

The Organizational meeting of the Town of Addison was held on Monday, January 3, 2022, 7:00pm at 21 Main Street. The following people were present:

Supervisor	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

Hope Trappler	Joe Trappler	Jerry Aldrich Jr
Tim Hyde	Mike Witter	Laura Souders
Don Souders	Betty Machuga	

Supervisor Thompson called the meeting to order at 7:00pm asking all to stand for the Pledge of Allegiance.

ORGANIZATION MEETING 2021

Supervisor Thompson appoints Betty Machuga as Bookkeeper to the Supervisor.

Supervisor Thompson appoints Linda Austin as Budget Officer.

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

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

Motion by Councilperson Conklin, seconded by Supervisor Thompson to set Town mileage rate for officers using their own vehicles for Town Business at 55 cents per mile for 2022.

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

Motion by Councilperson Lyons, seconded by Councilperson Weale 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 Weale, seconded by Councilperson Conklin, to pay Highway Employees at the hourly rate as follows: \$22.76 and \$ 13.20 for part time personnel.

Motion by Councilperson Conklin, seconded by Supervisor Thompson to pay Justice Clerk \$18.00 hour for up to 650/hrs for 2022.

Motion by Supervisor Thompson, seconded by Councilperson Lyons to affix Town Salaries as in the 2022 budget.

Motion by Councilperson Lyons, seconded by Councilperson Weale, to have the 3rd Monday of the month as the meeting night of the Addison Town Board for 2022 at 7pm, at 21 Main Street.

Motion by Councilperson Weale, 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 Supervisor Thompson, to have one Town Board Meeting held, in August, at the Town Highway Barn.

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

Motion by Councilperson Weale, seconded by Councilperson Conklin, to adopt the Investment Policies and guidelines of the Town of Addison which are on file as the April 10, 2014 for 2022.

Motion by Councilperson Conklin, seconded by Supervisor Thompson to adopt the procurement policy which is on file as of April 10, 2014 for 2022.

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

Motion by Councilperson Weale, seconded by Councilperson Conklin to appoint Advisory Committee of Robin Carr and Elizabeth Carr for the purpose of Records Retention Program.

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

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

Motion by Councilperson Lyons, seconded by Councilperson Weale that the Town Supervisor will submit the CHIPS paperwork to the State for reimbursement.

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

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

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

Supervisor Thompson appoints John Lyons as Deputy Town Supervisor, to be paid on an "as needed" basis.

Highway Superintendent BeGell appoints Thomas W. Hargrave Jr., as Deputy Town Superintendent of Highways, to be paid on an "as needed" basis and at a rate of \$18.00 an hour up to \$1500. annually.

Town Clerk Carr appoints Elizabeth A. Carr as Deputy Town Clerk, Deputy Tax Collector at the pay rate of \$18.00/hr up to 410 hrs for 2022.

Resolution #1 of 2022 offered by Supervisor Thompson, seconded by Councilperson Lyons to approve the appointments above as submitted.

Roll Call Taken: Thompson – Aye, Weale – Aye, Conklin – No, Lyons – Aye. Motion adopted 3-1.

ADJOURNMENT:

Motion by Councilperson Weale, seconded by Councilperson Lyons, that the meeting be adjourned at 7:54pm, and next scheduled meeting is Thursday, January 20, 2022, 7:00pm at the Town Hall.

Ayes: Thompson, Weale, Conklin, and Lyons

Noes: None

Respectfully Submitted,

Robin A. Carr
Town Clerk

NEXT MEETING:

MONTHLY BOARD MEETING: Thursday, January 20, 2022, 7:00pm at the Town Hall