

KENDALL TOWN BOARD
2023 ORGANIZATIONAL MEETING
Tuesday, January 3, 2023, 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	absent
Councilman Jennings	present
Councilman Martin	present
Councilwoman Szozda	present
Supervisor Cammarata	present

SUPERVISOR’S REMARKS

“Happy New Year to All”

This year, we have a wish list that we hope will enhance the lives of our residents. In no particular order, we have the following we want to accomplish in 2023.

REDI PUBLIC CULVERTS
REDI THOMPSON PARK
REDI SEWER DISTRICT GRANT FUNDING

JOULE COMMUNITY ENERGY SAVINGS

WD#11 FUNDING TO HELP RESIDENTS WHO NEED WATER

LOCAL LAW TAX EXEMPTION FOR FIRST RESPONDERS

MASTER PLAN REVIEW AND UPDATE

WISHING TO ALL, HEALTH AND CONTINUED HAPPINESS IN 2023 AND IN ALL THE YEARS BEYOND.”

RESOLUTIONS

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 1-0123 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 2023. It is further resolved that the Supervisor is authorized to sign a legal services agreement for the year 2023 with Andrew Meier, Esq. on behalf of the Town of Kendall for different types of services, with Town Board consent.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 2-0123 APPOINTING JOHN SANSONE, Esq. AS SPECIAL PROSECUTOR FOR THE TOWN OF KENDALL

Be it hereby resolved to appoint John S. Sansone, Esq., to act as an attorney for the Town of Kendall, in the capacity of Special Prosecutor, regarding code enforcement issues and agreed upon responsibilities. The term shall be January 1, 2023 through December 31, 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 3-0123 REAPPOINTING BRUCE NEWELL AS CHAIRMAN OF THE TOWN OF KENDALL PLANNING BOARD

Be it hereby resolved to reappoint Bruce Newell as Chairman of the Town of Kendall Planning Board, for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 4-0123 APPOINTING DAVID BENTLEY AS ALTERNATE FOR THE KENDALL ZONING BOARD OF APPEALS

Be it hereby resolved to appoint David Bentley as an alternate to the Kendall Zoning Board of Appeals of the Town of Kendall, with a term ending 12-31-2027.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Jennings:

RESOLUTION 5-0123 REAPPOINTING SHAD SPEER TO THE TOWN OF KENDALL ZONING BOARD OF APPEALS

Be it hereby resolved, to reappoint Shad Speer to the Kendall Zoning Board of Appeals of the Town of Kendall, to serve a five year term, to expire on December 31, 2027.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 6-0123 REAPPOINTING PATRICK BOLTON AS CHAIRMAN OF THE ZONING BOARD OF APPEALS

Be it hereby resolved, to reappoint Patrick Bolton as Chairman of the Town of Kendall Zoning Board of Appeals for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 7-0123 REAPPOINTING MICHELLE WERTH AND EDEN RODAS AS CO-DIRECTORS OF YOUTH RECREATION

Be it hereby resolved, to reappoint Michelle Werth and Eden Rodas as Co-Directors of Youth Recreation for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Szozda:

RESOLUTION 8-0123 REAPPOINTING FRED CONRADT AS ADULT RECREATION REPRESENTATIVE

Be it resolved, to reappoint Fred Conradt as Adult Recreation Representative for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 9-0123 REAPPOINTING AMY RICHARDSON AS WATER COLLECTIONS CLERK

Be it hereby 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 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 10-0123 REAPPOINTING STEVEN GIVERSON AS CUSTODIAN FOR BEECHWOOD CEMETERY

Be it hereby resolved, to reappoint Steven Giverson as Custodian for Beechwood Cemetery for the Town of Kendall at an annual salary of \$ 600.00 for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 11-0123 APPOINTING STEVEN GIVERSON AS CUSTODIAN FOR GREENWOOD CEMETERY

Be it hereby resolved, to appoint Steven Giverson as Custodian for Greenwood Cemetery for the Town of Kendall at a salary of \$ 600.00 for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 12-0123 REAPPOINTING DAVID STRASENBURGH AS CUSTODIAN FOR MORTON UNION CEMETERY

Be it hereby resolved, to appoint David Strassenburgh as custodian for Morton Union Cemetery, at a salary of \$500.00 for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 13-0123 REAPPOINTING JESSICA MAIER AS COURT CLERK

Be it hereby resolved, to reappoint Jessica Maier as Court Clerk for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Jennings:

RESOLUTION 14-0123 REAPPOINTING NORM ST. JOHN AS BOOKKEEPER AND TIM HUNGERFORD AS CONSULTANT

Be it hereby resolved, to reappoint Norman St. John, of 1203 Redman Road, Hamlin, New York, as bookkeeper for the year 2023. In addition, Tim Hungerford of Hungerford Vinton will remain as a consultant, on an as needed basis for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 15-0123 REAPPOINTING EILEEN GRAH AS TOWN OF KENDALL LIBRARIAN

Be it hereby resolved, to reappoint Eileen Grah as the Town of Kendall Librarian for the year 2023. Martin made the following motion, which was seconded by Szozda:

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 16-0123 REAPPOINTING PAUL HENNEKEY AS CODE ENFORCEMENT OFFICER

Be it hereby resolved, to reappoint Paul Hennekey as the Code Enforcement Officer for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Szozda:

RESOLUTION 17-0123 REAPPOINTING DANIEL STRONG AS DEPUTY CODE ENFORCEMENT OFFICER

Be it hereby resolved, to reappoint Daniel Strong as the Deputy Code Enforcement Officer for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 18-0123 REAPPOINTING KEN SPOHR AND STEVEN GIVERSON TO THE POSITION OF BUILDING MAINTENANCE WORKERS

Be it hereby resolved, to reappoint Ken Spohr and Steven Giverson, to the positions of Building Maintenance Workers for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 19-0123 DRUG AND ALCOHOL TESTING BY OCCU-STAR OF WESTERN NEW YORK

Be it hereby resolved, that the Superintendent of Highways is authorized to sign an agreement for the year 2023 with Occu-Star of Western New York, for the Town of Kendall's CDL Drug and Alcohol testing.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 20-0123 NAMING THE BANK OF DEPOSIT AS FIVE STAR BANK

Be it hereby resolved, that Five Star Bank is designated as the bank of deposit for the Town of Kendall for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 21-0123 DEPOSIT OF SURPLUS MONEY

Be it hereby resolved, that the Town Supervisor is authorized to deposit surplus monies in time deposit accounts where the greatest amount of interest can be secured in 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 22-0123 CONTRACTUAL BILLS AND INVOICES WITH DISCOUNT

Be it hereby resolved, that in 2023, the Town Supervisor is authorized to prepay all contractual bills, and all invoices offering a discount, upon approval of the Department Head, and with proper vouchering procedure.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Jennings:

RESOLUTION 23-0123 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 Town Supervisor and...

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

Now, be it hereby RESOLVED, that the Town Board of the Town of Kendall 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.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 24-0123 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 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 25-0123 ESTABLISHING THE REGULAR BOARD MEETING SCHEDULE

Be it hereby 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 once to notify the public about the regular board meeting schedule.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Szozda:

RESOLUTION 26-0123 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, so then

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.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 27-0123 SETTING 2023 SALARY SCHEDULE

Be it hereby resolved, to adopt this salary schedule for 2023:

TOWN OF KENDALL 2023 SALARY SCHEDULE

Supervisor \$9,600
Budget Officer \$1,600
Deputy Supervisor \$300
Councilperson (4) \$3,550
Justice \$10,000
Court Clerk \$ 8,000
Assessor \$49,500 (shared with Town of Carlton)
Board of Assessment Review (4) \$130 each
Town Clerk \$34,250
Registrar of Vital Statistics \$600
Water Clerk For Water District Six \$700
Code Enforcement Officer \$15,000
Deputy Code Enforcement Officer \$10,000
Superintendent of Highways \$63,750
Historian \$1,200
Youth Recreation Director (2) \$4,250
Adult Recreation Director \$900
Zoning Board of Appeals Chairman \$1,690
Zoning Board of Appeals Members (5) \$1,000 each
Planning Board Chairman \$1,690
Planning Board Member (5) \$1,050 each
Orleans County Planning Board Member \$110

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 28-0123 2023 HIGHWAY WAGE SCHEDULE AND WORK AGREEMENT

Be it hereby resolved, that the following Salary Schedule and Work Agreement for the Highway Department be adopted for the year 2023, as submitted by Superintendent of Highways Warren Kruger:

TOWN OF KENDALL HIGHWAY DEPARTMENT WAGE SCHEDULE AND WORK AGREEMENT FOR 2023

Full Time Motor Equipment Operators (MEO) - from federal minimum wage up to \$25.45 per hour

Part Time Motor Equipment Operators (MEO-PT) - from Federal minimum wage up to \$21.00 per hour

Full Time Laborer - from Federal minimum wage up to \$17.00 per hour

Part Time Laborer- from Federal minimum wage up to \$16.50 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 \$350.00 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 Day, 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.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 29-0123 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.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 30-0123 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 28-0109 and...

WHEREAS, Resolution 31-0121 established \$0.56 per mile as the reimbursement rate for Town of Kendall Officials for mileage expenses while on town business during 2022, and subsequently raised it to \$0.625 per mile after June 30, 2022, to follow IRS guidelines, 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 2023 mileage rate,

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

Change Item 4 from *“Transportation – The Internal Revenue Service has set mileage reimbursement for the year 2022 at the rate of \$0.575 per mile.”*

To now read *“Transportation – the Internal Revenue Service has set mileage reimbursement for the year 2023 at the rate of \$0.655 per mile.”*

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 31-0123 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.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Jennings:

RESOLUTION 32-0123 APPOINTING ANTHONY CAMMARATA AS THE FAIR HOUSING OFFICER

Be it hereby resolved, that the Town Board appoints Anthony Cammarata to serve as the Fair Housing Officer for the Town of Kendall for 2023. This will be properly publicized.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 33-0123 APPOINTING LABELLA ASSOCIATES AS THE ENGINEERING FIRM FOR THE TOWN

Be it resolved, that the Town Board appoints LaBella Associates, DPC, of 300 State Street, Rochester, New York 14614, as the engineering firm for the year 2023 for the Town of Kendall, New York.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 34-0123 PAYCHEX AS PAYROLL SERVICE

Be it hereby 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 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Szozda:

RESOLUTION 35-0123 AGREEMENT WITH THE ORLEANS COUNTY OFFICE OF THE AGING FOR 2023

Be it hereby 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 an Orleans County Office of the Aging's Elderly Nutrition Program site for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Jennings made the following motion, which was seconded by Martin:

RESOLUTION 36-0123 COMPUTER/INFORMATION TECHNOLOGY AGREEMENT

WHEREAS, the Town of Kendall is in need of certain computer and IT 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 2023, subject to review and approval by the Attorney for the Town as to form and content.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 37-0123 REAPPOINTMENT TO THE KENDALL MEDICAL OVERSIGHT BOARD

Be it resolved, to re-appoint Cathy Renko to the Kendall Medical Office Oversight Board, for a four year term, with such term expiring on December 31, 2026.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Jennings:

RESOLUTION 38-0123 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 NYS REDI projects and any other BANs which may be necessary in 2023. This is subject to review and approval by the Attorney for the Town as to form and content.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Martin made the following motion, which was seconded by Szozda:

RESOLUTION 39-0123 APPOINTING A. EUGENE MASSEY AS ASSISTANT TO THE ASSESSOR

Be it hereby resolved, to appoint A. Eugene Massey as Assistant to the Assessor for the year 2023, at an hourly wage of \$ 30.00.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Martin:

RESOLUTION 40-0123 REAPPOINTING MICHELE WERTH AS ADULT RECREATION DIRECTOR

Be it hereby resolved to reappoint Michele Werth as Director of Adult Recreation for the Town of Kendall, for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Szozda made the following motion, which was seconded by Jennings:

RESOLUTION 41-0123 RECOMMENDING TO THE ORLEANS COUNTY LEGISLATURE THAT BRUCE NEWELL BE REAPPOINTED AS A REPRESENTATIVE FOR THE TOWN OF KENDALL TO THE ORLEANS COUNTY PLANNING BOARD

Be it hereby resolved, that Bruce Newell be recommended for reappointment as the representative for the Town of Kendall, to the Orleans County Planning Board, for the year 2023.

Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

SUPERVISOR APPOINTMENTS FOR 2023

Budget Officer: Anthony Cammarata

Deputy Supervisor: M. Lynn Szozda

Historian: Lydia Richardson

KENDALL TOWN BOARD STANDING COMMITTEES FOR THE YEAR 2023

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: Flow; 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: Jennings; Alternate: Szozda; Dept. Heads: Newell and 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: Jennings; 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 and Rodas, Grah, L. Richardson, A. 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

With no further business being brought forward at this time, Martin made a motion to adjourn. Motion seconded by Jennings. All were in favor. Meeting adjourned at 7:38 p.m.

Respectfully Submitted,

Amy K. Richardson, Kendall Town Clerk