

The Organizational meeting of the Town of Addison was held on Tuesday, January 3, 2023, 6:00pm at 21 Main Street. The following people were present:

Supervisor	Jack Thompson
Councilperson	Alice Weale
Councilperson	Brandon Conklin - absent
Councilperson	John Lyons
Councilperson	David Miller
Attorney	Craig Patrick - absent
Town Clerk	Robin Carr
Assessor	Teresa Lyons
Hwy Superintendent	Jeff BeGell - absent
Bookkeeper	Betty Machuga
Deputy Town Clerk	Elizabeth Carr

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

Noted that David Miller was sworn in as Councilperson by the Town Clerk.

ORGANIZATION MEETING 2023

Supervisor Thompson appoints Betty Machuga as Bookkeeper to the Supervisor.

Supervisor Thompson appoints Jack Thompson as Budget Officer.

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

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

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

Motion by Councilperson Weale, seconded by Supervisor Thompson to set Town mileage rate for officers using their own vehicles for Town Business at 62 cents per mile for 2023.

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

Motion by Councilperson Miller, seconded by Councilperson Lyons 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 Lyons, seconded by Councilperson Weale, to pay Highway Employees at the hourly rate as follows: \$23.45 and \$ 14.20 for part time employees.

Motion by Councilperson Weale, seconded by Supervisor Thompson to pay Justice Clerk \$18.50 hour for up to 650/hrs for 2023.

Motion by Supervisor Thompson, seconded by Councilperson Miller to affix Town Salaries as in the 2023 budget.

Motion by Councilperson Miller, seconded by Councilperson Lyons, to have the 3rd Monday of the month as the meeting night of the Addison Town Board for 2023 at 7pm, at 21 Main Street except for January, February, and June which will be held on the 3rd Tuesday.

Motion by Councilperson Lyons, seconded by Councilperson Weale 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 Weale, seconded by Supervisor Thompson, to have four (4) Town Board Meetings, to be held in June, July, August, and September, at the Town Highway Barn.

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

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

Motion by Councilperson Lyons, seconded by Councilperson Weale, to adopt the Investment Policies and guidelines of the Town of Addison, which are on file as the April 10, 2014, for 2023.

Motion by Councilperson Weale, seconded by Supervisor Thompson to adopt the procurement policy, which is on file as of April 10, 2014, for 2023.

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

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

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

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

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

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

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

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

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

Town Clerk Carr appoints Elizabeth A. Carr as Deputy Town Clerk, Deputy Tax Collector at the pay rate of \$18.50/hr up to 410 hrs for 2023.

Resolution #1 of 2023 offered by Supervisor Thompson, seconded by Councilperson Weale to approve the appointments above as submitted.

Roll Call Taken: Thompson – Aye, Weale – Aye, Conklin – Absent, Lyons – Aye, Miller - Aye. Motion Adopted 4-0.

Motion by Supervisor Thompson, seconded by Councilperson Weale to reschedule the January Town Board Meeting to Tuesday, January 17, 2023, 7:00pm at the Town Hall.

Ayes: Thompson, Weale, Lyons and Miller

Noes: None

Absent: Conklin

Motion by Councilperson Miller, seconded by Councilperson Weale to reschedule the February Town Board Meeting to Tuesday, February 21, 2023 7:00pm at the Town Hall

Ayes: Thompson, Weale, Lyons and Miller

Noes: None

Absent: Conklin

ADJOURNMENT:

Motion by Councilperson Lyons, seconded by Councilperson Weale, that the meeting be adjourned at 6:56pm, and next scheduled meeting is Tuesday, January 17, 2023, 7:00pm at the Town Hall.

Ayes: Thompson, Weale, Lyons and Miller

Noes: None

Absent: Conklin

Respectfully Submitted,

Robin A. Carr
Town Clerk

**NEXT MEETING:
MONTHLY BOARD MEETING: Tuesday, January 17, 2023, 7:00pm at the Town Hall**