

At the Farmington Town Board's Organizational Meeting, held in the Town Hall on the 4th day of January 2011, at 4:00 PM, there were:

PRESENT: Theodore Fafinski – Supervisor
Peter Ingalsbe – Councilman
Timothy P. Mickelsen – Councilman
Michael Casale – Councilman
Steven M. Holtz - Councilman
Michelle Finley – Town Clerk

Also present were: **Ed McLaughlin** – Highway Superintendent, **Jim Crane** – Water & Sewer Superintendent, **Floyd Kofahl** – Code Enforcement Officer, **Donna LaPlant** – Assessor and **Mary Neale** – Planning Board Member, **Jessica Youngman**- Confidential Secretary to the Supervisor – **Margaret Hartsough** Town Historian.

Town Historian Margaret Hartsough submitted her 2010 Farmington Historians Report which read as follows:

Early in 2010, the Victor Farmington Senior groups requested a program about the history of Farmington. This was provided in May, at the lodge in Mertensia Park. Reginald Neale assisted by presenting a brief slide show of some historic photographs which are included in his book, *FARMINGTON*, to be published by Acadia Publishing in January 2011.

Assisting him was a major project in 2010; access was given to photographs and documents both in the town collection and my personal collection. His work has contributed digital files of photographs and other materials to the files in the office of the historian, and has added much information about Farmington people and their lives.

In June the historian attended the Ontario County Genealogical Society picnic held at the Town Park. The historian provided a list of resources available for research at the Town Hall. These resources include family histories, diaries, letters, cemetery lists, unpublished older Town histories, district school information, and other information about institutions, past and present in Farmington.

Information has been provided to the 1816 Meeting house group, a SEQR report prepared for the planning board, and several meetings held by the 1816 Meeting house group were attended.

As a member of the Historic Presentation Commission, the historian provided data about two structures where the date plaques were placed. The Farmington Grange Hall, built in 1848 as a Wesleyan Methodist Church, and St. John's Lutheran Church, built in 1894, now display these plaques.

The Landmark Society Presentation Conference, held in Palmyra, was attended and was very informative.

Ontario County Historian, Dr. Preston Pierce's annual meeting was attended, as were several other county-wide historian meetings. These meetings are always beneficial and help us learn what other historians do, and about county wide events.

The usual requests for information have been answered and people, both residents and non-residents, have visited the office.

The display case has been changed.

The cemeteries remain a concern as development continues near them. The historian wants to thank Mr. McLaughlin and the highway and parks crew for their excellent work in mowing the cemeteries and keeping them accessible for visitors.

This fall as Recreation has moved to their new office, some welcome changes have been made to my small office space. The historian wants to thank the town for new shelving which will be a great addition to the space.

The continued support of Supervisor Fafinski and the Town Board is greatly appreciated by your historian.

ORDER OF BUSINESS:**RESOLUTION #1-2011:**

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to set the regular Town Board meeting schedule for 2011 for 7:00 PM on the second and fourth Tuesday of each month in the boardroom of the Town of Farmington (Town Law S 62.63).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #2-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to set the **Rules of Procedures** and **Purchasing Procedures** for 2011 (Town Law S 63).

1. **Committees, Special:** the Board may, from time to time, create and abolish special committees. Any resolution creating a special committee shall specify the powers and duties of the committee and the number of its members. The Supervisor shall appoint the members of all special committees.
2. **Order of Business:** At each regular Board meeting the Order of Business shall be:
 - a. Call to Order and Pledge of Allegiance
 - b. Approval of the minutes
 - c. Privilege of the Floor and/or Public Concerns (includes Presentations)
 - d. Reports of Special or Standing Committees
 - e. Reports of Town Officials
 - f. Resolutions, Motions and/or Notices
 - g. Resolution to pay audited bills
 - h. Discussion Items
 - i. Executive Session - when applicable
3. **Agendas:** An agenda shall be available at the Town Hall for each Board Member no later than 3 PM the day of the scheduled meeting. Resolutions shall be delivered to the Supervisor's Secretary by noon on the Friday before the meeting; all others must request a waiver of the rule.
4. **Privilege of the Floor:** Any resident of the Town of Farmington, upon request, may address the Town Board on a matter of public concern. The time allotted for addressing the Board shall be limited to three minutes unless the Supervisor has granted prior approval for additional time.
5. **Motions, when in order:** When a question is under debate/discussion, no motion shall be received except a motion to amend the question, to put the question, to adjourn it to a day certain, to lay it on the table, to commit it to a committee, or a motion to adjourn the Board.
6. **Votes, when recorded:** The ayes and nays upon a question shall be taken and entered in the minutes when required by law or if requested by any member of the Board.
7. **Rules, waiver of:** No standing rule of order shall be rescinded, suspended or changed, or any additional rule or order be adopted thereto, except by unanimous vote of the members present and voting at a regular or special meeting.
8. **Layover:** Every Resolution and Local Law, as amended before the Board, shall be laid over until the next regular session of the Board if so demanded by any member of the Board. No further action may be taken on the Resolution or Local Law or its amendments, but limited discussion may occur at the discretion of the Supervisor. No member shall be required to tell his/her reason for the lay over of the Resolution or Local Law. Any action on a laid-over Resolution or Local Law must take place at the next scheduled meeting. No Resolution or Local Law may be laid over a second time.
9. **Voting, requirement of:** Every Council Member present when a vote is taken shall vote thereon. When abstaining, the reason may be stated publicly.
10. No persons have a right to demand an answer to specific questions from a member of the Board.
11. In the Town of Farmington, every Legislator, Board Member, Officer or Employee who is present during an Executive Session is prohibited from disclosing matters discussed in Executive Session. At the start of Executive Session, the Town Clerk, when attending Executive Sessions, will make the verbal declaration at the beginning of each Executive Session and when an additional person is brought into the Session, and the Town Supervisor or Acting Town Supervisor (in the absence of the Town Supervisor) will make the declaration in the absence of the Town Clerk at an Executive Session." *(added by Town Board Resolution in 2001)*

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011
RESOLUTION #2-2011: (Continued)

RESOLVED to set the **Purchasing Procedures** for 2011.

General Office Supplies:

The Supervisor's Office will oversee the central purchasing functions for all general office and printed supplies. The following procedures should be employed to secure such items:

1. Contact the Supervisor's Secretary with supplies needed. If the order is for printed items, provide a sample. Allow 5 business days as a minimum for normal delivery and plan accordingly.
2. The Supervisor's Secretary will be responsible for obtaining three (3) competitive written and/or verbal quotes for supplies if cost is over \$500.00.
3. The Supervisor's Secretary will place the order and ensure delivery of the merchandise to the requester.
4. When the invoice is received, the Supervisor's Secretary will prepare the invoice for payment.

Methods of Purchase: The following purchasing methods are used by the Town to acquire products, services and equipment:

Highway Superintendent, Town Supervisor, and the Water & Sewer Superintendent can purchase expenditures of up to \$2,500.00 without prior authorization from the Town Board. Anything between \$2,500.00 and \$10,000.00 needs three (3) written or verbal quotes and approval from the Town Board. Anything above \$10,000.00 needs to be put out for Bid (See Bid Guidelines).

Code Enforcement Officer (Department Head), Town Clerk and Assessor can purchase expenditures of up to \$1,000.00 without prior authorization from the Town Board. Anything above \$1,000.00 needs three (3) written or verbal quotes and approval from the Town Board. Anything between \$1,000.00 and \$10,000.00 needs three written or verbal quotes and approval from the Town Board. Anything above \$10,000.00 needs to be put out to Bid (See Bid Guidelines).

Bid Guidelines:

Every purchase to be made must be initially reviewed to determine whether it is a purchase contract or a public works contract. Once that determination is made, a decision will be made to determine whether the item of supply of service is subject to competitive bidding, taking into account past purchases. The following items are not subject to competitive bidding pursuant to Section 103 of the General Municipal Law: purchase contracts under \$10,000.00 and public works contracts under \$20,000.00; emergency purchases; goods purchased from agencies for the blind or severely handicapped pursuant to Section 175-b of the State Finance Law; goods purchased from correctional institutions pursuant to Section 186 of the Correction Law; purchases under State contracts pursuant to Section 104 of the General Municipal Law; purchases under County contracts pursuant to Section 103 (3) of the General Municipal Law; and surplus and second-hand purchases from another governmental entity and professional services or services requiring special or technical skill, training, or expertise.

The decision that a purchase is not subject to competitive bidding will be documented in writing by the individual making the purchase. This documentation may include written or verbal quotes from vendors, a memo from the purchaser indicating how the decision was arrived at, a copy of the contract indicating the source which makes the item or service exempt, or any other written documentation that is appropriate.

Pursuant to General Municipal Law Section 104-b (2) (f), the procurement policy may contain circumstances when, or types of procurement for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the municipality. The lowest responsible proposal or quote shall be awarded the purchase or service contract unless the purchaser prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to another other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

A good faith effort shall be made to obtain the required number of proposals or quotes. If the purchaser is unable to obtain the required number of proposals or quotes, the purchaser shall document the attempt made at obtaining the proposals.

All purchases exceeding \$10,000.00 for all departments shall be put out to bid according to the following procedures:

1. A Resolution should be presented to the Town Board authorizing the Department Head to seek bids for specific supplies, materials, services, etc., over \$10,000.00.
2. Once the Resolution is passed, a Legal Notice must be published in the local newspaper informing the public of the products or services being bid. It will be the responsibility of the Department Head to

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011
RESOLUTION #2-2011: (Continued)

prepare and submit the Legal Notice with an informational copy filed with Town Board correspondence.

3. The Department Head prepares bid packages with detailed specifications and conditions including items bid, units and total quantity desired, instructions for bidding, delivery information, bid opening date and any special requirements for bidding.
4. Bid notices are sent via mail, fax and e-mail to vendors, or can be picked up at the Town Clerk's Office.
5. All sealed bids will be opened at the time and date listed in the Resolution at the Town Clerk's Office. Any bids not received prior to the bid-opening deadline will be rejected. Sealed bids are publicly opened and read at the time and place designated in the bid documents and Legal Notices. All bid tabulations showing bid results are available for public inspection during regular business hours at the Town Clerk's Office upon receipt from the Department Head. The Department Head will provide the Town Clerk with the bid tabulation, normally within 5 business days after the opening of the bid.

This policy shall be reviewed annually by the Town Board at its Organizational Meeting. (Adopted by the Town Board May 23, 2006.)

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #3-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED that The Daily Messenger is designated as the Official Newspaper for the Town in 2011 (Town Law S 64 (11)).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #4-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to designate Canandaigua National Bank and Five Star Bank (formerly National Bank of Geneva) as the Official Depositories for the Town in 2011 (Town Law S 64 (1)).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #5-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to designate Riley & Graff, LLP as Attorneys for the Town for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #6-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to designate Brenna, Brenna & Boyce and Boylan & Brown, Attorney's at Law; and Harris Beach LLP as Special Counsels to the Town for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #7-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to designate MRB Group as the Town Engineering firm for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #8-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to designate the Supervisor as Budget Officer for the Town and all Special Districts for 2011.

All voting "Aye", the Resolution was **CARRIED**.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #9-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to reappoint Water & Sewer Superintendent **James Crane**, and Code Enforcement Officers **Floyd Kofahl**, and **Jim Morse** for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #10-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED, to appoint Phil Robinson, previously a full-time Code Enforcement Officer, to the newly created position of Fire Marshall, part-time for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #11-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to reappoint the Supervisor and Town Clerk to the Town Board of Health for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #12-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to appoint the Town Clerk, **Michelle Finley** as Marriage Officer, Records Management Officer and Records Access Officer for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #13-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to reappoint **Ed Hemminger** as Chairman to the Zoning Board of Appeals for a one-year term, expiring December 31, 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #14-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to reappoint **David Degear** as a Chairman of the Planning Board for a one-year term, expiring December 31, 2011 (Town Law S 267-271).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #15-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to reappoint Susan Hilton, John Kasper, and Christopher Baldwin to the Conservation Board for two-year term, expiring December 31, 2012 (Town Law S 239-X).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #16-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to reappoint **John Kasper** as Chairperson to the Conservation Board for a one-year term, expiring December 31, 2011 (General Municipal Law S 239-x).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #17-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to authorize the Town Supervisor, Highway Superintendent and the Water and Sewer Superintendent expenditures of up to \$2,500.00, through the procurement policy procedure, without prior authorization of the Town Board. In addition, expenditures of up to \$1,000.00, for all other Department Heads, through procurement policy procedures, without prior authorization from the Town Board.

All voting "Aye", the Resolution was **CARRIED**.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #18-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to authorize the Supervisor to invest all surplus monies and that a monthly report of finance be distributed to Town Officials.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #19-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to set the Town's mileage reimbursement rate, for the use of personal vehicles on Town business, at \$.40 per mile for 2011 (Town Law S 116).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #20-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

CANANDAIGUA-FARMINGTON CONSOLIDATED WATER DISTRICT SERVICE CHARGES – 2011

WHEREAS, the service charges are established, from time to time, by the Town Board for the Canandaigua-Farmington Water Districts and extensions thereof.

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Farmington, acting on behalf of the Canandaigua-Farmington Water District, hereby establishes the service charges per the attached Service Charge Schedule for 2011.

BE IT FURTHER RESOLVED that all service charge rates shall be on file with the Town Clerk's office.

All voting "Aye", the Resolution was **CARRIED**.

SERVICE CHARGES FOR 2011

Type of Service	2006	2007	2008	2009	2010	2011
Hydrant Flow Test	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Labor & Equipment Charges						
Administration-Superintendent	\$65.00	\$66.00	\$66.00	\$66.00	\$67.00	\$67.00
Construction Inspector	\$40.00	\$42.00	\$42.00	\$42.00	\$43.00	\$43.00
Administration-Office	\$23.00	\$24.00	\$24.00	\$24.00	\$25.00	\$25.00
Labor Per Hour/Per Man	\$28.00	\$30.00	\$30.00	\$30.00	\$31.00	\$31.00
Truck Time	\$18.00	\$19.00	\$19.00	\$19.00	\$20.00	\$20.00
Backhoe	\$53.00	\$54.00	\$54.00	\$54.00	\$55.00	\$55.00
Flusher Or Dump Truck	\$53.00	\$54.00	\$54.00	\$54.00	\$55.00	\$55.00
Hydrant Meter Fee (Minimum \$3.00 per 1,000 Gallons)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Water Meter Replacement Cost (Damaged or Neglect)						
3/4" to 1" In Size	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
1 1/2" In Size	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
2" In Size	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
(All Other Units Are Billed Per Cost of Parts Plus Labor.)						
Water Shut Off Fee	\$17.50	\$17.50	\$20.00	\$20.00	\$20.00	\$20.00
Water Turn On Fee	\$17.50	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #21-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

CANANDAIGUA-FARMINGTON CONSOLIDATED WATER DISTRICT WATER RATES – 2011

WHEREAS, the water rates are established, from time to time, by the Town Board for the Canandaigua-Farmington Water Districts, and extensions thereof; and

WHEREAS, the City of Canandaigua has projected the wholesale rate for 2011 will increase by approximately 6% over the 2010 rate.

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Farmington, acting on behalf of the Canandaigua-Farmington Water District, hereby establishes the water rates for 2011 as listed in the Rate Schedule below.

BE IT FURTHER RESOLVED that all rates shall be in effect for 2011-2012, subject to any rate increase from the City of Canandaigua, and shall be on file with the Town Clerk's office.

All voting "Aye", the Resolution was **CARRIED**.

WATER RATES FOR 2011

Meter Size	Gallons of Consumption	Minimum Bill \$3.50 Per M Gallon	Additional @ \$4.05 per M Gallon
3/4" - 1"	0 To 6,000 Gallons	\$21.00	"
1"	0 To 10,000 Gallons	\$35.00	"
1-1/2"	0 To 16,000 Gallons	\$56.00	"
2"	0 To 30,000 Gallons	\$105.00	"
3"	0 To 50,000 Gallons	\$175.00	"
4"	0 To 80,000 Gallons	\$280.00	"
6"	0 To 160,000 Gallons	\$560.00	"
8" to 12"	0 To 200,000 Gallons	\$700.00	"

**Town/Village of Manchester = First 40,000,000 gallons at \$2.23 per 1,000 and additional @ \$2.15 per 1,000.

Town of Macedon Rate is \$2.23 per 1,000 gallons.

**Town of Victor Rate is \$2.23 per 1,000 gallons.

Farmington Sewer Rate is \$70.00 per unit. (Adopted January 27, 2009)

Farmington Sewer Rate is \$65.00 per unit. (Adopted January 2, 2008)

Victor Sewer Rate is \$70.00 per unit. (Adopted January 27, 2009)

Number of units determined by Town Code 26-2 Section A through CC.

*Cline Road Residents using Town of Victor water are billed Town of Victor rates.

**Denotes Rate change.

RESOLUTION #22-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to reappoint **Mary Neale** as Chairperson to the Historic Preservation Board and **Margaret Hartsough** as Vice Chairperson for one-year terms, expiring December 31, 2011 (Code of the Town of Farmington S 15-3C).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #23-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED designating the official letterhead of the Town of Farmington.

All voting "Aye", the Resolution was **CARRIED**.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #24-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

AUTHORIZING THE PURCHASE OF VARIOUS HIGHWAY MATERIALS

WHEREAS, it is required by New York State Department of Audit and Control that documentation be on file to substantiate the fact that the Town of Farmington will be purchasing commodities within the bidding statutes of New York State.

NOW, THEREFORE BE IT RESOLVED that the Town of Farmington desires to utilize Ontario County bids for the purchase of certain Highway supplies for the year 2011; and

BE IT FURTHER RESOLVED that the Town Clerk send a certified copy of this Resolution to the Ontario County Purchasing Director, Ontario County Purchasing Department and the Ontario County Public Works Commissioner and the Town of Farmington Highway Superintendent.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #25-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to authorize the Highway Superintendent to purchase Highway equipment and materials through the New York State OGS bids for 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #26-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to authorize the signatures of **Theodore M. Fafinski** and **Peter Ingalsbe** for all Town bank accounts.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #27-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to appoint the Town Board Audit Committee for 2011, as follows, in the event a third party audit is not conducted in 2011:

Town Justices' Accounts: **P. Ingalsbe** and **M. Casale**
Town Clerk's Accounts: **S. Holtz** and **T. Mickelsen**

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #28-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to reappoint **Margaret Hartsough** as Farmington Town Historian for a one-year term, expiring December 31, 2011. (Arts & Cultural Affairs Law S 57.07).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #29-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to authorize the Supervisor to sign, on behalf of the Town, an agreement with the Victor – Farmington Ambulance Corps. for general ambulance services, for the year 2011, in the amount of \$6,600.00 to be paid in two (2) payments: March 1st (or as soon as this contract is fully executed) and September 1, 2011).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #30-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to approve the temporary assignment of the Town Justices to preside in other towns and villages, as the need arises, during the year 2011 and approve judges from other towns and villages for our courts.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #31-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to reappoint **Ronald Brand**, Director of Planning and Development, DBA RLB Planning Group, at a billed hourly rate of \$38.87, at a cost not to exceed \$62,660.00, effective January 3, 2011.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #32-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to delegate to the Supervisor, powers and duties of administration and supervision of Town or Special or Improvement District functions, to be performed on behalf of such Board (Town Law S 29 (16).

All voting "Aye", the Resolution was **CARRIED**.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #33-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to establish petty cash funds for the Receiver of Taxes in any amount up to \$1,000.00 and for any other town officer up to \$200.00.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #34-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to authorize the Tax Collector to deposit tax collections, in interest bearing accounts, (per an Ontario County Resolution dated July 27, 2000) as a temporary investment measure.

All voting "Aye" to the amendment, the Resolution was **CARRIED**.

RESOLUTION #35-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

RESOLVED to designate **Ronald Brand** as voting delegate to the Association of Towns for 2011 and Certificate of Designation.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #36-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to authorize the Supervisor to submit to the Town Clerk, within 60 days after the close of the fiscal year or a date approved by the State Comptroller, a copy of his report to the State Comptroller, and require the Town Clerk to cause a summary of such report or notice, that a copy of such report is on file and available for inspection and copying, to be published within 10 days in the official newspaper of the Town.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #37-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to set Agriculture Advisory Committee's annual organizational meeting for January 20, 2010, at 7:30 PM, at the Farmington Town Hall (Code of the Town of Farmington 1A-4).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #38-2011

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to authorize the Water and Sewer Superintendent to bid water and sewer supplies, materials and equipment for the operation and maintenance of all that department's facilities.

All voting "Aye", the Resolution was **CARRIED**.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

RESOLUTION #39-2011:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to reappoint **Scott Makin** as a member to the Planning Board, for five-year term, expiring December 31, 2015.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #40-2011:

Councilman Mickelsen offered the following Resolution, seconded by **Councilman Ingalsbe**:

RESOLVED to reappoint **Gary Scribner** as a member to the Zoning Board of Appeals for a five year term, expiring December 31, 2015.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #41-2011:

Councilman Ingalsbe offered the following Resolution, seconded by **Councilman Casale**:

RESOLVED to reappoint James Gray and John Marvin as members of the Agricultural Advisory Board for five year terms, expiring December 31, 2015 (Town Law 267-271).

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #42-2011:

Councilman Casale offered the following Resolution, seconded by **Councilman Holtz**:

Resolution re appointing Duncan Rioch as a member of the Board of Ethics for a three-year term, expiring December 31, 2013.

All voting "Aye", the Resolution was **CARRIED**.

RESOLUTION #43-2010:

Councilman Holtz offered the following Resolution, seconded by **Councilman Mickelsen**:

RESOLVED to adopt the Cash Management and Investment Policy for 2011 (on file in the Town Clerk's office).

All voting "Aye", the Resolution was **CARRIED**.

Supervisor's appointments for 2011:

Deputy Supervisor	Peter Ingalsbe (Town Law S42)
Confidential Secretary	Jessica Youngman

2011 Standing Committees:

Financial Management	Councilmen Ingalsbe, Mickelsen
Human Resources/Town Operations	Councilmen Casale, Holtz
Public Works	Councilmen Ingalsbe, Mickelsen
Public Safety	Councilmen Casale, Holtz

Supervisor - Ex-Officio - * Will be assigned to all committees in the absence of one or both of the committee members.

ORGANIZATIONAL TOWN BOARD MEETING (Continued) January 4, 2011

Highway Superintendent's appointments for 2011:

Deputy Highway Superintendent	Scott Whittaker
Group Leader – Highway Dept.	Gerald Bowerman
Working Foreman – Parks Dept.	Edward Vanderwall

Town Clerk's appointments for 2011 (Town Law S 30 (10):

Deputy Clerk	Sarah Mitchell
Deputy Clerk	Tammy Means

Salaries for elected officials (Town Law S 27): (Paid bi-weekly except the Special District Budget Officer is paid bi-annually.)

Town Supervisor	\$37,180.00	
Budget Officer	\$ 9,140.00	
Special District Budget Officer	\$ 4,790.00	
Supervisor's Total		\$51,110.00
Town Board Members	\$ 4,692.00	
Town Clerk and Receiver of Taxes	\$50,258.00	
Highway Superintendent	\$59,794.00	
Town Justices	\$19,247.00	

With no further organizational business before the Board, **Councilman Mickelsen** offered a motion to adjourn, seconded by **Councilmen Casale**. The meeting adjourned at 4:27 PM.

Michelle A. Finley, Town Clerk: _____