

KENDALL TOWN BOARD
2019 ORGANIZATIONAL MEETING
KENDALL TOWN BOARD
Wednesday January 2, 2019, 7:00 p.m.
Kendall Town Hall – 1873 Kendall Road, Kendall, New York 14476

Supervisor Cammarata called the meeting to order at 7:00 p.m., and led the Pledge of Allegiance.

ROLL CALL

Councilwoman Flow	present
Councilman Martin	absent
Councilman Newell	excused
Councilwoman Szozda	present
Supervisor Cammarata	present

SUPERVISOR’S REMARKS

Supervisor Cammarata highlighted successes of 2018, and thanked the Department Heads. Attributes making Kendall unique were reviewed and goals for 2019 were listed. See the attached handout prepared by Supervisor Cammarata.

PUBLIC COMMENT

No public was in attendance.

RESOLUTIONS

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 1-0119 REAPPOINTING ANDREW MEIER AS ATTORNEY FOR THE TOWN OF KENDALL

Be it resolved to appoint Andrew Meier, ESQ as the attorney for the Town of Kendall for the year 2019. It is further resolved that the Supervisor is authorized to sign a legal services agreement for the year 2019 with Andrew Meier, ESQ on behalf of the Town of Kendall. Such legal agreement is to include a minimum retainer of \$700.00 per month and descriptions of rates for different types of services.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 2-0119 REAPPOINTING PATRICK BOLTON AS CHAIRMAN OF THE ZONING BOARD OF APPEALS

Be it resolved to reappoint Patrick Bolton as Chairman of the Zoning Board of Appeals for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 3-0119 REAPPOINTING ANDREW KLUDT AS CHAIRMAN OF THE PLANNING BOARD

Be it resolved to reappoint Andrew Kludt as Chairman of the Planning Board for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 4-0119 REAPPOINTING MICHELLE WERTH AS DIRECTOR OF YOUTH AND ADULT RECREATION

Be it resolved to reappoint Michelle Werth as Director of Youth and Adult Recreation for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 5-0119 REAPPOINTING FRED CONRADT AS ADULT RECREATION REPRESENTATIVE

Be it resolved to reappoint Fred Conradt, 17293 Sand Road, as Adult Recreation Representative for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 6-0119 REAPPOINTING CYNTHIA BLOSENHAUER AS TOWN HISTORIAN

Be it resolved to reappoint Cynthia Blosenbauer as Town Historian for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 7-0119 REAPPOINTING AMY RICHARDSON AS WATER COLLECTIONS CLERK

Be it resolved to reappoint Amy Richardson as Water Collections Clerk (PT) to collect, record, and turn over monies collected for water usage by Water District 6 consumers for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 8-0119 REAPPOINTING STEVEN GIVERSON AS CUSTODIAN FOR BEECHWOOD CEMETERY

Be it resolved to reappoint Stephen Giverson as Custodian for Beechwood Cemetery for the Town of Kendall at an annual salary of \$500.00 for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 9-0119 REAPPOINTING WALTER STEFFEN JR. AS CUSTODIAN FOR GREENWOOD CEMETERY

Be it resolved to reappoint Walter Steffen Jr. as Custodian for Greenwood Cemetery for the Town of Kendall at an annual salary of \$500.00 for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 10-0119 APPOINTING DAVID STRASENBURGH AS CUSTODIAN FOR THE MORTON UNION CEMETERY

Be it resolved to appoint David Strassenburgh as custodian for the Morton Union Cemetery, at a salary of \$500.00 for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 11-0119 REAPPOINTING JESSICA MAIER AS COURT CLERK

Be it resolved to reappoint Jessica Maier as Court Clerk for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 12-0119 REAPPOINTING NORM ST. JOHN AS BOOKKEEPER

Be it hereby RESOLVED to reappoint Norm St. John of 1203 Redman Road, Hamlin, New York, as bookkeeper for the year 2019 at a pay rate of \$18.41 per hour, up to a maximum of \$6,630.00. In

addition, Tim Hungerford of Hungerford Vinton will remain as a consultant, on an as needed basis for 2019, at an hourly rate of \$75.00, not to exceed \$1,600.00.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 13-0119 REAPPOINTING EILEEN GRAH AS TOWN OF KENDALL LIBRARIAN

Be it resolved to reappoint Eileen Grah as the Town of Kendall Librarian for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 14-0119 REAPPOINTING PAUL HENNEKEY AS CODE ENFORCEMENT OFFICER

Be it resolved to reappoint Paul Hennekey as the Code Enforcement Officer for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 15-0119 REAPPOINTING DANIEL STRONG AS DEPUTY CODE ENFORCEMENT OFFICER

Be it resolved to reappoint Daniel Strong as the Deputy Code Enforcement Officer for the Town of Kendall through the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 16-0119 REAPPOINTING JAMES CARROLL TO THE POSITION OF BUILDING MAINTENANCE WORKER

Be it resolved to reappoint James Carroll to the position of Building Maintenance Worker for the year 2019. At an hourly wage of \$11.80.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 17-0119 DRUG AND ALCOHOL TESTING BY OCCU-STAR OF WESTERN NEW YORK

Be it resolved that the Superintendent of Highways is authorized to sign an agreement for the year 2019 with Occu-Star of Western New York for the Town of Kendall's CDL Drug and Alcohol testing.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 18-0119 NAMING THE BANK OF DEPOSIT AS FIVE STAR BANK

Be it resolved that Five Star Bank is designated as the bank of deposit for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 19-0119 DEPOSIT OF SURPLUS MONEY

Be it resolved that the Supervisor is authorized to deposit surplus monies in time deposit accounts where the greatest amount of interest can be secured.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 20-0119 CONTRACTUAL BILLS AND INVOICES WITH DISCOUNT

Be it resolved that the Supervisor is authorized to pay all contractual bills and all invoices offering a discount, upon approval of the Department Head, and with proper vouchering procedure.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 21-0119 DELEGATION OF AUTHORITY TO SUPERVISOR

WHEREAS, the Town of Kendall must function between regular town board meetings and...

WHEREAS, Town Law, Section 29(16) specifically provides for the delegation of the power and duties of administration and supervision to the Supervisor and...

WHEREAS, it is understood that by such delegation of **the Town Board may not abdicate to the Supervisor or surrender to him the Board's basic statutory responsibilities...**

Now be it hereby RESOLVED, that the Town Board of the Town of Kendall hereby authorizes and delegates to the Town Supervisor powers and duties of day to day administration and supervision of all Town and Special District Facilities and employees, consistent with and in furtherance of any and all State and Federal laws applicable thereto, and with any and all local laws, resolutions, or policies hereto or hereafter adopted by this Town Board.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 22-0119 NAMING THE OFFICIAL NEWSPAPER

Be it resolved that the **Hamlin-Clarkson Herald (Westside News)** is designated as the official newspaper for the Town of Kendall for the year 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 23-0119 ESTABLISHING THE REGULAR BOARD MEETING SCHEDULE

Be it resolved that regular meetings of the Town Board of the town of Kendall be held at the Kendall Town Hall, 1873 Kendall Road, on the third Tuesday of each month at 7:00 p.m.

Be it further resolved that the Town Clerk is directed to place a notice in the official newspaper to notify the public about the regular board meeting schedule.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 24-0119 ESTABLISHING REGULARLY SCHEDULED CONFERENCE SESSIONS (WORKSHOPS)

WHEREAS, it is desired to provide opportunity for sufficient board member and public comment to define and develop the knowledge of, and content for, board resolutions in advance of regularly scheduled Town Board meetings and to advance strategy and responsibilities for Town Board courses of action, and to properly audit all claims for payment...

Now be it hereby **RESOLVED** that the Town Board of the Town of Kendall establishes and provides for regularly scheduled work sessions to occur on the first Tuesday of each month at 7:00 p.m., and on the Saturday preceding the third Tuesday of each month at 9:00 a.m., and on each Monday evening from 7:00 to 9:00 p.m., excluding holidays.

Be it further resolved that the Town Clerk is directed to place a notice in the Official Newspaper to notify the public about the regularly scheduled conference session (workshop) schedule.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 25-0119- SETTING 2019 SALARY SCHEDULE

Be it resolved, to adopt this salary schedule for 2019:

TOWN OF KENDALL 2019 SALARY SCHEDULE

Supervisor \$8,400.00
Budget Officer \$1,600.00
Deputy Supervisor \$300.00
Councilperson (4) \$3,120.00
Justice 1 \$7,840.92
Justice 2 \$6,699.00
Court Clerk \$5,778.30
Assessor \$59,900 (shared with Town of Carlton)
Board of Assessment Review (4) \$130.00 each
Town Clerk \$29,000.00
Registrar of Vital Statistics \$500.00
Code Enforcement Officer \$12,240.00
Deputy Code Enforcement Officer \$8,400.00
Superintendent of Highways \$54,250.04
Historian \$800.00
Youth Recreation Director \$8,125.00
Adult Recreation Director \$875.00
Zoning Board of Appeals Chairman \$1,040.00
Zoning Board of Appeals Members (4) \$840.00 each
Planning Board Chairman \$1,450.00
Planning Board Member (4) \$875.00 each
Orleans County Planning Board Member \$110.00
Election Inspectors \$11.10 per hour
Training Class \$30.00 per session

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 26-0119- 2019 HIGHWAY WAGE SCHEDULE AND WORK AGREEMENT

Be it resolved that the following Salary Schedule and Work Agreement for the Highway Department be adopted for the year 2019 as submitted by Superintendent of Highways Warren Kruger:

TOWN OF KENDALL HIGHWAY DEPARTMENT SALARY SCHEDULE AND WORK AGREEMENT FOR 2019

Full Time Motor Equipment Operators (MEO) - from federal minimum wage up to \$21.10 per hour

Part Time Motor Equipment Operators (MEO-PT) - from Federal minimum wage up to \$16.00 per hour

Full Time Laborer - from Federal minimum wage up to \$12.80 per hour

Part Time Laborer- from Federal minimum wage up to \$12.00 per hour

Employees are to be paid biweekly for an 80 hour pay period. Time and one half (1-1/2) wages will be paid for overtime beyond forty (40) hours worked in each week.

Employees will be provided work clothes up to \$300.00 per year through a uniform service or reimbursement for employee purchases with documented receipts. The Town does not reimburse for sales tax paid.

Following completion of a two (2) month probation period, sick time benefits will be paid to full-time employees as follows:

- 1st year of employment up to five (5) days paid
- 2nd year of employment up to ten (10) days paid
- 3rd year of employment up to fifteen (15) days paid
- 4th year of employment up to twenty (20) days paid
- 5th year of employment up to twenty five (25) days paid

Beyond five (5) years: one (1) additional day per month worked, up to a maximum of one hundred eighty (180) days paid.

A certificate from the employee's physician will be required after being sick for three (3) consecutive days for benefits to be paid.

Sick pay accumulation will NOT be paid out at retirement or termination.

Vacation time benefits will be paid to full time employees as follows and may NOT be carried over or accumulated in subsequent years. The Highway Superintendent may deny specific dates for vacation because of workload requirements.

Vacation time benefits as follows:

1st year of employment - one (1) paid day of vacation for each month worked after completing a two (2) month probation period, (maximum 10 days)

2nd -10th year of employment - ten (10) days paid vacation

After ten (10) years of employment - fifteen (15) days paid vacation

Holidays will be paid for Full Time Employees as follows:

New Year's Day, Dr. Martin Luther King, Jr.'s Birthday, Good Friday, Memorial Day, Fourth of July, Labor Day, Election Day, Veterans' Day, Thanksgiving Day, and Christmas Day. Saturday holidays will be observed on the Friday preceding the holiday and Sunday holidays will be observed on the Monday following the holiday.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

**RESOLUTION 27-0119- AUTHORIZING ENGAGEMENT LETTER WITH AUDITORS
AMATO FOX & COMPANY**

BE IT RESOLVED that the Supervisor is authorized to sign an engagement letter with Amato Fox & Company to have Amato Fox & Company conduct a Government Audit and a Justice Audit for the Town of Kendall for the year ended December 31, 2018 in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996; and provisions of OMB Circular A-133, and provisions of, and other procedures considered necessary to Amato Fox & Company.

ALSO RESOLVED, that said audits will be performed for a combined fee of \$6,600.00. Results of said audits will be available for the Town of Kendall on or about April 1, 2019. Justice audits will be available on or about August 1, 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 28-0119 AUTHORIZING THE FILING OF A BLANKET UNDERTAKING

Be it resolved that the Kendall Town Board authorizes the filing of a blanket bond to indemnify all officers required to file an undertaking. It is further resolved that a certified copy of this resolution authorizing the blanket bond will be attached to the bond and filed in the County Clerk's office.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 29-0119 TO REVISE THE PER DIEM RATE FOR TOWN BUSINESS

WHEREAS, the Per Diem Rate for Town Business Policy has been created by Town Board Resolution 28-109 and...

WHEREAS, Resolution 30-0118 established \$0.545 per mile as the reimbursement rate for Town of Kendall Officials for mileage expenses while on town business during 2018, and ...

WHEREAS, after review of this policy by the Town Board, the following changes are recommended and designed to harmonize the Per Diem Rate for Town Business Policy with the establishment of the 2019 mileage rate,

Now, therefore, be it **RESOLVED** to make the following changes to the Per Diem Rate for Town Business Policy:

Item 4 now reads "*Transportation – The Internal Revenue Service has set mileage reimbursement for the year 2018 at the rate of \$.545 per mile.*"

to now read *“Transportation – the Internal Revenue Service has set mileage reimbursement for the year 2019 at the rate of \$0.58 per mile.”*

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 30-0119 REQUIRING DEPARTMENT HEADS, BOARD CHAIRS, AND THE ENGINEER FOR THE TOWN TO OBTAIN ADVICE AND CONSENT OF THE SUPERVISOR TO ENGAGE THE ATTORNEY FOR THE TOWN

Be it resolved that Department Heads, Board Chairs, and the Engineer for the Town shall obtain advice and consent of the Town Supervisor, or in his absence, the Deputy Town Supervisor, to engage the Attorney for the Town.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 31-01189 APPOINTING ANTHONY CAMMARATA AS THE FAIR HOUSING OFFICER

Be it resolved that the Town Board appoints Anthony Cammarata to serve as the Fair Housing Officer for the Town of Kendall for 2019.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 32-0119 APPOINTING LABELLA ASSOCIATES AS THE ENGINEERING FIRM FOR THE TOWN

Be it resolved that the Town Board appoints LaBella Associates, DPC, at 300 State Street, Rochester, New York 14614, as the engineering firm for the year 2019 for the Town of Kendall, New York.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 33-0119 PAYCHEX AS PAYROLL SERVICE

Be it resolved that the Town Board of the Town of Kendall authorizes Supervisor Cammarata to execute an agreement with Paychex for payroll services for the year 2019, at a cost not to exceed two thousand two hundred dollars, (\$2,200.00) and subject to attorney approval as to form, content and legal compliance.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 34-0119 AGREEMENT WITH THE ORLEANS COUNTY OFFICE OF THE AGING FOR 2019

Be it resolved that the Town Board of the Town of Kendall authorizes Supervisor Cammarata to negotiate and execute an in kind agreement with the Orleans County Office of the Aging for use of building space in the Kendall Town Hall for the Orleans County Office of the Aging's Elderly Nutrition Program for 2019, subject to attorney approval as to form, content and legal compliance.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 35-0119 REAPPOINTING JOHN HUGHES TO KENDALL TOWN PLANNING BOARD

Be it resolved to reappoint John Hughes to the Kendall Town Planning Board to a four year term, such term expiring December 31, 2022.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 36-0119 COMPUTER/IT AGREEMENT

WHEREAS, the Town of Kendall is in need of certain computer and IT maintenance services and support on an ongoing basis, therefore, be it

RESOLVED, that the Supervisor is authorized to sign an agreement with C&H PC for the provision of such services for 2019, for the fee of \$1,000.00, subject to review and approval by the Attorney for the Town as to form and content.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 37-0119 REAPPOINTMENT TO THE KENDALL MEDICAL OVERSIGHT BOARD

Be it resolved to re-appoint Catherine Renko to the Kendall Medical Office Oversight Board, for a four year term, with such term expiring on December 31, 2022.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, which was seconded by Councilwoman Szozda:

RESOLUTION 38-0119 REAPPOINTING PAUL JENNINGS TO THE BOARD OF ASSESSMENT REVIEW

Be it resolved to reappoint Paul Jennings to the Board of Assessment Review for a five year term, expiring on September 30, 2023.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, which was seconded by Councilwoman Flow:

RESOLUTION 39-0119 AUTHORIZING AGREEMENT WITH FISCAL ADVISORS

Be it hereby resolved to authorize Supervisor Cammarata to sign an agreement with Fiscal Advisors & Marketing, Inc., for the purpose of undertaking a review of bond anticipation notes for the Town's Water Districts 8, 9, and 10, as well as the consolidation of bond anticipation notes for Water District 6 and the Caterpillar loader. This is subject to review and approval by the Attorney for the Town as to form and content and legal compliance.

Supervisor Cammarata called for vote, resulting in all ayes, and declared the motion carried.

SUPERVISOR APPOINTMENTS FOR 2019

Budget Officer: Anthony Cammarata

Deputy Supervisor: M. Lynn Szozda

KENDALL TOWN BOARD STANDING COMMITTEES FOR THE YEAR 2019

Public Safety/Emergency Services & Occupational Safety Includes liaison with Fire Dept., Law Enforcement, Code Enforcement, OCHD, NYDEC, workplace and property safety for all locations and activities of the Town of Kendall. Chair Martin; Alternate: Flow; Dept. Head: Kruger

Highway Includes TOK Highway Dept., Orleans Co. Highway Dept., and NYSDOT. Chair: Martin; Alternates: Newell; Dept. Head: Kruger

Buildings & Grounds Includes the maintenance and upkeep of all town buildings, property and cemeteries. Chair: Martin; Alternate: Flow; Dept. Head: Kruger

Planning, Zoning and Agriculture Chair: Newell; Alternate: Szozda; Dept. Heads: Kludt , Bolton

Community Relations Liaison with schools, churches, medical office, and service clubs. Chair: Flow; Alternate: Szozda, Dept. Head: Richardson

Finance, Taxes and Special Districts: Chair: Cammarata, Alternate: Szozda

Information Services including computer systems, record management, copy equipment, document format, telephone system. Chair: Flow; Alternate: Newell; Dept. Head: Richardson

Employee Benefits Chair: Szozda, Alternate: Flow

Culture & Recreation Youth Programs, Adult Recreation, Library, History, Celebrations. Chair:

Flow, Alternate: Szozda, Dept. Heads: Werth, Grah, Blosenbauer, Richardson

Human Resources & Ethics Including but not limited to Drug & Alcohol Testing, Substance Abuse, Related Counseling & Rehabilitation, Discrimination, Work Place Behavior, Conflicts in the Workplace, and Conflicts of Interest. Chair: Szozda, Alternate: Newell

Discussions:

By October 2019, all employees must complete sexual Harassment prevention training.

A petition for re-zoning an area on Petersmith Road has been received, and will be addressed in January.

Councilwoman Szozda made a motion to adjourn; seconded by Councilwoman Flow; all ayes. Supervisor Cammarata adjourned the meeting at 7:55 p.m.

Respectfully Submitted,

Amy Richardson
Kendall Town Clerk