

**ALEXANDER TOWN BOARD AGENDA
ALEXANDER TOWN HALL
JANUARY 13, 2025
ORGANIZATIONAL MEETING
REGULAR MEETING
GUESTS ARE LIMITED TO 15 MINUTES SPEAKING TIME**

PRESENT:
GUESTS:

CALL TO ORDER & PLEDGE OF ALLEGIANCE:

ORGANIZATIONAL MEETING

OATH OF OFFICE – Councilperson Merrill, Highway Superintendent Farnsworth, Deputy Clerk Riggs

2025 AUTHORIZATIONS

RES. NO. : 2025 AUTHORIZATIONS

On motion by

Seconded by:

To approve authorizations for:

Town Clerk – Registrar of Vital Statistics
Administer Games of Chance licenses
Collect fees on: Town of Alexander Fee Schedule Items

Highway Superint – Authorized to purchase highway material off County bid
Authorized to make purchases up to \$2,500 without prior approval
Authorized to provide community service for non-profit organizations
Authorized to enter into Shared Services Agreements as necessary

Official Bank - Five Star Bank

Official Newspaper - Batavia Daily News and Attica PennySaver.

Official Signboard - Outside of Clerk’s Office

Pay Rotation - Highway employees / Town Clerk - bi-weekly
Town officials/ Deputy Clerk – quarterly

Mileage - \$.70/mile or whatever the federal rate may be changed to.

Board meetings - 2nd Monday @ 6:00 PM. People wishing to speak must contact the Town Clerk. Speaking time is limited to 15 minutes.

Pre-Pay Bills - Pre-pay any invoices which would incur finance charges if paid late

Authorized Training - Supervisor, Town Board, Town Clerk, Justices, Highway Superintendent, Assessor, CEO/ZEO, Planning and Zoning Board members

Ayes –

Nays –

2025 POLICIES:

RES. NO. : TO APPROVE THE POLICIES FOR 2025

On motion by:

Seconded by:

To approve the policies for 2025:

Code of Ethics

Freedom of Information

Records Management

Investment Policy

Alcohol & Drug Testing

Building Permit Fees Waived for Non-Profits

Smoking Policy

Parking @ Town Hall

Fund Balance Policy

Workplace Violence Prevention Program

Town Hall Keys

Computer & Internet Use Policy

Travel & Reimbursement Policy

Grievance Procedure Policy

Sexual Harassment Policy

Public Employer Health and Emergency Plan

Procurement/ Purchasing Policy

Online banking policy

Post Issuance Tax Compliance

Cash Management

Ayes –

Nays -

2025 - APPOINTMENTS:

RES. NO. : APPOINTMENTS FOR 2025

On motion by:

Seconded by:

To approve the appointments for 2024:

Tax Collector:

Assessor: Rhonda Saulsbury (10/01/2019-9/30/2025)
(under agreement with Town of Batavia)

Board of Assessment Review:

John Stenker (10/01/2023-9/30/2028)

Dennis Bartholomew (10/01/2024-9/30/2029)

Peter Antonucci (10/01/2020-9/30/2025)

Zoning Board of Appeals:

John Meier (1/01/2023-12/31/2027)
David Leslie (1/01/2022-12/31/2026)
Sarah Kohl (1/01/2024-12/31/2028)
Scott Wessel (1/01/2025-12/31/2029)
Michael Lear (10/01/2023-12/31/2025)
– Secretary

Planning Board:

Thomas Green (01/01/2021-12/31/2025)
Molly Meek-Grimes (01/01/2024-12/31/2028)
Jason Saile (01/01/2025- 12/31/2029)
Matthew Fernaays (01/01/2023- 12/31/2027)
Nathan Fix (01/01/2022-12/31/2026)
– Secretary

(All are one year appointments-the 2025 appointments are listed)

GAM representative –	All Officials
Justice liaison-	All Town Board members
Building Committee –	Laura Schmieder, Eric Wagner
Insurance Committee –	Ronald Merrill, David Miller
Highway Equipment Committee -	Jerry Krupka, David Miller, Brian Farnsworth
Code Enforcement Officer –	Daniel Lang, Town of Batavia
Zoning Enforcement Officer –	Daniel Lang, Town of Batavia
Town Attorney –	David DiMatteo
Town Prosecutor –	Robert Zickl
Town Hall Custodian –	Evelyn Fouquet
Registrar of Vital Statistics –	
Deputy Registrar –	Danielle Riggs
Elections Monitor –	
Records Management Officer –	
Freedom of Information Officer –	
Town Historian -	Linda Hume
Deputy Supervisor –	Laura Schmieder
Accounting/Payroll –	Laura Landers LLC/ CPP
Deputy Highway Superintendent –	Troy Robbins
Deputy Town Clerk –	Danielle Riggs
Court Clerk –	Ann Marie Loranty

Ayes:

Nays:

RES. NO. : APPROVAL OF OFFICIAL UNDERTAKING FOR 2025

On motion by _____, seconded by _____, the following: to approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prescribed by law.

**TOWN OF ALEXANDER
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, **David Miller**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Alexander, and

WHEREAS, _____ of the Town of Alexander, County of Genesee, New York, has been appointed to the Office of Town Clerk of the Town of Alexander, and

WHEREAS, **Troy Robbins**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Nicholas Falcone**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Brian Farnsworth**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Highway Superintendent of the Town of Alexander, and

WHEREAS, **Laura Schmieder**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Supervisor of the Town of Alexander, and

WHEREAS, **Danielle Riggs**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Clerk of the Town of Alexander, and

WHEREAS, **Ann Marie Loranty**, of the Town of Attica, County of Wyoming, New York, has been appointed as Justice Court Clerk of the Town of Alexander, and

WHEREAS, **Daniel Lang** of the Town of Batavia, County of Genesee, New York, has been appointed as Code Enforcement Officer/Zoning Enforcement Officer of the Town of Alexander, and

WHEREAS, **Laura Landers LLC**, County of Genesee, New York, has been appointed as the Accounting of the Town of Alexander, and

WHEREAS, **Complete Payroll**, County of Livingston, New York, has been appointed as the Payroll Specialist of the Town of Alexander, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Alexander that we will faithfully perform and discharge the duties of our office, and will promptly account for any pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Clerk; and

This undertaking of the Town Justice further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with Lawley Insurance, in the sum of \$450,000 for the Tax Collector, and Assistant to the Tax Collector \$50,000 for the Supervisor and Deputy Supervisor, to indemnify against losses through the failure of the officers, and \$50,000 for all employees covered thereunder to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: 1/13/2025
Town of Alexander

Town Supervisor

Town Clerk

Town Justice

Town Justice

Highway Superintendent

Deputy Supervisor

Deputy Town Clerk

Justice Court Clerk

CEO / ZEO

Accounting & Payroll

Ayes –
Nays -
Carried

REGULAR MEETING

OPEN PUBLIC HEARING: REGARDING PASSING A LOCAL LAW TO AMEND INCOME ELIGIBILITY FOR THE SENIOR INCOME EXEMPTION

ADOPTION OF MINUTES: December 30, 2024– Year end meeting

COMMUNICATIONS:

**Open public hearing@ 6:05pm*

OLD BUSINESS:

1. Water District #6 Update:

2. Water District #7 Update:

Resolutions: Town Board of the Town of Alexander Resolution to Direct Commencement of Action on Behalf of Municipality

1. 11120 Alexander Road
2. Vacant Parcel Sandpit Road
3. 11044 Sandpit Road
4. 11025 Alexander Road
5. 10025 Route 98
6. 10871 Bowen Road

NEW BUSINESS:

Online Bill Pay – utilities, credit card
Rescind Resolution No. 125 – BUDGET AMENDMENT 2025
Town Clerk Position
Town Clerk Audit
Local Law for Senior Income Exemption – Local Law 1 for 2025
Budget Transfers

DISCUSSION:

Cintas
Retirement Calendar
Genesee County Place Branding Project
Code Enforcement Agreement 2025

REPORTS:

Insurance:
Building:
CEO/ZEO:
Clerk:
Tax Collector:

Dog control:
Games of Chance: No report
Town Justice:
Financial:
GAM:
Transfer Station:
H'way Superint:
H'wy Equipment:
Senior Citizen: No report
Town Historian:

PAYMENT OF BILLS: Motion by: Second by: Carried:
ADJOURNMENT: Motion by: Second by: Carried: