

JANUARY 2, 2024  
 ORGANIZATIONAL MEETING  
 WEB SITE <http://macedontown.net>

The Organizational Meeting of the Town Board of the Town of Macedon held January 3, 2024 at the Town Complex, 32 Main Street, in the Town of Macedon, and via the internet at 59275 Overseas Highway, Marathon Florida was called to order by Acting Supervisor Kim V. Leonard at 5:00 p.m.

Pledge of Allegiance.

Upon Roll Call, the following members of the Board were

Present:

Councilperson	Bruce Babcock
Councilperson	David Maul
Councilperson	Dave McEwen
Supervisor	Kim Leonard

Absent:

Also Present:

Bookkeeper	Wendy Miller
Town Clerk	Karrie Bowers

**RESOLUTION NO. 1 (2024) RESIGNATION - ROETS**

Resolved the Board accepts the resignation of Richard Roets effective December 31, 2023.  
 MOTION BY MAUL, SECONDED BY BABCOCK  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 2 (2024) STANDING RULES OF THE BOARD**

RESOLVED that the proposed Standing Rules submitted to this Board and this day presented for action, be and hereby are adopted as the Standing Rules of the Board until rescinded, subject to amendments thereafter duly adopted.

<b><u>RULES OF ORDER 1</u></b>	Regular Meetings
	Regular meetings, typically beginning at 7:00 p.m., will be held according to a schedule approved at the Organizational Meeting.
<b>2</b>	Special Meetings
	Special meetings will be held at the call of the Supervisor or upon request of two or more voting Town Board Members.
<b>3</b>	Place of Meetings
	Unless otherwise noted, all meetings will be held in the Town Hall.
<b>4</b>	Quorum
	Members convening, including video conferencing, possessing more than 50% of the board's voting power, shall constitute a quorum for the transaction of business. If a quorum is not convened within 45 minutes after the time set for a meeting, the members shall adjourn. The council must notify the Supervisor prior to any absence.
<b>5</b>	Presence of Legal Counsel
	Unless excused by the Supervisor or Acting Chair, Legal Counsel shall be present during all meetings.
<b>6</b>	Acting Chair
	In the absence of the Supervisor, the Deputy Supervisor or other designee will preside.
<b>7</b>	Order of Business
	<ol style="list-style-type: none"> <li>1. Call to order</li> <li>2. Pledge of Allegiance</li> <li>3. Roll Call</li> <li>4. Approval of prior minutes</li> <li>5. Reports from Departments, Committees, Boards</li> <li>6. Correspondence, Public Comment</li> <li>7. Old Business</li> <li>8. New Business</li> <li>9. Approval of bills</li> <li>10. Adjournment</li> </ol>
<b>8</b>	Roll Call
	On Roll Call, the Town Clerk shall record each member present or absent by name. Further, the clerk shall record the subsequent arrival or departure of any board member during the course of each meeting
<b>9</b>	Approval of Previous Minutes
	Minutes of any previous meeting will not be read aloud, unless requested by any Town Board member, but will be subject to approval by motion, second, and vote.
<b>10</b>	Payment of Claims

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	On the first & second regular meetings of each month, the Town Clerk will present to the Board all claims to be audited and coded by the fund. Each member of the Board will review all claims. By motion, second, and vote, the board will authorize the Town Clerk to issue a warrant to the Supervisor for payment of the aggregate abstract.
11	Visitors
	At all regular meetings, comments from visitors will be permitted during the appropriate order of the meeting, and otherwise as permitted by the Supervisor or majority of the Board.
12	Communications
	All communications to the Board not included as another agenda item may be read to the Board by the Town Clerk or Supervisor.
13	Reports
	Reports from Departments, Committees, Boards, and Commissions may be presented to the Town Board for review at each regular meeting according to their individual publication schedules.
14	Resolutions & Motions
	All business will be acted upon in the form of resolutions, which must be brought by motion and second before the discussion. A resolution may be withdrawn before action is taken, by an agreement of the members who motioned and seconded the resolution.
15	Agenda
	The Supervisor shall prepare a statement of the order of business for each meeting. The submission deadline (for topics to be heard at the next scheduled board meeting) shall be the close of business on the Wednesday of the preceding week. The agenda shall be posted on the town website no later than three calendar days prior to the meeting.
16	Amendments to the Rules
	These rules of order shall be amended only by a majority vote of the Board and only after ten days' notice, which notice shall be in writing and be filed with the Clerk and shall specify the particulars of such proposed amendments.
17	Suspension of Rules
	Any rule may be suspended by the <i>unanimous</i> consent of the members present, but the suspension of such rule shall apply only to those matters which shall be before the Board <i>at the time of such suspension</i> .
18	Voting Requirement
	Every member present when a motion is stated shall vote thereon, unless he is directly interested in the motion, in which case, if he chooses, he may abstain from voting. Each member who abstains may make a brief verbal statement of the reason.
19	Tabling a Motion
	A motion to adopt a resolution is normally followed by a second and a vote. Instead, that pending motion may be <i>tabled</i> (or <i>placed on the table</i> ), which causes the suspension of consideration of that motion. That tabled motion may subsequently be <i>un-tabled</i> (or <i>taken off the table</i> ) to resume consideration. Either tabling or un-tabling a motion requires a second and a majority vote of the Board.
20	Postponing a Motion
	A motion to adopt a resolution is normally followed by a second and a vote. Instead, that pending motion may be <i>postponed</i> to a specific date or time, provided that the delay does not make the motion moot. Postponing a motion requires a second and a majority vote of the Board.
21	Speaking
	(a) While a member is speaking, no other member shall entertain any private discourse. (b) Persons not members of the Board may (by consent of the Supervisor or majority of the Board) be permitted to speak in regard to matters pending before the Board.
22	Required Ayes and Nays
	The ayes and nays shall be taken by vote on any resolution appropriating or disbursing monies, confirming reports of committees, making appointments, and upon any other motion or resolution when demanded by any member of the Board or indicated on the written resolution.
23	Order of Voting
	The order of voting shall be either alphabetical or reverse alphabetical, with the exception of the Supervisor, who shall always vote last.
24	Special Committees
	Special Committees may be authorized at any legal meeting of the Board. They shall, unless otherwise ordered or directed by a majority of the Board, be appointed by the Supervisor subject to confirmation by the Board. The period of time that a special committee appointment shall remain in effect shall be designated when the committee is created.

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25	Executive Session
<p>On motion of any member, duly seconded and carried by a majority vote, the Board shall go into executive session, presided over by the Supervisor during which time legally permitted matters may be discussed and debated, but no action may be taken thereon by motion or resolution, except as permitted by law. Only voting members of the Board shall participate in the executive session and such other persons may be invited into the session as may be necessary.</p>	
26	Minutes
<p>The minutes of the Board shall be produced by the Town Clerk on or before the next regular meeting of the Board.                  The minutes (in their unapproved form) shall be delivered to the town website as soon as practical.</p>	
27	Expenditure of Town Funds
<p>Any expenditures not specifically identified in the Town Budget are <i>not authorized</i> until and unless pre-approved by the Town Supervisor.</p>	
28	Other Questions
<p>All questions not covered by the rules shall be decided according to the generally prevailing rules of parliamentary procedure.</p>	

MOTION BY BABCOCK, SECONDED BY MAUL  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 3 (2024) EMPLOYMENT POLICY**

BE IT RESOLVED that the following Employment Policy adopted by the Town of Macedon August 26, 1993 remains in effect.

1. No person shall be hired, transferred, promoted, or continue in a Town position that would create a supervisor/subordinate relationship between relatives and or intimate partners.
2. For the purposes of this policy, the term "relatives" shall be defined to include a spouse, parent, step parent, son, daughter, step son, step daughter, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law or son-in-law. The term intimate partner shall be defined as emotional connectedness, regular contact, ongoing physical contact and/or sexual behavior, identity as a couple, familiarity and knowledge about each other's lives.

MOTION BY MAUL, SECONDED BY BABCOCK  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 4 (2024) DRUG-FREE WORK PLACE POLICY**

The Town Board at the Town of Macedon does not permit the consumption, sharing and/or selling, use, and/or possession of illegal drugs, counterfeit, designer drugs, alcoholic beverages, or marijuana in the workplace, or when the effects of such drugs may impair an employee's job performance. The inappropriate use of prescription and over-the-counter drugs shall also be disallowed. The Town Board shall maintain a drug-free workplace in accordance with the Drug-Free Workplace Act of 1985.

The Town Supervisor or her designee shall establish a drug-free awareness program informing employees of the dangers of drug abuse in the workplace and establish a policy maintaining drug-free workplace Information about any drug and alcohol counseling and/or rehabilitation about any drug and alcohol counseling and/or rehabilitation programs shall be made available to employees. Data will also include the range of penalties, consistent with local, state, and federal law, up to and including termination of employment and referral for the prosecution that will be imposed on employees who have transgressed the terms of this policy. Confidentiality shall be maintained as required by state and federal law.

Each employee shall be given a copy of this policy and annually acknowledge receipt of said policy. The workplace is defined as any site on town property, at town-sponsored activities, or any place in which an employee is working within the scope of his or her employment or duties. Each employee, as a condition of employment, shall agree to abide by the terms of this policy and shall also notify the Town Supervisor or his designee of any criminal drug statute convictions for a violation occurring in the workplace within five (5) days of such conviction. The Town Board may choose to initiate disciplinary action against any employee violating this policy. Options at the discretion of the Town Board may range from counseling to termination and may require the employee's satisfactory participation in an approved drug abuse assistance or rehabilitation program.

The Town Supervisor shall notify the New York State Emergency Management Office in writing within (10) calendar days after receiving notice from an employee or otherwise receiving actual

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notice of such conviction. Such notice shall include the position/title of the employee and the federal identification number at the Town of Macedon.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 5 (2024) ABSENCES REPORTED**

RESOLVED that all Department Heads will be responsible for their employees regarding any and all absences and be it further

RESOLVED that ALL DEPARTMENT HEADS will report their absences directly to the Clerk to the Supervisor by 9:15 a.m. and be it further

RESOLVED the Board hereby directs that each employee submit their sick leave and vacation time on or before the 15<sup>th</sup> of the following month and be it further

RESOLVED that the Board requests all employees submit vacation requests to their department head at least 30 days prior to the request.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 6 (2024) OVERTIME AUTHORIZATION**

BE IT RESOLVED that the following individuals, as Town Officials or Budget Directors, are entitled to authorize overtime to employees who have engaged in authorized work beyond the normally scheduled work period. Overtime pay is defined by any hours or parts of hours worked and is to be compensated at a rate either determined by a collective bargaining agreement or by statute:

- Kim Leonard, Supervisor  
Acting Officer in Charge, Police Chief, Macedon Police Department  
Christopher Countryman, Highway Superintendent

BE IT FURTHER RESOLVED that the above-named individuals are not authorized to exceed the budget allocation designated for overtime without prior approval of the Town Board unless an emergency or contingency occurs necessitating such overtime. Should this happen, the above-named individuals should make every effort to inform the Board and the Supervisor as soon as practicable.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 7 (2024) 2024 DESIGNATIONS**

RESOLVED that the following designations are approved:

1. Legal Newspaper – Times of Wayne County
2. Bank Depositories – JP Morgan Chase, Lyons National Bank, Genesee Regional Bank, Community and M&T Bank.
3. Supervisor authorized to deposit Town funds in Certificate of Deposit and money market
4. Town Board Meetings to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays @ 7:00 p.m. except as amended
5. Mileage paid to Town employees on official Town business at \$.67 per IRS rate
6. Highway Superintendent authorized to purchase of tools, tires, and equipment at a price not to exceed \$3,000.
7. Supervisor authorized to make application to NYS Division for Youth.
8. Town Clerk is directed to make a master schedule for the year 2024 (per attachment)
9. Set a regular 40-hour week for Highway employees and time and a half for over 40 hours. Individual rates are to be determined by Highway Superintendent and approved by Town Board.

All Town Offices will be open:

January – June, September – December;  
Monday - Friday 9 a.m. – 4:30 p.m.

July & August 1/2hr lunches;  
Monday 8:00-5:00 pm  
Tuesday-Thursday 8:00 – 4:30 pm

10. In the designation of full-time and part-time the Town will adhere to Civil Service Rules.

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The following days will be 14 paid holidays for full-time and year-round part-time Town employees:

New Year's Eve Day	Monday	January 1, 2024
Martin Luther King Day	Monday	January 15, 2024
President's Day	Monday	February 19, 2024
Good Friday	Friday	March 29, 2024
Memorial Day	Monday	May 27, 2024
Juneteenth	Wednesday	June 19, 2024
Independence Day	Thursday	July 4, 2024
Labor Day	Monday	September 2, 2024
Indigenous Day	Monday	October 14, 2024
Election Day	Tuesday	November 5, 2024
Veterans Day	Monday	November 11, 2024
Thanksgiving Day	Thursday	November 28, 2024
Thanksgiving Day After	Friday	November 29, 2024
Christmas Day	Wednesday	December 25, 2024
*New Year's Day	Wednesday	January 1, 2025

11. No appointment shall be made to fill a new or vacant position of employment, including any new position established in the most recent Town budget, without prior authorization by the Town Board. Further, no advertisement for such positions shall be permitted unless authorized by resolution of the Town Board.

12. The Town Board recognizes MPA, INC. (Macedon Police Association Inc.) as the bargaining unit of the police officers.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 8 (2024) BLANKET PROTECTION BOND**

WHEREAS the Town of Macedon has procured a Public Employees Blanket Protection Bond issued by National Grange Mutual providing faithful performance blanket position bond coverage for all Town officers and employees with a limit of \$25,000 per officer or employee, the tax collector at the level of \$500,000, the Library Director at \$70,000 and the water/sewer collecting clerk at \$150,000, now, therefore, be it

RESOLVED that the Town Board of Macedon hereby approves such bond as to its form, manner of execution, and sufficiency of the surety and accepts said bond in lieu of any individual official undertaking required by law for any Town officer or employee.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 9 (2024) INVESTMENT POLICY ESTABLISHED**

WHEREAS it is a requirement of the New York State Department of Audit and Control for governing boards to establish an investment policy to provide a means for communicating intentions and to facilitate adequate accounting and administrative control over execution, accounting, and reporting investment transactions.

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby adopts the Investment Policy (copy attached) for the Town of Macedon monies.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 10 (2024) DEVELOPER CHARGES**

RESOLVED that any appropriate charges shall be charged back to the developer – the Building Department is directed to utilize a form contract implementing this resolution.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

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**RESOLUTION NO. 11 (2024) APPOINTMENTS**

RESOLVED that the Board acknowledges and approves the following appointments:

**Ambulance**

Director of EMS	Paul Harkness
Ambulance EMT-B/Deputy Director	Sandy Farbizio
Ambulance EMT-P	Bucci, Colin
Ambulance EMT-P	Christopher House
Ambulance EMT-P	Vacant
Ambulance EMT-B	Ferguson, Kristen
Ambulance EMT-B	Dominic Musato
Ambulance EMT-B	Matthew Larwood
Ambulance EMT-B	

**Assessing**

Assessor	Stephanie Holtz
Assistant Assessor	Joan Gates
Assessment Counsel	Barclay Damon, LLP
Assessment Counsel	AJ Villani PC

**Boards**

Assessing Review Board Member-5 Yr.	Harry Ramos
Assessing Review Board Clerk	Joan Gates

Library Board Member

Planning Board – 7 Yr. Richard Share

Zoning Appeals Board – 5 Yr. Ron Santovito

**Building/Zoning/Code Enforcement**

Town Engineer/CEO/Building Inspector	Scott Allen
Fair Housing Officer	Scott Allen
Storm Water Management Officer	Scott Allen
Sewer Superintendent	Scott Allen
Code Enforcement Officer	Robert Brady
Town Engineer/Building/CEO Clerk	Stacy Nisbet

**Highway**

Highway Clerk	Elisa Friedl
Highway	
Highway	Michael Bueg
Highway	Joseph Cavallaro
Highway	James Ellis
Highway	D. Paul Everdyke
Highway	Brian Learn
Highway	Tyler Jeffers
Highway	Andrew Moline
Highway	David Payne
Highway	Daryl Quigley
Highway	Timothy Vendel
Highway	Gary Wright

**Justice**

Justice	Ronald Reinstein
Justice	Lon Sanford
Justice Clerk	Marcia Allen
Justice Clerk	Barbara LaBrake

**Town Clerk**

Macedon Sewer Collecting Clerk	Karrie Bowers
Records Management Officer	Karrie Bowers
Registrar of Vital Statistics	Karrie Bowers
Water Collecting Clerk	Karrie Bowers

**Town Clerk designates:**

**Deputy Town Clerk** Jean Keukelaar

**Police**

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Police Chief	Brigette Goodfriend
Police Sergeant	Adam Husk
Police Sergeant	Michelle Higgins
Police Property Clerk	Matthew Balch
Police Officer	Kevin Costello
Police Officer	Andrea Knapp
Police Officer	Richard LaMark
Police Officer	Brian Ritchie
Police Officer	Rick Halvorsen
Police Officer	William Murray
Police Officer	Hector Sotomayor
Police Officer	Ross Younglove
Police Officer	Christopher Tyndall
Police Officer	Nash Ritz

Crossing Guard	Earl Hinkson
Crossing Guard	Deborah Franco
Police Officer	
Chaplain – Public Safety Building	David Prince

**Buildings & Ground/Parks**

Buildings & Ground/Parks	Michael Bueg
Buildings & Grounds/Parks	Peter Knapp

**Recreation**

Recreation Assistant	Dale Budziszewski
Sr. Citizen Trip Director	Janet Woodard

**Office of the Supervisor**

Deputy Supervisor	David Maul
Bookkeeper	Wendy Miller
Senior Clerk Typist	Christine Grosodonia
Dog Control Officer	Mark Plyter
Historian	Linda Braun
Legal Counsel	Barclay Damon, LLP
Legal Counsel	AJ Villani PC

**Supervisor Liaison Appointments**

**Liaison**

David McEwen

David Maul

Bruce Babcock

TBD

Kim Leonard

Capital Projects

**Area of Operation**

Buildings/Grounds, Sewer, Master Plan, Insurance, Planning Board, WMNY Board

Accounting, Assessor, Technology, Recreation

Assessing Review Board, Library, Zoning Board of Appeals, Highway

Ambulance, Fire, Building & Zoning, Police, Court

Accounting, Ambulance, Building/Zoning Office, Fire, Highway, Human Resources, Police Commissioner, Town Clerk, Sewer, Waste Management

Kim Leonard, Scott Allen, Chris Countryman

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

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**RESOLUTION NO. 12 (2024) 2024 SALARY SCHEDULE**

RESOLVED that the following salary schedule is established for the calendar year 2024

NAME	TITLE		PAYMENT	
<b>Ambulance</b>				
Harkness, Paul	Director of EMS	FT	Biweekly	\$72,918
Colin, Bucci	Ambulance ALS	FT	Biweekly	\$28/hr
House, Christoper	Ambulance ALS	FT	Biweekly	\$32/hr
Vacant	Ambulance ALS	PT	Biweekly	\$32/hr
Farbizio, Sandra	Ambulance BLS	FT	Biweekly	\$52,000
Ferguson, Kristen	Ambulance BLS	FT	Biweekly	\$24/hr
Larwood, Matthew	Ambulance BLS	FT	Biweekly	\$24/hr
Muscato, Dominic	Ambulance BLS	FT	Biweekly	\$24/hr
<b>Assessor</b>				
Holtz, Stephanie	Assessor	FT	Biweekly	56,000
Gates, Joan	Assistant Assessor	PT	Biweekly	\$27.50/hr
Gates, Joan	Assessing Rev Brd Clk	PT	Biweekly	\$403
<b>Boards</b>				
Assess. Rev. Board	5 Members	PT	Annually - June	\$627
Assess. Rev. Board Chair	1 Member	PT	Annually – June	\$700
Planning Board	6 Members	PT	Quarterly	\$2,230
Plan Board Chair	1 Member	PT	Quarterly	\$3,425
ZBA Brd. of Appeals	4 Members	PT	Quarterly	\$684
ZBA Brd. Of Appeals Chair	1 Member	PT	Quarterly	\$755
Wayne County Planning Board Liaison	Bartels, Mert	PT	Quarterly	\$674
<b>Building &amp; Grounds/Parks, Cemetery/Sidewalk</b>				
Bldg & Grounds, Dept Head	Bueg, Michael	FT	Biweekly	\$30.39/hr
Parks				\$30.39/hr.
Sidewalk				\$30.39/hr
Cemetery				\$30.39/hr.
Bldg & Grounds	Knapp, Peter	FT	Biweekly	\$24.20/hr
Parks/Bldgs/Grounds Labor	Seasonal Laborer	PT	Biweekly	17.25/hr.
Parks/Bldgs/Grounds Labor	Randall, Patrick	PT	Biweekly	\$19.10/hr
<b>Building/Zoning/Code Enforcement</b>				
Allen, Scott	Town Eng/CEO/	FT	Biweekly-A	\$18,888
Allen, Scott	Building & Zoning		Biweekly-B	\$71,676
Allen, Scott	TE/CEO/B&Z		Bi-weekly-SD2	\$1,147 – Hamlet
			Bi-weekly - SD	\$8,411- Town
Vacant	Building Inspector	PT	Bi-weekly	\$25/hr
Nisbet, Stacy	Bldg/CEO Clerk	FT	Bi-weekly	\$38,319
Nisbet, Stacy	Planning Board Clerk		Bi-weekly	\$1,300
Nisbet, Stacy	ZBA Clerk		Bi-weekly	\$500
Brady, Roberts	Code Enforcement Officer	PT	Bi-weekly	\$28,114
<b>Dog Control</b>				
Plyter, Mark	Dog Control Off	PT	Biweekly	\$18.44/hr
<b>Highway</b>				
Countryman, Christopher	Highway Supt.	FT	Biweekly	\$84,910
Friedl, Elisa	Highway Supt. Clerk	FT	Biweekly	\$32,900
Vacant	Highway Employee	FT	Biweekly	\$26.42/hr
Bueg, Michael	Highway Employee	FT	Biweekly	\$30.39/hr
Cavallaro, Joseph	Highway Employee	FT	Biweekly	\$21.37/hr
Ellis, James	Highway Employee	FT	Biweekly	\$26.42/hr
Everdyke, D. Paul	Highway Employee	FT	Biweekly	\$30.31/hr
Jeffers, Tyler	Highway Employee	FT	Biweekly	\$20.25/hr
Learn, Brian	Highway Employee	FT	Biweekly	\$20.83/hr
Moline, Andrew	Highway Employee	FT	Biweekly	\$20.86/hr
Payne, David	Highway Employee	FT	Biweekly	\$29.28/hr
Quigley, Daryl	Highway Employee	FT	Biweekly	\$29.61/hr
Vendel, Timothy	Highway Employee	FT	Biweekly	\$21.83/hr
Wright, Gary	Highway Employee	FT	Biweekly	\$29.85/hr



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<b>Seasonal</b>				
Vacant	Seasonal	PT	Biweekly	\$19.25/hr
<b>Justice</b>				
Reinstein, Ronald	Justice	PT	Biweekly	\$27,700
Sanford, Lon	Justice	PT	Biweekly	\$27,700
Allen, Marcia	Justice Clerk	FT	Biweekly	\$39,063
Labrake, Barbara	Justice Clerk	FT	Biweekly	\$39,063
Costello, Kevin	Bailiff	PT	Biweekly	\$30.90/hr
Ritchie, Brian	Bailiff	PT	Biweekly	\$30.90/hr
<b>Police Employees</b>				
Husk, Adam	Officer in Charge	FT	Biweekly	\$15,000
Goodfriend, Brigette	Police Sergeant	FT	Biweekly	\$41.36/hr.
Husk, Adam	Police Sergeant	FT	Biweekly	\$41.36/hr.
Balch, Matthew	Patrolman	PT	Biweekly	\$30.90/hr.
Costello, Kevin	Patrolman	PT	Biweekly	\$30.90/hr.
Knapp, Andrea	Patrolman	FT	Biweekly	\$36.93/hr.
LaMark III, Richard	Patrolman	FT	Biweekly	\$36.93/hr.
Murray, William	Patrolman	PT	Biweekly	\$30.90/hr.
Ritchie, Brian	Patrolman	PT	Biweekly	\$30.90/hr.
Younglove, Ross	Patrolman	FT	Biweekly	\$36.93/hr.
Tyndall, Christopher	Patrolman	FT	Biweekly	\$29.54/hr.
Ritz, Nash	Patrolman	FT	Biweekly	\$29.54/hr.
Halvorsen, Rick	Patrolman	PT	Biweekly	\$30.90/hr.
Sotomayor, Hector	Patrolman	PT	Biweekly	\$30.90/hr.
Higgins, Michelle	Property Clerk Cleaner	FT	Biweekly	\$44,007 \$2,758
Franco, Deborah	Gananda Crossing Guard-Sept-June	PT	Biweekly	\$8,198
Hinkson, Earl	Macedon Crossing Guard - Sept-June	PT	Biweekly	\$8,198
<b>Supervisor</b>				
Leonard, Kim	Supervisor	FT	Biweekly	\$66,279
Grosodonia, Christine	Clerk to the Supervisor	FT	Biweekly	\$51,500
Maul, David	Deputy Supervisor	PT	Biweekly	\$2,500
Braun, Linda	Historian	PT	Quarterly	\$4,220
Miller, Wendy	Bookkeeper	FT	Biweekly	\$61,267
<b>Recreation</b>				
Budziszewski, Dale	Recreation Assistant	FT	Biweekly	\$56,650
Ross, Madison	Recreation – Summer Camp Dir.	PT	Biweekly	\$24.21/hr.
<b>Taxes</b>				
Lorie Maul	Tax Collector	PT	Biweekly	\$11,178
<b>Town Board</b>				
Babcock, Bruce	Councilperson	PT	Quarterly	\$8,829
Maul, David	Councilperson	PT	Quarterly	\$8,829
McEwen, David	Councilperson	PT	Quarterly	\$8,829
	Councilperson	PT	Quarterly	\$8,829
<b>Town Clerk</b>				
Karrie Bowers	Town Clerk	FT	Biweekly	\$52,136
Karrie Bowers	Records Mgmt.		Biweekly	\$4,091
Karrie Bowers	Registrar		Biweekly	\$1,259
Keukelaar, Jean	Town Clerk Deputy	FT	Biweekly	\$35,770
<b>Veterans</b>				
Veteran Services (1)*			Annually	\$250
<b>Seniors Citizen</b>				
				Pd by voucher

MOTION BY BABCOCK, SECONDED BY MAUL  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION  
 CARRIED

JANUARY 2, 2024  
ORGANIZATIONAL MEETING  
WEB SITE <http://macedontown.net>

**RESOLUTION NO. 13 (2024) PETTY CASH FUNDS ESTABLISHED**

RESOLVED that the Town Board does hereby establish the following amounts to represent the petty cash funds for the Town:

Ambulance	\$100
Appeals Board	\$50
Assessor	\$100
Building Inspector	\$175
Director of Medical Services	\$100
Dog Control – Town Clerk	\$100
Planning Board	\$50
Recreation Assistant	\$150
Supervisor	\$150
Town Clerk	\$200
Town Justice	\$200
Tax Collector	\$200
Total	\$1,575

The above funds to be audited randomly, but at least quarterly, by the Supervisor or her designee.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 14 (2024) RECORDS MANAGEMENT ADVISORY BOARD**

RESOLVED that the Town Board appoints the following individuals to serve on a Records Advisory Board for the calendar year 2024:

    Karrie Bowers, Kim Leonard & Jean Keukelaar

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 15 (2024) NYS ASSOCIATION OF TOWNS CONFERENCE**

RESOLVED the following individuals be approved to attend the NYS Association of Towns Conference:

    Kim Leonard and Karrie Bowers

BE IT FURTHER RESOLVED Kim Leonard be named voting delegate and Karrie Bowers alternate.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 16, 2024) SENIOR CITIZEN GROUP APPOINTMENTS**

RESOLVED the Board appoint the following Senior Citizen group individuals: (term 10/1/2023-9/30/2024)

Chaplain	Ginny Young
Historian	Terri Loessberg
President	Sandy Ciaccia
Secretary	Linda Brongo
Sunshine	Barbara Putnam
Treasurer	Marshall Handfield
Trip Director	Janet Woodard
Vice President	Ernestine Rogers

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 17 (2024) BULLIS & GRAVINO PARK – LOCK/UNLOCK**

RESOLVED that the Board appoints Parks Department to open and close: Bullis & Gravino Bathrooms from April 1 through October 31 (weather permitting)

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 18 (2024) BULLIS & GRAVINO PARK RESTROOM/FACILITY CLEANER**

RESOLVED the Town Board authorize the Parks Department as Bullis Park Restroom Facility Cleaner beginning April 1 until October 31 (weather permitting) as needed thereafter until park is closed.

MOTION BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED



JANUARY 2, 2024  
 ORGANIZATIONAL MEETING  
 WEB SITE <http://macedontown.net>

**RESOLUTION NO. 22 (2024) MACEDON TOWN BOARD 2024 MEETING SCHEDULE**

**All Dates 2024**

January	02	Organizational Meeting
January	11	25
February	08	22
March	14	28
April	11	27
May	09	23
June	13	27
July	11	(no second meeting)
August	8	(no second meeting)
September	12	26
October	10	24
November	14	(no second meeting)
December	12	(no second meeting)

MOTION BY BABCOCK, SECONDED BY MAUL  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 23 (2024) ELECTED TOWN OFFICIALS**

	<u>LENGTH OF TERM</u>	<u>TERM EXPIRES</u>
<b>TOWN SUPERVISOR</b> Kim Leonard	4 Years	12/31/2027
<b>TOWN COUNCIL</b> Bruce Babcock David Maul David McEwen	4 Years	12/31/2025 12/31/2027 12/31/2025 12/31/2024
<b>TOWN CLERK</b> Karrie Bowers	4 Years	12/31/2027
<b>HIGHWAY SUPERINTENDENT</b> Christopher Countryman	4 Years	12/31/2027
<b>TOWN JUSTICE</b> Lon Sanford Ronald Reinstein	4 Years	12/31/2025 12/31/2027
<b>RECEIVER OF TAXES</b> Lorie Maul	4 Years	12/31/2027

MOTION BY MAUL, SECONDED BY BABCOCK  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

JANUARY 2, 2024  
 ORGANIZATIONAL MEETING  
 WEB SITE <http://macedontown.net>

**RESOLUTION NO. 24 (2024) STANDARD WORK DAY FOR EMPLOYEES RS2418**

BE IT RESOLVED, that the Town of Macedon, Location code 30112, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Account Clerk	6.5
Assessor	6.5
Boards – Assessing/Planning/ZBA	6.5
Clerks	6.5
Director EMS	8
Dog Control Officer	6.5
Elected Officials (unless specified)	6.5
Engineer	6.5
Highway Superintendent	8
HEO/MEO	8
Police	8
Recreation Assistant	8

MOTION BY BABCOCK, SECONDED BY MAUL  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 25 (2024) PREPAYMENT OF UTILITIES, POSTAGE & TIME SENSITIVE VOUCHER AUTHORIZATION**

RESOLVED the Board approves the prepayment of utility, postage, and time-sensitive invoices per the discretion of the Town Clerk and/or Supervisor for the calendar year 2024.

MOTION BY BABCOCK, SECONDED BY MAUL  
 ROLL CALL VOTE: BABCOCK AYE, MAUL AYE, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 26 (2024) AUTHORIZATION FOR BANK ACCOUNTS**

RESOLVED the Board approves the authorization of the Deputy Supervisor, David Maul, for access to all of the municipal bank accounts at Lyons National Bank & Genesee Regional Bank

MOTION BY MAUL, SECONDED BY BABCOCK  
 ROLL CALL VOTE: BABCOCK AYE, MAUL ABSTAIN, MCEWEN AYE, LEONARD AYE, MOTION CARRIED

*Karrie M. Bowers*

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Respectfully Submitted by  
 Karrie M. Bowers, RMC  
 Macedon Town Clerk