

PRESENTATION OF ORGANIZATIONAL PREFILED RESOLUTIONS:

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER TO WIT:

RESOLVED, that the following Schedule of Salaries be and is hereby adopted
effective January 1, 2020: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

ASSESSMENT REVIEW BOARD:

Assessment Review Board Chairperson (Molino)	225.00 per day
Assessment Review Board Members (Braniecki/DeAngelis/ Fialkiewicz/Herrman/Imiola/Kaczmarek/Mikoley/Ostrowski/ Socha)	175.00 per day
Secretary to Assessment Board of Review P.T. (Carlton)	15.84 per hour

ASSESSOR:

Assessor (Baker)	53,318.00
Clerk P.T. (Powell)	17.56 per hour

BINGO/GAMES OF CHANCE:

Account Clerk P.T.	75.00 per inspection
Bingo Inspector P.T. (Crinzi - includes mileage)	75.00 per inspection
Bingo Inspector P.T. (Farruggio/Weremblewski/Wojtowicz – includes mileage)	70.00 per inspection

BUILDING INSPECTION:

Clerk P.T. (Flanagan)	19.45 per hour
Code Enforcement Officer (Fischione)	70,700.00
Fire Inspector P.T. (Revelas)	18.85 per hour

COUNCIL MEMBERS:

Councilman (Dickman/Leary/Mazur)	19,741.00
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COURT:

Clerk to Town Justice (J. Ciccarelli/L. Keppner)	
Hired 08/20/18 on step	
Full Rate is 47,460.00 after two years	
90% of full rate 01/01/20 – 02/19/20	42,714.00
95% of full rate 02/20/20 – 08/19/20	45,087.00
100% full rate 08/20/20 – 12/31/20	47,460.00
Court Officer P.T. (Centinello/Fitzpatrick/M. Jablonski/ MacPeek/Morris/Niescier/A. Revelas)	18.82 per hour
Town Justice (Cervi/Colby)	44,448.00

DOG CONTROL:

Dog Control Officer P.T. (Karn)	50,750.00
Dog Control Officer P.T. (Bertozzi/Butler/Galbo/Gorski/ Offhaus/Tamol)	13.20 per hour

DISASTER PREPAREDNESS:

Natural Disaster Services Coordinator P.T. (R. Rozler)	18,000.00
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HIGHWAY ADMINISTRATION:

Highway Superintendent (Amatura)	74,058.00
Town Drainage Officer P.T. (Amatura)	5,783.00
Clerk P.T. (Walsh)	18.27

PARKS, RECREATION, FORESTRY, AND BUILDINGS:

Cleaner P.T. (Pawlak/Snyder/D. Speyer)	15.68 per hour
Director of Recreation II (Giroux)	28.87 per hour
Laborer P.T. (N. Speyer)	13.20 per hour
Laborer P.T. (Cook/Monin)	14.64 per hour
Lifeguard PT (Nikolov/J. Wilkowski/K. Wilkowski/ R. Wilkowski/Will/Zagarrio)	12.50 per hour
Recreation Attendant P.T. (Becker/Garby/Guarino/Hirtzel/Hunter/ H. Huxley/S. Huxley/Jankowski/Lis/Markut/D. Mescall/ J. Mescall/Musso/Plonka/Radecki/Saffire/Schaefer/Smith/ M. Speyer/Wozniak)	12.00 per hour
Recreation Attendant P.T. (Kucewicz)	14.00 per hour
Recreation Attendant P.T. (Skolikas)	14.25 per hour
Recreation Attendant P.T. (Bucki/Sturman)	22.50 per hour
Recreation Attendant P.T. (Fowler)	30.00 per hour

PLANNING BOARD:	
Secretary to Planning Board P.T. (Maciejewski)	115.00 per meeting
POLICE:	
Clerk Typist (Confidential) (Sharkey)	47,460.00
School Crossing Guard P.T. (Chapman)	13.59 per hour
SENIOR CENTER:	
Recreation Attendant P.T. (Bastedo/Bastian/Burns/Gangloff/ Janik/Szczesniak)	12.55 per hour
Recreation Attendant P.T. (Greco/K. Herdzik)	15.00 per hour
Recreation Instructor P.T. (Chatham/Darnley)	12.55 per hour
Recreation Instructor P.T. (Gaffney/Jankiewicz/Kiesznoski/ Olivieri)	30.00 per hour
Recreation Supervisor-Senior Citizens (Gianni)	55,409.00
Van Driver P.T. (Bastedo/Bastian/Conklin/Ederer/Gangloff/ Hastreiter/A. Herdzik/Morgus/Speyer/Sroda)	13.59 per hour
SUPERVISOR:	
Assistant to the Supervisor (Farmer)	56,802.00
Director of Administration and Finance (CuvIELLO)	
Hired 01/13/20 on step	
Full Rate is 85,000.00 after two years	
85% of full rate 01/13/20 – 12/31/20	72,250.00
Payroll Supervisor (Voight)	
Hired 09/09/19 on step	
Full Rate is 56,802.00 after two years	
85% of full rate 01/01/20 – 09/08/20	48,282.00
90% of full rate 09/09/20- 12/31/20	51,122.00
Secretary to Supervisor (Maciejewski)	47,460.00
Supervisor (Ruffino)	71,098.00
Supervisor (Budget Officer) (Ruffino)	5,000.00
TOWN ATTORNEY:	
Clerk Typist (Confidential) (Korzeniewski)	47,460.00
Town Attorney (Loftus)	48,946.00
Town Prosecutor (Graber)	13,591.00
TOWN CLERK:	
Clerk P.T. (Feldmann/Lutz)	17.56 per hour
Deputy Receiver of Taxes (Stock)	61,518.00
Deputy Town Clerk (Martin)	61,518.00
Deputy Town Clerk (Loecher)	47,460.00
Town Clerk (Terranova)	75,499.00
Town Clerk (Records Management Officer) (Terranova)	6,935.00
YOUTH BUREAU:	
Clerk P.T. (Darmstedter/Sporysz/Trusiak)	11.80 per hour
Executive Director – Youth Board (Trojanowsky)	78,859.00
Tutor P.T. (Doyle)	15.00 per hour
Tutor P.T. (Gardziella/Heffler/Metz/Parks/Peters/Sanbelmo/ Smith/Wright)	16.00 per hour
Tutor P.T. (Bulera/Casali/Kirwan/McDonald)	17.00 per hour

TO BE PAID SEMI-ANNUALLY

Planning Board Chairperson (Connelly)	4,484.00 per annum
Planning Board Members (Anderson/Gorski/Keefe/Keysa L. Korzeniewski/McCracken)	3,505.00 per annum
Zoning Board of Appeals Chairperson	2,290.00 per annum
Zoning Board of Appeals Members (Mikoley/Monacelli/ Pignataro/Sojka/Swignoski)	1,778.00 per annum
Clerk to Zoning Board of Appeals (Terranova)	3,598.00 per annum
Registrar of Vital Statistics (Terranova)	3,060.00 per annum

BE IT FURTHER RESOLVED, that the terms of this resolution shall supersede the relevant terms of any previously adopted resolution, policies, or practices to the contrary;

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER TO WIT:

RESOLVED, that the following Schedule of Salaries be and is hereby adopted
effective January 1, 2020: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

SUPERVISOR:

Payroll Supervisor P.T. (Fay)

31.21 per hour

BE IT FURTHER RESOLVED, that the terms of this resolution shall supersede the
relevant terms of any previously adopted resolution, policies, or practices to the contrary;

The question of the adoption of the foregoing resolution was duly put to a vote on roll
call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER TO WIT:

RESOLVED, that the following Schedule of Salaries be and is hereby adopted
effective January 1, 2020: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

HIGHWAY ADMINISTRATION:

Highway Superintendent (Parks & Rec. Oversight) (Amatura) 5,202.00

BE IT FURTHER RESOLVED, that the terms of this resolution shall supersede the
relevant terms of any previously adopted resolution, policies, or practices to the contrary;

The question of the adoption of the foregoing resolution was duly put to a vote on roll
call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER , TO WIT:

RESOLVED, that the following Schedule of Salaries be and is hereby adopted
effective January 1, 2020: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

PARKS, RECREATION, FORESTRY, AND BUILDINGS:

Park Crew Chief (Barbaro) 33.52 per hour

BE IT FURTHER RESOLVED, that the terms of this resolution shall supersede the
relevant terms of any previously adopted resolution, policies, or practices to the contrary;

The question of the adoption of the foregoing resolution was duly put to a vote on roll
call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, it is essential to the orderly and efficient conduct of regular and special meetings of the Town Board of the Town of Lancaster to adopt Rules of Order so that the business of the Town of Lancaster may be conducted with dispatch and decorum.

NOW, THEREFORE,

BE IT RESOLVED, that in accordance with Section 63 of the Town Law of the State of New York, the Town Board of the Town of Lancaster hereby adopts, for the years 2020 and 2021, its Rules of Order for the conduct of regular and special meetings:

RULES OF ORDER

TOWN BOARD

TOWN OF LANCASTER

RULE 1 REGULAR SESSION

Regular sessions of the Town Board of the Town of Lancaster shall be held on the first and third Monday of each month at 7 P.M., at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York, unless said first or third Monday is a legal holiday, in which event said regular session shall be held on the following business day. Each regular session and all adjourned sessions shall be open for the consideration of any matter which, in accordance with these rules, may be properly brought to the attention of the Town Board.

Regular Meetings of the Town Board shall be preceded by a work session at 6:30 P.M.

RULE 2 SPECIAL MEETINGS

Special meetings shall be held at the call of the Supervisor of the Town of Lancaster or upon filing with the Supervisor of the Town of Lancaster a written request signed by two members of the Town Board. Notice in writing, stating the time, place and purpose of the special meeting shall be served personally or by mail upon each member and the Town Clerk by the Supervisor of the Town of Lancaster at least two days before the time fixed for holding the meeting. A member may waive the service of notice for such meeting by written waiver signed by such member. Only business specified in the notice thereof may be transacted at a special meeting.

RULE 3 QUORUM

The majority of the duly constituted membership of the Town Board of the Town of Lancaster shall constitute a quorum for the transaction of business, but a lesser number may adjourn.

RULE 4 ROLL CALL

At any and every meeting of the Town Board, the vote on all Town Board resolutions, actions or questions determined shall be recorded or called in alphabetical order as to the last names of the members present, excepting the Supervisor, who shall vote last.

Members of the Town Board, other than the Supervisor, shall be addressed during Town Board proceedings as Council Member.

RULE 5 ORDER OF BUSINESS

The Order of Business of each session shall be:

- Pledge of Allegiance and invocation
- Calling the roll of members by the Town Clerk
- Persons desiring to address the Town Board [**On prefiled and suspended resolutions only**] (See Rule 18)
- Public hearings
- Reports of department heads
- Reports of committees
- Presentation of prefiled resolutions
- Presentation of communications
- Persons desiring to address Town Board [**On any municipal related subject**] (See Rule 18)
- Adjournment

RULE 6 PRESENTATIONS TO BE IN WRITING

All resolutions and amendments thereof shall be in writing.

RULE 7 TIME FOR PRESENTATION TO THE CLERK

Resolutions to be prepared by the Town Clerk, Town Attorney and Supervisor, must be delivered, with all appropriate and required documents, to the respective offices by 12 Noon on the Tuesday preceding a Town Board Meeting.

Fully prepared resolutions shall be submitted as a Microsoft Word document to the Town Clerk before 3 P.M. on the Thursday preceding a Town Board meeting for presentation by the Town Clerk at the next Town Board meeting.

Town Board Communications shall be submitted to the Town Clerk before 3 P.M. on the Thursday preceding a Town Board meeting for presentation by the Town Clerk at the next Town Board meeting.

In the event of a holiday occurring on the Thursday or Friday preceding a Town Board Meeting, presentations of resolutions or requests for preparation of resolutions shall be delivered to the Town Clerk, Town Attorney and Supervisor one day earlier than the aforementioned days and times.

The resolutions, communications, and as far as practical, a fully prepared agenda shall be transmitted by the Town Clerk to the Town Board members on the Friday evening preceding each regular Town Board meeting.

The Town Clerk, Town Attorney and Supervisor are authorized to promote rules and regulations deemed necessary to implement Rule 7.

RULE 8 DECORUM

The Supervisor shall take the chair promptly at the hour specified for the convening of the Town Board meeting and shall preserve order and decorum. In debate, the Supervisor shall prevent personal reflections and confine members to the question under discussion. The Supervisor shall decide all questions of order, which decisions shall be final, unless an appeal is taken to the Town Board and sustained.

RULE 9 RECORDING YES AND NO VOTES

On roll call, the yes and no votes shall be taken according to Rule 4 and the Town Clerk shall record the names of the members and the way each shall have respectively VOTED.

RULE 10 WHEN A MEMBER MAY BE EXCUSED FROM VOTING

Every member who shall be in the Town Board Chambers when a question is stated by the Supervisor shall vote. A member may be excused if directly interested in the question. The member must state his/her connection with the question. After stating his/her interest and upon obtaining consent of the majority of the members, the member may be excused.

RULE 11 SPEAK WHEN RECOGNIZED BY THE SUPERVISOR

No member wishing to speak shall proceed until such member shall have addressed the Supervisor from his/her place and shall have been recognized by the Supervisor.

RULE 12 SUSPENSION OF RULES BY 2/3 CONSENT

These rules may at any time during the session be suspended by 2/3 consent of all the members of the Town Board present. The member making the application for such suspension must state the purpose for which the same is asked.

RULE 13 PRESENTATION OF MOTION

When a question shall be under consideration, no motion shall be received except the following motions:

- for an adjournment of the Board
- to lay on the table
- to recess
- to commit to a committee
- to amend

RULE 14 WITHDRAWAL OF RESOLUTION OR MOTION

Any resolution or motion offered by a member may be withdrawn by the member presenting it at any time before an announcement by the Supervisor of the vote thereon, or before an amendment to such resolution or motion has been adopted.

RULE 15 MOTION NOT AMENDABLE OR DEBATABLE

All motions for an adjournment, for a recess, to refer to committee or department head, or to lay on the table, shall be neither amended nor debated.

RULE 16 ALL POINTS OF ORDER NOT COVERED BY THESE RULES

On all points of order, not covered by the rules of this Town Board, Robert's Rules of Order Revised shall prevail. In the event that a point of order shall arise which shall not be covered by either the Rules of the Town Board or Robert's Rules of Order Revised, the Rules of the New York State Assembly shall be followed.

RULE 17 AMENDMENT OF RULES

These rules shall not be rescinded, altered or amended, nor any additional rule added thereto except by a majority vote of the total members of the Town Board provided at least two days prior notice in writing has been filed with the Town Clerk and each Town Board member.

RULE 18 PERSONS DESIRING TO ADDRESS THE TOWN BOARD

Persons may address the Town Board at any regular Town Board meeting. The Town Board will twice hear the concerns of the public at regular Town Board meetings for a period of thirty (30) minutes under "Persons Desiring to Address the Town Board", of Rule 5 "Order of Business".

A person desiring to be heard shall:

- Raise his/her hand and be recognized by the Supervisor.
- Give his/her name and address to the Town Clerk.
- Speak directly to the Town Board members, not the audience, using the microphone provided.
- Speak once for five (5) minutes or less, unless the Town Board grants a speaker an extension of this time limit.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, it is necessary, from time to time, for various departments and offices of the Town of Lancaster to hire sickness, vacation, temporary, or part-time help,

NOW, THEREFORE,

BE IT RESOLVED, that the following departments and offices of the Town of Lancaster, for the years 2020 and 2021, be and are hereby authorized to hire sickness, vacation, temporary or part-time help to the extent of funds provided in their respective budgets:

ASSESSOR
BUILDING INSPECTOR
DOG CONTROL OFFICER
HIGHWAY
PARKS, RECREATION, FORESTRY, AND BUILDINGS
POLICE
SUPERVISOR
TOWN ATTORNEY
TOWN CLERK
TOWN JUSTICES
YOUTH BUREAU

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the Lancaster Bee and Buffalo News are hereby
designated as the official newspapers of the Town of Lancaster for the years 2020 and 2021,
and

BE IT FURTHER,

RESOLVED, that all official notices and advertisements authorized or
required by law to be published by the Town Board of the Town of Lancaster or any other
Board, Commission or Officer of the Town of Lancaster be published in either the Lancaster
Bee or the Buffalo News.

BE IT FURTHER,

RESOLVED, that the Town Board of the Town of Lancaster reserves the
right to rescind this resolution with thirty (30) days notice.

The question of the adoption of the foregoing resolution was duly put to a
vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that for the years 2020 and 2021, the Town Board of the
Town of Lancaster will reaffirm issuance of Building Permits at its regular meetings, which
have been filed with the Town Clerk, up to 3 P.M. on the Thursday preceding a Town Board
Meeting.

The question of the adoption of the foregoing resolution was duly put to a
vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that Town Hall Offices, with the exception of the Town of Lancaster Code Enforcement Office and the Town Clerk's Office, be opened from 9 A.M. to 5 P.M. every day, Monday through Friday, during the years 2020 and 2021, except legal holidays, and

BE IT FURTHER,

RESOLVED, that the Town of Lancaster Code Enforcement Office will be opened from 8 A.M. to 4 P.M. every day and the Town Clerk's Office will be opened from 8 A.M. to 5 P.M. every day, Monday through Friday, during the years 2018 and 2019, except legal holidays.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the Town Clerk be instructed to collect the tax roll for the years 2020 and 2021 according to the following schedule of penalties as set by the Erie County Tax Act:

COUNTY TAXES -

Taxes paid prior to February 16th - no fees or penalties
Taxes paid on February 16th, prior to March 1st - 1.5 %
Taxes paid on March 1st, prior to March 16th - 3%
Taxes paid on March 16th, prior to April 1st - 4.5%
Taxes paid on April 1st, prior to April 16th - 6%
Taxes paid on April 16th, prior to May 1st - 7.5%
Add 1.5% per month additional thereafter.

SCHOOL TAXES -

Taxes paid prior to October 16th - no fees or penalties
Taxes paid on October 16th, prior to November 1st - 7.5%
Taxes paid on November 1st, prior to December 1st - 9%

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the sum of \$1,100.00 be allocated for the proper observance of Memorial Day and Independence Day to the following Veterans Organizations.

Not to exceed \$350.00 - Lt. Col. Matt Urban V.F.W. Post 7275
Not to exceed \$250.00 - Depew Post, American Legion
Not to exceed \$250.00 - Disabled American Veterans Korean Era
Not to exceed \$250.00 - American Ex-Prisoners of War

provided that such expenses as apportioned shall be paid upon properly itemized and audited vouchers which shall be received during 2020, and

BE IT FURTHER,

RESOLVED, that the sum of \$2,500.00 for the purpose of defraying the expenses of the proper observance of Independence Day in the Town of Lancaster, which sum shall be expended upon properly itemized and audited vouchers for such expenditure.

BE IT FURTHER,

RESOLVED, that the sum of \$2,500.00 for the purpose of defraying the expenses connected with the Taste of Lancaster sponsored by the Village of Lancaster, which sum shall be expended upon properly itemized and audited vouchers for such expenditure.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, it is the recommendation of the Finance Committee of the Town Board of the Town of Lancaster to invest a portion of the funds of the Town of Lancaster, and

WHEREAS, it has been determined by said Finance Committee that there are moneys available for temporary deposit or investment not needed for immediate expenditure.

NOW, THEREFORE,

BE IT RESOLVED, that the Supervisor and/or the Director of Administration and Finance and the Town Clerk be and hereby are authorized, for the years 2020 and 2021, without further authority of the Town Board, to deposit or invest for varying periods of time, so much of the funds of the Town of Lancaster in all of its accounts for specific periods of time and at such rates of interest which, in their discretion and at such times it is deemed available, and shall be just and proper.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
 BY SUPERVISOR RUFFINO, WHO
 MOVED ITS ADOPTION, SECONDED BY
 COUNCIL MEMBER, TO WIT:

WHEREAS, the Insurance Committee of the Town Board of the Town of Lancaster deems it in the public interest to bond all elected and appointed officials and employees of the Town of Lancaster for the Faithful Performance of their duties.

NOW, THEREFORE,

BE IT RESOLVED, as follows:

SECTION 1: That all elected and appointed officials and employees of the Town of Lancaster be bonded for the years 2020 and 2021 for the Faithful Performance of their duties under a Public Employee's Faithful Performance Blanket Position Bond with an amount of indemnity of \$100,000.00 per official or employee.

SECTION 2: That additional indemnity be required for the following positions in the amount specified:

<u>POSITION</u>	<u>LOCATION</u>	<u>NO.</u>	<u>AMOUNT</u>
Clerk Typist/Tax Department	Town of Lancaster	2	200,000.00 each
Dep. Receiver of Taxes	Town of Lancaster	1	200,000.00
Dir. of Administration & Finance	Town of Lancaster	1	200,000.00
Town Supervisor	Town of Lancaster	1	200,000.00
Assistant to Supervisor	Town of Lancaster	1	200,000.00
Clerk/Cashier	Town of Lancaster	2	100,000.00 each
Town Justices	Town of Lancaster	2	75,000.00 each
Town Clerk	Town of Lancaster	1	200,000.00
Highway Superintendent	Town of Lancaster	1	10,000.00

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER TO WIT:

RESOLVED, that the JP Morgan Chase Bank, NYCLASS (New York Cooperative Liquid Assets Securities System), be designated as the official co-depositories of the Town of Lancaster for the years 2020 and 2021, and that the Supervisor, Town Justices and Town Clerk be authorized and directed to deposit all funds coming into their hands by virtue of their office in said banks, and

BE IT FURTHER,

RESOLVED, that the aforesaid designated depositories of this municipality, be and are hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this municipality's name including those payable to the individual order of the person whose name appears thereon as a signer when bearing or purporting to bear the facsimile signature of the following:

RONALD RUFFINO

and,

BE IT FURTHER,

RESOLVED, that all depositories shall be entitled to honor and charge this municipality for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signature resembles the facsimile specimen duly certified to or filed with the designated depositories by the Director of Administration and Finance of this municipality.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, the Town Board in accordance with Section 29(10-a) of the Town Law of the State of New York, may determine by resolution that the Supervisor shall submit to the Town Clerk, within one hundred twenty (120) days after the close of the fiscal year, a copy of the report to the State Comptroller, required by Section 30 of the General Municipal Law of the State of New York.

NOW, THEREFORE,

BE IT RESOLVED, that the Supervisor of the Town of Lancaster shall furnish to the Town Clerk, within one hundred twenty (120) days after the close of the fiscal year, a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law of the State of New York for the years 2020 and 2021, and

BE IT FURTHER,

RESOLVED, that the Town Clerk shall cause to be published in the official newspaper of the Town of Lancaster a notice stating a copy of the Supervisor's report to the State Comptroller, as required by Section 30 of the General Municipal Law, is on file in the Town Clerk's Office and is available for public inspection and copying, and

BE IT FURTHER,

RESOLVED, that a copy of this resolution be forwarded to the Town Auditors.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, by resolution adopted January 6, 2020, the Town Board of the Town of Lancaster has designated the following official depositories for the Town of Lancaster, hereinafter referred to as "the Banks":

1. JP Morgan Chase Bank
2. NYCLASS-New York Cooperative Liquid Assets Securities System

and,

WHEREAS, from time to time, the Town of Lancaster requests the Banks, by written or oral communication, telephone, telex, or computer communication device to transfer funds to other financial institutions or to other accounts at the Banks or to any account of a third party for credit, to parties designated by the Town of Lancaster

NOW, THEREFORE,

BE IT RESOLVED, that for the years 2020 and 2021 the Town of Lancaster enter into a Funds Transfer Agreement (and any addenda thereto) with the Banks, and that any two of the following officers or employees of the Town of Lancaster are hereby authorized to execute and deliver to the Banks said Funds Transfer Agreement (and any addenda thereto) on the conditions set forth in said Agreement and addenda, and to appoint and delegate, from time to time, such persons who may request such transfers on behalf of the Town of Lancaster in accordance with such Agreement and addenda:

1. Supervisor
2. Supervisor's Designee
3. Director of Administration and Finance
4. Town Clerk
5. Town Clerk's Designee

and,

BE IT FURTHER,

RESOLVED, that the authority conferred herein may be exercised singly by any of such officers or employees and shall continue in full force and effect until written notice of modification or revocation shall be received by the Funds Transfer Division of the Banks, and that the Banks shall be protected in acting upon any form of such written notice of modification or revocation which it in good faith believes to be genuine, and

BE IT FURTHER,

RESOLVED, that all funds transfer agreements and other documents heretofore executed and actions heretofore taken by any of such officers in order to implement the foregoing resolutions are hereby adopted, ratified and confirmed.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

BE IT RESOLVED, that, pursuant to the Civil Service Law of the State of New York, (a) the Supervisor of the Town of Lancaster be and is hereby designated as the Appointing Officer of the Town of Lancaster, and (b) the Commissioner of Personnel of the County of Erie shall correspond on all matters of personnel concerning the Town of Lancaster with the Town Supervisor.

The question of the adoption of the following resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY COUNCIL MEMBER, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, the Town Board has determined that there is a need to set a policy in regards to monies and other financial resources available for investment and/or deposit on behalf of the Town of Lancaster, and

WHEREAS, the Town Board of the Town of Lancaster has also determined that there is a need for a policy for the purchase of goods or services to determine the applicability of Section 103 of the General Municipal Law.

NOW, THEREFORE,

BE IT RESOLVED, that in order to protect the interests of the Town of Lancaster, its residents and taxpayers, the Town Board of the Town of Lancaster hereby adopts the following policies, as presented, to be effective immediately, and which shall supersede any previous versions of such policies:

- a. Investment Policy
- b. Procurement Policy

The question of the adoption of the following resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, by the Town Board of the Town of Lancaster as follows:

SECTION 1:

That during the year 2020, Town department heads or officials, or their designees, are hereby authorized to attend in **Allegheny, Cattaraugus, Chautauqua, Erie, Genesee, Monroe, Niagara and Wyoming Counties**, the regular luncheon/dinner meetings of the various official organizations relating to their official duties as Town department heads or officials. The cost of such meals shall not exceed \$35.00 per luncheon or dinner. Necessary expenses incurred in traveling to or from said meeting as well as membership fees, are hereby determined a legitimate Town expense for which such officials shall be reimbursed upon presentation of receipts and also must have funds available in the departmental budget.

SECTION 2:

That during the year 2020, the Code Enforcement Officer/Fire Inspector or his designee is hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and also must have funds available in the departmental budget:

- New York State Building Officials Conference
- Niagara Frontier Building Officials Education Conference
- State Emergency Management Schools
- New York State Fire Academy Conference
- Montour Falls New York State Fire Academy

SECTION 3:

That during the year 2020, the Court Clerks are hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Magistrates' Association of Court Clerks
- Erie County Town & Village Court Clerks Association

SECTION 4:

That during the year 2020, the Town Justices are hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Magistrates' Association Conference
- Office of Court Administration Taking the Bench Certification Course
- Erie County Magistrates Association

SECTION 5:

That during the year 2020, the Director of Administration and Finance and/or the Payroll Supervisor are hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State-GFOA Pre-Conference Training Seminars and Annual Conference
- New York State-GFOA Western Region Spring Seminar
- New York State-GFOA Western Region Summer Seminar
- New York State-GFOA Western Region Holiday Seminar

SECTION 6:

That during the year 2020, the Highway Superintendent or his designee is hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Association of Town Superintendents of Highways Conference
- Cornell Local Roads Program For Highway Superintendents

SECTION 7:

That during the year 2020, the Police Chief or his designee is hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Association of Chiefs of Police
- Mid Atlantic Great Lakes Organized Crime Law Enforcement Network (MAGLOCLN) Conference
- International Association of Chiefs of Police

SECTION 8:

That during the year 2020, the Town Clerk or her designee is hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Town Clerks' Association Annual Conference
- New York Association of Local Government Record Officers Annual Conference
- New York Association of Tax Receivers and Collectors Annual Conference

SECTION 9:

That during the year 2020, the Executive Director of the Youth Bureau is hereby authorized to attend the following educational and training sessions with reimbursement of actual and necessary expenses hereby authorized upon presentation of receipts and must also have funds available in the departmental budget:

- New York State Association of Youth Bureaus and Youth Boards
- Western New York Association of Youth Bureaus & Youth Boards

SECTION 10:

That during the year 2020, all Town officials and employees be and hereby are authorized to be paid standard mileage per mile for the use of their personal automobiles on all Town business at a rate equal to the Internal Revenue Service Guideline Regulations for 2020 mileage reimbursement.

SECTION 11:

That all conferences, seminars, lectures and meetings not falling within a pattern of regular attendance and **not exceeding \$400.00** in reimbursable expenses, including mileage reimbursement, may be approved for attendance by the Supervisor pursuant to Section 77-b of the General Municipal Law. Conferences, seminars, lectures and meetings **exceeding \$400.00** shall require the approval of the Town Board and must have funds available in the departmental budget.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVE ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

Resolved that the following appointments be and are hereby made by the Town Board of the Town of Lancaster. These appointments shall be effective January 1, 2020. The individuals so appointed shall serve at the will of the Town Board unless otherwise specified by law, and compensation, if any, shall be paid consistent with the applicable Schedule of Salaries adopted by the Town Board for the 2020 calendar year.

GENERAL ADMINISTRATIVE APPOINTEES

DICKMAN, ADAM, be and is hereby appointed the alternate voting delegate to represent the Town of Lancaster at official meetings of the Northeast-Southtowns (NEST) Solid Waste Management Board.

GRABER, KENNETH, be and is hereby appointed Town Prosecutor, under his current terms and conditions of employment.

LOFTUS, KEVIN, be and is hereby appointed Deputy Town Prosecutor, under his current terms and conditions of employment

LOFTUS, KEVIN, be and is hereby appointed Town Attorney, under his current terms and conditions of employment.

ROZLER, RONALD, be and is hereby appointed Natural Disaster Services Coordinator, part-time.

RUFFINO, RONALD, be and is hereby appointed Affirmative Action Officer, in compliance with Title VIII of the Civil Rights Act of 1968.

RUFFINO, RONALD, be and is hereby appointed Budget Officer, part-time.

RUFFINO, RONALD, be and is hereby appointed the voting delegate to represent the Town of Lancaster at official meetings of the Northeast-Southtowns (NEST) Solid Waste Management Board.

TERRANOVA, DIANE M., be and is hereby appointed Registrar of Vital Statistics.

BINGO INSPECTORS, PART-TIME

CRINZI, JOHN, be and is hereby appointed Bingo Inspector, part-time.

FARRUGGIO, PATRICK, be and is hereby appointed Bingo Inspector, part-time.

WEREMBLEWSKI, EDWARD, be and is hereby appointed Bingo Inspector, part-time.

WOJTOWICZ, GAIL MARIE, be and is hereby appointed Bingo Inspector, part-time.

MEMBERS OF AGENCIES, BOARDS, BUREAUS, COMMISSIONS, COUNCILS:

ETHICS BOARD

GETZONI, GRANT, be and is hereby appointed Member, Ethics Board for the term of five years beginning January 1, 2020 and ending December 31, 2024.

INDUSTRIAL DEVELOPMENT AGENCY:

RONALD RUFFINO, SR., be and is hereby appointed Member, Industrial Development Agency to serve at will of the Town Board.

FIALKIEWICZ, FRANK, be and is hereby appointed Member, Industrial Development Agency to serve at will of the Town Board.

HOFFMAN, STEVEN, be and is hereby appointed Member, Industrial Development Agency to serve at will of the Town Board.

KURTZMAN, ALAN, be and is hereby appointed Member, Industrial Development Agency to serve at will of the Town Board.

NIKONOWICZ, JESSE be and is hereby appointed Member, Industrial Development Agency to serve at will of the Town Board.

O'BRIEN, KENNETH, be and is hereby appointed Member, Industrial Development Agency to serve at the will of the Town Board.

VISONE, DAVID, be and is hereby appointed Member, Industrial Development Agency to serve at the will of the Town Board.

PLANNING BOARD:

CONNELLY, NEIL, be and is hereby appointed Chairman, Planning Board for the period January 1, 2020 to December 31, 2020.

BE IT FURTHER,

RESOLVED, that the Town Clerk give notice of the appointment of as Affirmative Action Officer in a "display advertisement" in the official newspaper of the Town in the form attached hereto and made a part hereof.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

LEGAL NOTICE
TOWN OF LANCASTER
NOTICE OF DESIGNATION
OF
AFFIRMATIVE ACTION OFFICER

THE TOWN OF LANCASTER HAS APPOINTED RONALD RUFFINO, SR. AS THE LOCAL AFFIRMATIVE ACTION OFFICER.

PERSONS WHO FEEL THEY HAVE BEEN THE VICTIMS OF HOUSING DISCRIMINATION MAY RECEIVE ASSISTANCE IN FILING A COMPLAINT BY CONTACTING MR. RUFFINO AT 21 CENTRAL AVENUE, LANCASTER, NEW YORK 14086

PHONE: 716-683-1610

January 9, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER TO WIT:

WHEREAS, the Town Board of the Town of Lancaster wishes to implement a policy establishing certain requirements relative to the Town's procurement of public works projects to be performed by outside contractors on Town property,

NOW, THEREFORE,

BE IT RESOLVED, that all public works projects performed by outside contractors on Town property:

1. Shall have a written contract/proposal/agreement/estimate/quote stipulating the task/work to be performed which is signed & dated by both the contractor and a town official and which includes the following language "The Town is listed as an additional insured on a primary and non-contributory basis for all ongoing and completed operations during the policy period". In addition, contractors shall provide required insurance certificates to the Town Attorney for acceptance and approval.
2. Shall be authorized/approved by the Lancaster Town Board via a resolution, and

BE IT FURTHER,

RESOLVED, Town of Lancaster department heads be and are hereby authorized to sign contracts/proposals/agreements/estimates/quotes for public works projects in the amount of two-thousand five-hundred dollars (\$2,500.00) or less in conjunction with the provisions stated above; public works projects in the amount of two-thousand five-hundred dollars (\$2,500.00) or more require the Town Supervisor's signature in conjunction with the provisions stated above, and

BE IT FURTHER,

RESOLVED, in the event of an urgent and unexpected emergency situation where health and public safety or the conservation of public resources is at risk, or where the time sensitive nature of the work requires immediate action, the contract can be executed and approved by the Town Board retroactively in conjunction with all the provisions stated above, and

BE IT FURTHER,

RESOLVED, this resolution is effective immediately and shall supersede any previous versions of such policy.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

PRESENTATION OF PREFILED RESOLUTIONS:

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the minutes of the Regular Meeting of the Town Board held December 16, 2019 be and are hereby approved.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

File: RMIN (P1)

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the following Audited Claims be and are hereby ordered paid from their respective accounts as per abstract to be filed in the Office of the Town Clerk by the Assistant to the Supervisor, to wit:

Claim No. 59361 to Claim No. 59563 Inclusive

Total amount hereby authorized to be paid: \$1,860,468.30

The question of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

File: Reclaims

THE FOLLOWING RESOLUTION WAS OFFERED
 BY SUPERVISOR RUFFINO, WHO
 MOVED ITS ADOPTION, SECONDED BY
 COUNCIL MEMBER TO WIT:

RESOLVED that the following Building Permit applications be and are hereby reaffirmed:

CODES:

- (SW) = Sidewalks as required by Chapter 12-1B of the Code of the Town of Lancaster are waived for this permit.
- (CSW) = Conditional sidewalk waiver
- (V/L) = Village of Lancaster

NEW PERMITS:

Pmt #	SW	Applicant	Village	
	Name	Address	STRUCTURE	
30623		Happy Home Exteriors LLC	11 Schilling Ct	Re-Roof
30624		Licensed Dependable Const. Inc	5255 Genesee St	Er. Comm. Add./Alt.
30625		NAS Sign Company	6114 Broadway	Er. Sign
30626		Beebe Construction Inc.	17 Sawyer Ave	Re-Roof (V/L)
30627		Beebe Construction Inc.	118 Peppermint Rd	Re-Roof
30628		Jonathan Piersa	1305 Ransom Rd	Er. Pole Barn
30629		Guard Construction & Contract	5344 Genesee St	Dem. Bldg
30630		Gen-Tech Power Systems LLC	18 Division St	Inst. Generator (V/L)
30631		Mission Hills Construction Co.	6377 Transit Rd	Er. Comm. Add./Alt.
30632		Besroi Construction	3685 Walden Ave	Re-Roof (V/L)
30633		Buddy Nguyen	4780 William St	Re-Roof
30634		Buddy Nguyen	4780 William St	Er. Fence
30635		LJ Construction WNY LLC	96 Holland Ave	Re-Roof (V/L)
30636		Buffalo's Best Roofing	26 Rose St	Re-Roof
30637		Solar Liberty Energy	1 Sterling Pl	Inst. Solar Panels
30638		MGR Constructors	100 Oxford Ave	Er. Comm. Add./Alt. (V/L)
30639		Marrano/Marc Equity Corp.	31 Sedge Run	Er. Patio Home
30640		Marrano/Marc Equity Corp.	2 Sedge Run	Er. Patio Home
30641		Zenner & Ritter Co., Inc.	71 Gale Dr	Inst. Generator
30642		The Gutter People of WNY Inc.	209 Warner Rd	Er. Porch
30643		House Crafters LLC	10 Logan Ln	Er. Res. Add.
30644		Marrano/Marc Equity Corp.	86 Grambo Dr	Er. Patio Home
30645		Jonathan Logan	15 Michael Anthony Ln	Er. Deck

BE IT FURTHER

RESOLVED, that the Building Permit Applications herein coded (CSW) for conditional sidewalk waiver be and are hereby reaffirmed with a waiver of the Town Ordinance required for sidewalks, however, the waiver is granted upon the expressed condition that the Town of Lancaster, at any future date, reserves the right to order sidewalk installation at the expense of the property owner.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

RESOLVED, that the Town Board of the Town of Lancaster hereby approves the Agreement, between the Town of Lancaster and the Depew-Lancaster Boys' and Girls' Club, Inc., for the operation of a Youth Development Program for the benefit of youth in the Town of Lancaster and hereby authorizes the Supervisor to execute said agreement which will cover the period January 1, 2020 through December 31, 2020.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, Wm. Schutt & Assoc., has requested that the Town Board authorize an invitation to bid for the Restroom Rehabilitation at the Lancaster Public Library 5466 Broadway Project within the Town of Lancaster, and

WHEREAS, the Town Board has given due review and consideration to the request for Restroom Rehabilitation at the Lancaster Public Library 5466 Broadway Project and deems it in the public interest to invite public bids in conformance with General Municipal Law Section 103 of the State of New York;

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby invites public bids for the Restroom Rehabilitation at the Lancaster Public Library 5466 Broadway Project, said bids are to be in conformance with the plans and specifications which are available at the office of Wm. Schutt & Assoc. 37 Central Ave., Lancaster, NY 14086 and to be received in the Office of the Town Clerk, 21 Central Avenue, Lancaster, New York, no later than 10:00 A.M. Local Time on January 23, 2020 and opened thereafter.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

NOTICE TO BIDDERS

FOR THE

**TOWN OF LANCASTER
RESTROOM RAHABILITATION LANCASTER PUBLIC LIBRARY
5466 BROADWAY**

Sealed bids for the rehabilitation of restrooms at the Lancaster Public Library will be received by the Town Clerk at her office in the Town Hall, 21 Central Avenue, Lancaster, New York on or before 10:00 A.M. local time on January 23, 2020 at which time they will be publicly opened and read aloud.

Contract Documents may be examined at the office of the Town Clerk and at the office of the ENGINEER, Wm. Schutt & Associates, P.C., 37 Central Avenue, Lancaster, New York 14086 between the hours of 9:00 A.M. and 4:00 P.M., except Saturdays, Sundays and Holidays.

Contract Documents may be obtained at the office of the ENGINEER.

Proposals shall be made and received upon the following conditions:

Each proposal must be accompanied by the deposit of a certified check, payable to the Town of Lancaster, for a sum equal to five percent (5%) of the total amount of the Bid, or a bond with sufficient sureties in a penal sum equal to five percent (5%) of such total bid amount, conditioned that if the proposal is accepted, that he will execute within fifteen (15) days from the date of the acceptance of the proposal, a suitable security bond in the amount of the Contract, conditioned for the faithful and prompt performance and completion of the Work specified in the Contract.

All bid deposits except that of the successful bidder will be returned.

Upon acceptance of his Bid, if the successful bidder fails to enter into a Contract pursuant to the requirements of the Contract Documents, or fails to give the further security prescribed in this Notice, with the same time limited therein, then the check deposited as aforesaid and the monies standing to the credit of the same, shall be forfeited to the Town as liquidated damages, or the payment of the bond enforced for the benefit of the Town. The Town of Lancaster reserves the right to waive informalities in or to reject any and all bids.

Consulting Engineers:
William Schutt & Associates, P.C.
37 Central Avenue
Lancaster, NY 14086-2143
(716) 683-5961
Date: January 9, 2020

By the Order of the Town Board of
Lancaster, Erie County, New York

Diane Terranova
Town Clerk

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, Rotella Grant Management Company, a grant writing/consultant firm, has furnished an Agreement to the Town of Lancaster, which sets forth the grant writing and consulting services to be provided to the Town, and the fee schedule associated for said services, and

WHEREAS, the Town Board and the Town Attorney have reviewed the beforementioned Agreement and deem it to be in the public's interest to retain Rotella Grant Management Company to provide grant writing/consultant services for the year 2020 in accordance with the terms and conditions contained therein.

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby authorizes the Town Supervisor to execute the agreement with Rotella Grant Management Company with offices located 3322 Upper Mountain Road, Sanborn New York, 14132 for the purpose of providing grant writing/consultant services to the Town of Lancaster for the year 2020 in accordance with the terms and conditions contained therein.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY COUNCIL MEMBER DICKMAN, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, the Town Board of the Town of Lancaster has heretofore held a public hearing pursuant to Chapter 50-Zoning Section 17 (F) of the Code of the Town of Lancaster, upon the application of **Donald Damato**, for a Special Use Permit for a Home Occupation (Firearm Sales) on premises located at 43 Greenmeadow Drive, Lancaster, New York, and the Board originally issued such Special Use Permit on January 2, 2018, this Special Use Permit is subject to renewal upon application by the property owner, and

WHEREAS, **Donald Damato** has requested that the Town Board renew the Special Use Permit for an additional two (2) year period, and

WHEREAS, the Supervising Code Enforcement Officer has recommended his approval of this Special Use Permit renewal by his letter dated December 13, 2019.

**NOW THEREFORE,
BE IT RESOLVED, as follows:**

1. That pursuant to Chapter 50-Zoning, Section 17 (F), entitled "Home Occupation", of the Code of the Town of Lancaster, the Town Board of the Town of Lancaster does hereby grant a Special Use Permit to **Donald Damato**, for a Special Use Permit for a Home Occupation (Firearm Sales) on premises located at 43 Greenmeadow Drive, Lancaster, New York, upon the terms and conditions as set forth in the Zoning Ordinance.

2. That the applicant will continue in compliance with all conditions as set forth in Chapter 50, Section F, of the Code of the Town of Lancaster as long as the applicant continues to engage in the home occupation on the premises, including but not limited to:

- a) Only persons residing on the premises shall be engaged in such occupation.
- b) There shall be no change in the outside appearance of the building or premises or visible evidence of the conduct of such home occupation.
- c) This Special Use Permit terminates when the applicant no longer resides on the premises.
- d) Applicant will adhere to all Federal and State Licensing regulations concerning firearm sales.
- e) Applicant shall obtain and provide proof of a valid New York State Business License from the appropriate regulatory agency for the service being provided.
- f) Special Use Permit must be renewed every two (2) years at no additional cost to applicant. Renewal is considered upon the property owner submitting an application to the Town Clerk, on or before December 2, 2021.
- g) Applicant will authorize representatives from the Building Inspector's Office to enter the premises upon reasonable notice to inspect the premises to verify compliance with this permit.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, John Trojanowsky, Executive Director of the Youth Bureau of the Town of Lancaster, by letter dated December 27, 2019 has recommended the appointment of the following individual to the following part-time permanent position in the Town of Lancaster Youth Bureau.

NOW, THEREFORE, BE IT

RESOLVED, that the following individual is hereby appointed to the following part-time permanent position in the Town of Lancaster Youth Bureau, working not more than nineteen and three-quarter hours per week, and that this being a part-time position, provides no health insurance, sick days, vacations, or other fringe benefits not specifically mandated for part-time employees:

NAME	ADDRESS	POSITION	HOURLY RATE	EFFECTIVE DATE
Nina Wright	Lancaster, NY	Tutor	\$16.00	January 1, 2020

BE IT FURTHER,
RESOLVED, that the Supervisor of the Town of Lancaster shall be authorized to take all necessary action to implement the foregoing.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, the Town Board of the Town of Lancaster, by resolution dated June 18, 2018, previously approved the final plat for the proposed 14 single family private patio homes located on 375 Harris Hill Road known as “Hamlet Meadows Subdivision” prepared by Greenman-Pederson, Inc. Consulting Engineers, on March 12, 2018, and

WHEREAS, the map cover (#3753) was thereafter duly filed in the Erie County Clerk’s Office on July 24, 2018, and became a map cover of record, and

WHEREAS, the developer, Cocoon Development LLC, requested that the Town Board accept an amended plat plan application dated October 29, 2019 to amend the previously approved subdivision map cover to incorporate the private Road, Juliette Drive by 12 feet, separating Juliette Drive from the sublots, which currently provides Juliette Drive as an easement, overlaid on the sublots, for Hamlet Meadows, and

WHEREAS, the amended preliminary plat plan for this project was submitted to the Planning Board and was recommended for approval at their November 20, 2019 meeting, and

WHEREAS, the Town, acting as lead agency had previously completed an environmental review for the project rezone on August 4, 2014, in conformance with SEQR (State Environmental Quality Review) regulations and on August 18, 2014 a Negative Declaration was issued.

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves the Amended Final Plat Plan submitted by **Cocoon Development LLC**, dated December 13, 2019, previously filed with the Erie County Clerk’s Office on July 24, 2018 through map cover (#3753) , to incorporate the private road, Juliette Drive, into the common areas for dedication to the Home Owners Association, modifying lot lines along Juliette Drive by 12 feet, separating Juliette Drive from the sublots, for Hamlet Meadows Subdivision located at 375 Harris Hill Road, in the Town of Lancaster, and

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves, as presented, the Agreement for Leave of Absence between the Town, the CSEA White Collar Unit and Cynthia Maciejewski.

**BE IT FURTHER,
RESOLVED**, that the Supervisor of the Town of Lancaster shall be authorized to take all necessary action to implement the foregoing.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, MGR Constructors, Inc., P.O. Box 61, Bowmansville New York 14026, the contractor for the Lancaster Senior Center Restroom Rehabilitation Project, has submitted Change Order No. 2 in the amount of \$472.00 for Time and Material for removal and replacement of toilet accessories and soap dispensers to the men's and women's restrooms being rehabilitated, to the Town Board for their approval, and

WHEREAS, Additional funds are available from the CDBG (Community Development Block Grant), as the original work was under budget;

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves Change Order No. 2 to MGR Constructors, Inc., with respect to the outlined descriptions previously provided to the Town Board:

DESCRIPTION OF CHANGE ORDER NO. 2:

Additional compensation for Time and Material for removal and replacement of toilet accessories and soap dispensers to the men's and women's restrooms being rehabilitated.

CHANGE ORDER NO. 2:

The current Contract value is	\$33,330
The Contract Sum will be increased by this Change Order in the amount of....	\$472
The new Contract Sum including this Change Order will be	\$33,802

BE IT FURTHER,

RESOLVED, that the Supervisor be and is hereby authorized to execute this Change Order on behalf of the Town of Lancaster.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 6, 2020