not necessary to keep a record of the proceedings verbatim. The Town Clerk’s function in taking the minutes is purely ministerial and he/she has no discretion to include in the minutes only those discussions, which he/she thinks are important. Therefore all discussion and proceedings, unless they fall under a specific statutory requirement, will be recorded referencing the main points only.
- 6.) **AUDIT:** An Audit Committee consisting of all four (4) Town Board Members shall be appointed by the Town Supervisor. Individual vouchers of the Abstract shall indicate the recommendation of the Town Supervisor for Audit Committee approval

Second by: Deputy Supervisor Underhill
Ayes: Michalak, Underhill, Gerace, Lang, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 5:

Councilman Gerace offered the following:

POLICY CONCERNING PUBLIC PARTICIPATION AT TOWN BOARD MEETINGS

WHEREAS, the Batavia Town Board is interested in and is receptive to the genuine concerns and sincere expressions of all Town residents.

RESOLVED, the Supervisor will provide for an orderly and productive forum for public (audience) participation at all meetings of the Town Board, where such participation will be afforded to all residents equally.

RESOLVED, each speaker will be limited to five (5) minutes to speak , if necessary, at the time of Public Participation, however they or anyone else may also speak for five (5) minutes at the time a resolution is being discussed.

Second by: Councilwoman Michalak
Ayes: Gerace, Michalak, Lang, Underhill, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 6:

Councilman Lang offered the following:

DESIGNATION OF OFFICIAL DEPOSITORY

RESOLVED, that the Batavia Town Board hereby designates the following as official depository of the Town of Batavia for all operational accounts:

Five Star Bank – Batavia, New York

JANUARY 4, 2012
ORGANIZATIONAL MEETING

RESOLVED, that the Batavia Town Board hereby designates the following as official depository of the Town of Batavia for Investment purposes:

1. M&T Bank, Oakfield, New York
2. Five Star Bank, Batavia, New York
3. Key Bank, Batavia, New York
4. Bank of Castile, Batavia, New York
5. First Niagara Bank, Batavia, New York

Second by: Deputy Supervisor Underhill

Ayes: Lang, Underhill, Michalak, Gerace, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 7:

Deputy Supervisor Underhill offered the following:

APPROVAL OF OFFICIAL BLANKET UNDERTAKING

WHEREAS, Public Officer Law §11(2) provides that in lieu of any individual undertaking as required by law, the Town Board may approve the procurement of a blanket undertaking from any duly authorized corporate surety covering the officers, clerks and employees of the Town, and

WHEREAS, such blanket undertaking must be approved as to form, manner of execution and sufficiency of surety, by the Town Board and filed in the same manner as individual undertakings, and

WHEREAS, the section further provides that any such blanket undertaking entered into after January 1, 1978 must indemnify against losses caused by the failure of the officers or employees to faithfully perform their duties or by their fraudulent or dishonest acts.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor is hereby authorized and directed to procure a blanket undertaking for all Town officers and employees, for the amount of one hundred thousand dollars (\$100,000.00) the cost of which the blanket undertaking shall become a Town charge; and be it further;

RESOLVED, that upon execution of the blanket undertaking, said undertaking shall immediately be filed in the Office of the Town Clerk of the Town of Batavia, New York.

Second by: Councilman Lang

Ayes: Underhill, Lang, Michalak, Gerace, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 8:

Supervisor Post offered the following:

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

AUTHORIZATION OF PETTY CASH

RESOLVED, pursuant to Section 64-1a of the Town Law the Batavia Town Board hereby authorizes a petty cash fund for the Town Clerk/Tax Collector not to exceed two hundred (\$200.00) dollars.

Second by: Deputy Supervisor Underhill
Ayes: Post, Underhill, Michalak, Gerace, Lang
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 9:

Councilwoman Michalak offered the following:

**AUTHORIZATION FOR THE SUPERVISOR
TO PAY CERTAIN CLAIMS PRIOR TO AUDIT**

RESOLVED, pursuant to Section 118 of the Town Law the Batavia Town Board hereby authorizes the Supervisor to pay claims for public utilities, postage, freight and express charges, before they are audited.

Second by: Deputy Supervisor Underhill
Ayes: Michalak, Underhill, Gerace, Lang, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 10:

Councilman Gerace offered the following:

AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

WHEREAS, the Town Board and Town Highway Superintendent should enter into an agreement relative to the expenditure of highway moneys for repair and improvement of Town Highways (Highway Law 284);

WHEREAS, the agreement must be prepared in duplicate, signed by a majority of the Town Board Members and the Highway Superintendent and filed with the Town Clerk and the Genesee County Highway Department.

RESOLVED, the Batavia Town Board hereby adopts the Town Highway Superintendent Agreement relative to the expenditure of Highway moneys for repair and improvement of Town Highways, as presented by the Town of Batavia Highway Superintendent.

Second by: Councilman Lang
Ayes: Gerace, Lang, Underhill, Michalak, Post

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 11:

Councilman Lang offered the following:

APPLICATIONS FOR APPOINTMENTS IN THE TOWN OF BATAVIA

RESOLVED, in order to encourage the participation of all Town residents in the governmental and political process of the Town the following criteria will be used:

1. Appointments will be made based on qualifications.
2. Positions will be advertised in the Towns Official newspaper, The Daily News.
3. The attached application form will be the official form to be used for submission by the applicants to the Town Board for consideration.

Second by: Councilman Gerace

Ayes: Lang, Gerace, Underhill, Michalak, Post

APPROVED by unanimous vote (5-0)

APPLICATION FOR APPOINTMENTS

TOWN OF BATAVIA

3833 West Main Street Road

Batavia, New York 14020

Phone: (585) 343-1729

Fax: (585) 343-8461

NAME: _____

ADDRESS: _____

PHONE: _____

POSITION FOR WHICH YOU ARE APPLYING: _____

EDUCATION: _____

EXPERIENCE (Attach resume if needed) _____

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

OTHER QUALIFICATIONS OR INTERESTS PERTINENT TO THIS POSITION

(A brief letter can be attached if needed)

REFERENCES

1. _____ **PHONE:** _____
2. _____ **PHONE:** _____
3. _____ **PHONE:** _____

RESOLUTION NO. 12:

Deputy Supervisor Underhill offered the following:

AUTHORIZING APPOINTMENT OF ATTORNEY FOR THE TOWN

RESOLVED, that the Batavia Town Board hereby appoints Kevin Earl as attorney for the Town, for the one (1) year term beginning January 1, 2012 and ending December 31, 2012 one hundred, fifty-five dollars (\$155.00) per hour (letter attached).

FURTHER RESOLVED that all legal services must first receive approval from the Town Board, however, to avoid any delay in legal proceedings of the Town, the Supervisor is hereby authorized to approve during the interim of monthly meetings, legal fees not to exceed two thousand dollars (\$2,000.00). The law firm of Harris Beach LLC, counsel for the Town of Batavia Landfill Superfund site and Hodgson Russ Attorneys LLP, Counsel for Labor Negotiations are excluded from this resolution.

FURTHER RESOLVED, that all Town Board members have a legal right to confer with the Town Attorney at any time.

Second by: Councilman Lang

Ayes: Underhill, Lang, Michalak, Gerace, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 13:

Supervisor Post offered the following:

AUTHORIZING CONSULTING SERVICES

RESOLVED, all consulting services must first receive approval from the Town Board, however to avoid the delay of development or any other project requiring consulting services in the Town, the Supervisor is hereby authorized to approve, during the interim of monthly meetings, costs not to exceed

JANUARY 4, 2012
ORGANIZATIONAL MEETING

two thousand dollars (\$2,000.00); and be it further

RESOLVED, all monthly invoices are required by the Town, and payment of any invoices received later than the first Wednesday before the regularly scheduled Town Board Meeting may be delayed to the following month. Consulting costs for each task performed must be itemized on separate invoices. Invoices must be sent to the Supervisor.

Second by: Councilman Gerace

Ayes: Post, Gerace, Lang, Underhill, Michalak

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 14:

Councilwoman Michalak offered the following:

AUTHORIZING APPOINTMENT OF TOWN PROSECUTOR

RESOLVED, the Batavia Town Board hereby appoints Kevin Earl as Prosecutor for the Town of Batavia at the cost of \$650.00 per week for a one (1) year term beginning January 1, 2012 and ending December 31, 2012 (letter attached). This will be an all-inclusive fee with no additional charges or deletions of any nature.

Second by: Councilman Gerace

Ayes: Michalak, Gerace, Lang, Underhill, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 15:

Councilman Gerace offered the following:

VIDEO TAPING

WHEREAS, as the Batavia Town Board wishes that the Town Board meeting proceedings of the Town of Batavia be attainable and accessible to as many citizens as possible.

RESOLVED, the Batavia Town Board hereby authorizes the video taping of the Town Board Meetings to be later produced on Cable TV and that the tape recordings will be retained for a period of one (1) year.

RESOLVED, the Batavia Town Board authorizes the payment of forty-five dollars (\$45.00) per hour for taping the meetings.

FURTHER RESOLVED, the Public Hearings will be televised at the Town Boards discretion and will be decided at the time the Public Hearing is called.

Second by: Deputy Supervisor Underhill

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

Ayes: Gerace, Underhill, Michalak, Lang, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 16:

Councilman Lang offered the following:

PAYROLL SCHEDULE FOR 2012

RESOLVED, the Batavia Town Board hereby adopts the payroll schedule for 2012 to be bi-weekly for all employees with the exception of the Town Planning Board Members, and the Zoning Board of Appeals Members, which will be monthly.

Second by: Councilman Gerace

Ayes: Lang, Gerace, Underhill, Michalak, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 17:

Deputy Supervisor Underhill offered the following:

RESOLUTION ESTABLISHING HOLIDAY SCHEDULE

RESOLVED, the Batavia Town Board hereby establishes the following Holiday Schedule for 2012:

January 2, 2012 New Year's Day
February 20, 2012 President's Day
April 6, 2012 Good Friday
May 28, 2012 Memorial Day
July 4, 2012 Independence Day
September 3, 2012 Labor Day
October 8, 2012 Columbus Day
November 12, 2012 Veteran's Day
November 22, 2012 and November 23, 2012 Thanksgiving
December 24, 2012 Half Day - Closing at 12:00 P.M.
December 25, 2012 Christmas Day
December 31, 2012 Half Day - Closing at 12:00 P.M.

Second by: Councilman Lang

Ayes: Underhill, Lang, Michalak, Gerace, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 18:

Supervisor Post offered the following:

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

APPOINTMENT TO PLANNING BOARD

WHEREAS, Jeremy Liles, 3932 South Main Street Road, Batavia, New York, term on the Town of Batavia Planning Board expired on December 31, 2011.

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby re-appoints Jeremy Liles to the Town of Batavia Planning Board commencing immediately and expiring December 31, 2018; and be it further

RESOLVED, said member appointed is subject to completing the required training within each calendar year; and be it further

RESOLVED, if the training is incomplete, the Town Board will consider the position vacant and re-advertise to fill the vacancy.

Second by: Councilman Gerace

Ayes: Post, Gerace, Lang, Underhill, Michalak

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 19:

Councilwoman Michalak offered the following:

APPOINTMENT TO ZONING BOARD OF APPEALS

WHEREAS, Andrew Young, 3689 Pike Road, Batavia, New York, term on the Town of Batavia Zoning Board of Appeals expired on December 31, 2011.

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby reappoints Andrew Young to the Town of Batavia Zoning Board of Appeals commencing immediately and expiring December 31, 2016; and be it further

RESOLVED, said member appointed is subject to completing the required training within each calendar year; and be it further

RESOLVED, if the training is incomplete, the Town Board will consider the position vacant and re-advertise to fill the vacancy.

Second by: Deputy Supervisor Underhill

Ayes: Michalak, Underhill, Gerace, Lang, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 20:

Councilman Gerace offered the following:

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

APPOINTMENT TO PLANNING BOARD -ALTERNATE MEMBER

WHEREAS, Jonathan Long, 9424 Putnam Road, Batavia, New York, term on the Planning Board as an alternate member expired December 31, 2011; and

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby (re)-appoints Jonathan Long to the Town of Batavia Planning Board as an alternate member commencing immediately and expiring December 31, 2013; and be it further

RESOLVED, said member appointed is subject to completing the required training within each calendar year; and be it further

RESOLVED, if the training is incomplete, the Town Board will consider the position vacant and re-advertise to fill the vacancy.

Second by: Deputy Supervisor Underhill
Ayes: Gerace, Underhill, Michalak, Lang, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 21:

Councilman Lang offered the following:

APPOINTMENT TO BOARD OF ETHICS- 2012

WHEREAS, pursuant to the Code of the Town of Batavia, Chapter 11, a Board of Ethics was established in the Town of Batavia; and

WHEREAS, pursuant to the provisions, the Board of Ethics shall consist of three (3) members, a majority of such members shall be persons other than officers or employees of the Town of Batavia, with at least one member who is an elected or appointed officer or employee.

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby appoints the following to serve as members of the Board of Ethics for 2012:

Linda Eick, 8880 Batavia-Stafford Townline Road
Wayne Townsend, 8229 State Street Road
Michael Cleveland, 2960 West Main Street Road, Town Justice

Second by: Councilman Gerace
Ayes: Lang, Gerace, Underhill, Michalak, Post
APPROVED by unanimous vote (5-0)

RESOLUTION NO. 22:

**JANUARY 4, 2012
ORGANIZATIONAL MEETING**

Deputy Supervisor Underhill offered the following:

APPOINTMENT TO ASSESSMENT BOARD OF REVIEW

WHEREAS, Nathan Call's term on the Assessment Board of Review expired September 30, 2011;

NOW, THEREFORE, BE IT RESOLVED, the Batavia Town Board hereby re-appoints Nathan Call, 8057 Lewiston Road, Batavia, New York, to the Assessment Board of Review for a term to commence immediately and expiring September 30, 2016; and be it further

RESOLVED, said member appointed is subject to completing the required training within each calendar year; and be it further

RESOLVED, if the training is incomplete, the Town Board will consider the position vacant and re-advertise to fill the vacancy.

Second by: Councilman Gerace

Ayes: Underhill, Gerace, Lang, Michalak, Post

APPROVED by unanimous vote (5-0)

RESOLUTION NO. 23:

Supervisor Post offered the following:

APPOINTMENT OF TOWN ENGINEER

RESOLVED, that the Batavia Town Board hereby re-appoints Steven Mountain as Town Engineer for a two (2) year term beginning January 1, 2012 and ending December 31, 2013.

Second by: Councilwoman Michalak

Ayes: Post, Michalak, Gerace, Lang, Underhill

APPROVED by unanimous vote (5-0)

ADJOURNMENT:

Motion Councilman Gerace, second Deputy Supervisor Underhill to adjourn the Organizational Meeting at 7: 32P.M.

Ayes: Gerace, Underhill, Michalak, Lang, Post

MOTION CARRIED by unanimous vote (5-0)

Respectfully submitted,

Teresa M. Morasco
Town Clerk