

**TOWN OF SALINA ORGANIZATIONAL MEETING  
January 3, 2023**

**RESOLUTION APPOINTING TOWN CLERK**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that Rodney-David Lowe be appointed the Town Clerk/Receiver of Taxes of the Town of Salina at a salary of \$62,350.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING HIGHWAY SUPERINTENDENT**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that John Vito be appointed the Highway Superintendent of the Town of Salina at a salary of \$84,593.60.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING TOWN COMPTROLLER**

Motion made by\_\_\_\_\_, seconded by \_\_\_\_\_, that Linda Pease be appointed the Comptroller and the Budget Officer/Director of Finance of the Town of Salina for the year 2023 at a salary of \$89,211.98 and \$5,774.10.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING PARK SUPERINTENDENT**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that Chris Benz be appointed the Park Superintendent of the Town of Salina for the year 2023 at a salary of \$44,519.16.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING TOWN ENGINEER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Jason Hoy be appointed the Town Engineer of the Town of Salina for the year 2023 at a salary of \$46,508.80.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ATTORNEY FOR THE TOWN**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Baldwin, Sutphen & Frateschi, PLLC be appointed as Attorney for the Town of Salina for the year 2023 in accordance with a contract submitted for the performance of general services and the Planning Board and Zoning Board of Appeals at an hourly rate, as needed.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ALTERNATE TOWN ENGINEER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Barton & Loguidice be appointed as Engineers for the Town of Salina for the year 2023, in accordance with a contract submitted for general services.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ALTERNATE TOWN ENGINEER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Environmental Design & Research be appointed as Engineers for the Town of Salina Zoning Board of Appeals/Planning Board for the year 2023, in accordance with a contract submitted.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING ALTERNATE TOWN ENGINEER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that C&S Companies be appointed as Engineers for the Town of Salina for the year 2023, in accordance with a contract submitted for general services.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING ENVIROMENTAL ATTORNEYS FOR THE TOWN**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Harris Beach PLLC be appointed as Attorneys for the Town of Salina for the year 2023 in accordance with a contract submitted for environmental as needed.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING ALTERNATE ATTORNEYS FOR THE TOWN**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Trespasz and Marquardt LLP be appointed as Attorneys for the Town of Salina for the year 2023 in accordance with a contract submitted for the services of bond counsel as needed.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:

David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ZONING BOARD MEMBER**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that Richard Hunter, be appointed as a member to the Zoning Board of Appeals for a five (5) year term commencing January 1, 2023 through December 31, 2027 at a salary of \$4,301.14.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ZONING BOARD CHAIRPERSON**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that Michael Gunther be appointed as the Chair of the Zoning Board of Appeals; for a one-year term commencing January 1, 2023 through December 31, 2023 at a salary of \$4,881.38.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPOINTING ASSESSMENT REVIEW BOARD MEMBER**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, that Joseph Ostuni be appointed as a member of the Assessment Review Board for a five (5) year term commencing January 1, 2023 through December 31, 2027.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION ADOPTING THE ANNUAL SALARIES FOR ELECTED OFFICIALS AND BOARD MEMBERS**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, to adopt the following salaries for the Town of Salina Elected Officials and Board Members for the year commencing January 1, 2023 through December 31, 2023:

<u>Name</u>	<u>Title</u>	<u>Rate</u>
Recor, Jason	Town Councilor	\$11,218.38
Cushing, Matt	Town Councilor	\$11,218.38
Ciciarelli, Daniel	Town Councilor	\$11,218.38
Carnie, David	Town Councilor	\$11,218.38
Piraino, Andrew	Town Justice	\$51,445.29
Carey, Paul	Town Justice	\$51,445.29
Paro, Nick	Town Supervisor	\$64,056.67
Gunther, Michael	Zoning Board Chairman	\$ 4,881.38
Brigandi, Michael T	Zoning Board Member	\$ 4,301.14
Hunter, Richard	Zoning Board Member	\$ 4,301.14
Tassone, William	Zoning Board Member	\$ 4,301.14
McGillvray, William	Zoning Board Member	\$ 4,301.14
Muldoon, John	Zoning Board Member	\$ 4,301.14
Puma, Edward	Zoning Board Member	\$ 4,301.14
Tartaro, Joseph	Assessment Review Board Member	\$ 850.00
Flaminio, John	Assessment Review Board Member	\$ 700.00
Wheeler, Marie	Assessment Review Board Member	\$ 700.00
Rocini, John	Assessment Review Board Member	\$ 700.00
Ostuni, Joseph	Assessment Review Board Member	\$ 700.00
Note: Assessment Review Board Chair Decided on Grievance Day		\$ 150.00

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING VARIOUS PART-TIME & SEASONAL EMPLOYEES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint the following non-contractual full-time, part-time and/or seasonal employees for the year commencing January 1, 2023 through December 31, 2023.

<u>Names</u>	<u>Title</u>	<u>Rate</u>
Bracy, Kayliegh	Clerk 1 – Judge Piraino	\$14.73
Butler, David	Constable	\$35.69 (3 hr. min.)
Lyons, John	Constable	\$35.69 (3 hr. min.)
Quigley, Michael	Constable	\$35.69 (3 hr. min.)
Gray, James	Constable (substitute)	\$35.69 (3 hr. min.)
Nolan, Leonard	Constable (substitute)	\$35.69 (3 hr. min.)
Holly Ferriter	Supervisor Admin (by supervisor)	\$45,760
Contos, Wendy	Assessment Board of Review – Secretary	\$800.00
Wheeler, Marie	Clerk 1 - Town Clerk’s Office (Seasonal)	\$14.73
Ventre, Jeannie	Adm. Assistant – Town Clerk’s (Seasonal)	\$23.04

Gunnip, Colleen	Clerk 1 – Records Management	\$14.20
Rees, Alice	Crossing Guard	\$25 per day
Clark, Wendy	Crossing Guard	\$25 per day
Hoxie, Michele	Crossing Guard	\$25 per day
Jenkin, Jude Lee	Bingo Inspector	\$25.42 per insp.
Richards, Patricia	Dog Control Officer	\$19.70
Cusato, Edward	Code Enforcement Officer	\$29.77
Darby, Donna	Clerk 1 – Planning & Development	\$14.73
Vandewalker, Deborah	Clerk 1 – Parks	\$15.01
Denise Wilhelm	Zoning Board Secretary	\$2,405.88
Edwards, Jeff	Veteran’s Service Coordinator	\$16.64
Gunnip, Joseph	Engineering Aide	\$24.00

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION SETTING THE SALARIES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to set the salaries for Town Employees per the collective bargaining agreement for the SEIU and Teamster Supervisory and Non-Supervisory Unions:

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING INSURANCE BROKER OF RECORD**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ that all the insurance required by the Town of Salina be obtained by Haylor, Freyer & Coon as broker of record for service and commission for the Town of Salina for the year 2023, to provide Property, Liability, Public Officers, Umbrella Insurance and Worker’s Compensation and any other coverage as may be required.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that The Syracuse Newspaper (Post Standard) be designated as the official newspaper of the Town of Salina for the year 2023.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Star/Review be designated as the second newspaper of the Town of Salina for the year 2023.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION TO ADVANCE PETTY CASH**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Supervisor be permitted to advance petty cash in the following manner:

Planning Department	\$100	Judge Piraino	\$ 225	Judge Carey	\$ 200
Town Clerk	\$100	Tax Collection	\$ 550	Buildings	\$ 50
Recreation	\$ 50	Planning	\$ 100		

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION DESIGNATING TOWN BOARD MEETING NIGHTS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the second and fourth Monday of every month be set as a regular meeting night of the Town Board at 6:30 p.m. with the exception of the following dates: Monday, October 9, 2023, December 25, 2023; the foregoing meeting dates will be held on the Tuesday, October 10, 2023 and Wednesday, December 27, 2023 and that due notice of said regular

meetings be given to the public by posting a notice thereof on the Town Clerk’s bulletin board and that due notice thereof be given to the news media.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION DESIGNATING TOWN BUSINESS HOURS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the business hours at the Salina Town Hall be from 9:00 am to 4:30 pm and for the Salina Highway and Parks Department from 7 am to 3 pm.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION DESIGNATING TOWN HOLIDAY SCHEDULE**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following Town of Salina Holiday Schedule:

<b>New Year’s Day (observed)</b>	<b>Monday, January 2, 2023</b>
<b>Martin Luther King Day</b>	<b>Monday, January 16, 2023</b>
<b>President’s Day</b>	<b>Monday, February 20, 2023</b>
<b>Good Friday</b>	<b>Friday, April 7, 2023</b>
<b>Memorial Day</b>	<b>Monday, May 29, 2023</b>
<b>Juneteenth</b>	<b>Monday, June 19, 2023</b>
<b>Independence Day</b>	<b>Tuesday, July 4, 2023</b>
<b>Labor Day</b>	<b>Monday, September 4, 2023</b>
<b>Columbus Day</b>	<b>Monday, October 9, 2023</b>
<b>Veteran’s Day (observed)</b>	<b>Friday, November 10, 2023</b>
<b>Thanksgiving Day</b>	<b>Thursday, November 23, 2023</b>
<b>Day Following Thanksgiving</b>	<b>Friday, November 24, 2023</b>
<b>Christmas Day</b>	<b>Monday, December 25, 2023</b>
<b>Day after Christmas</b>	<b>Tuesday, December 26, 2023</b>



\*for employees covered under the SEIU Bargaining Agreement President's Day is a floating holiday.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

### **RESOLUTION DESIGNATING BANKS AND TRUST COMPANIES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following banks and/or trust companies be designated for all monies received by the Supervisor, Town Clerk and the Code Enforcement Officers: M & T Bank, Chase Bank, NY-CLASS/Public Trust Advisors LLC.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

### **RESOLUTION AUTHORIZING MILEAGE REIMBURSEMENT**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that all Town employees using their own vehicles for Town business shall be allowed a mileage reimbursement rate as noted by the Federal Guidelines when authorized by a department head for each such use during the year 2023.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

### **RESOLUTION AUTHORIZING BLANKET BOND IN LIEU OF UNDERTAKING REQUIRED BY STATUTE OF CERTAIN TOWN OFFICERS AND/OR EMPLOYEES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the blanket bond bound for coverage by Travelers, be accepted as provided by Public Officers Law §11-2 as to form and as to the sufficiency of the surety, and the amounts of individual coverages, in lieu of the undertaking required from various town officers by Town Law §25 and Public Officers Law §11.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:

David Carnie, Councilor:  
Nick Paro, Supervisor:

## **RESOLUTION AUTHORIZING APPROVAL OF THE TOWN OF SALINA PROCUREMENT POLICY**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Town of Salina Procurement Policy be approved for the year 2023.

Procurement Policies and Procedure

This resolution sets forth the policies and procedures of the Town of Salina to meet the requirements of General Municipal Law, Section 104-b.

### **1.0 Purpose**

To define policy and establish procedure for goods and services which are not required by law to be procured pursuant to competitive bidding, but must be procured in a manner so as to assure the prudent and economical use of public monies, in the best interests of the tax payers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

### **2.0 Determination of type of purchase**

Every procurement to be made must be initially reviewed by each Department Head to determine whether it is a "purchase" or "public work" contract. "Purchase" contracts involve the acquisition of commodities, materials, supplies or equipment, while contracts for "public work" involves services, labor or construction.

### **3.0 Certain purchases to be formally bid**

All purchases of supplies or equipment which will exceed twenty thousand dollars (\$20,000.00) in aggregate, in the fiscal year or public works contracts over thirty-five thousand dollars (\$35,000.00) shall be formally bid pursuant to General Municipal Law, Section 103.

### **4.0 Specific Requirements**

#### **4.1 Purchase Contracts**

4.1.1 All estimated purchases of less than twenty thousand dollars (\$20,000.00), but greater than ten thousand dollars (\$10,000.00), in aggregate, require written/fax quotes from three (3) vendors. All documentation, including quotes, shall be attached to the voucher with the appropriate justification for the successful vendor.

4.1.2 All estimated purchases of less than ten thousand dollars (\$10,000.00) but greater than five thousand dollars (\$5000.00), in aggregate, require an oral request for the goods and services from three (3) vendors.

4.1.3 All estimated purchases of less than five thousand dollars (\$5000.00) are left to discretion of the purchaser, provided that the appropriate budgetary line item supports said purchase.

#### **4.2 Public Works Contracts**

4.2.1 All estimated public work contracts of less than thirty-five thousand dollars (\$35,000.00) but greater than Ten thousand dollars (\$10,000.00) require a written/fax/email proposals from three (3) contractors.

4.2.2 All estimated public work contracts of less than ten thousand dollars (\$10,000.00) are left to the discretion of the purchaser.

#### **4.3 Documentation**

4.3.1 Any quotes shall describe the desired goods, quantity, and particulars of delivery. The purchaser shall compile a list of all vendors whom written/fax/email quotes have been requested and the written/fax/email quotes have been offered.

4.3.2 All documentation and explanation is required whenever a contract is awarded to other than the lowest responsible offer. All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or the vendor's voucher in accordance with sections 4.1.2 and 4.2.2.

#### **5.0 Award of Purchase or Public Works Contracts**

5.1 The lowest responsible proposal or quote shall be awarded the purchase unless the purchaser prepares a written justification and approved by the Department Head, providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

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

#### **6.0 Exceptions**

6.1 Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- A. Acquisitions of professional services
- B. Emergencies. An "emergency" is an unanticipated, sudden and unexpected occurrence beyond the control of an agency which threatens (i) the life, health, safety or welfare of any person, or (ii) the continued public use or function of property of the Town of Salina.
- C. Sole Source situations, where documented – A sole source procurement is one in which only one vendor can supply the commodities or services required by an agency. The agency must document why the proposed vendor is the only viable source for the commodities and/or services needed by the agency. OSC approval must be obtained for a sole source contract if the contract's value is over the State Finance Law §112 discretionary threshold. In addition, if the agency is seeking a New York State Procurement Guidelines 9 waiver from advertising in the New York State Contract Reporter, OSC must approve the exemption.
- D. Goods purchased from agencies for the blind or severely handicapped.
- E. Goods purchased from correctional facilities
- F. Goods purchased from another governmental agency.
  - 1. The contract must have been let by the United States or any agency thereof, any state or any political subdivision or district therein.
  - 2. The contract must have been made available for use by other governmental entities.
  - 3. The contract must have been let in a manner that constitutes competitive bidding consistent with New York State law.
- G. Goods purchased at auction, not exceeding ten thousand dollars (\$10,000.00)

H. Procurements less than five thousand dollars (\$5,000.00)

## **7.0 Meal Allowance for conferences/training/meetings.**

7.1 Town employees are entitled to a meal allowance when traveling out-of-town for official business and/or training. This meal allowance will be pursuant to allowance rates as found on the GSA.gov website or at <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Please note that you must pick what county your meeting or training is in to determine what the maximum amount of reimbursable expenses are. This reimbursable expense is not a per diem. The voucher must be accompanied by a valid receipt or receipts. The Town cannot reimburse for sales tax or alcoholic beverages.

## **7.2 Best Value Procurement**

A. Title. This article shall be known as "The Town of Salina Best Value Competitive Bidding Law."

B. Legislative intent. New York State General Municipal Law Section 103(1) allows the Town to authorize, by local law, the award of certain purchase contracts, including contracts for service work subject to competitive bidding under General Municipal Law Section 103 on the basis of "best value" as defined in Section 163 of the New York State Finance Law or any state law superseding or amending said provision. The best value option may be used, for example, if it is more cost efficient over time to award the good or service to other than the lowest responsible bidder or offerer if factors such as lower cost of maintenance, durability, higher quality and longer product life can be documented.

C. Best value. The Town Board may award purchase contracts after bidding, or under its procurement policy, including contracts for services work, on the basis of "best value," as that term is defined in New York State Finance Law Section 163. All awards based on best value shall require Town Board approval.

D. Applicability. The provisions of this article apply to Town purchase contracts, including contracts for services work involving an expenditure of more than \$20,000, but excluding purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the New York Labor Law and any other contract that may in the future be excluded under state law from the best value option. If the dollar thresholds of New York General Municipal Law Section 103 are increased or decreased in the future by the State Legislature, the dollar thresholds set forth herein shall be deemed simultaneously amended to match the new General Municipal Law thresholds.

E. Standards for best value. Goods and services procured and awarded on the basis of best value are those that the Town Board determines optimize quality, cost and efficiency, among responsive and responsible bidders or offerers. The determination shall be based on an objective analysis of clearly described and documented criteria as they apply to the rating of bids or offers. Where possible, such determination shall also be based upon and include a quantifiable analysis of the same. The criteria may include, but shall not be limited to, any or all of the following: cost of maintenance, proximity to the end use, if distance or response time is a significant term; durability, availability of replacement parts or maintenance contractors; longer product life; product performance criteria; and quality of craftsmanship.

F. Basis for determination. Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value shall be thoroughly and accurately documented.

G. Inconsistent provisions. This local law is incorporated by reference into the Town of Salina Procurement Policy. Any inconsistent provisions of the Town's procurement policy, as adopted prior to the effective date of this article by resolution of the Town Board, or as amended thereafter, shall be deemed superseded by the provisions of this article.

Section 2. This local law shall take effect immediately upon filing in the office of the Clerk of the Town of Salina, the secretary of State of New York and the New York State Commissioner of Tax and Finance.

## **8.0 Annual Review**

This policy shall be reviewed annually by the Town of Salina Town Board at its annual organizational meeting or as soon as possible thereafter as is reasonably practicable.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:

Matt Cushing, Councilor:

Daniel Ciciarelli, Councilor:

David Carnie, Councilor:

Nick Paro, Supervisor:

## **RESOLUTION AUTHORIZING APPROVAL OF THE TOWN OF SALINA INVESTMENT POLICY**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Town of Salina Investment Policy be approved for the year 2023.

### **INVESTMENT POLICY FOR TOWN OF SALINA**

This investment policy applies to all moneys and other financial resources available for investment by the Town of Salina on its own behalf or on behalf of any other entity or individual.

#### **I. OBJECTIVES**

The primary objectives of the Town's investment activities are, in priority order,

- To conform with all applicable federal, state and other legal requirements;
- To adequately safeguard principal;
- To provide sufficient liquidity to meet all operating requirements; and
- To obtain a reasonable rate of return.

#### **II. DELEGATION OF AUTHORITY**

The Town Board's responsibility for administration of the investment program is delegated to the Comptroller who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relative information and regulating the activities of subordinate employees.

#### **III. PRUDENCE**

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of Salina to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**IV. DIVERSIFICATION**

It is the policy of the Town of Salina to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

**V. INTERNAL CONTROLS**

It is the policy of the Town of Salina for all moneys collected by any officer or employee of the Town to transfer those funds to the Comptroller within fourteen (14) days of deposit, or within the time period specified in law, whichever is shorter.

The Comptroller is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

**VI. DESIGNATION OF DEPOSITARIES**

The banks and trust companies authorized for the deposit of monies are:

- J.P. Morgan Chase
- M & T Bank
- NY Class
- Chase

**VII. COLLATERALIZING OF DEPOSITS**

In accordance with the provisions of General Municipal Law, 10 and 11, all deposits, of the Town of Salina, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of "eligible securities" or use of "reciprocal deposit" with aggregate "market value" as provided by GML 10 and 11, equal to the aggregate amount of deposits from the categories designated in Appendix A to this policy.
2. By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the Town for a term not to exceed ninety (90) days with a aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk- based capital requirements.
3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims – paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

#### **VIII. SAFEKEEPING AND COLLATERALIZATION**

Eligible securities used for collateralizing deposits shall be held by the depositories listed in Section VII, subject to security and custodial agreements.

The security agreements shall provide that eligible securities are being pledged to secure Town deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. They shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the Town to exercise its rights against the pledged securities. In the event the securities are not registered or inscribed in the name of the Town, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Town of Salina or its custodial bank.

The custodial agreements shall provide that securities held by the bank or trust company, or agent of and custodian for, the Town, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreements should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreements shall provide for the frequency of revaluation of eligible securities and for the substitution of

securities when a change in the rating of a security may cause ineligibility. Such agreements shall include all provisions necessary to provide the Town a perfected interest in the securities.

#### **IX. PERMITTED INVESTMENTS**

As authorized by General Municipal Law, 11, the Town of Salina authorizes the Comptroller to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts;
- Certificates of deposit;
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York;
- Obligations issued pursuant to Local Finance Law 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the Town of Salina.
- Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.
- Certificates of Participation (COPs) issued pursuant to GML 109-b.
- Obligations of the Town of Salina, but only with any moneys in a reserve fund established pursuant to GML 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the Town of Salina within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Town of Salina within two years of the date of purchase.

#### **X. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS**

The Town of Salina shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount to investments which can be made with each financial institution or dealer. All financial institutions with which the Town conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Town of Salina. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Comptroller is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

#### **XI. PURCHASE OF INVESTMENTS**



The Comptroller is authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the Town Board.
3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Town Board.

All purchased obligations, unless registered or inscribed in the name of the Town, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Town of Salina by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, 10.

The custodial agreement shall provide those securities held by the bank or trust company, as agent of and custodian for, the Town, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the Town a perfected interest in the securities.

## **XII. REPURCHASE AGREEMENTS**

Repurchase agreements are authorized subject to the following restrictions:

- All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
- No substitution of securities will be allowed.
- The custodian shall be a party other than the trading partner.

## **APPENDIX A**

### **Schedule of Eligible Securities**

1. Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States Government sponsored corporation.

2. Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligation that represents the amount of the insurance or guaranty.
3. Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific state statute may be accepted as security for deposit of public moneys.
4. Obligations issued by States (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
5. Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
6. Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by bank regulatory agencies.
7. Zero coupon obligations of the United States government marketed as "Treasury strips".

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
 Matt Cushing, Councilor:  
 Daniel Ciciarelli, Councilor:  
 David Carnie, Councilor:  
 Nick Paro, Supervisor:

**RESOLUTION AUTHORIZING APPROVAL OF THE ANNUAL ASSOCIATION OF TOWN  
 MEMBERSHIP AND DUES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Annual Association of Town's membership dues for the year 2023 in the amount of \$1,500.00 be approved.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
 Matt Cushing, Councilor:  
 Daniel Ciciarelli, Councilor:  
 David Carnie, Councilor:  
 Nick Paro, Supervisor:

**RESOLUTION AUTHORIZING APPROVAL OF THE ANNUAL ASSOCIATION OF TOWN  
 TRAINING**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Supervisor as delegate and Deputy Supervisor as alternate to participate in the virtual 2023 Annual Association of Town's Meeting and Training school February 19 – 22, 2023 and to approve expenditure in the amount of \$150 each person for registration expenses.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
 Matt Cushing, Councilor:  
 Daniel Ciciarelli, Councilor:  
 David Carnie, Councilor:

Nick Paro, Supervisor:

**RESOLUTION RECOGNIZING HISTORIANS IN THE TOWN OF SALINA**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to recognize Raymond Leonard, Mattydale Historian and the Liverpool Village Museum and Historian, as collectors of historical information about the Town of Salina.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPOINTING FREEDOM OF INFORMATION LAW RECORDS ACCESS OFFICER AND APPEAL OFFICER**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that Town Clerk be appointed Records Access Officer per the NYS Freedom of Information Law and that Supervisor be appointed the Appeals Officer.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION AUTHORIZING APPROVAL OF THE TOWN CLERK’S FEE SCHEDULE**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following Town Clerk Fee Schedule for the year 2023.

	Local Fee	State Fee	Total Fee
Revocable License	\$300.00		
Tobacco Retailer License	\$250.00		
Tree Removal License	\$ 25.00		
Transient Merchant License	\$350.00		
Trash Hauler Permit	\$ 25.00		
Dog License Spay/Neut.	\$ 9.00	\$1.00	\$10.00
Dog License Unspay/Neut.	\$ 15.00	\$3.00	\$18.00
Dog License Senior Spay/Neut.	\$ 4.00	\$1.00	\$ 5.00
Dog License Senior Unspay/Unneut.	\$ 10.00	\$3.00	\$13.00
Dog License Veteran Spay/Neut.	\$ 4.00	\$1.00	\$ 5.00
Dog License Veteran Unspay/Unneut.	\$ 10.00	\$3.00	\$13.00
Delinquent Dog Lic. Fee after 30day	\$ 2.00		
Delinquent Dog Lic. Fee over 30day	\$ 5.00		

Delinquent Dog After ticket	\$ 10.00		
Marriage Transcript	\$ 10.00		
Marriage License	\$ 17.50	\$22.50	\$40.00
Photocopies	\$ .25 per page		
Civic Center Rental – Res.	\$100.00		
Civic Center Rental –Non Res.	\$150.00		
Civic Center IDMR Monthly	\$150.00		
Civic Center Sewing Guild per event	\$ 30.00		
Passport Fee	\$ 35.00		
Dog Impoundment 1 <sup>st</sup> pick up	\$ 20.00		
Dog Impoundment 2 <sup>nd</sup> pick up	\$ 30.00		
Dog Impoundment 3 <sup>rd</sup> pick up	\$ 40.00		
SPCA Impoundment Fee Dog	\$150.00		
SPCA Impoundment Fee Cat	\$100.00		
Dog License Replacement Tag	\$ 3.00		
Peddlers Permit < 1 month	\$ 50.00		
Peddlers Permit 6 months or less	\$ 75.00		
Peddlers Permit 6 month or more	\$100.00		
Returned Check Fee	\$ 20.00		
Zoning Map	\$ 5.00		
Zone Change Application	\$250.00		
Games of Chance License	\$ 10.00 per occasion		
Bell Jar application	\$ 10.00 per occasion		
Bingo License	\$ 10.00 per occasion		

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION AUTHORIZING APPROVAL OF THE DEPARTMENT OF PLANNING AND DEVELOPMENT’S FEE SCHEDULE**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, TO approve the following Department of Planning & Development Fee Schedule for the year 2023:

**Building Permits:**

Where the total valuation of work is:

Up to \$1,000:

Residential (per dwelling unit) \$35.00

Commercial/Industrial (per tenant space) \$75.00

For each additional \$1,000.00 or fraction thereof \$7.00

Where work started before permit is obtained (Double above fee)

Renewal of building permit 50% of original fee  
 Minimum fee \$25.00

Plan Reviews: *(Where no building permit is issued)*

50% of fee noted above  
Minimum fee \$25.00

Certificate of occupancy

Permanent \$25.00  
Temporary \$25.00

Certificate of compliance:

Where building permit is in effect No Charge  
Where no building permit is in effect  
and 2-family dwellings (per unit) \$ 50.00  
All other occupancies/uses (per unit) \$100.00

Signs:

All signs *(per sign)* \$ 50.00  
(plus \$1.00/Square Foot)

Fences (Chapter 115):

1- and 2-family uses: \$ 35.00  
All other uses \$125.00

Fire Safety/Property Maintenance Inspections:

Inspections required by Title 19, NYCRR

Buildings not exceeding 5000 square feet \$75.00  
Buildings 5,001 – 20,000 square feet \$100.00  
Buildings over 20,000 square feet \$125.00

Operating (Fire Code) Permits

Assembly Fire Inspection Fee noted above  
Hazardous Materials (storage, handling or use) \$100.00  
Hazardous Process \$100.00  
Pyrotechnic devices (per event) \$100.00  
Hazardous use or occupancy \$100.00  
Other (per event) \$100.00  
Fireworks (per event) \$100.00

**VACANT PROPERTY REGISTRY**

Foreclosures Properties \$250 every 6 months  
Vacant Properties \$250 every 6 months  
Penalty 10% of 6month fee

**Variances:** *(application fees are not refundable)* Area Variances:

Residential (1- and 2-family uses – sheds, pools, fences) \$ 75.00  
Residential (1- and 2-family all other uses) \$125.00  
Multiple dwellings and other non-residential uses: \$ 400.00  
Use Variances (all uses): \$500.00

**Interpretations:** *(application fees are not refundable)* \$100.00

**Zoning Compliance Letters:** \$ 75.00

**Site Plan/Special Permit Review:** *(application fees are not refundable)*

Application for initial site plan review: \$500.00  
Application for special permit only \$500.00

Combined site plan review and special permit	\$900.00
*Engineering and legal deposit ( <i>SEPARATE CHECK</i> ) <i>Major Site Plan Review</i>	\$7,500.00
Revision to approved site plan	\$500.00
*Engineering deposit ( <i>see minor site plan above</i> )	

**SEQR Legal and Engineering Review Fees:**

**Subdivisions:**

Lot Line Adjustment	\$100.00
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*Minor Subdivision (Re-subdivision) - Residential*

*(4 lots or less with no new streets or utilities)*

Application for subdivision ( <i>Application fees are not refundable</i> )	\$500.00
Engineering and legal fee ( <i>SEPARATE CHECK</i> )	\$1,000.00 per lot to be created

*Major Subdivision - Residential  
(4 lots or more)*

Application for subdivision ( <i>Application fees are not refundable</i> )	\$500.00
Engineering and legal fee ( <i>SEPARATE CHECK</i> )	\$5,000.00 plus \$75 per lot created

*Non-Residential Subdivision*

Application for subdivision ( <i>Application fees are not refundable</i> )	\$500.00
Engineering and legal fee ( <i>SEPARATE CHECK</i> )	\$5,000.00 plus \$500.00 per lot created

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION AUTHORIZING APPROVAL OF RULES OF DECORUM FOR THE TOWN BOARD MEETINGS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Rules of Decorum for the Town Board Meeting for the year 2023:

Town of Salina  
Rules for Decorum at Public Meetings

Town Board meetings are required to be held in public for the purpose of allowing the public to *observe* the meetings. The law does not require that town boards set aside time at regular town board meetings for public comment, except for the case of public hearings. Public participation is the purpose of a public hearing, which is required prior to the adoption of a local law or ordinance and in other cases, as specified by law.

The Town Board believes that a public comment period should be scheduled for each meeting. However, it believes that it is important that all periods of public input -- whether they be public hearings or a public

comment period – should abide by a set of rules that are designed to ensure that good order and civility is maintained at Town Board meetings. The purpose of the public comment period is to discuss Town business only. “Points of Order”, questions, and comments before or after that period will not be recognized.

In an effort to help the Town conduct efficient and productive meetings, the Town of Salina, proposes the following policy on Rules of Decorum at Public Meetings:

#### PUBLIC COMMENT PERIOD/PUBLIC HEARING/PUBLIC INFORMATION MEETING

1. The Town Board will set an item on each agenda for public comment. Except for the case of Public Hearings or special Public Information Meetings, the public comment portion of the meeting is the only time when comments will be permitted by the public.
2. The public comment period and public hearings and information meetings are designed for comments only. At the appropriate time, questions, comments and/or opinions will be taken by the Town Supervisor. Where appropriate, the Town Supervisor may direct the question, comment or opinion to the appropriate person to respond.
3. Each speaker must state his or her name and the subject he or she will be addressing.
4. Each speaker during the public comment period is limited to speak one time, three (3) minutes in length, which rule will be enforced by the Town Supervisor, with assistance of town counsel to allow attorney to be timekeeper. Any request of extension of this time limitation must be made to the Town Supervisor who has the discretion to extend the time to speak. In the case of public hearings, and at the discretion of the Town Supervisor, speakers may be allowed to speak a second time once everyone has been allowed to speak once. If five or more persons shall sign to speak at comment period or hearing, permitted time for each person shall be three minutes. Transfer of permitted time to another person is prohibited.
5. Comments by speakers must be addressed to the Town Supervisor. Attendees may not address the Town Board until recognized by the Town Supervisor.
6. Any audio/visual or similar equipment to be used to support the comments or issues of a speaker must be approved by the Town Supervisor at least 24 hours before the regularly scheduled meeting.
7. Discussion between speakers and attendees of the public meeting or hearing is prohibited. A speaker may disagree with or support prior speakers in comments directed to the Town Board.
8. Comments must be related to legitimate Town business.
9. Speakers should present their remarks in a courteous manner and may not make personal comments about public officials, town residents or others.
10. Placards, banners, or other signs are not permitted in meeting rooms, nor the distribution of flyers.
11. A person who disregards the directives of the Town Supervisor in enforcing the rules, disturbs the peace at the meeting, makes impertinent or slanderous remarks or generally conducts himself in a boisterous or inappropriate manner while addressing the Town Board, could be barred from further participation and forfeit any balance of time remaining for his comments.
12. If after a final warning, the speaker refuses to step down, the Town Supervisor will request that a Police Officer remove the individual from the meeting room. §240.20 of the Penal Law.

#### TOWN BOARD

1. Town Board members must be recognized by the Town Supervisor before making motions and speaking.
2. A member, once recognized, shall not be interrupted when speaking unless to call the member to order. If a member, while speaking, is called to order, such member shall cease speaking until the question of order is determined, and, if in order, such member shall be permitted to proceed.
3. There is no limit on the number of times a member may speak on a question.

4. A member may, with permission of the Town Supervisor, interrupt a speaker during their remarks, but only for the purpose of clarification and information.
5. All members shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPROVING THE FUEL AGREEMENTS WITH THE LYNLCOURT FIRE DISTRICT**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve the annual agreement with the Lyncourt Fire District for the purchase of fuel from the Town of Salina Highway Department.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPROVING THE FUEL AGREEMENTS WITH THE HINSDALE FIRE DISTRICT**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve the annual agreement with the Hinsdale Fire District for the purchase of fuel from the Town of Salina Highway Department.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:

**RESOLUTION APPROVING THE FUEL AGREEMENTS WITH THE SALINA CONSOLIDATED FIRE DISTRICT**

Motion made by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve the annual agreement with the Salina Consolidated Fire District for the purchase of fuel from the Town of Salina Highway Department.

The foregoing resolution was adopted with the following members voting:

Jason Recor, Councilor:  
Matt Cushing, Councilor:  
Daniel Ciciarelli, Councilor:  
David Carnie, Councilor:  
Nick Paro, Supervisor:



**RESOLUTION APPROVING THE SALINA FREE LIBRARY CONTRACT**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the contract with the Salina Free Library in the amount of \$ 60,000 for the year 2023.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPROVING THE SHARED SALT STORAGE AGREEMENT WITH THE VILLAGE OF LIVERPOOL**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the sharing of salt storage with the Village of Liverpool.

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor:

**RESOLUTION APPROVING THE SPCA CONTRACT FOR SHELTER AND CRULTY SERVICES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the contract with the SPCA for the shelter and cruelty services for the year 2023 .

The foregoing resolution was adopted with the following members voting:

- Jason Recor, Councilor:
- Matt Cushing, Councilor:
- Daniel Ciciarelli, Councilor:
- David Carnie, Councilor:
- Nick Paro, Supervisor: