

JANUARY 2, 2012

On January 2, 2012 the Organizational Meeting of the Attica Town Board was held in the Board Room of the Municipal Building, 9 Water Street, Attica, New York with the following members present:

PRESENT: Douglas P. Patti Supervisor
 Howard Barraclough Councilman
 Ralph Mucher Councilman
 Angelo Corcimiglia Councilman
 Gary Wysko Councilman
 Kristen Mell Town Clerk

ABSENT: None

OTHERS PRESENT: None

At 10:00am Supervisor Patti called the meeting to order with a Pledge to the Flag. Supervisor Patti then requested a moment of silence to honor our military.

Supervisor Patti presented his agenda and procedures for future meetings to the Board. They are as follows for all future meetings:

- Privilege of the floor – Thoughts and comments will be limited to 3-5 minutes.
- Policy will not be set or issues voted on during privilege of the floor, correspondence or reports. They will be voted on during old or new business.

Organizational Format for 2011:

1. Board Meetings will be held on the 3rd Monday of the month at the Municipal Building, unless otherwise advertised. Meetings will begin at 7pm, with the Board workshop beginning at 6:30pm.
2. The Batavia Daily News is designated as the Town's official newspaper and the Attica PennySaver is designated to be used for the Town's local information.
3. Authorize the Supervisor to use local banks as official depositories for the transaction of daily business and the investment of surplus funds in accordance with the Financial Management Policy as adopted by the Board on 12/12/92.
4. The following Town Officers shall receive such salaries as fixed by the Town Board and payable at such times as specified:

<u>TITLE</u>	<u>AMOUNT</u>	<u>PAYABLE</u>
Supervisor	\$6,556.00	Bi-weekly
Town Clerk	\$14,136.00	Bi-weekly
Deputy Town Clerk	\$12.36/hour	By Voucher
Attica Correction Clerk	\$10.00/license	By Voucher
Wyoming Correction Clerk	\$10.00/license	By Voucher
Town Justice Wolak	\$5,514.00	Quarterly
Town Justice Robinson	\$4,804.00	Quarterly
Councilman (4)	\$2,222.00	Quarterly
Highway Superintendent	\$46,565.00	Bi-Weekly
Bookkeeper	\$10,582.00	Bi-Weekly
Tax Collector	\$3,674.00	Monthly
Historian	\$536.00	Quarterly
Deputy Highway Supt.	\$19.77/day	Per contract

5. Payment to Zoning Board of Appeals members as follows:
 - Chairman \$25.00 per meeting
 - Secretary (Town Clerk) \$25.00 per meeting

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- Members attending \$20.00 per meeting
6. Payment to the Assessment Board of Review members as follows:
 - Chairman \$65.00 per meeting
 - Members attending \$55.00 per meeting
 - Secretary (Town Clerk) \$55.00 per meeting
 7. Payment to Planning Board Members as follows:
 - Chairman \$30.00 per meeting
 - Members attending \$20.00 per meeting
 8. A rate of \$0.40 per mile is established for mileage for Town Business.
 9. Appoint Supervisor Douglas Patti and alternates John King and Howard Barraclough to the Inter-Community Medical Building Board of Directors.
 10. The following appointments were made by Supervisor Patti:

Bookkeeper	Deborah Head
Deputy Supervisor	Howard Barraclough
Historian	Joanne Ripstein
Fire Wardens	Wayne Wolf, Tom Durfee & Lanny Blum
Insurance Committee	Councilmen Mucher & Wysko
Refuse Committee	Councilmen Mucher & Wysko
Youth Committee	Councilmen Corcimiglia and Wysko
Senior Citizen Committee	Councilmen Barraclough & Corcimiglia
Assessor Committee	Councilmen Mucher, Corcimiglia and Wysko
Zoning Committee	Councilmen Corcimiglia and Wysko
Planning Committee	Councilmen Mucher, Wysko and Barraclough
Highway Committee	Councilmen Barraclough, Wysko and Mucher
Deferred Compensation Plan	Supervisor Patti, Trustees: Kristen Mell, Councilmen Barraclough and Corcimiglia
Special Events Committee	Supervisor Patti and Councilmen Barraclough
Audit Committee	Councilmen Mucher, Wysko and Barraclough
Reconstruction Task Force	Position Dissolved
Village Liaison	Councilman Barraclough
 11. The Town Clerk made the following appointments:

Deputy Town Clerk	Joanne Ripstein
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 12. Appoint William Stranahan as the Zoning Enforcement Officer with an annual salary of \$2,392.00 payable quarterly.
 13. Appoint Lisa Cochrane as Dog Control Officer with an annual salary of \$640.00 payable quarterly.
 14. Appoint William Stranahan as Deputy Dog Control Officer on an as-needed basis.
 15. Appoint Nicole Sciandra as Town Court Clerk with a salary of \$13.34 per hour payable bi-weekly.
 16. Appoint Kristen Mell as Registrar of Vital Statistics with an annual salary of \$217.00.
 17. Registrar Mell to appoint Deputy Registrar Joanne Ripstein and Sub-Registrar, Bruce Kriger.
 18. Appoint Supervisor Patti as the delegate and Councilman Barraclough as the alternate to the Annual Meeting of the Association of Towns.
 19. Set Assessor's annual salary at \$21,774.00 payable bi-weekly.
 20. Set the salaries of seasonal highway employees at the range of \$10.00 to \$14.00 per hour to be determined by the Highway Superintendent.
 21. Authorize Highway Superintendent to spend up to \$200 for necessary repairs or the purchase of small tools without prior Board approval, following the guidelines of the Procurement Policy (Resolution 04-05).
 22. Authorize the Town Clerk, Justice Department, Bookkeeper, Tax Collector, and Assessor to spend up to \$100 for supplies or repairs without prior Board approval following the guidelines of the Procurement Policy (Resolution 04-05).
 23. Approve the following contracts as per the 2012 budget:

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- Attica Historical Society \$1,600/annually by June 30th.
 - St. Paul's UCC for Senior Citizens \$300/semi-annually January/July.
 - Inter-Community Medical Building \$1,320/\$110.00 monthly.
 - Village Rental Contract \$900/month /1st of month.
 - Attica Fire Department Contract \$65,000/annually/payable at May meeting.
 - Ambulance Service \$9,000/annually/payable at May meeting.
 - **Total Fire & Ambulance \$74,000/annually.**
 - Refuse Transfer Station 25% of total cost.
 - AYA Appropriations \$1,500/annually by July 1st.
 - AYR Appropriations \$8,500/annually by July 1st.
24. Authorize Supervisor to use an attorney of his choice for Town Legal matters on an as-needed basis at an hourly rate not to exceed \$125.00/hour.
25. Authorize Supervisor to pay any bills offering discounts prior to Board approval.
26. Make the following appointment to the Planning Board for a term of 5 years from January 1, 2012-December 31, 2017: Todd Hoffheins.
27. Make the following appointments to the Board of Assessment Review for a term of 5 years from October 1, 2011-September 30, 2016: Gina Napierski and Amanda Hoffheins.
28. Appoint Town Clerk Kristen Mell to act as the Town of Attica's Records Access Officer whose responsibility is to handle all FOIL requests. Deputy Clerk, Joanne Ripstein will act as the Deputy Records Access Officer.
29. Appoint Town Clerk Kristen Mell as the Town of Attica Marriage Officer.

RESOLUTION 2012-1**Approve 2012 Shared Services Agreement:**

30. Councilman Barraclough made a motion to approve the Shared Services Agreement seconded by Councilman Wysko
- Ayes 5 Mucher, Barraclough, Corcimiglia, Wysko, Patti
Nays 0

RESOLUTION 2012-2**Approve Organizational Format #'s 1-30:**

31. Councilman Mucher made the motion to approve the Organizational Format #'s 1-30 as presented seconded by Councilman Corcimiglia.
- Ayes 5 Mucher, Barraclough, Corcimiglia, Wysko, Patti
Nays 0
31. Supervisor Patti issued a copy of the Town Code of Ethics to all Board members as well as the Highway Superintendent, Town Clerk, Town Tax collector, Town Zoning Officer and Town Assessor. Supervisor Patti directed the Town Highway Superintendent to post a copy of the Code of Ethics at the highway garage.
32. Supervisor Patti issued a copy of the Town Procurement Policy to Department Heads.

RESOLUTION 2012-3**Approve Policies and Plans for 2012:**

33. Councilman Barraclough made a motion to review and approve the following policies and plans seconded by Councilman Corcimiglia;
- Town of Attica Emergency Plan
 - Town of Attica Sexual Harassment Policy
 - Town of Attica Equal Employment Opportunity Policy
 - Town of Attica hazard communication Program
 - Town of Attica Smoking Policy
- Ayes 5 Mucher, Barraclough, Corcimiglia, Wysko, Patti
Nays 0
34. The Town Clerk advised the Town Board of her 2012 office hours as follows: Tuesdays and Wednesdays, 8:30am-2:30pm; and Thursdays, 2pm-7pm.
35. Town Board reviewed the 2012 Town Justice Schedule.

- Supervisor Patti reminded everyone of the Town website, www.townofattica.net.
 - Zoning Permits and Dog Licenses will be available on the website.

The next meeting of the Attica Town Board will be on Monday, January 16, 2012 at the Municipal Building. The workshop will begin at 6:30 pm and the meeting will begin at 7:00 pm.

There being no further business, Councilman Wysko made a motion to adjourn the meeting seconded by Councilman Mucher.

The meeting adjourned at 11:05am.

Respectfully submitted,

Kristen Mell
Town Clerk