

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 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

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

2

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 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

3

RESOLVED, that the Lancaster Bee and Buffalo News are hereby designated as the official newspapers of the Town of Lancaster for the years 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

4

RESOLVED, that for the years 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

5

RESOLVED, that Town Hall Offices, be opened from 8 A.M. to 4 P.M.
every day, Monday through Friday, during the years 2022 and 2023, except legal holidays,
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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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 2022 and 2023 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

7

RESOLVED, that the sum of \$1,550.00 be allocated for the proper observance of Memorial Day and Independence Day to the following Veterans Organizations.

Not to exceed \$500.00 - Lt. Col. Matt Urban V.F.W. Post 7275
Not to exceed \$350.00 - Depew Post, American Legion
Not to exceed \$350.00 - Disabled American Veterans Korean Era
Not to exceed \$350.00 - 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 2022, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

8

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 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

9

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 2022 and 2023 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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 2022 and 2023, 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, SR.

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

January 3, 2022

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

11

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 2022 and 2023, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

WHEREAS, by resolution adopted January 3, 2022, 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 2022 and 2023 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

13

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 and Town Board Members.

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

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

January 3, 2022

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO, 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

15

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

SECTION 1:

That those Town elected and appointed officials who are authorized by the Town Board to attend the 2022 New York State Association of Towns Training School and Annual Meeting, to be held in New York City on February 20th, 21st, 22nd and 23rd, 2022, are eligible for reimbursement for actual and necessary expenses subject to the following limitations:

1. Lodging – single occupancy room rate at established conference rates (New York Marriott Marquis, 1535 Broadway, New York, NY 10036 (Times Square) at a rate of \$279 per night). Each employee is responsible for presenting a completed NYS Department of Taxation and Finance Exemption Form ST-129 directly to the hotel for the purpose of obtaining tax exempt occupancy. The Town will not pay or reimburse and taxes resulting from failure to submit exemption form.
2. Travel – two-way airfare, train fare or actual mileage direct to hotel.
3. Cab Fare – reimbursement restricted to fare between airport or train station to and from hotel only (maximum reimbursement of two (2) fares per employee only).
4. Meals – Reimbursement not to exceed \$50 per diem and includes reimbursement of actual expenses for the following meals per date for the employee only:
 - Sunday 2/20 – Lunch and Dinner
 - Monday 2/21 – Breakfast, Lunch and Dinner
 - Tuesday 2/22 – Breakfast, Lunch and Dinner
 - Wednesday 2/23 – Breakfast and Lunch
5. Conference Registration Fee – Authorized reimbursement of \$150 per employee.

All requests for reimbursement must be presented in the form of original, itemized receipts (un-itemized credit card receipts will not be accepted). Reimbursement will not be made for purchase of alcoholic beverages. Total reimbursement per employee is not to exceed the sum of **\$1,400.00** and also must have funds available in your departmental budget. All requests for reimbursement must be received by the Supervisor no later than Friday, March 18, 2022. Reimbursement requests submitted or received after this date will not be paid.

SECTION 2:

That Highway Superintendent John Pilato or Town Board Member Robert Leary be and is hereby appointed as a delegate to the New York State Association of Towns Training School and Annual Meeting to be held in New York City on February 20th, 21st, 22nd and 23rd, 2022.

SECTION 3:

That during the year 2022, 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 \$40.00 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 your departmental budget.

SECTION 4:

That during the year 2022, 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 your 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
- Associations of State Flood Plain Managers
- NFBOA – B- Monthly Meetings of WNY Fire Marshall Association

SECTION 5:

That during the year 2022, 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 your departmental budget:

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

SECTION 6:

That during the year 2022, 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 your departmental budget:

- New York State Magistrates' Association Conference
- New York State Association of Towns Training School and Annual Meeting – subject to the limits specified in Section 1.
- Office of Court Administration Taking the Bench Certification Course
- Erie County Magistrates Association

SECTION 7:

That during the year 2022, the Director of Administration and Finance 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 your 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 8:

That during the year 2022, 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 your departmental budget:

- New York State Association of Town Superintendents of Highways Conference
- New York State Association of Towns Training School and Annual Meeting – subject to the limits specified in Section 1.
- Cornell Local Roads Program For Highway Superintendents

SECTION 9:

That during the year 2022, 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 your 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
- New York State Association of Towns Training School and Annual Meeting - subject to the limits specified in Section 1.

SECTION 10:

That during the year 2022, 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 your 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 11:

That the Planning Board Chairman and / or one Planning Board Member, to be designated by the Town Board, be permitted to attend the following training and educational session with reimbursement of actual and necessary expenses, not to exceed the aggregate sum of **\$1,400.00** which is allocated for the Planning Board, hereby authorized upon presentation of receipts and must also have funds available in your departmental budget.

- New York State Association of Towns Training School and Annual Meeting - subject to the limits specified in Section 1.

SECTION 12:

That during the year 2022, 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 your departmental budget:

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

SECTION 13:

That during the year 2022, 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 2022 mileage reimbursement.

SECTION 14:

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

January 3, 2022

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

16

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, 2022. 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 2022 calendar year.

GENERAL ADMINISTRATIVE APPOINTEES

BRAUN, LEZA, be and is hereby appointed Account Clerk, part-time, (Games of Chance Auditor).

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.

FISCHIONE, MATTHEW, be and is hereby appointed 1st Alternate Natural Disaster Service Coordinator.

FOWLER, THOMAS, be and is hereby appointed Deputy Town Prosecutor, under his current terms and conditions of employment.

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

KARN, WILLIAM, be and is hereby appointed 2nd Alternate Natural Disaster Service Coordinator.

ORLANDO, EMILY, be and is hereby appointed Deputy Town Attorney, under his current terms and conditions of employment.

PILATO, JOHN, be and is hereby appointed Drainage Officer.

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 the voting delegate to represent the Town of Lancaster at official meetings of the Northeast-Southtowns (NEST) Solid Waste Management Board.

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

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

BINGO INSPECTORS, PART-TIME

DALCANZO, JUDY, be and is hereby appointed Bingo Inspector, part-time.

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

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

HISTORIAN

MONNIN, MARY JO, be and is hereby appointed Town Historian.

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

ASSESSMENT REVIEW BOARD

BRANIECKI, CATHERINE, be and is hereby appointed Chairman, Assessment Review Board for the term of five years beginning January 1, 2022 and ending December 31, 2022.

DRUG ABUSE COUNCIL

KARN, WILLIAN, be and is hereby appointed Member, Drug Abuse Prevention Council for the term beginning January 1, 2022 and ending December 31, 2023.

MILLER, LINDA, be and is hereby appointed Member, Drug Abuse Prevention Council for the term beginning January 1, 2022 and ending December 31, 2023.

MURPHY, ANN, be and is hereby appointed Member, Drug Abuse Prevention Council for the term beginning January 1, 2022 and ending December 31, 2023.

MELEWSKI, MARK, be and is hereby appointed Member, Drug Abuse Prevention Council for the term beginning January 1, 2022 and ending December 31, 2023.

ETHICS BOARD

ZIOLKOWSKI, PAUL, be and is hereby appointed Member, Ethics Board for the term of five years beginning January 1, 2022 and ending December 31, 2026.

INDUSTRIAL DEVELOPMENT AGENCY:

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

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

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

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

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

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

TODARO, FRANK, 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, 2022 to December 31, 2022.

COPAS, JOHN, be and is hereby appointed Member, Planning Board for the period January 1, 2022 to December 31, 2028.

YOUTH BOARD:

KERL, KEITH, CHAIRMAN, be and is hereby appointed Chairman, Youth Board.

MARCHIOLI, CESAR, VICE CHAIRMAN, be and is hereby appointed Vice Chairman, Youth Board.

CANDELLA, MICHAEL, be and is hereby appointed Member, Youth Board.

JACOBS, SUZANNE, be and is hereby appointed Member, Youth Board.

KUFEL, ANDREW, be and is hereby appointed Member, Youth Board.

LIPKE, DANIEL, be and is hereby appointed Member, Youth Board.

LUPINI, JAMES, be and is hereby appointed Member, Youth Board.

MARRANO, ANTHONY, be and is hereby appointed Member, Youth Board.

PARKER, JOHN, be and is hereby appointed Member, Youth Board.

PAVELJACK, DANIEL, be and is hereby appointed Member, Youth Board.

RICHARDS, REV. DAVID, be and is hereby appointed Member, Youth Board.

SANTORO, JILL, be and is hereby appointed Member, Youth Board.

SCHEER, REV. RICHARD, be and is hereby appointed Member, Youth Board.

SINGH, HARBIR, be and is hereby appointed Member, Youth Board.

STELLER, REV. PAUL, be and is hereby appointed Member, Youth Board.

SKOK WATSON, DEB, be and is hereby appointed Member, Youth Board.

WITT, BRIAN, be and is hereby appointed Member, Youth Board.

ZONING BOARD OF APPEALS:

MONACELLI, JILL, be and is hereby appointed Chairman, Zoning Board of Appeals, for the period January 1, 2022 to December 31, 2022.

CASTELLANA, TONY, be and is hereby appointed Member, Zoning Board of Appeals, for the period January 1, 2022 to December 31, 2026.

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

January 3, 2022

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 3, 2022

THE FOLLOWING RESOLUTION WAS OFFERED
BY SUPERVISOR RUFFINO,
MOVED ITS ADOPTION,
COUNCIL MEMBER,

WHO
SECONDED BY
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 be procured in a manner consistent with the requirements specified in General Municipal Law §103.
2. 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 proof of current Workers' Compensation, Disability and Liability insurance coverages in the amounts specified to the Town Attorney for acceptance and approval.
3. Shall be authorized/approved by the Lancaster Town Board via a resolution.
4. Any professional service engagements entered into on or after August 20, 2018, which are reasonably anticipated to cost seventy-five thousand dollars (\$75,000.00) or more per fiscal year shall require issuance of a Written Request for Proposals to be reviewed by the Town Board, awards of professional services will be made in conjunction with items 1,2 & 3 above, 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 and one cent (\$2,500.01) 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

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

RESOLVED, that Thomas E. Fowler, Jr. be and hereby is appointed (a) as Town Attorney for the Town of Lancaster effective January 1, 2022, and (b) as Deputy Town Prosecutor for the Town of Lancaster effective January 1, 2022 to act on occasions when the Town Prosecutor is unavailable; and

BE IT FURTHER,

RESOLVED, that Mr. Fowler shall be compensated at a salary rate of \$48,946.00 for the 2022 fiscal year while serving as Town Attorney and Deputy Town Prosecutor; and

BE IT FURTHER,

RESOLVED, that no provision of (a) the collective negotiations agreement between the Town and the CSEA White Collar Unit (the "CSEA White Collar Agreement"), (b) the Personnel Rules for Employees in the Service of the Town of Lancaster, or (c) any other previously adopted policy or rule establishing compensation and/or benefits for Town officers and employees, shall be deemed to apply to the Town Prosecutor; and

BE IT FURTHER.

RESOLVED that this resolution shall become effective upon adoption, and shall supersede all previous resolutions of this Board.

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

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

January 3, 2022

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

RESOLVED, that David Stabler be and hereby is appointed Town Prosecutor for the Town of Lancaster effective January 1, 2022, and

BE IT FURTHER,

RESOLVED, that the Town Prosecutor shall be compensated at a salary rate of \$13,795.00 for the 2022 fiscal year, and

BE IT FURTHER,

RESOLVED, that no provision of (a) the collective negotiations agreement between the Town and the CSEA White Collar Unit (the “CSEA White Collar Agreement”), (b) the Personnel Rules for Employees in the Service of the Town of Lancaster, or (c) any other previously adopted policy or rule establishing compensation and/or benefits for Town officers and employees, shall be deemed to apply to the Town Prosecutor, and

BE IT FURTHER,

RESOLVED, that this resolution shall become effective upon adoption, and shall supersede all previous resolutions of this Board.

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

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

January 3, 2022

THE FOLLOWING RESOLUTION WAS OFFERED
 BY COUNCIL MEMBER LEARY, 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, 2022: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

ASSESSMENT REVIEW BOARD:

Assessment Review Board Chairperson (Braniecki)	225.00 per day
Assessment Review Board Members (Fialkiewicz/Herrmann Imiola/Ostrowski)	175.00 per day
Secretary to Assessment Board of Review P.T. (Carlton)	16.08 per hour

ASSESSOR:

Assessor (Baker)	54,118.00
Clerk P.T. (Powell)	17.82 per hour

BINGO/GAMES OF CHANCE:

Account Clerk P.T. (Games of Chance Auditor) (Braun)	75.00 per inspection
Bingo Inspector P.T. (Wojtowicz - includes mileage)	75.00 per inspection
Bingo Inspector P.T. (Dalcanzo/Farruggio – includes mileage)	70.00 per inspection

BUILDING INSPECTION:

Clerk P.T. (Flanagan)	19.74 per hour
Code Enforcement Officer (Fischione)	71,761.00
Fire Inspector P.T. (W. Revelas)	19.13 per hour

COUNCIL MEMBERS:

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

Clerk to Town Justice (L. Keppner)	48,172.00
Clerk to Town Justice (Lotterer)	
Hired 09/15/20 on step	
Full Rate is 48,172.00 after two years	
90% of full rate 01/11/22 – 09/14/22	43,355.00
100% full rate 09/15/22	48,172.00
Court Officer P.T. (Centinello/Everett/M. Jablonski/ MacPeek/Morris/Nagowski/Pastorek)	19.10 per hour
Town Justice (Cervi/Colby)	45,115.00

DOG CONTROL:

Dog Control Officer P.T. (Karn)	51,511.00
Dog Control Officer P.T. (Bertozzi/Butler/Galbo/Gorski/ Offhaus/Tamol)	16.00 per hour

DISASTER PREPAREDNESS:

Natural Disaster Services Coordinator P.T. (R. Rozler)	18,270.00
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HIGHWAY ADMINISTRATION:

Superintendent of Highways (Pilato)	75,169.00
Town Drainage Officer P.T. (Pilato)	5,783.00
Forestry Supervisor P.T. (Pilato)	3,700.00
Deputy Superintendent of Highways (Barbaro)	38.09 per hour
Clerk P.T. (Walsh)	18.54 per hour

PARKS, RECREATION, FORESTRY, AND BUILDINGS:

Cleaner P.T. (Pawlak/Snyder)	15.92 per hour
Laborer P.T. (Backert/Cook/Mahony/Monin/N. Speyer)	14.86 per hour
Recreation Attendant P.T. (Garby/H. Huxley/S. Huxley/Jankowski/ Kandefer/Markut/D. Mescall/J. Mescall/Musso/Plonka/ Smith/M. Speyer)	14.00 per hour
Recreation Attendant P.T. (Kucewicz)	16.00 per hour

PLANNING BOARD:

Secretary to Planning Board P.T. (Cook)	115.00 per meeting
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POLICE:

Clerk Typist (Confidential) (Sharkey)	48,172.00
School Crossing Guard P.T. (Chapman)	13.79 per hour

SENIOR CENTER:

Recreation Attendant P.T. (Greco)	16.00 per hour
Recreation Attendant P.T. (Radley)	15.00 per hour
Recreation Attendant P.T. (Burns/Janik/Szczesniak)	14.00 per hour
Recreation Instructor P.T (Chatham/Darnley)	14.00 per hour
Recreation Instructor P.T. (Gaffney/Haas/Jankiewicz/Kiesznoski/ Worden)	31.00 per hour
Recreation Supervisor-Senior Citizens (Gianni)	56,240.00
Van Driver P.T. (Conklin/Hastreiter/Morgus/D. Speyer/Sroda)	15.00 per hour

SUPERVISOR:

Accountant (Wojtowiczz)	
Hired 10/12/21 on step	
Full Rate is 57,654.00 after two years	
85% of full rate 01/01/22 – 10/13/22	49,006.00
90% of full rate 10/12/22 – 12/31/22	51,889.00
Assistant to the Supervisor (Zajac)	
Hired 05/04/20 on step	
Full Rate is 57,654.00 after two years	
95% of full rate 01/01/22 – 05/03/22	54,771.00
100% full rate 05/04/22	57,654.00
Director of Administration and Finance (CuvIELlo)	
Hired 01/13/20 on step	
Full Rate is 86,275.00 after two years	
95% of full rate 01/01/22 – 01/12/22	81,961.00
100% full rate 01/13/22	86,275.00
Director of Administration and Finance (LIDA CFO)	7,500.00
Director of Administration and Finance (LIDA PILOT billing)	4,000.00
Payroll Supervisor P.T. (Fay)	31.68 per hour
Secretary to Supervisor (Maciejewski)	48,172.00
Secretary to LIDA (Braun)	7,500.00
LIDA PILOT billing (Braun)	2,000.00
Supervisor (Ruffino)	72,164.00
Supervisor (Budget Officer) (Ruffino)	0.00

TOWN ATTORNEY:

Deputy Town Attorney (Orlando)	14,210.00
Principal Clerk Typist (Confidential) (Braun)	50,709.00
Town Attorney (Fowler)	48,946.00
Town Prosecutor (Stabler)	13,795.00

TOWN CLERK:

Deputy Receiver of Taxes (Brunstad)	62,441.00
Deputy Town Clerk (Martin)	62,441.00
Deputy Town Clerk (Loecher)	48,172.00
Clerk Part-time (Lutz/Shepard)	18.02 per hour
Town Clerk (Terranova)	76,631.00
Town Clerk (Records Management Officer) (Terranova)	6,935.00

YOUTH BUREAU:

Clerk P.T. (Darmstedter/Sporysz)	13.20 per hour
Executive Director – Youth Board (Trojanowsky)	80,042.00
Tutor P.T. (Klemenz/Marranca)	13.20 per hour
Tutor P.T. (Doyle)	15.23 per hour
Tutor P.T. (Metz/Parks/Swiatkiwsky/Wright)	16.24 per hour
Tutor P.T. (Lettieri)	17.00 per hour
Tutor P.T. (Bulera/McDonald)	17.26 per hour

TO BE PAID SEMI-ANNUALLY

Planning Board Chairperson (Connelly)	4,551.00 per annum
Planning Board Members (Anderson/Copas/Gorski/Keefe/Keysa Korzeniewski)	3,558.00 per annum
Zoning Board of Appeals Chairperson (Monacelli)	2,324.00 per annum
Zoning Board of Appeals Members (Castellana/DiRienzo/ Mikoley/Stoerr/Sugg/Tillmanns)	1,805.00 per annum
Clerk to Zoning Board of Appeals P.T. (Terranova)	3,652.00 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

21

RESOLVED, that the following Schedule of Salaries be and is hereby adopted effective January 1, 2022: (amounts represent annual salaries unless otherwise specified)

TO BE PAID BI-WEEKLY

ASSESSMENT REVIEW BOARD:

Assessment Review Board Chairperson (Braniecki)	225.00 per day
Assessment Review Board Members (Fialkiewicz/Herrmann Imiola/Ostrowski)	175.00 per day
Secretary to Assessment Board of Review P.T. (Carlton)	16.08 per hour

ASSESSOR:

Assessor (Baker)	54,118.00
Clerk P.T. (Powell)	17.82 per hour

BINGO/GAMES OF CHANCE:

Account Clerk P.T. (Games of Chance Auditor) (Braun)	75.00 per inspection
Bingo Inspector P.T. (Crinzi/Wojtowicz - includes mileage)	75.00 per inspection
Bingo Inspector P.T. (Dalcanzo/Farruggio/Weremblewski – includes mileage)	70.00 per inspection

BUILDING INSPECTION:

Clerk P.T. (Flanagan)	19.74 per hour
Code Enforcement Officer (Fischione)	71,761.00
Fire Inspector P.T. (W. Revelas)	19.13 per hour

COUNCIL MEMBERS:

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

Clerk to Town Justice (L. Keppner)	48,172.00
Clerk to Town Justice (Lotterer)	
Hired 09/15/20 on step	
Full Rate is 48,172.00 after two years	
90% of full rate 01/11/22 – 09/14/22	43,355.00
100% full rate 09/15/22	48,172.00
Court Officer P.T. (Centinello/Everett/M. Jablonski/ MacPeck/Morris/Nagowski/Pastorek)	19.10 per hour
Town Justice (Cervi/Colby)	45,115.00

DOG CONTROL:

Dog Control Officer P.T. (Karn)	51,511.00
Dog Control Officer P.T. (Bertozzi/Butler/Galbo/Gorski/ Offhaus/Tamol)	16.00 per hour

DISASTER PREPAREDNESS:

Natural Disaster Services Coordinator P.T. (R. Rozler)	18,270.00
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HIGHWAY ADMINISTRATION:

Superintendent of Highways (Pilato)	75,169.00
Town Drainage Officer P.T. (Pilato)	5,783.00
Deputy Superintendent of Highways (Barbaro)	38.09 per hour
Clerk P.T. (Walsh)	18.54 per hour

PARKS, RECREATION, FORESTRY, AND BUILDINGS:

Cleaner P.T. (Pawlak/Snyder)	15.92 per hour
Laborer P.T. (Backert/Cook/Mahony/Monin/N. Speyer)	14.86 per hour
Recreation Attendant P.T. (Garby/H. Huxley/S. Huxley/Jankowski/ Kandefer/Markut/D. Mescall/J. Mescall/Musso/Plonka/ Smith/M. Speyer)	14.00 per hour
Recreation Attendant P.T. (Kucewicz)	16.00 per hour

PLANNING BOARD:

Secretary to Planning Board P.T. (Maciejewski)	115.00 per meeting
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POLICE:

Clerk Typist (Confidential) (Sharkey)	48,172.00
School Crossing Guard P.T. (Chapman)	13.79 per hour

SENIOR CENTER:

Recreation Attendant P.T. (Greco)	16.00 per hour
Recreation Attendant P.T. (Radley)	15.00 per hour

Recreation Attendant P.T. (Burns/Janik/Szczesniak)	14.00 per hour
Recreation Instructor P.T (Chatham/Darnley)	14.00 per hour
Recreation Instructor P.T. (Gaffney/Haas/Jankiewicz/Kiesznoski/ Worden)	31.00 per hour
Recreation Supervisor-Senior Citizens (Gianni)	56,240.00
Van Driver P.T. (Conklin/Hastreiter/Morgus/D. Speyer/Sroda)	15.00 per hour

SUPERVISOR:

Accountant (Wojtowiczz)	
Hired 10/12/21 on step	
Full Rate is 57,654.00 after two years	
85% of full rate 01/01/22 – 10/13/22	49,006.00
90% of full rate 10/12/22 – 12/31/22	51,889.00
Assistant to the Supervisor (Zajac)	
Hired 05/04/20 on step	
Full Rate is 57,654.00 after two years	
95% of full rate 01/01/22 – 05/03/22	54,771.00
100% full rate 05/04/22	57,654.00
Director of Administration and Finance (CuvIELlo)	
Hired 01/13/20 on step	
Full Rate is 86,275.00 after two years	
95% of full rate 01/01/22 – 01/12/22	81,961.00
100% full rate 01/13/22	86,275.00
Director of Administration and Finance (LIDA CFO)	5,000.00
Director of Administration and Finance (LIDA PILOT billing)	4,000.00
Payroll Supervisor P.T. (Fay)	31.68 per hour
Secretary to Supervisor (Maciejewski)	48,172.00
Secretary to Supervisor (Secretary to LIDA)	5,000.00
Secretary to Supervisor (LIDA PILOT billing)	1,500.00
Supervisor (Ruffino)	72,164.00
Supervisor (Budget Officer) (Ruffino)	0.00

TOWN ATTORNEY:

Deputy Town Attorney (Orlando)	14,210.00
Principal Clerk Typist (Confidential) (Braun)	50,709.00
Town Attorney (Fowler)	48,946.00
Town Prosecutor (Stabler)	13,795.00

TOWN CLERK:

Deputy Receiver of Taxes (Brunstad)	62,441.00
Deputy Town Clerk (Martin)	62,441.00
Deputy Town Clerk (Loecher)	48,172.00
Town Clerk (Terranova)	76,631.00
Town Clerk (Records Management Officer) (Terranova)	6,935.00

YOUTH BUREAU:

Clerk P.T. (Darmstedter/Sporysz)	13.20 per hour
Executive Director – Youth Board (Trojanowsky)	80,042.00
Tutor P.T. (Klemenz/Marranca)	13.20 per hour
Tutor P.T. (Doyle)	15.23 per hour
Tutor P.T. (Metz/Parks/Swiatkiwsky/Wright)	16.24 per hour
Tutor P.T. (Lettieri)	17.00 per hour
Tutor P.T. (Bulera/McDonald)	17.26 per hour

TO BE PAID SEMI-ANNUALLY

Planning Board Chairperson (Connelly)	4,551.00 per annum
Planning Board Members (Anderson/Copas/Gorski/Keefe/Keysa Korzeniewski)	3,558.00 per annum
Zoning Board of Appeals Chairperson (Monacelli)	2,324.00 per annum
Zoning Board of Appeals Members (Castellana/DiRienzo/ Mikoley/Stoerr/Sugg/Tillmanns)	1,805.00 per annum
Clerk to Zoning Board of Appeals P.T. (Terranova)	3,652.00 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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 20, 2021 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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:

Check Run #010322

Total amount hereby authorized to be paid: \$494,855.46

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

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

January 3, 2022

THE FOLLOWING RESOLUTION WAS OFFERED
 BY COUNCIL MEMBER MAZUR 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 310 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			
33649		CIR Electrical Construction	44 Lakeside Cres	Inst. Solar Panels	(V/L)
33652		Sitzmans Appliance Center	109 Avian Way	Inst. Generator	
33657		Alta Bella Casa, Inc.	30 Sawgrass Ln	Er. Res. Alt.	
33659		Besroi Construction	26 Schiffler Ct	Re-Roof	
33660		Besroi Construction	72 Lombardy St	Re-Roof	(V/L)
33661		Richard Harlock	22 Parkside Dr	Dumpster - Temp.	
33662		Premier Fencing	17 Partridge Walk	Er. Fence	
33664		Khalid Qazi	6343 Transit Rd	Er. Sign - Pole	
33665		American Eagle Fireplace	5259 Broadway	Inst. Fireplace/Stove	(V/L)
33666		Thrifty Roofs LLC	221 Aurora St	Re-Roof	(V/L)
33667		Paul Liedkie	3 Clermont Ct	Er. Fence	
33668		Metzger & Weisbeck Inc.,	4266 Walden Ave	Er. Comm. Bldg.	
33669		The Kaz Company	487 Harris Hill Rd	Re-Roof	
33670		The KAZ Company	555 Pleasant View Dr	Re-Roof	
33671		Buffalo Tournament Club	6432 Genesee St	Er. Garage	
33672		Buffalo Tournament Club	6432 Genesee St	Er. Comm. Add./Alt.	
33675		Michael Stankowski	68 Michaels Walk	Er. Fence	
33678		Marrano/Marc Equity Corp.	30 Sedge Run	Er. Patio Home	
33679		Gen-Tech Power Systems LLC	27 Clermont Ct	Inst. Generator	
33680		Kevin Hoffman	24 Northfield Ln	Er. Shed	
33681		Gen-Tech Power Systems LLC	67 Trentwood Trl N	Inst. Generator	
33682		Gen-Tech Power Systems LLC	14 Old Post Rd	Inst. Generator	
33683		Marrano/Marc Equity Corp.	9 Henslow Way	Er. Patio Home	

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

January 3, 2022

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

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby authorizes the Town Supervisor to execute on behalf of the Town of Lancaster, the Stormwater Control Facility Maintenance Agreements when presented, between the Town of Lancaster and the real property owners of record, as required for project approvals per § 400-73(D) of the Lancaster Town Code.

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

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

January 3, 2022

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

WHEREAS, the Town of Lancaster Senior Center provides excursions to area Western New York attractions and casinos, using the Scenic Excursions/Know How Tours transportation company, and

WHEREAS, the company will provide vehicles and drivers to transport participants round-trip from the Senior Center to the event for a fee that is paid for by the participants, and

WHEREAS, the Town Attorney has reviewed the insurance certificates for indemnification purposes and approves their contents, and

WHEREAS, the Town Board of the Town of Lancaster has determined that this is a desired service within the community, and it is in the best interest of the Town to continue having Scenic Excursions/Know How Tours provide transportation services for the Senior Center events' participants.

NOW, THEREFORE,
BE IT RESOLVED, that the Senior Center Recreation Supervisor be and is hereby authorized to execute the Transportation Orders with Scenic Excursions/Know How Tours transportation company, to provide transportation services for the Senior Center events' participants during the 2022 calendar year with fees to be paid for by the participants, should there be a balance owed the remainder will be paid for with funds available in the Town's 2022 Programs for the Aging, Rentals Budget, Line Item 01.7610.0409.

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

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

January 3, 2022

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

6

WHEREAS, MGR Constructors, Inc., P.O. Box 61, Bowmansville, New York 14026, the company awarded the contract for the construction of **the Lancaster 2020 Dog Shelter Project**, has submitted Change Order No. 3 to **increase** the amount by \$13,261.00 to the Town Board for their approval, based on the description previously provided to the Board.

NOW, THEREFORE,
BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves Change Order No. 3 from MGR Constructors, Inc., with respect to the outlined description provided to the Town Board:

DESCRIPTION OF CHANGE ORDER NO. 3:

The increase represents the additional charges accrued to comply with the safety requirements for the animals which include increasing the height of the masonry walls by two feet between kennels, additional epoxy to be applied for the increased walls' height and altering the height of the chain link fencing by two feet and reducing the opening size by one inch.

CHANGE ORDER NO. 3:

The original Contract Bid Sum was	\$	603,444.00
The Contract Bid Sum decreased by Change Order #1 in the amount of....	\$	(128,044.00)
The Contract Bid Sum changed by Change Order #2 in the amount of....	\$	0 .00
The Contract Bid Sum changed by Change Order #3 in the amount of....	\$	13,261.00
The NEW Contract Bid Sum including this Change Order will be.....	\$	488,661.00, and

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

January 3, 2022

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

7

WHEREAS, the Town Board is considering an amendment to a previously approved site plan for O'Connell Electric Company, submitted by Thomas Parkes for the expansion of the parking lot and fencing of the existing site located on a +/- 5.88-acre parcel at 20 Lancaster Parkway (SBL No. 94.00-3-32.112) in the Town of Lancaster, and

WHEREAS, the Town of Lancaster Planning Board has reviewed the environmental impact of this project pursuant to SEQRA regulations at their meeting on December 15, 2021, and recommended that a Negative Declaration be issued, and

WHEREAS, the Town Board has duly considered the plans for the construction project using the short Environmental Assessment Form, the criteria for determining significance set forth in 6 N.Y.C.R.R. § 617.7(c) of the State Environmental Quality Review Act ("SEQRA") regulations, and such other information deemed appropriate, including the recommendation of the Town of Lancaster Planning Board, and

WHEREAS, the Town Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination, and

WHEREAS, the proposed action has been labeled an "Unlisted" action under SEQRA.

NOW, THEREFORE,

BE IT RESOLVED by the Town Board of the Town of Lancaster that:

1. This project is described as a parking lot expansion and fencing with 1.81 acre physically disturbed area on a +/- 5.88-acre parcel which is located at 20 Lancaster Parkway (SBL No. 94.00-3-32.112) will not result in any large and important impacts and, therefore, it is an action which will not have a significant adverse impact on the environment, and therefore the Board issues the attached negative declaration of environmental significance for the reasons stated therein..

2. The Town Clerk shall file a copy of the Negative Declaration in the file for the Project.

3. The Town Attorney's Office shall prepare and file a Notice of Determination of Non-Significance with the petitioner and with all required New York State and Erie County agencies, filing a copy of the letter of transmittal.

4. This resolution is effective immediately.

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

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

January 3, 2022

NEGATIVE DECLARATION
Determination of Non-Significance

Town of Lancaster Town Board

Dated: January 3, 2022

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Town Board of the Town of Lancaster has reviewed the proposed O'Connell Electric Company's parking lot and fencing expansion to the existing site located on a +/- 5.88-acre parcel at 20 Lancaster Parkway (SBL No. 94.00-3-32.112) submitted by Thomas Parkes; and the Town Board has determined the project will not have a significant adverse environmental impact and that a Draft Environmental Impact Statement will not be prepared.

Name of Action: O'Connell Electric Company Parking Lot and Fencing Site Plan
Amendment #6039

Location of Action: 20 Lancaster Parkway (SBL No. 94.00-3-32.112), Lancaster, New York 14086, Erie County.

SEQR Status: Unlisted

Description of Action: A site plan amendment for expansion of parking lot and fencing not completed in the initial building construction.

Reasons Supporting this Determination: Potential environmental impacts associated with the Project were identified in the Environmental Assessment Form. The Town analyzed the project under the criteria for determining significance identified in 6 NYCRR § 617.7(c)(1) and in accordance with 6 NYCRR § 617.7(c)(2) and (3). As indicated below based on each criterion specified in 6 NYCRR § 617.7(c)(1), the Project will not have a significant adverse impact on the environment.

1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations? **No impact.**
2. Will the proposed action result in a change in the use or intensity of use of land? **No impact.**
3. Will the proposed action impair the character or quality of the existing community? **No impact.**
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? **The Town of Lancaster has not established a Critical Environmental Area (CEA).**
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway? **No impact.**
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities? **No impact.**
7. Will the proposed action impact existing:
 - a. public/private water supplies? **No impact**
 - b. public/private wastewater treatment utilities? **No impact.**
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources? **No impact.**
9. Will the proposed action result in an adverse change to natural resources (e.g.,

wetlands, waterbodies, groundwater, air quality, flora or fauna)? **No impact.**

10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems? **No impact.**

11. Will the proposed action create a hazard to environmental resources or human health? **No impact.**

For Further Information:

Contact Person: Thomas E. Fowler, Jr., Town Attorney

Address: Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Telephone Number: (716) 684-3342

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

8

WHEREAS, Thomas Parkes of **O’Connell Electric Company**, has submitted an amended site plan prepared by Greenman-Pedersen, Inc. Consulting Engineers, consisting of the following drawings: Site Plan, Site Details, Paving and Drainage, and Details: Bioretention Area all dated April 2016 and revised on May 10, 2016, Sanitary & Water and Grading dated April 2016 and revised on July 5, 2016, and Plan: Erosion & Sediment Control (pages 5, 6 and 7), and Plan: Landscape all dated April 2016 and revised on September 21, 2021, for the proposed parking lot and fencing expansion of the existing site located at 20 Lancaster Parkway (SBL No. 94.00-3-32.112) in the Town of Lancaster, and

WHEREAS, the amended site plan for this project was submitted to the Planning Board and was recommended for approval at their November 3, 2021 meeting, and

WHEREAS, the Planning Board completed an environmental review on December 15, 2021, in conformance with SEQR (State Environmental Quality Review) regulations and the Town Board, acting as Lead Agency issued a Negative Declaration on January 3, 2022.

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves the amended site plan submitted by Thomas Parkes of **O’Connell Electric Company**, and prepared by Greenman-Pedersen, Inc. Consulting Engineers, consisting of the following drawings: Site Plan, Site Details, Paving and Drainage, and Details: Bioretention Area all dated April 2016 and revised on May 10, 2016, Sanitary & Water and Grading dated April 2016 and revised on July 5, 2016, and Plan: Erosion & Sediment Control (pages 5, 6 and 7), and Plan: Landscape all dated April 2016 and revised on September 21, 2021, for the proposed parking lot and fencing expansion of the existing site located at 20 Lancaster Parkway (SBL No. 94.00-3-32.112) in the Town of Lancaster with the following conditions:

1. Contractor to provide an “As-built” survey to the Building Department prior to any Certificates of Compliance/Occupancy being issued.
2. Private Improvement Permit will be required to initiate construction.
3. SWPPP inspections in the duration from issued CO to current, will need to be reapplied for and approved.
4. Permit from NYS Department of Conservation will need to be applied for and granted.

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

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

January 3, 2022

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

WHEREAS, Thomas Parkes, 830 Phillips Road, Victor New York 14564 has applied to the Town Board of the Town of Lancaster for a permit for Private Improvements upon real property in the Town of Lancaster within O'Connell Electric Co. Inc. 20 Lancaster Parkway, and

WHEREAS, the Town Engineer of the Town of Lancaster has certified on the following permit application that he has reviewed the improvement plans and permit application for the installation of the private improvements requested, and that they conform to the Ordinances of the Town of Lancaster.

NOW, THEREFORE,

BE IT RESOLVED, that Private Improvement Permit Application No. 839 for O'Connell Electric Co. Inc., 20 Lancaster Parkway, Lancaster, New York 14086 which is a permit for Private Improvements for:

- The expansion of parking lot and fence and storm sewer improvement.

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

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

January 3, 2022

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

10

WHEREAS, various outside Law Enforcement agencies contact the Town of Lancaster Police Chief to request permission to rent the Lancaster Police Department's Gun Range for mandatory training and to rent storage space for police property and equipment, and

WHEREAS, agreements are required to be executed on behalf of the Town and any agency to outline expectations for both parties, protect both parties if those expectations aren't met and lock in the price that will be paid for services.

NOW, THEREFORE,

BE IT RESOLVED, as follows:

1. The Chief of Police be and is hereby authorized to execute Agreements and Memorandum of Understandings between the Town of Lancaster and any Law Enforcement Agency for the rental of the Police Department's Gun Range and the storage of outside Law Enforcement Agencies' equipment and property for the year 2022, and
2. When applicable, the Chief of Police's Office shall obtain and provide proof of liability coverage from said agencies, and
3. Any funds received for said rentals shall be deposited into the appropriate Police Budget Account by the Town's Administration and Finance Director.
4. A copy of all agreements entered into by the Chief of Police shall be provided to the Town Attorney for review.

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

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

January 3, 2022

THE FOLLOWING RESOLUTION WAS OFFERED 11
BY SUPERVISOR RUFFINO, WHO
MOVED ITS ADOPTION, SECONDED BY
COUNCIL MEMBER, TO WIT:

WHEREAS, Town of Lancaster Police Detective Captain, Jeffrey Smith, by letter dated December 27, 2021, has requested the purchase of **one (1) new and unused 2021 Dodge Durango SXT AWD Vehicle**, for the use by the Detective Bureau, and

WHEREAS, the above-referenced vehicle is available for purchase under New York State's "Piggybacking" Law through the Onondaga County Division of Purchase, 071-05 Police and Administrative Vehicles, Bid Reference No. 8771, Contract ID No. 3197 from authorized vendor Robert Green Auto and Truck (Vendor Code #5521), which eliminates the need for competitive bidding pursuant to §103 of General Municipal Law, and

WHEREAS, Captain Smith has recommended the purchase of the beforementioned vehicle, in accordance with said specifications, be made from Robert Green Auto and Truck, for a **unit price of \$33,020.10** per their proposal dated December 16, 2021, and

WHEREAS, the Police Department will receive a trade-in allowance for their 2015 Chevy Tahoe (Vin# 1GNSK2EC9FR660972 w/72,177 mi.) in the amount of \$12,000.00 which will bring the total expenditure for the one (1) new and unused 2021 Dodge Durango SXT AWD Vehicle to \$21,020.10.

WHEREAS, the Town Board deems it in the public interest to approve the purchase of said vehicle.

NOW, THEREFORE,

BE IT RESOLVED as follows, that the Town Board of the Town of Lancaster hereby approves the purchase of **one (1) new and unused 2021 Dodge Durango SXT AWD Vehicle** through the Onondaga County Division of Purchase, 071-05 Police and Administrative Vehicles, Bid Reference No. 8771, Contract ID No. 3197 from authorized vendor Robert Green Auto and Truck (Vendor Code #5521), P.O. Box 8002, Rock Hill, New York 12775, as proposed by the Town of Lancaster Detective Captain, Jeffrey Smith, for a total expenditure of **\$21,020.10** per their quote dated December 16, 2021, which includes a trade-in allowance of \$12,000.00 for a 2015 Chevy Tahoe (Vin# 1GNSK2EC9FR660972 w/72,177 mi.), and which will be paid for with funds from the Town's Public Safety, Equipment Passenger Vehicle Budget, Line Item P3120-0220.

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

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

January 3, 2022

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

WHEREAS, on December 28, 2021, Kathy C. Hochul, Governor of the State of New York issued Executive Order Number 11.1, Declaring a Disaster Emergency in the entire State of New York, and

WHEREAS, a portion of which includes a local option pertaining to Senior Citizens' and Persons with Disabilities' partial property tax exemption, Subdivisions 7, 7-a and 8 of Section 459-c of the Real Property Tax Law (Partial Tax Exemption for Persons with Disabilities), and Subdivisions 5, 5-a, 5-b, 5-c and 6 of Section 467 of the Real Property Tax Law (Partial Tax Exemption for Low Income Senior Citizens), to the extent necessary to permit the governing body of an assessing unit to adopt a resolution directing the assessor to grant exemptions pursuant to such section on the 2022 assessment roll to all property owners who received either of those exemption on the 2021 assessment roll, unless there has been a change in status that would no longer qualify the homeowner, dispensing with the need for renewal applications from such persons, and further dispensing with the requirement for assessors to mail renewal applications to such persons, and

WHEREAS, the Town of Lancaster desires to adopt such resolution while also allowing the assessor to require a renewal application to be filed when the assessor has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed primary residence, added another owner to the deed, transferred the property to a new owner, or died.

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster directs the Town Assessor, pursuant to the NYS Governor's Executive Order 11.1 Continuing Temporary Suspension and Modification of Laws relating to the pandemic disaster emergency, specifically as it pertains to Senior and Disability Exemptions, Section 467 and 459-c of the Real Property Tax Law, to grant exemptions on the 2022 Assessment Roll to all property owners who received that exemption on the 2021 Assessment Roll, except in the case that there is a change of status that would no longer qualify the homeowner, thereby dispensing with the need for renewal applications from such persons, and further dispensing with the requirement for assessors to mail renewal applications to such persons.

BE IT FURTHER,

RESOLVED, that pursuant to the authority granted Governor Hochul by Section 29-a of Article 2-B of the Executive Law, the terms, conditions, and suspensions contained in Executive Order 11.1 shall be continued until January 25, 2022.

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

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

January 3, 2022

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 deems it to be appropriate to extend certain benefits received by members of the CSEA Blue Collar Highway Unit to the Deputy Superintendent of Highways.

NOW, THEREFORE,
BE IT RESOLVED, as follows:

1. That the Town Board of the Town of Lancaster (“Town”) hereby authorizes the extension of the following benefits provided in the Agreement between the Town and the CSEA-Town of Lancaster Blue Collar Highway Unit (“CSEA”) to the Deputy Superintendent of Highways:

ARTICLE II	COMPENSATION
ARTICLE III	VACATIONS
ARTICLE IV	HOLIDAYS
ARTICLE V	SICK BENEFITS (excluding Section 9 “Sick Bank”, the Non-Bargaining Sick Bank will apply to the Deputy Superintendent of Highways)
ARTICLE VI	DEATH IN FAMILY
ARTICLE VII	LEAVE OF ABSENCE WITHOUT PAY
ARTICLE VIII	WORKING CONDITIONS
ARTICLE IX	WORKER’S COMPENSATION
ARTICLE X	HOURS OF WORK (Sections 3, 4, 5, and 6)
ARTICLE XI	OVERTIME (Section 3, 4, and 5)
ARTICLE XIV	JURY DUTY
ARTICLE XV	WORK CLOTHING
ARTICLE XVI	HOSPITALIZATION
ARTICLE XVII	RETIREMENT PLAN
ARTICLE XXIV	PERSONAL LEAVE
ARTICLE XXV	LONGEVITY PAY
ARTICLE XXVI	GENERAL PROVISIONS (Section 4 and 5)

2. The contract provisions set forth above shall supersede any provisions of the Personnel Rules and/or any other resolutions previously adopted by the Town Board which address the same category of benefits as is addressed in such contract provisions.

3. The extension of all contract provisions cited above shall be effective January 1, 2022 unless the contract specifies a different date.

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

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

January 3, 2022

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

14

WHEREAS, the Town maintains a Department of Parks, Recreation and Forestry (the “Department”), and

WHEREAS, the Town Board has determined to reorganize the supervisory structure in the Department by (a) assigning the Deputy Highway Superintendent to exercise general day-to-day operational oversight in the Department, and (b) creating two positions in the title of Laborer-Crew Chief to assist in the day-to-day supervision of the Department, and

WHEREAS, the Town Highway Superintendent has consented to the terms and conditions of this supervisory restructuring within the Department as set forth in this resolution, and

WHEREAS, the Town Board believes that this supervisory restructuring within the Department will result in greater operational effectiveness and will achieve cost savings.

NOW, THEREFORE,

BE IT RESOLVED, that, notwithstanding any prior action of the Town Board, Town Deputy Highway Superintendent Michelle Barbaro shall be authorized to exercise general day-to-day operational oversight in the Department, and shall devote sufficient time and attention to that task to ensure that the Department functions smoothly and effectively, and

BE IT FURTHER,

RESOLVED, that the Deputy Highway Superintendent shall be subject to the ultimate oversight of the Town Board with respect to the duties set forth herein, and in that regard shall be subject to direction by either the Town Board acting by resolution, or by the Town Supervisor, and

BE IT FURTHER,

RESOLVED, that all part-time, full-time, seasonal and other appointments in the Department shall remain subject to the Town Board’s discretion and approval, and all procurement of goods and services on behalf of the Department shall remain subject to the Town Board’s discretion and approval, and

BE IT FURTHER,

RESOLVED, that the Deputy Highway Superintendent shall, at all times, perform such duties hereunder in accordance with applicable laws, rules, and regulations, and in compliance with the policies of the Town, and

BE IT FURTHER,

RESOLVED, that the Town Board hereby authorizes and directs the creation of two positions in the title of Laborer-Crew Chief in the Department, to assist in the day-to-day supervision of the Department and to perform such other duties as may be directed by the Deputy Highway Superintendent, and

BE IT FURTHER,

RESOLVED, that Ronald Hoffman of Lancaster, New York, and Carmen Ciccarelli of Lancaster, New York, be and are hereby each appointed to the full-time position of Laborer-Crew Chief, in the Town of Lancaster Department of Parks, Recreation and Forestry, effective January 3, 2022, contingent upon approval by Erie County Department of Personnel, and that such appointment shall be subject to (a) a 26-week probationary period, and (b) all applicable provisions of the collective negotiations agreement between the Town of Lancaster and the CSEA White Collar Union and all applicable provisions of law, and

BE IT FURTHER,

RESOLVED, that the Town Board hereby approves, as presented, the Memorandum of Agreement between the Town, the CSEA Town of Lancaster Highway Unit and the CSEA White Collar Unit, which implements certain aspects of the above-referenced supervisory reorganization of the Department of Parks, Recreation and Forestry, and authorizes the Supervisor to execute the same, and

BE IT FURTHER,

RESOLVED, that the Supervisor of the Town of Lancaster shall be authorized to take all necessary action to implement the foregoing, including with regard to any and all necessary communications and interactions with the Erie County Department of Personnel.

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

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

January 3, 2022

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

15

WHEREAS, by phone conversation on December 28, 2021, Council Member Robert Leary has requested the creation of the position of Dog Control Officer Full-time and has recommended that current Dog Control Officer Part-time, Jean Karn be appointed to this position in the Control of Dogs Department, and

WHEREAS, Jean Karn is eligible for appointment to this position pursuant to the standards and procedures as set forth in the Civil Service Law, and

WHEREAS, Council Member Leary has further requested that the current position authorized for Jean Karn, per resolution dated July 3, 2017, of Part-time Dog Control Officer (working thirty-five hours per week) be filled by current part-time permanent Assistant Dog Control Officer, Elizabeth Bertozzi, and

WHEREAS, Elizabeth Bertozzi is eligible for appointment to this position pursuant to the standards and procedures as set forth in the Civil Service Law.

NOW, THEREFORE,

BE IT RESOLVED, that the Supervisor of the Town of Lancaster be and is hereby authorized to complete and submit Form PO-17 (New Position Duties Statement) for authorization by the County of Erie Department of Personnel to create one (1) new position of Dog Control Officer Full-time, and

BE IT FURTHER,

RESOLVED, that Jean Karn be and is hereby appointed to the position of Dog Control Officer Full-time in the Control of Dogs Department, effective January 3, 2022, at the current annual salary approved in the 2022 Budget of \$51,511.00, contingent upon approval by Erie County Department of Personnel, and that such appointment shall be subject to all applicable provisions of law and shall be governed by the same terms and conditions as apply to other non-represented, full-time supervisory Town employees, and

BE IT FURTHER,

RESOLVED, that current part-time permanent Assistant Dog Control Officer, Elizabeth Bertozzi, be and is hereby appointed to the position of Part-time Dog Control Officer, authorized dated July 3, 2017 (working thirty-five hours per week), within the Control of Dogs Department, made vacant by the transfer of Jean Karn to Dog Control Officer Full-time, effective January 3, 2022 at an annual salary of \$29,120.00 which was requested for inclusion in that department's 2022 budget, and

BE IT FURTHER,

RESOLVED, that the Supervisor and Payroll Supervisor of the Town of Lancaster shall be authorized and directed to take all necessary actions to implement the foregoing.

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

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

January 3, 2022

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

WHEREAS, by email dated December 28, 2021, the Town of Lancaster Assessor, Rebecca Baker, has requested an adjustment to the rate of pay for her part-time staff member working in the Assessor's Office, and

WHEREAS, Tina Powell's salary was included in the Town Assessor's 2021 budget request for an hourly rate of \$18.05 and the Town Board approved that rate for the 2021 calendar year on November 6, 2020, however, she was only paid an hourly rate of \$17.82, a difference of \$.23 per hour.

NOW, THEREFORE,

BE IT RESOLVED, that the hourly salary for Tina Powell, part-time staff member in the Town Assessor's Office, is hereby adjusted to \$18.05 per hour, as was requested and approved by the Town Board in the Town of Lancaster, New York's 2021 adopted Budget, and

BE IT FURTHER,

RESOLVED, that the pay adjustment is to be made effective retroactively to January 1, 2021 and will be paid from the Town Assessor's 2021 budget, and

BE IT FURTHER,

RESOLVED, that the Lancaster Town Supervisor and Payroll Supervisor 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 BURKARD	VOTED
COUNCIL MEMBER DICKMAN	VOTED
COUNCIL MEMBER LEARY	VOTED
COUNCIL MEMBER MAZUR	VOTED
SUPERVISOR RUFFINO	VOTED

January 3, 2022

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

17

WHEREAS, the Town Board of the Town of Lancaster held a public hearing on December 20, 2021, pursuant to Chapter 400-Zoning, Section 78 entitled Special use permits, of the Code of the Town Lancaster, upon the application of Brad Keatley, Buffalo Division Manager of **O'Connell Electric Company, Inc.**, for a Special Use Permit to operate an electrical services business which includes retail sales on premises locally known as 20 Lancaster Parkway (SBL No. 94.00-3-32.112) in the Town of Lancaster, Erie County, New York, and

WHEREAS, persons for and against such Special Use Permit have had an opportunity to be heard, and

WHEREAS, Code Enforcement Officer, Matt Fischione, has recommended approval of this Special Use Permit per his letter dated July 13, 2021.

**NOW, THEREFORE,
BE IT RESOLVED,**

1. That pursuant to Chapter 400 Zoning, Article VI Industrial Districts, §400-20 Light Industrial District (LI), (B)(1)(p) of the Code of Town of Lancaster, the Town Board of the Town of Lancaster does hereby grant a Special Use Permit to Brad Keatley, Buffalo Division Manager of **O'Connell Electric Company, Inc.**, for a Special Use Permit to operate an electrical services business which includes retail sales on premises locally known as 20 Lancaster Parkway (SBL No. 94.00-3-32.112) in the Town of Lancaster, New York, upon the conditions as set forth in the Zoning Ordinance as set forth in the Zoning Ordinance for the period beginning January 3, 2022, through January 2, 2024, and

2. That the applicant will continue in compliance with conditions as set forth in §400-20 Light Industrial District, §400-22 Supplementary regulations for LI District, and §400-78 Special use permits, of the Code of the Town of Lancaster, and to any additional conditions listed herein, as long as the applicant continues to engage in the occupation listed above on the premises namely:

- A. Permit must be renewed every two (2) years at no additional cost to applicant. Renewal is considered upon the property owner submitting a request in writing to the Town Clerk, on or before January 2, 2024.
- B. Applicant will provide a copy of the business' New York State/Federal Tax Employer Identification Number and when applicable a License from the appropriate regulatory agency for the service being provided.
- C. Exterior storage of materials shall be within the fenced area located on the site plan approved January 3, 2022.

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

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

January 3, 2022

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

18

WHEREAS, the Town Board of the Town of Lancaster has held a public hearing on December 20, 2021, pursuant to Chapter 400-Zoning, Article XIV. Administration and Enforcement, § 400-78 of the Code of the Town Lancaster, upon the application of Stephen Geltz, on behalf of **Salvatore's Italian Prime Restaurant** for a Special Use Permit to allow for the operation of a patio with seating for an outdoor dining area on premises located at 6461 Transit Road (SBL No. 93.05-2-1.1) in the Town of Lancaster, Erie County, New York, and

WHEREAS, persons for and against such Special Use Permit have had an opportunity to be heard;

WHEREAS, Matt Fischione, Code Enforcement Officer of the Town of Lancaster, has recommended the approval of this Special Use Permit per his letter dated November 15, 2021.

NOW, THEREFORE,

BE IT RESOLVED,

1. That pursuant to Chapter 400-Zoning, Article V. Commercial Districts, §400-18 General Commercial (B)(1)(a) of the Code of Town of Lancaster, the Town Board of the Town of Lancaster does hereby grant a Special Use Permit to Stephen Geltz, on behalf of **Salvatore's Italian Prime Restaurant** for a Special Use Permit to allow for the operation of a patio with seating for an outdoor dining area on premises located at 6461 Transit Road (SBL No. 93.05-2-1.1) in the Town of Lancaster, New York, , upon the conditions as set forth in the Zoning Ordinance for the period beginning January 3, 2022 and ending January 2, 2024, and
2. That the applicant will continue in compliance with conditions as set forth in §400-18 General Commercial, §400-19 Supplementary regulations for LC and GC Districts, and §400-78 Special use permits, of the Code of the Town of Lancaster, and to any additional conditions listed herein, as long as the applicant continues to engage in the occupation listed above on the premises namely:
 - A. Permit must be renewed every two (2) years at no additional cost to applicant. Renewal request is considered upon the property owner submitting a request in writing to the Town Clerk, on or before January 2, 2024.
 - B. Applicant will provide a copy of the business' New York State/Federal Tax Employer Identification Number and when applicable, a License from the appropriate regulatory agency for the service being provided.
 - C. There shall be no amplified sound transmitted to the outside seating area.

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

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

January 3, 2022

19

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

WHEREAS, DiDonato Associates, Engineering & Architecture, P.C., 689 Main Street, Buffalo, New York 14203, the company awarded the contract to provide the professional services associated with the Preliminary Engineering (Design I-VI) of the design specifications and construction management of the Aurora Street Bridge over Cayuga Creek Bridge Rehabilitation Project (NYSDOT PIN 5762.97), has submitted Change Order No. 1 to **increase** the amount by \$21,058.75 to the Town Board for their approval, based on the description previously provided to the Town Board.

NOW, THEREFORE,
BE IT RESOLVED, that the Town Board of the Town of Lancaster hereby approves Change Order No. 1 from DiDonato Associates, Engineering & Architecture, P.C., with respect to the outlined description provided to the Town Board:

DESCRIPTION OF CHANGE ORDER NO. 1:

The increase represents the additional charges accrued for Construction Inspection due to extra time required by the contractor to repair defects in the new deck. DiDonato is requesting that the unused \$5,000.00 allowance for geotechnical report under the Survey and Data Collection Reimbursable be transferred to the Construction line cost thereby requiring only an additional \$16,058.75 of funding.

CHANGE ORDER NO. 1:

The original Contract Sum was	\$ 180,374.00
The Contract Sum to be Transferred from the Survey and Data Collection Reimbursable Costs...	\$ (5,000.00)
The Contract Sum to be Transferred to the Construction Line.....	\$ 5,000.00
The Contract Sum increased by this Change Order in the amount of....	\$ 16,058.75
The New Contract Sum including this Change Order will be.....	\$ 196,432.75

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

January 3, 2022

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

20

NOW, THEREFORE,

BE IT 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., in order to provide financial assistance for the operation of a Youth Development Program for the benefit of youth in the Town of Lancaster, in the amount of \$245,000.00 as appropriated in account code A7320.411 in the Town of Lancaster, New York's 2022 Adopted Budget, and

BE IT FURTHER,

RESOLVED, that the Lancaster Town Board hereby authorizes the Supervisor to execute said agreement which will cover the period January 1, 2022 through December 31, 2022.

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

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

January 3, 2022

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

21

WHEREAS, the Town Board of the Town of Lancaster acknowledges that they administer good government and transparency, and

WHEREAS, due to State requirements, the current State of Emergency and numerous requests made by the Town of Lancaster residents, the Town Board recognizes the need for a Live Streaming Video and Audio System for the Board Room located within Town Hall to allow the Town's constituents, employees, and entities doing business with the Town the ability to participate in various meetings if physical attendance is prohibited, and

WHEREAS, the Town Clerk was asked to solicit Request for Proposals from three vendors for the Live Streaming Video Equipment and Audio Components with associated services in accordance with the Town of Lancaster's Procurement Policy, and

WHEREAS, by email dated December 28, 2021, Council Member Robert Leary has recommended that the Town Board purchase the Live Streaming Video Equipment, Audio Components, and associated services from Robert Mark Audio for a combined amount of \$11,000.00 per their proposals dated November 29, 2021, and

WHEREAS, the Town Board of the Town of Lancaster deems it in the best interest of the public to provide such a service to the community.

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Lancaster, hereby approves the proposals submitted by Robert Mark Audio, 93 Groell Ave, Cheektowaga, New York, to provide, install and service a Live Streaming Video System and Audio Components for use in the Town of Lancaster's Board Room located within the Town Hall for a combined amount not to exceed \$11,000.00 per their proposals dated November 29, 2021, and which will be paid for with funds available in the Town's 2022 Buildings Equipment Other Capital Outlay Budget (Line Item A1620.260).

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

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

January 3, 2022