

The town board meeting of the Town of Addison was held on Friday, January 1, 2021, 6:00pm at 21 Main Street. The following people were present:

Supervisor	David Miller
Councilperson	Jack Thompson
Councilperson	Alice Weale
Councilperson	Brandon Conklin
Councilperson	John Lyons
Attorney	Craig Patrick - absent
Town Clerk	Robin Carr
Assessor	Teresa Lyons - absent
Hwy Superintendent	Jeff BeGell
	Jerry Aldrich Jr

Supervisor Miller called the meeting to order at 6:00pm asking all to stand for the Pledge of Allegiance.

Supervisor Miller reviewed the transfers made to pay the bill through the end of December 2020 as follows:

129.64	FROM	A1610.404	TO	A1610.401
97.32	FROM	A1610.404	TO	A5132.401
2,507.90	FROM	DA5132.405	TO	DA5132.402
810.90	FROM	DA5132.405	TO	DA5132.403E
25.41	FROM	DA5132.405	TO	DA5132.403F
1,427.28	FROM	DA5132.405	TO	DA5132.403G
39.35	FROM	DA5132.405	TO	DA5132.403I
1,108.90	FROM	DA5132.405	TO	DA5132.403

#### ORGANIZATION MEETING 2021

Motion by Councilperson Thompson, seconded by Councilperson Conklin to appoint Robin A. Carr as the Town Clerk/Tax Collector through the end of the calendar year, December 31, 2021.

Ayes: Thompson, Weale, Conklin, Lyons, Miller  
Nays: None

Supervisor Miller appoints Betty Machuga as Bookkeeper to the Supervisor.

Supervisor Miller appoints Linda Austin as Budget Officer.

Motion by Supervisor Miller, seconded by Councilperson Conklin to appoint Jerry Aldrich, Jr. as Dog Control Officer, to be paid monthly.

Motion by Councilperson Conklin, seconded by Councilperson Weale to appoint Community Bank, NA, Five Star, Chase Manhattan, Chemung Canal and M&T as designated depository for Town funds.

Motion by Councilperson Weale, seconded by Councilperson Lyons that the Addison Post be named the official Town newspaper.

Motion by Councilperson Lyons, seconded by Councilperson Thompson to set Town mileage rate for officers using their own vehicles for Town Business at 50 cents per mile.

Motion by Councilperson Thompson, seconded by Supervisor Miller to pay Highway Employees on the first Thursday after the last Saturday worked for the two week period.

Motion by Supervisor Miller, seconded by Councilperson Conklin that the Town Clerk/Tax Collector, Deputy Town Clerk/Deputy Tax Collector, Assessor, Bookkeeper, Supt. of Highways and Justice Clerk are to be paid at the same time as Highway Employees.

Motion by Councilperson Conklin, seconded by Councilperson Weale, to pay Highway Employees at the hourly rate as follows: \$22.10 and \$ 12.50 for part time personnel.

Motion by Councilperson Weale, seconded by Councilperson Lyons to pay Justice Clerk \$15.30 hour for up to 624/hrs for 2021.

Motion by Councilperson Lyons, seconded by Councilperson Thompson to affix Town Salaries as in the 2021 budget.

Motion by Councilperson Thompson, seconded by Supervisor Miller, to have the 3<sup>rd</sup> Monday of the month as the meeting night of the Addison Town Board 2021 at 7PM at 21 Main Street.

Motion by Supervisor Miller, seconded by Councilperson Conklin that the following Town Officers are paid monthly on or before the last day of the month: Town Justice, Budget Officer, Supervisor, and Town Board Members.

Motion by Councilperson Conklin, seconded by Councilperson Weale, to have one Town Board Meeting held, in August, at the Town Highway Barns.

Motion by Councilperson Weale, seconded by Councilperson Lyons to pay utility and health insurance bills as they come due to avoid finance charges.

Motion by Councilperson Lyons, seconded by Councilperson Thompson to consent to the temporary assignment of the Justice as prescribed by the Unified Court System, Seventh Judicial District.

Motion by Councilperson Thompson, seconded by Supervisor Miller, to adopt the Investment Policies and guidelines of the Town of Addison which are on file as the April 10, 2014 for 2021.

Motion by Supervisor Miller, seconded by Councilperson Conklin to adopt the procurement policy which is on file as of April 10, 2014 for 2021.

Motion by Councilperson Conklin, seconded by Councilperson Weale to appoint Jack Thompson as Health Officer for the Town of Addison

Motion by Councilperson Weale, seconded by Councilperson Lyons to appoint Advisory Committee of Robin Carr and Lauren R. Monroe for the purpose of Records Retention Program.

Motion by Councilperson Lyons, seconded by Councilperson Thompson that shared services other than with the Village of Addison and Steuben County must be approved by the Town Board.

Motion by Councilperson Thompson, seconded by Supervisor Miller that the Highway Superintendent provide a monthly report on the use of Shared Services to the Town Supervisor.

Motion by Supervisor Miller, seconded by Councilperson Conklin that the Town Clerk be purchasing officer for all Town Supplies.

Motion by Councilperson Conklin, seconded by Weale that all bills/vouchers be submitted to the Bookkeeper by the Tuesday prior to the Board Meetings.

Motion by Councilperson Weale, seconded by Councilperson Lyons that the Town should do business with local businesses that pay Addison Town Taxes whenever possible.

Resolution #1 of 2021 offered by Councilperson Lyons, seconded by Councilperson Thompson to approve the appointments above as submitted.

Roll Call Taken: Thompson – Aye, Weale – Aye, Conklin – Aye, Lyons – Aye, Miller - Aye

Supervisor Miller appoints Jack Thompson as Deputy Town Supervisor, to be paid on an “as needed” basis.

Highway Superintendent BeGell appoints Dennis BeGell as Deputy Town Superintendent of Highways, to be paid on an "as needed" basis.

Town Clerk Carr appoints Lauren R. Monroe as Deputy Town Clerk, Deputy Tax Collector at the pay rate of \$13.50/hr up to 465 hrs for 2021.

Town Clerk Carr appoints Elizabeth A. Carr as the second Deputy Town Clerk/Tax Collector at the pay rate of \$12.50/hr up to 80 hours for 2021.

**ADJOURNMENT:**

Motion by Councilperson Weale, seconded by Councilperson Lyons, that the meeting be adjourned at 8:12pm, and next scheduled meeting is Monday, January 25, 2021, 7:00pm at the Town Hall.

Ayes: Thompson, Weale, Conklin, Lyons, Miller

Nays: None

Respectfully Submitted,

Robin A. Carr  
Town Clerk

**NEXT MEETING:**

**MONTHLY BOARD MEETING: Monday, January 25<sup>th</sup>, 2021, 7:00pm at the Town Hall**