

January 4, 2023 Organizational Meeting

Supervisor Wilcox called the meeting to order at 6:00pm and led in the Flag Salute at the advertised organizational meeting of the Worcester Town Board held at 6:00pm, January 4, 2023 in the Town Building, 19 Katie Lane, Worcester, New York.

Present:	Jeff Wilcox	----	Supervisor
	Tim Lehenbauer	----	Councilman
	Brendon Ralph	----	Councilman
	Harold Ridgeway	----	Councilman
	Dave Miller	----	Councilman

Others present: Marilyn Dufresne, Agnes Terrell and Ellie Hill (Bookkeeper)

Jo-Ann Beverland read a letter from Freeland VanBuren asking to be reappointed to his position as court monitor and recycling manager.

RESOLUTION #1: Offered by Councilman Ridgeway, 2nd by Councilman Miller: BE IT RESOLVED: that the Worcester Town Board re-appoint Marvin Parshall of Parshall & West the TOWN ATTORNEY for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #2: Offered by Councilman Lehenbauer, 2nd by Councilman Ralph: BE IT RESOLVED: that the Worcester Town Board hold their REGULAR MONTHLY BUSINESS MEETING on the second (2nd) Monday of each month and the SECOND MONTHLY MEETING on the fourth (4th) Monday of each month at 7pm. in the municipal building at 19 Katie Lane, Worcester, New York. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #3: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to authorize that any Town Employee (elected or appointed) be eligible to subscribe to the Town's Medical/dental/vision Health Plan where the individual pays the total cost. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #4: Offered by Councilman Ralph, 2nd by Councilman Miller: BE IT RESOLVED: that the Worcester Town Board re-affirms Res. #91 (09/9/19) appointing Glenna Jeschke as SOLE ASSESSOR to a six (6) year term commencing on October 1, 2019 and ending September 30, 2025, with a salary of \$15,918.00 , paid bi-weekly. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #5: Offered by Councilman Miller, 2nd by Councilman Lehenbauer: BE IT RESOLVED: that the Worcester Town Board re-appoints Jo-Ann Beverland as assessor clerk at a salary of \$1,560 to be paid quarterly. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #6 : Offered by Councilman Ralph, 2nd by Councilman Lehenbauer: Be it resolved that the Worcester Town Board reaffirms the investment policy adopted in 1996 with the following

being the depositories: Bank of Richmondville and Community Bank. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #7: Offered by Councilman Miller, 2nd by Councilman Ralph : BE IT RESOLVED: that the Worcester Town Board re-appoint Marilyn Dufresne as TOWN HISTORIAN and Officer in Charge of Historical Records for the year 2023 at an annual salary of \$200.00. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #8 : Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: that the Worcester Town Board designate the DAILY STAR of ONEONTA as the Town's legal newspaper and the TIMES-JOURNAL of COBLESKILL as a second legal newspaper when wider circulation may be desired. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #9: Offered by Councilman Ralph, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to re-appoint Kathleen McTaggart as WORCESTER CENTRAL SCHOOL CROSSING GUARD at a rate of \$20 per day. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #10: Offered by Councilman Miller, second by Councilman Ridgeway: BE IT RESOLVED that the Worcester Town Board appoints, Dominique Dunham as WORCESTER CENTRAL SCHOOL DEPUTY CROSSING GUARD for 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #11: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: that the Supervisor or Deputy Supervisor pay East Worcester and Worcester Water District employee's and Collector's salaries not to exceed amounts set in the 2023 Budget and the Town's share of Social Security where applicable. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #12: Offered by Councilman Miller, 2nd by Councilman Ridgeway: BE IT RESOLVED: that the Supervisor pay East Worcester and Worcester Fire Districts according to the 2023 budgetary amounts as soon as the tax monies are available. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #13: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: that authorization be given to the Highway Superintendent to purchase tools not to exceed \$2,500.00 (two-thousand five hundred dollars) and \$2,500.00 (two thousand five hundred dollars) for implements, repair parts and equipment without Board approval but still abiding by the bid process in the Town's Procurement Policy. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #14: Offered by Councilman Lehenbauer, 2nd by Councilman Ridgeway: BE IT RESOLVED: that authorization be given to the Supervisor or Deputy Supervisor to pay all elected and appointed officials and Highway Payroll certified by the Highway Superintendent not to exceed wage amounts approved by the Board or number of hours indicated. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #15: Offered by Councilman Ridgeway, 2nd by Councilman Miller: BE IT RESOLVED: that authorization to be given to the Supervisor or Deputy Supervisor to pay salaries of the Youth Recreation Program employees not to exceed the 2023 Budgeted amounts plus Town’s share of social security. Payroll to be submitted by the Program Director and be paid bi-weekly. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #16: Offered by Councilman Lehenbauer, 2nd by Councilman Ralph: BE IT RESOLVED: that Town Officials may claim 48c (forty-eight cents) a mile traveled by personal vehicle on mandated Official Town business. Further, all officials may charge same for non-mandated schooling, meetings, workshops etc. with prior authorization from the Town Board. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #17: Offered by Councilman Ralph, 2nd by Councilman Miller: BE IT RESOLVED: that Town Officials seek prior authorization from the Town Board before attending any school exceeding \$100.00 (one hundred dollars) in cost. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #18: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: that the following salaries be paid elected and appointed Officials as adopted in the 2023 Budget as follows:

Supervisor	\$7,770.00
Councilmen (4) @ \$2,514.00	\$10,056.00
Town Clerk	\$13232.00
Hwy. Superintendent	\$50,677.00
Justices (2) @ \$7,882.00	\$15764.00
Sole Assessor	\$15,918.00
Tax Collector	\$2,858.00
Court Clerk	\$7,580.00
Town Attorney	\$1,200.00
Town Bookkeeper	\$15,635.00
Highway Secretary	\$13,700.00
Assessor Clerk	\$1,560.00

Salaries to be paid quarterly except that of the Highway Superintendent, Bookkeeper, Highway Secretary, Assessor and Town Clerk which will be paid bi-weekly. The Board of Assessment Review, Town Attorney and Health Officer are to be paid annually plus Town’s share of social security where it applies. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #19: Offered by Councilman Lehenbauer, 2nd by Councilman Miller: BE IT RESOLVED: that the Board of Assessment Review members be paid prevailing minimum wage or \$14.20 per hour, which ever is greater and the Secretary be paid at the same rate for additional duties.

VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #20: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: that the following be adopted as the general procedural Agenda for the regularly scheduled meetings of the Town Board.

- Call to Order/Flag Salute
- Minutes
- Public Input
- Highway Superintendent
- Water Superintendent
- Financial/Audit of Claims
- County Representative
- Planning Board
- Committee Reports
- Supervisor Information
- Old Business
- New Business
- Town Clerk
- Adjournment

VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #21: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer : BE IT RESOLVED: that part-time Highway Employees be paid an amount not to exceed \$18 an hour unless they have a Commercial Drivers License in which case pay is not to exceed \$20.00 per hour.

VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #22: Offered by Councilman Miller, 2nd by Councilman Ralph : BE IT RESOLVED: that full-time Highway Employee's pay and benefits are to be subject to the Union contract signed with the International Brotherhood of Electrical Workers, Local 97, effective January 1, 2023 through December 31, 2026. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

The Town Clerk chose not to have a Deputy Town Clerk.

RESOLUTION #23: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: that Community Bank, Schenevus Branch Office and the Bank of Richmondville be the Official Banks for all deposits by all officials under Sec. 69 of Town Law and that the Supervisor has the authority to invest in another bank for the purpose of obtaining the best

interest rates possible under Sec. 11 of General Municipal law. This is done with acknowledgment to the State Comptroller's Guidelines. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #24: Offered by Councilman Lehenbauer, 2nd by Councilman Ralph: BE IT RESOLVED: that authorization be given to the Water Superintendent to purchase emergency equipment for up to \$1,000.00 (one thousand dollars) without prior Board approval but still abiding by the bid process in the Town's Procurement Policy. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Supervisor Wilcox appointed Ellie Hill as the Town's Bookkeeper/Secretary for the year 2023.

RESOLUTION #25: Offered by Councilman Ridgeway, second by Councilman Lehenbauer: BE IT RESOLVED: that the Worcester Town Board reappoints Herb Fiederer to the Zoning Board of Appeals with a term to expire in January of 2028. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #26 : Offered by Councilman Miller, 2nd by Councilman Lehenbauer: BE IT RESOLVED: To re-affirm the status of the ZONING BOARD OF APPEALS appointments. Terms will expire as follows: Kathryn Demby 1/24. *vacant* 1/25, Diane Addesso 1/26, Richard Soules 1/27, Herb Fiederer 1/28. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #27: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: to appoint Jo-Ann Beverland as Registrar of Vital Statistics at an annual salary of \$578 and Theresa Walsh as Deputy Registrar of Vital Statistics for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION # 28: Offered by Councilman Lehenbauer, 2nd by Councilman Miller: BE IT RESOLVED: to re-affirm the status of the Planning Board appointments. Current seven year terms will expire as follows:; Chuck Thompson 2/23: *vacant* 2/24; Terri Merz 2/25, Pat Fiederer 2/26, Rita Tetenes 2/27; Josh Taylor 2/28. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Supervisor Wilcox will check with Jim Gardner and Chuck Thompson to see if they would like to stay on the Planning Board for another term.

RESOLUTION #29: Offered by Councilman Ralph, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to re-appoint Cheri Kinch-Powers as TOWN JUSTICE COURT CLERK for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #30: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: that the Worcester Town Board appoints Supervisor Wilcox as the BUDGET OFFICER for the Town of Worcester for the year 2023. VOTE: Ayes: 4(Miller, Lehenbauer,

Ralph, Ridgeway) Noes: 0 (Wilcox abstained)

RESOLUTION #31: Offered by Councilman Ralph, 2nd by Councilman Ridgeway: BE IT RESOLVED: to authorize the payment of \$10.00 (ten dollars) a night to selected TOWN COURT JURORS as compensation for their civic duty. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #32: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to appoint Jeff Wilcox as the FAIR HOUSING OFFICER for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #33: Offered by Councilman Miller, 2nd by Councilman Ralph: BE IT RESOLVED: to appoint Jo-Ann Beverland as the RECORDS ACCESS OFFICER for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #34: Offered by Councilman Lehenbauer, 2nd by Councilman Ralph: BE IT RESOLVED: to appoint Jennifer Larrabee as Dog Control and Dog Damage Officer for 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #35: Offered by Councilman Ridgeway, 2nd by Councilman Ralph: BE IT RESOLVED: to re-appoint Jo-Ann Beverland as HIGHWAY SECRETARY/ BOOKKEEPER for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #36: Offered by Councilman Miller, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to re-appoint Freeland VanBuren as TOWN COURT ATTENDANT for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #37: Offered by Councilman Ridgeway, 2nd by Councilman Lehenbauer: BE IT RESOLVED: to appoint Jo-Ann Beverland as WORCESTER WATER DISTRICT #2 WATER RENT COLLECTOR at a salary of \$4,650.00 for the year 2023 and EAST WORCESTER WATER DISTRICT #1 WATER RENT COLLECTOR at a salary of \$1,312.00. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #38: Offered by Councilman Ridgeway, 2nd by Councilman Miller : BE IT RESOLVED that the Worcester Town Board re-appoints Mike TenEyck as Land Use Officer for 2023 at a salary of \$3,060. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Richard Evans appoints Ted Handy as Deputy Highway Superintendent with an hourly stipend of 50 cents and Jo-Ann Beverland as Highway Secretary at an annual salary of \$13,700.00.

RESOLUTION #39: Offered by Councilman second by Councilman : BE IT RESOLVED that the Worcester Town Board accepts the Susquehanna SPCA Animal Services Contract for the year of 2023.

VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #40: Offered by Councilman Ralph, 2nd by Councilman Lehenbauer: BE IT RESOLVED that the Worcester Town Board appoints Councilman Miller as swimming pool liaison for 2023. VOTE: Ayes: 4 (Wilcox, Ridgeway, Lehenbauer, Ralph) Noes: 0 (Councilman Miller abstained)

RESOLUTION #41: Offered by Councilman Ridgeway, second by Councilman Lehenbauer: Be it resolved that the Worcester Town Board re-appoints Aaron House as Water Superintendent for the year 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #42: Offered by Councilman Miller, second by Councilman Lehenbauer: BE IT RESOLVED that the Worcester Town Board re-appoints Freeland VanBuren as Recycling Attendant at \$14.20 per hour. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #43: Offered by Councilman Ridgeway, second by Councilman Miller: BE IT RESOLVED that the Worcester Town Board sets the salary of the employee in charge of removal of snow and ice from sidewalks and the mowing of grass in town parks at a rate not to exceed \$18.00 an hour. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #44: Offered by Councilman Lehenbauer, second by Councilman Ralph: BE IT RESOLVED that the Worcester Town Board reaffirms the status of the Board of Assessment Review appointments: Richard Soules 9/30/23. Chuck Thompson 9/30/24 and Rita Tetenes 9/30/25. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #45: Offered by Councilman Lehenbauer, second by Councilman Miller: BE IT RESOLVED that the Worcester Town Board hereby establishes the following standard work days for these titles and will report the officials the the New York State and Local Retirement System based on their record of activities: 6 hour standard work day for: Clerk/Collector, Court Clerk, Assessor, Bookkeeper, Councilmen, Supervisor, lifeguard, Highway Secretary, Town Justices, Summer Youth Director, Recycling Attendant, Crossing Guard, Cleaner, Dog Control Officer and Land Use Officer. 8 hour standard work day for: Highway Superintendent, Highway Equipment Operators and Mechanic. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #46: Offered by Councilman Ralph, second by Councilman Lehenbauer; BE IT RESOLVED: that the Worcester Town Board agrees to pay \$50 to a person who takes minutes at a Town Board meeting in the absence of the Town Clerk. VOTE: Ayes: 5 (Wilcox,

Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #47: Offered by Councilman Miller, second by Councilman Lehenbauer: BE IT RESOLVED: that the Worcester Town Board reaffirms the procurement policy adopted 7/25/2022. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Supervisor Wilcox appointed Councilman Ridgeway as Highway Liaison for 2023.

Supervisor Wilcox appointed Councilman Lehenbauer to monitor any street light outages and have them reported to be fixed.

Supervisor Wilcox appointed Councilman as Deputy Supervisor for 2023

RESOLUTION #48: Offered by Councilman Lehenbauer, second by Councilman Ralph: BE IT RESOLVED: that the Worcester Town Board reappoints Adam Baker as Summer Youth Director for 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

RESOLUTION #49: Offered by Councilman Ralph, second by Councilman Miller: BE IT RESOLVED: that the Worcester Town Board appoints Supervisor Wilcox to be Planning Board liaison. For 2023. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Tabled:

Appointment of a health officer

Re-affirming the Time Warner Franchise Agreement of 5/14/2012 which expires on 8/23/27

Adjournment: A motion to adjourn the meeting at 6:37pm was offered by Councilman Lehenbauer, seconded by Councilman Miller. VOTE: Ayes: 5 (Wilcox, Miller, Lehenbauer, Ralph, Ridgeway) Noes: 0

Respectfully submitted,

Jo-Ann Beverland
Town Clerk