

The organizational meeting of the Town Board of the Town of Hornellsville, County of Steuben, State of New York, was held on January 30, 2024 at the Hornellsville Town Hall, 4 Park Avenue, Arkport, New York 14807 at 5:30 p.m. The meeting was called to order by Supervisor Broughton.

Present: Dan Broughton, Supervisor  
James Giglio, Council Member  
Robert Mauro, Council Member  
David Oakes, Council Member  
Trisha Yanni, Council Member

Recording Secretary: Jessica LaFrance, Town Clerk

The pledge of Allegiance was cited, led by Dan Broughton, Supervisor.

**Resolution 9-2024: Meetings**

Motion by: Mauro Seconded by: Yanni

Whereas, under §62 of Town Law, the Town Board shall adopt a resolution determining the time and place it shall hold its regular meetings; and be it

*Resolved*, that the regular 2024 meetings of the Town Board shall be held the second Tuesday of the month beginning at 7:00 p.m. located at the Town Hall, 4 Park Avenue, Arkport, NY 14807.

January 9 <sup>th</sup>	April 9 <sup>th</sup>	July 9 <sup>th</sup>	October 8 <sup>th</sup>
February 13 <sup>th</sup>	May 14 <sup>th</sup>	August 13 <sup>th</sup>	November 12 <sup>th</sup>
March 12 <sup>th</sup>	June 11 <sup>th</sup>	September 10 <sup>th</sup>	December 10 <sup>th</sup>

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 10-2024: Official Newspaper**

Motion by: Mauro Seconded by: Yanni

*Resolved*, that The Spectator shall be designated as the official newspaper for all legal notices for the Town of Hornellsville for the year 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 11-2024: Financial Institutions**

Motion by: Mauro Seconded by: Yanni

*Resolved*, that Five Star Bank and Community Bank N.A. be designated as the depositories for the Town of Hornellsville for the year 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 12-2024: Mileage**

Motion by: Mauro

Seconded by: Yanni

*Resolved*, that reimbursement for mileage (in the use of employee’s personal vehicle) in the course of doing Town business shall be paid according to the IRS Standard Rate for 2024, currently set at 67 cents per mile.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 13-2024: Advance Payment of Claims 2024**

Motion by: Mauro

Seconded by: Yanni

*Resolved*, that the authorization of the advanced payment of claims adopted by Resolution 2-2020 dated January 11, 2022, shall remain in effect without revisions.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 14-2024: Petty Cash Funds**

Motion by: Mauro

Seconded by: Yanni

*Resolved*, that the Petty Cash Funds for the year 2024 be set up as follows:

Town Clerk	\$50.00
DEC License Issuing Agent (Town Clerk)	\$50.00
Tax Collection (Town Clerk)	\$200.00

*Further Resolved*, that the Petty Cash Policy adopted by Resolution 12-2021 dated December 14, 2021, shall remain in effect without revision.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 15-2024: Payroll**

Motion by: Oakes

Seconded by: Giglio

*Resolved*, that Debra Harvey-Castle shall be reappointed Payroll Clerk and shall be paid an annual salary of \$7,426.30 for the year 2024 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 16-2024: Supervisor**

Motion by: Oakes

Seconded by: Giglio

*Resolved*, that the salary of Danny K. Broughton, duly elected Supervisor shall be paid an annual salary of \$18,065.01 for the year 2024, expenses to be paid by voucher as incurred; and be it

*Further Resolved*, that Council Member James Giglio shall be Deputy Supervisor as reappointed by Supervisor Broughton, without compensation for the year 2024 effective January 1, 2024; and be it



*Further Resolved*, that Town Clerk Jessica LaFrance shall be appointed DEC License Issuing Agent for the year 2024 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 21-2024: Superintendent of Highways**

Motion by: Yanni Seconded by: Mauro

*Resolved*, that Jason Emo duly elected Superintendent of Highways shall be paid an annual salary of \$84,480.07 for the year 2024, expenses to be paid by voucher as incurred; and be it

*Further Resolved*, that Dale Olin shall be reappointed Deputy Superintendent of Highways, without compensation for the year 2024 effective January 1, 2024; and be it

*Further Resolved*, that Jessica LaFrance shall be appointed Clerk to the Superintendent of Highways and shall be paid an annual salary of \$6,818.40 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 22-2024: Highway Personnel**

Motion by: Yanni Seconded by: Mauro

*Resolved*, that the following Highway personnel shall be paid in accordance with the collective bargaining agreement as follows effective January 1, 2024:

<u>Name</u>	<u>Title</u>	<u>Wages</u>
Bracken, Michael	MEO	\$32.45
McMahon, Daniel	MEO	\$30.00
Mullen, Brenton	MEO	\$25.15
Olin, Dale	MEO	\$29.15

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 23-2024: Purchases for Highway**

Motion by: Yanni Seconded by: Mauro

*Resolved*, that Superintendent of Highways Jason Emo may make purchases of such equipment, tools and implements in accordance with NYS Highway Law §142 without prior board approval in an amount not to exceed \$5,000.00.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 24-2024: Town Court**

Motion by: Yanni Seconded by: Mauro

*Resolved*, that Richard Scavo duly elected Town Justice shall be paid an annual salary of \$13,376.89 for the year 2024, expenses to be paid by voucher as incurred; and be it

*Further Resolved*, that Erik Werner duly elected Town Justice shall be paid an annual salary of \$11,302.83 for the year 2024, expenses to be paid by voucher as incurred; and be it

*Further Resolved*, that Madeleine H. Seaman shall be Clerk to the Town Justice as appointed by Town Justice Richard Scavo and shall be paid an annual salary of \$18,171.10 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 25-2024: Assessor**

Motion by: Giglio Seconded by: Oakes

*Resolved*, that Katherine Gabriel, Assessor be paid an annual salary of \$26,986.33 effective January 1, 2024, expenses to be paid by voucher as incurred.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 26-2024: Code Enforcement Officer**

Motion by: Giglio Seconded by: Oakes

*Resolved*, that Robert Mooney shall be reappointed Code Enforcement Officer and shall be paid an annual salary of \$26,075.00 for the year 2024 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 27-2024: Board of Assessment Review**

Motion by: Giglio Seconded by: Oakes

*Resolved*, that each member of the Board of Assessment Review shall be paid \$350.00 annually for meeting attendance for the calendar year 2024; and be it

*Further Resolved*, that Edward Flaitz shall be reappointed to the Board of Assessment Review for a five (5) year term to expire on September, 30 2029.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 28-2024: Planning Board**

Motion by: Giglio Seconded by: Oakes

*Resolved*, that Larry Jones shall be reappointed as Chairperson of the Planning Board for the year 2024; and be it

*Further Resolved*, that Edward Flaitz shall be reappointed to the Planning Board for a five (5) year term to expire on December 31, 2028; and be it

*Further Resolved*, that Jim VanBrunt shall be reappointed to the Planning Board for a five (5) year term to expire on December 31, 2028.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 29-2024: Zoning Board of Appeals**

Motion by: Giglio

Seconded by: Oakes

Resolved, that Joseph Bailey shall be appointed Chairperson of the Zoning Board of Appeals for the year 2024; and be it

*Further Resolved*, that William Geise III shall be reappointed to the Zoning Board of Appeals for a five (5) year term to expire on December 31, 2028

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 30-2024: Health Officer**

Motion by: Yanni

Seconded by: Giglio

*Resolved*, that Dr. Bruce MacKeller shall be reappointed Health Officer for the Town of Hornellsville and shall be paid an annual salary of \$950.00 for the year 2024 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 31-2024: Cleaner**

Motion by: Yanni

Seconded by: Giglio

Resolved, that Shannon Smith be hired as a Cleaner to clean the Town Hall, Court and Highway Offices and shall be paid an annual salary of \$2,566.32 for the year 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 32-2024: Discrimination and Harassment Compliance**

Motion by: Yanni

Seconded by: Giglio

*Resolved*, that Jason Emo shall be reappointed Discrimination and Harassment Compliance Officer, without compensation for the year 2024 effective January 1, 2024; and be it

*Further Resolved*, that Danny K. Broughton shall be reappointed Discrimination and Harassment Compliance Officer, without compensation for the year 2024 effective January 1, 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 33-2024: Lawn Care**

Motion by: Yanni

Seconded by: Giglio

*Resolved*, that Frank’s Lawn Care be hired to mow at the Town Hall as necessary and shall be paid \$50.00 per mow and trim service for the year 2024.

Ayes 5 Broughton, Giglio, Mauro, Oakes, Yanni  
Nays 0

**Resolution 34-2024: Blanket Official Undertaking**

Motion by: Yanni

Seconded by: Giglio

Whereas, Public Officers Law §11(2) provides that, in lieu of any individual undertaking, as required by law, the town board may procure a blanket undertaking from any duly authorized corporate surety, covering officers, clerks and employees;

Whereas, such blanket undertaking must be approved as to form, manner of execution and sufficiency of surety, by the town board and filed in the same manner as individual undertakings; and

Whereas, such blanket undertaking indemnifies against losses caused by the failure of officers, clerks and employees to faithfully perform their duties or to account properly for all moneys or property received by virtue of their position or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered there under, now, therefore, be it

*Resolved*, that the Board approves a blanket undertaking, does and shall maintain coverage, presently in the form of a Government Crime Coverage policy issued by Glatfelter in the amount of \$500,000 for all Town of Hornellsville officers and employees, excepting the Town Clerk/Collector who shall carry a separate surety bond presently issued by RLI in the amount of \$400,000, and be it

*Further resolved*, that said policy shall provide employee dishonesty coverage and faithful performance of duty coverage for said officers and employees as required by Public Officers Law §11, and be it

*Further Resolved*, that a certified copy of this resolution be attached to said blanket undertaking and a copy thereof be filed in the Office of the Town Clerk.

Ayes        5    Broughton, Giglio, Mauro, Oakes, Yanni  
Nays        0

**Adjournment:**

With no further business, on a motion made by Mauro, seconded by Yanni, the meeting was adjourned at 5:52 p.m.

Ayes        5    Broughton, Giglio, Mauro, Oakes, Yanni  
Nays        0

Respectfully Submitted,

Jessica L. LaFrance  
Town Clerk  
January 31, 2024