

JANUARY 2, 2025
ORGANIZATIONAL MEETING
WEB SITE <http://macedontown.net>

The Organizational Meeting of the Town Board of the Town of Macedon held January 2, 2025 at the Town Complex, 32 Main Street, in the Town of Macedon was called to order by Supervisor Kim V. Leonard at 5:00 p.m.

Pledge of Allegiance.

Upon Roll Call, the following members of the Board were

Present:

Councilperson	Bruce Babcock
Councilperson	Dianne Dorfner
Councilperson	David Maul
Supervisor	Kim Leonard

Absent:

Councilperson	David McEwen
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Also Present:

Town Clerk	Karrie Bowers
Town Engineer	Scott Allen

RESOLUTION NO. 1 (2025) STANDING RULES OF THE BOARD

RESOLVED that the proposed Standing Rules submitted to this Board and this day presented for action, be and hereby are adopted as the Standing Rules of the Board until rescinded, subject to amendments thereafter duly adopted.

RULES OF ORDER 1	Regular Meetings
	Regular meetings, typically beginning at 7:00 p.m., will be held according to a schedule approved at the Organizational Meeting.
2	Special Meetings
	Special meetings will be held at the call of the Supervisor or upon request of two or more voting Town Board Members.
3	Place of Meetings
	Unless otherwise noted, all meetings will be held in the Town Hall.
4	Quorum
	Members convening, including video conferencing, possessing more than 50% of the board's voting power, shall constitute a quorum for the transaction of business. If a quorum is not convened within 45 minutes after the time set for a meeting, the members shall adjourn. The council must notify the Supervisor prior to any absence.
5	Presence of Legal Counsel
	Unless excused by the Supervisor or Acting Chair, Legal Counsel shall be present during all meetings.
6	Acting Chair
	In the absence of the Supervisor, the Deputy Supervisor or other designee will preside.
7	Order of Business
	1. Call to order 2. Pledge of Allegiance 3. Roll Call 4. Approval of prior minutes 5. Reports from Departments, Committees, Boards 6. Correspondence, Public Comment 7. Old Business 8. New Business 9. Approval of bills 10. Adjournment
8	Roll Call
	On Roll Call, the Town Clerk shall record each member present or absent by name. Further, the clerk shall record the subsequent arrival or departure of any board member during the course of each meeting
9	Approval of Previous Minutes
	Minutes of any previous meeting will not be read aloud, unless requested by any Town Board member, but will be subject to approval by motion, second, and vote.
10	Payment of Claims
	On the first & second regular meetings of each month, the Town Clerk will present to the Board all claims to be audited and coded by the fund. Each member of the Board will review all claims. By motion, second, and vote, the board will authorize the Town Clerk to issue a warrant to the Supervisor for payment of the aggregate abstract.

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11	Visitors
At all regular meetings, comments from visitors will be permitted during the appropriate order of the meeting, and otherwise as permitted by the Supervisor or majority of the Board.	
12	Communications
All communications to the Board not included as another agenda item may be read to the Board by the Town Clerk or Supervisor.	
13	Reports
Reports from Departments, Committees, Boards, and Commissions may be presented to the Town Board for review at each regular meeting according to their individual publication schedules.	
14	Resolutions & Motions
<p>All business will be acted upon in the form of resolutions, which must be brought by motion and second before the discussion.</p> <p>A resolution may be withdrawn before action is taken, by an agreement of the members who motioned and seconded the resolution.</p>	
15	Agenda
The Supervisor shall prepare a statement of the order of business for each meeting. The submission deadline (for topics to be heard at the next scheduled board meeting) shall be the close of business on the Wednesday of the preceding week. The agenda shall be posted on the town website no later than three calendar days prior to the meeting.	
16	Amendments to the Rules
These rules of order shall be amended only by a majority vote of the Board and only after ten days' notice, which notice shall be in writing and be filed with the Clerk and shall specify the particulars of such proposed amendments.	
17	Suspension of Rules
Any rule may be suspended by the <i>unanimous</i> consent of the members present, but the suspension of the such rule shall apply only to those matters which shall be before the Board <i>at the time of such suspension</i> .	
18	Voting Requirement
Every member present when a motion is stated shall vote thereon, unless he is directly interested in the motion, in which case, if he chooses, he may abstain from voting. Each member who abstains may make a brief verbal statement of the reason.	
19	Tabling a Motion
<p>A motion to adopt a resolution is normally followed by a second and a vote. Instead, that pending motion may be <u>tabled</u> (or <i>placed on the table</i>), which causes the suspension of consideration of that motion.</p> <p>That tabled motion may subsequently be <u>un-tabled</u> (or <i>taken off the table</i>) to resume consideration.</p> <p>Either tabling or un-tabling a motion requires a second and a majority vote of the Board.</p>	
20	Postponing a Motion
<p>A motion to adopt a resolution is normally followed by a second and a vote. Instead, that pending motion may be <i>postponed</i> to a specific date or time, provided that the delay does not make the motion moot.</p> <p>Postponing a motion requires a second and a majority vote of the Board.</p>	
21	Speaking
<p>(a) While a member is speaking, no other member shall entertain any private discourse.</p> <p>(b) Persons not members of the Board may (by consent of the Supervisor or majority of the Board) be permitted to speak in regard to matters pending before the Board.</p>	
22	Required Ayes and Nays
The ayes and nays shall be taken by vote on any resolution appropriating or disbursing monies, confirming reports of committees, making appointments, and upon any other motion or resolution when demanded by any member of the Board or indicated on the written resolution.	
23	Order of Voting
The order of voting shall be either alphabetical or reverse alphabetical, with the exception of the Supervisor, who shall always vote last.	
24	Special Committees
Special Committees may be authorized at any legal meeting of the Board. They shall, unless otherwise ordered or directed by a majority of the Board, be appointed by the Supervisor subject to confirmation by the Board. The period of time that a special committee appointment shall remain in effect shall be designated when the committee is created.	
25	Executive Session
On motion of any member, duly seconded and carried by a majority vote, the Board shall go into executive session, presided over by the Supervisor during which time legally permitted matters may be discussed and debated, but no action may be taken thereon by motion or resolution, except as permitted by law. Only voting members of the Board shall participate in the executive session and such other persons may be invited into the session as may be necessary.	

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26	Minutes
The minutes of the Board shall be produced by the Town Clerk on or before the next regular meeting of the Board. The minutes (in their unapproved form) shall be delivered to the town website as soon as practical.	
27	Expenditure of Town Funds
Any expenditures not specifically identified in the Town Budget are <i>not authorized</i> until and unless pre-approved by the Town Supervisor.	
28	Other Questions
All questions not covered by the rules shall be decided according to the generally prevailing rules of parliamentary procedure.	

MOTION BY MAUL, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 2 (2025) EMPLOYMENT POLICY

BE IT RESOLVED that the following Employment Policy adopted by the Town of Macedon August 26, 1993 remains in effect.

1. No person shall be hired, transferred, promoted, or continue in a Town position that would create a supervisor/subordinate relationship between relatives and or intimate partners.
2. For the purposes of this policy, the term “relatives” shall be defined to include a spouse, parent, step parent, son, daughter, step son, step daughter, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law or son-in-law. The term intimate partner shall be defined as emotional connectedness, regular contact, ongoing physical contact and/or sexual behavior, identity as a couple, familiarity and knowledge about each other’s lives.

MOTION BY MAUL, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 3 (2025) DRUG-FREE WORK PLACE POLICY

The Town Board at the Town of Macedon does not permit the consumption, sharing and/or selling, use, and/or possession of illegal drugs, counterfeit, designer drugs, alcoholic beverages, or marijuana in the workplace, or when the effects of such drugs may impair an employee’s job performance. The inappropriate use of prescription and over-the-counter drugs shall also be disallowed. The Town Board shall maintain a drug-free workplace in accordance with the Drug-Free Workplace Act of 1985.

The Town Supervisor or her designee shall establish a drug-free awareness program informing employees of the dangers of drug abuse in the workplace and establish a policy maintaining drug-free workplace Information about any drug and alcohol counseling and/or rehabilitation about any drug and alcohol counseling and/or rehabilitation programs shall be made available to employees. Data will also include the range of penalties, consistent with local, state, and federal law, up to and including termination of employment and referral for the prosecution that will be imposed on employees who have transgressed the terms of this policy. Confidentiality shall be maintained as required by state and federal law.

Each employee shall be given a copy of this policy and annually acknowledge receipt of said policy. The workplace is defined as any site on town property, at town-sponsored activities, or any place in which an employee is working within the scope of his or her employment or duties. Each employee, as a condition of employment, shall agree to abide by the terms of this policy and shall also notify the Town Supervisor or his designee of any criminal drug statute convictions for a violation occurring in the workplace within five (5) days of such conviction. The Town Board may choose to initiate disciplinary action against any employee violating this policy. Options at the discretion of the Town Board may range from counseling to termination and may require the employee’s satisfactory participation in an approved drug abuse assistance or rehabilitation program.

The Town Supervisor shall notify the New York State Emergency Management Office in writing within (10) calendar days after receiving notice from an employee or otherwise receiving actual notice of such conviction. Such notice shall include the position/title of the employee and the federal identification number at the Town of Macedon.

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

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RESOLUTION NO. 4 (2025) ABSENCES REPORTED

RESOLVED that all Department Heads will be responsible for their employees regarding any and all absences and be it further

RESOLVED that ALL DEPARTMENT HEADS will report their absences directly to the Clerk to the Supervisor by 9:15 a.m. and be it further

RESOLVED the Board hereby directs that each employee submit their sick leave and vacation time on or before the 15th of the following month and be it further

RESOLVED that the Board requests all employees submit vacation requests to their department head at least 30 days prior to the request.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 5 (2025) OVERTIME AUTHORIZATION

BE IT RESOLVED that the following individuals, as Town Officials or Budget Directors, are entitled to authorize overtime to employees who have engaged in authorized work beyond the normally scheduled work period. Overtime pay is defined by any hours or parts of hours worked and is to be compensated at a rate either determined by a collective bargaining agreement or by statute:

Kim Leonard, Supervisor
Chief of Police, Adam Husk, Macedon Police Department
Christopher Countryman, Highway Superintendent
Michael Bueg, Building, Grounds & Parks

BE IT FURTHER RESOLVED that the above-named individuals are not authorized to exceed the budget allocation designated for overtime without prior approval of the Town Board unless an emergency or contingency occurs necessitating such overtime. Should this happen, the above-named individuals should make every effort to inform the Board and the Supervisor as soon as practicable.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 6 (2025) 2025 DESIGNATIONS

RESOLVED that the following designations are approved:

1. Legal Newspaper – Times of Wayne County
2. Bank Depositories – JP Morgan Chase, Lyons National Bank, Genesee Regional Bank, Community and M&T Bank.
3. Supervisor authorized to deposit Town funds in Certificate of Deposit and money market
4. Town Board Meetings to be held on the 2nd and 4th Thursdays @ 7:00 p.m. except as amended
5. Mileage paid to Town employees on official Town business at \$.70 per IRS rate
6. Highway Superintendent authorized to purchase of tools, tires, and equipment at a price not to exceed \$3,000.
7. Supervisor authorized to make application to NYS Division for Youth.
8. Town Clerk is directed to make a master schedule for the year 2025 (per attachment)
9. Set a regular 40-hour week for Highway employees. Individual rates are to be determined by Highway Superintendent and approved by Town Board.

All Town Offices will be open:

January – June, September – December;
Monday - Friday 9 a.m. – 4:30 p.m.

July & August 1/2hr lunches;
Monday 8:00-5:00 pm
Tuesday-Thursday 8:00 – 4:30 pm

10. In the designation of full-time and part-time the Town will adhere to Civil Service Rules.

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The following days will be 14 paid holidays for full-time Town employees:

New Year's Eve Day	Wednesday	January 1, 2025
Martin Luther King Day	Monday	January 20, 2025
President's Day	Monday	February 17, 2025
Good Friday	Friday	April 18, 2025
Memorial Day	Monday	May 26, 2025
Juneteenth	Thursday	June 19, 2025
Labor Day	Monday	September 1, 2025
Indigenous Day	Monday	October 13, 2025
Election Day	Tuesday	November 4, 2025
Veterans Day	Tuesday	November 11, 2025
Thanksgiving Day	Thursday	November 27, 2025
Thanksgiving Day After	Friday	November 28, 2025
Christmas Day	Thursday	December 25, 2025
Christmas Day After	Friday	December 26, 2025
*New Year's Day	Thursday	January 1, 2026

- 11. No appointment shall be made to fill a new or vacant position of employment, including any new position established in the most recent Town budget, without prior authorization by the Town Board. Further, no advertisement for such positions shall be permitted unless authorized by resolution of the Town Board.
- 12. The Town Board recognizes MPA, INC. (Macedon Police Association Inc.) as the bargaining unit of the police officers.
- 13. The Town Board recognizes the Highway Teamsters 118 bargaining unit of the Macedon Highway.

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER ABSTAIN, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 7 (2025) BLANKET PROTECTION BOND

WHEREAS the Town of Macedon has procured a Public Employees Blanket Protection Bond issued by National Grange Mutual providing faithful performance blanket position bond coverage for all Town officers and employees with a limit of \$25,000 per officer or employee, the tax collector at the level of \$500,000, the Library Director at \$70,000 and the water/sewer collecting clerk at \$150,000, now, therefore, be it

RESOLVED that the Town Board of Macedon hereby approves such bond as to its form, manner of execution, and sufficiency of the surety and accepts said bond in lieu of any individual official undertaking required by law for any Town officer or employee.

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 8 (2025) INVESTMENT POLICY ESTABLISHED

WHEREAS it is a requirement of the New York State Department of Audit and Control for governing boards to establish an investment policy to provide a means for communicating intentions and to facilitate adequate accounting and administrative control over execution, accounting, and reporting investment transactions.

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby adopts the Investment Policy (copy attached) for the Town of Macedon monies.

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 9 (2025) DEVELOPER CHARGES

RESOLVED that any appropriate charges shall be charged back to the developer – the Building Department is directed to utilize a form contract to implement this resolution.

MOTION BY MAUL, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

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RESOLUTION NO. 10 (2025) APPOINTMENTS

RESOLVED that the Board acknowledges and approves the following appointments:

Ambulance

Director of EMS	Paul Harkness
Ambulance EMT-B/Assistant Director	Sandy Farbizio
Ambulance EMT-P	Christopher House
Ambulance EMT-P	Vacant
Ambulance EMT-B	Ferguson, Kristen
Ambulance EMT-B	Matthew Larwood
Ambulance EMT-B	

Assessing

Assessor	Stephanie Holtz
Assessor Clerk	Emma Erdeli
Assessment Counsel	Barclay Damon, LLP
Assessment Counsel	AJ Villani PC

Boards

Assessing Review Board Member-5 Yr.	Harry Ramos
Assessing Review Board Clerk	Emma Erdeli
Planning Board – 7 Yr.	Mert Bartels
Zoning Appeals Board – 5 Yr.	Brian Frey

Building/Zoning/Code Enforcement

Town Engineer/CEO/Building Inspector	Scott Allen
Fair Housing Officer	Scott Allen
Storm Water Management Officer	Scott Allen
Sewer Superintendent	Scott Allen
Code Enforcement Officer	Robert Brady
Building Inspector	John Jenkins
Town Engineer/Building/CEO Clerk	Stacy Nisbet

Highway

Highway Superintendent	Christopher Countryman
Highway Clerk	Elisa Friedl
Highway	Joseph Cavallaro
Highway	James Ellis
Highway	D. Paul Everdyke
Highway	Tyler Jeffers
Highway	James Johnston
Highway	Brian Learn
Highway	Andrew Moline
Highway	Daryl Quigley
Highway	Timothy Vendel
Highway	Gary Wright

Justice

Justice	Ronald Reinstein
Justice	Lon Sanford
Justice Clerk	Marcia Allen
Justice Clerk	Barbara LaBrake

Town Clerk

Macedon Sewer Collecting Clerk	Karrie Bowers
Records Management Officer	Karrie Bowers
Registrar of Vital Statistics	Karrie Bowers
Water Collecting Clerk	Karrie Bowers

Town Clerk designates:

Deputy Town Clerk

Jean Keukelaar

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Police

Police Chief	Adam Husk
Police Sergeant	Ross Younglove
Police Property Clerk	Michelle Higgins
Police Officer	Matthew Balch
Police Officer	Jeremiah Dresser
Police Officer	Kyle Gravino
Police Officer	Rick Halverson
Police Officer	Scott Carr
Police Officer	Andrea Knapp
Police Officer	Richard LaMark
Police Officer	William Murray
Police Officer	Brian Parkison
Police Officer	Brian Ritchie
Police Officer	Nash Ritz
Police Officer	Christopher Tyndall
Crossing Guard	Earl Hinkson
Crossing Guard	Deborah Franco
Chaplain – Public Safety Building	David Prince

Buildings & Ground/Parks

Buildings & Ground/Parks	Michael Bueg
Buildings & Grounds/Parks	Peter Knapp

Recreation

Recreation Assistant	Dale Budziszewski
Sr. Citizen Trip Director	Janet Woodard

Office of the Supervisor

Deputy Supervisor	David Maul
Bookkeeper	Samantha Floyd
Senior Clerk Typist	Christine Grosodonia
Dog Control Officer	Mark Plyter
Historian	Linda Braun
Legal Counsel	Barclay Damon, LLP
Legal Counsel	AJ Villani PC

Supervisor Liaison Appointments**Liaison**

Dianne Dorfner

David McEwen

David Maul

Bruce Babcock

Kim Leonard

Capital Projects

Area of Operation

Highway, Insurance, Assessing Review Board

Buildings & Zoning, Fire, Sewer, Master Plan, Insurance, Planning Board, WMNY Board

Accounting, Assessor, Buildings, Grounds & Parks, Court, Technology, Recreation

Ambulance, Library, Police, Zoning Board of Appeals

Accounting, Ambulance, Building/Zoning Office, Fire, Highway, Human Resources, Police Commissioner, Town Clerk, Sewer, Waste Management

Kim Leonard, Scott Allen, Chris Countryman

MOTION BY BABCOCK, SECONDED BY DORFNER
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

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RESOLUTION NO. 11 (2025) 2025 SALARY SCHEDULE

RESOLVED that the following salary schedule is established for the calendar year 2025

Justice Court					
Reinstein, Ronald	Justice	-	Biweekly		\$28,531
Sanford, Lon	Justice	-	Biweekly		\$28,531
Allen, Marcia	Clerk	FT	Biweekly		\$45,000
Labrake, Barb	Clerk	FT	Biweekly		\$45,000
Carr, Scott	Bailiff	-	Biweekly	\$31.83	
Ritchie, Brian	Bailiff	-	Biweekly	\$31.83	
Town Clerk / Records					
Bowers, Karrie	Town Clerk	FT	Biweekly		\$53,700
Bowers, Karrie	Registrar of Vital Statistics	-	Biweekly		\$1,297
Bowers, Karrie	Records Management Clerk	-	Biweekly		\$4,214
Keukelaar, Jean	Deputy Town Clerk	FT	Biweekly		\$42,250
Police					
Husk, Adam	Chief	FT	Biweekly		\$104,000
Younglove, Ross	Sergeant	FT	Biweekly	\$42.39	
Knapp, Andrea	Officer	FT	Biweekly	\$37.85	
LaMark III, Richard	Officer	FT	Biweekly	\$37.85	
Parkison, Brian	Officer	FT	Biweekly	\$37.85	
Gravino, Kyle	Officer	FT	Biweekly	\$31.83	
Tyndall, Christopher	Officer	FT	Biweekly	\$34.06	
Ritz, Nash	Officer	FT	Biweekly	\$34.06	
Balch, Matthew	Officer	-	Biweekly	\$31.83	
Dresser, Jeremiah	Officer	-	Biweekly	\$31.83	
Halvorsen, Rick	Officer (Gananda SLO)	-	Biweekly	\$31.83	
Murray, William	Officer	-	Biweekly	\$31.83	
Higgins, Michelle	Clerk	FT	Biweekly		\$45,327
Higgins, Michelle	Cleaner	-	Biweekly		\$2,841
Recreation					
Budziszewski, Dale	Dept. Head	FT	Biweekly		\$58,350
Ross, Madison	Summer Camp Director	-	Biweekly	24.94	
Waite, Kaitlyn	Summer Lead Counselor	-	Biweekly	20.16	
Highway *also Brush & Leaf					
Countryman, Chris	Superintendent	FT	Biweekly		\$87,457
Vendel, Tim	Foreman	FT	Biweekly	28.84	
Everdyke, D. Paul	Heavy Equipment Operator	FT	Biweekly	35.70	
Quigley, Daryl	Heavy Equipment Operator	FT	Biweekly	35.70	
Wright, Gary	Heavy Equipment Operator	FT	Biweekly	35.70	
Ellis, James	Heavy Equipment Operator *	FT	Biweekly	33.66	
Cavallaro, Joseph	Heavy Equipment Operator *	FT	Biweekly	25.50	
Learn, Brian	Heavy Equipment Operator *	FT	Biweekly	24.48	
Jeffers, Tyler	Heavy Equipment Operator *	FT	Biweekly	24.48	
Moline, Andrew	Heavy Equipment Operator	FT	Biweekly	24.48	
Johnston, James	Seasonal Laborer	-	Biweekly	19.64	
Friedl, Elisa	Clerk	FT	Biweekly		\$42,250
Drainage & Sidewalks					
Countryman, Chris	Drainage Proj. Coordinator	-	Biweekly		As Assigned
Allen, Scott	Drainage Proj. Engineering	-	Biweekly		\$9,844
Bueg, Michael	Sidewalk Plowing	-	Biweekly		\$3,678
Zoning Board of Appeals					
Mosher, Mike	ZBA Chairperson	-	Quarterly		\$778
4 Members	Zoning Board of Appeals	-	Quarterly		\$705
Nisbet, Stacy	Clerk to ZBA	-	Biweekly		\$515

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NAME	POSITION	FT	FREQUENCY	HRLY	SALARY
Legislative Board					
Leonard, Kim	Town Supervisor	FT	Biweekly		\$68,267
Grosodonia, Christine	Clerk to Supervisor	FT	Biweekly		\$55,620
Maul, David	Council, Deputy Supervisor	-	Quarterly		\$11,669
Babcock, Bruce	Council	-	Quarterly		\$9,094
Dorfner, Dianne	Council	-	Quarterly		\$9,094
McEwen, David	Council	-	Quarterly		\$9,094
Finance					
Floyd, Samantha	Bookkeeper	FT	Biweekly		\$50,700
Conklin, Patricia	Auditing	PT	Biweekly	\$30.00	
Misc Staff					
Braun, Linda	Historian	-	Quarterly		\$4,347
Plyter, Mark	Animal Control Officer	-	Biweekly	\$18.99	\$10,445
Hinkson, Earl	School Crossing Guard	-	Biweekly		\$8,444
Franco, Deborah	School Crossing Guard	-	Biweekly		\$8,444
Maul, Lorie	Receiver of Taxes	-	Quarterly		\$11,513
Ambulance					
Harkness, Paul	Director of EMS	FT	Biweekly		\$75,106
Farbizio, Sandra	Asst Director / BLS	FT	Biweekly		\$54,080
House, Christopher	ALS	FT	Biweekly	35.00	
TBD	ALS	-	Biweekly	35.00	
Ockenden	ALS	-	Biweekly	35.00	
Ferguson, Kristen	BLS	FT	Biweekly	25.50	
Larwood, Matthew	BLS	FT	Biweekly	25.50	
TBD	BLS	-	Biweekly	25.50	
Assessor					
Holtz, Stephanie	Assessor	FT	Biweekly		\$66,950
Erdeli, Emma	Clerk to Assessor	FT	Biweekly		\$38,870
Assessment Rev. Board					
Reid, John	ARB Chairperson	-	Annually – June		\$721
4 Members	Assessment Review Board	-	Annually - June		\$646
Erdeli, Emma	Clerk to ARB	-	Annually - June		\$415
Planning Board					
Whitney, Greg	PB Chairperson	-	Quarterly		\$3,528
6 Members	Planning Board	-	Quarterly		\$2,297
Allen, Scott	PB Liaison to Wayne County	-	Quarterly		\$694
Nisbet, Stacy	Clerk to PB	-	Biweekly		\$1,339
Parks, Buildings, Grounds					
Bueg, Michael	Dept. Head, P/B/G	FT	Biweekly		\$58,851
Bueg, Michael	Dept. Head, Cemeteries	FT	Biweekly		\$11,035
Nicklaw, Zack	Laborer	FT	Biweekly	\$23.43	
Knapp, Peter	Laborer	FT	Biweekly	\$24.93	
TBD	Laborer	FT	Biweekly	\$22.75	
Randall, Patrick	Laborer	-	Biweekly	\$19.67	
Merritt, Stash	Laborer	-	Biweekly	\$17.77	
Building & Zoning					
Allen, Scott	Dept. Head	FT	Biweekly		\$73,826
Allen, Scott	Town Engineer, Code Enf	FT	Biweekly		\$19,455
Brady, Robert	Code Enf Officer	-	Biweekly		\$28,957
Jenkins, John	Building Inspector	-	Biweekly	\$25.75	\$21,424
Nisbet, Stacy	Department Clerk	FT	Biweekly		\$42,250
Veterans					
Veteran Services (1)*			Annually		\$250
Seniors Citizen					Pd by voucher

MOTION BY MAUL, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

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RESOLUTION NO. 12 (2025) PETTY CASH FUNDS ESTABLISHED

RESOLVED that the Town Board does hereby establish the following amounts to represent the petty cash funds for the Town:

Ambulance	\$100
Appeals Board	\$50
Assessor	\$100
Building Inspector	\$175
Director of Medical Services	\$100
Dog Control – Town Clerk	\$100
Planning Board	\$50
Recreation Assistant	\$150
Supervisor	\$150
Town Clerk	\$200
Town Justice	\$200
Tax Collector	\$200
Total	\$1,575

The above funds to be audited randomly, but at least quarterly, by the Supervisor or her designee.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 13 (2025) RECORDS MANAGEMENT ADVISORY BOARD

RESOLVED that the Town Board appoints the following individuals to serve on a Records Advisory Board for the calendar year 2025:

Karrie Bowers, Kim Leonard & Jean Keukelaar

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 14 (2025) NYS ASSOCIATION OF TOWNS CONFERENCE

RESOLVED the following individuals be approved to attend the NYS Association of Towns Conference:

Kim Leonard and Karrie Bowers

BE IT FURTHER RESOLVED Kim Leonard be named voting delegate and Karrie Bowers alternate.

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 15 (2025) SENIOR CITIZEN GROUP APPOINTMENTS

RESOLVED the Board appoint the following Senior Citizen group individuals: (term 10/1/2024-9/30/2025)

Chaplain	Ginny Young
Historian	Terri Loessberg
President	Sandy Ciaccia
Secretary	Linda Brongo
Sunshine	Barbara Putnam
Treasurer	Marshall Handfield
Trip Director	Janet Woodard
Vice President	Ernestine Rogers

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 16 (2025) BULLIS & GRAVINO PARK – LOCK/UNLOCK

RESOLVED that the Board appoints Parks Department to open and close:

Bullis & Gravino Bathrooms from April 1 through October 31 (weather permitting)

MOTION BY MAUL, SECONDED BY BABCOCK

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 17 (2025) BULLIS & GRAVINO PARK RESTROOM/FACILITY CLEANER

RESOLVED the Town Board authorize the Parks Department as Bullis Park Restroom Facility Cleaner beginning April 1 until October 31 (weather permitting) as needed thereafter until park is closed.

MOTION BY BABCOCK, SECONDED BY MAUL

ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT, LEONARD AYE, MOTION CARRIED

JANUARY 2, 2025
ORGANIZATIONAL MEETING
WEB SITE <http://macedontown.net>

RESOLUTION NO. 18 2025) SENIOR ARTS & CRAFTS PROGRAM

RESOLVED that the following appointments be made for the 2025 calendar year:

Patricia Miller	Sr. Citizen Arts & Crafts	\$25/month
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MOTION BY DORFNER, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 19 (2025) TOWN OF MACEDON OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

WHEREAS, each below-listed person, with associated residency, has been appointed or elected to the office shown:

NAME	RESIDENCY	OFFICE HELD (e)=elected
Paul Harkness	T/Macedon, C/Wayne, S/NY	Director of EMS
Lon Sanford	T/Macedon, C/Wayne, S/NY	Justice (e)
Ronald Reinstein	T/Macedon, C/Wayne, S/NY	Justice (e)
Barbara LaBrake	T/Macedon, C/Wayne, S/NY	Clerk to Justice
Christopher Countryman	T/Macedon, C/Wayne, S/NY	Highway Superintendent (e)
Lorie Maul	T/Macedon, C/Wayne, S/NY	The receiver of Taxes (e)
Kim Leonard	T/Macedon, C/Wayne, S/NY	Supervisor (e)
David Maul	T/Macedon, C/Wayne, S/NY	Councilperson (e), Deputy Supervisor
Bruce Babcock	T/Macedon, C/Wayne, S/NY	Councilperson (e)
Dianne Dorfner	T/Macedon, C/Wayne, S/NY	Councilperson (e)
David McEwen	T/Macedon, C/Wayne, S/NY	Councilperson (e)
Karrie Bowers	T/Macedon, C/Wayne, S/NY	Town Clerk (e)
Jean Keukelaar	T/Macedon, C/Wayne, S/NY	Deputy Town Clerk
Dale Budziszewski	T/Palmyra, C/Wayne, S/NY	Recreation Assistant
Samantha Floyd	T/Palmyra, C/Wayne, S/NY	Bookkeeper
Scott Allen	T/Macedon, C/Wayne, S/NY	Town Engineer, Building Inspector, Code Enforcement Officer
Stacy Nisbet	T/Macedon, C/Wayne, S/NY	Code Enforcement Officer, Building Department Clerk

NOW, THEREFORE, BE IT RESOLVED that the respective office holders above, do hereby undertake with the Town of Macedon to faithfully perform and discharge the duties of said office, and will well and truly keep, account for, and pay over all monies or property received while serving in that office or in any capacity as a representative of the Town, in accordance with the law.

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

**RESOLUTION NO. 20 (2025) VETERANS' REAL PROPERTY EXEMPTIONS – LOCAL LAW
NO. 2 – 2013**

WHEREAS the Macedon Town Board enacted Local Law No. 2 (2013), A local law in relation to determining the veterans' real property exemptions on December 12, 2013

BE IT RESOLVED the Town Board designated the exemption to qualifying residential real property as defined in Real Property Tax Law Section 458-b (ii) fifteen percent of the assessed value of such property, provided however, that such exemption shall not exceed twelve thousand dollars or the product of twelve thousand dollars multiplied by the latest state equalization rate of the assessing unit, or, in the case of a special assessing unit, the latest class ration, whichever is less.

MOTION BY DORFNER, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER ABSTAIN, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE. MOTION CARRIED

JANUARY 2, 2025
ORGANIZATIONAL MEETING
WEB SITE <http://macedontown.net>

RESOLUTION NO. 21 (2025) MACEDON TOWN BOARD 2025 MEETING SCHEDULE

All Dates 2025

January	02	Organizational Meeting
January	9	23
February	13	27
March	13	27
April	10	24
May	8	22
June	12	26
July	10	(no second meeting)
August	14	(no second meeting)
September	11	25
October	9	23
November	13	(no second meeting)
December	11	(no second meeting)

MOTION BY BABCOCK, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 22 (2025) ELECTED TOWN OFFICIALS

	<u>LENGTH OF TERM</u>	<u>TERM EXPIRES</u>
TOWN SUPERVISOR	4 Years	
Kim Leonard		12/31/2027
TOWN COUNCIL	4 Years	
Bruce Babcock		12/31/2025
Dianne Dorfner	3 Years	12/31/2027
David Maul		12/31/2027
David McEwen		12/31/2025
TOWN CLERK	4 Years	
Karrie Bowers		12/31/2027
HIGHWAY SUPERINTENDENT	4 Years	
Christopher Countryman		12/31/2027
TOWN JUSTICE	4 Years	
Lon Sanford		12/31/2025
Ronald Reinstein		12/31/2027
RECEIVER OF TAXES	4 Years	
Lorie Maul		12/31/2027

MOTION BY BABCOCK, SECONDED BY DORFNER
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

JANUARY 2, 2025
ORGANIZATIONAL MEETING
WEB SITE <http://macedontown.net>

RESOLUTION NO. 23 (2025) STANDARD WORK DAY FOR EMPLOYEES RS2418

BE IT RESOLVED, that the Town of Macedon, Location code 30112, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Account Clerk	6.5
Assessor	6.5
Boards – Assessing/Planning/ZBA	6.5
Clerks	6.5
Director EMS	8
Dog Control Officer	6.5
Elected Officials (unless specified)	6.5
Engineer	6.5
Highway Superintendent	8
HEO/MEO	8
Police	8
Recreation Assistant	8

MOTION BY MAUL, SECONDED BY BABCOCK
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 24 (2025) PREPAYMENT OF UTILITIES, POSTAGE & TIME SENSITIVE VOUCHER AUTHORIZATION

RESOLVED the Board approves the prepayment of utility, postage, and time-sensitive invoices per the discretion of the Town Clerk and/or Supervisor for the calendar year 2025.
MOTION BY DORFNER, SECONDED BY MAUL
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

RESOLUTION NO. 25 (2025) AUTHORIZATION FOR BANK ACCOUNTS

RESOLVED the Board approves the authorization of the Deputy Supervisor, David Maul, for access to all of the municipal bank accounts at Lyons National Bank, Genesee Regional Bank & Chase Bank.
MOTION BY BABCOCK, SECONDED BY DORFNER
ROLL CALL VOTE: BABCOCK AYE, DORFNER AYE, MAUL AYE, MCEWEN ABSENT,
LEONARD AYE, MOTION CARRIED

Karrie M. Bowers

Respectfully Submitted by
Karrie M. Bowers, RMC
Macedon Town Clerk