JANUARY 9, 2013

The Organizational Meeting of the Town Board of the Town of Holland was called to order by Supervisor Michael Kasprzyk at 8:00 P.M., at 47 Pearl Street, Holland, New York.

Town Officials present were:
COUNCILMAN GEOFFREY HACK
COUNCILWOMAN ROBERTA HERR
COUNCILWOMAN KAREN KLINE
COUNCILMAN WILLIAM KOLACKI

Other Town Officials present were:
TOWN ATTORNEY RONALD BENNETT
ZONING ENFORCEMENT OFFICER MICHAEL SLUCE
TOWN ENGINEER DAVID PRATT
BOOKKEEPER JILL ZIENTEK
HIGHWAY SUPERINTENDENT PAT JOYCE
DISASTER COORDINATOR HOWARD SMITH
ZONING BOARD OF APPEALS CHAIRMAN WILLIAM O’DELL
DEPUTY TOWN CLERK BELINDA ERSING

THE SALARIES AND PAY SCHEDULES OF ELECTED AND APPOINTED TOWN OFFICIALS SHALL BE:

SUPERVISOR MICHAEL KASPRZYK $23,256.00 yrly—paid monthly
COUNCILMAN GEOFFREY HACK $5,826.75 yrly—paid monthly
COUNCILMAN WILLIAM KOLACKI $5,826.75 yrly—paid monthly
COUNCILWOMAN ROBERTA HERR $5,826.75 yrly—paid monthly
COUNCILWOMAN KAREN KLINE $5,826.75 yrly—paid monthly
TOWN JUSTICE WILLIAM FRANCZAK $8,176.50 yrly—paid monthly
TOWN JUSTICE CHRISTOPHER O’BRIEN $8,176.50 yrly—paid monthly
TOWN CLERK SANDRA SMITH $29,580.00 yrly—paid weekly
HIGHWAY SUPERINTENDENT PATRICK JOYCE $53,317.95 yrly—paid weekly
FACILITIES MANAGER PATRICK JOYCE $10,000.00 yrly—paid weekly
DISASTER CO-ORDINATOR HOWARD SMITH $1,000.00 ————yearly
TAX COLLECTOR JUNE E. McARTHUR $6,058.80 yrly—paid monthly
ASSESSOR TAMMY ADSITT $14,500.00 yrly—paid monthly
ASSESSOR CLERK JUNE E. McARTHUR $7,580.00 yrly—paid monthly
DOG CONTROL OFFICER WILLIAM NEWELL $7,300.00 yrly—paid monthly
KENNEL INSPECTION OFFICER WILLIAM NEWELL
BUILDING ZONING OFFICER SCOTT HESS $9,992.78 yrly—paid monthly
ZONING ENFORCEMENT OFFICER MICHAEL SLUCE $9,108.70 yrly—paid monthly
FIRE CODE ENFORCEMENT OFFICER MICHAEL SLUCE $1,300.00 yrly—paid monthly

PUBLIC OFFICER MICHAEL SLUCE $1,300.00 yrly—paid monthly

COURT CLERK CHERYL POST $14,200.00 yrly—paid monthly
DEPUTY COURT CLERK JILL ZIENTEK $10.50 per hour--$500.00 yrly—paid monthly

BUDGET OFFICER JILL ZIENTEK $2,358.24 yrly—paid monthly

TOWN BOOKKEEPER JILL ZIENTEK $18,360.00 yrly—paid monthly

ORGANIZATIONAL MEETING JANUARY 9, 2013

TOWN ATTORNEY RONALD BENNETT $12,500.00 yrly—paid monthly

TOWN ENGINEER—FIRM OF GPI GREENMAN—PEDERSEN $2,400.00 yrly—paid monthly

WATER TREATMENT PLANT OP. GERALD BARRON
JAMES ZBYTEK $30,000.00 yrly—paid weekly
$20.00/hr--------paid weekly

WATER CLERK SANDRA SMITH $2,000.00 yrly—paid weekly

TOWN HISTORIAN SANDRA SMITH $325.00--------------a year

TOWN REGISTRAR SANDRA SMITH $350.00--------------a year

DEPUTY TOWN REGISTRAR BELINDA ERSING $100.00--------------a year

DEPUTY TOWN CLERK BELINDA ERSING $4,000.00 yrly—paid monthly
$11.00 per hour

DEPUTY TAX COLLECTOR SHIRLEY BERRY $425.00 yrly----paid monthly
$10.00 per hour

TOWN PROSECUTOR RALPH MOHR $2,850.00 yrly—paid monthly

GARBAGE & REFUSE CLERK JUNE E. McARTHUR $2,500.00 yrly—paid monthly

CLERK BOARD OF APPEALS DIANE DOYLE $10.00 per hour--paid monthly

CARETAKER OF GROUNDS RONALD POST $10.25 per hour--paid monthly

COMMUNITY CENTER CLAUDIA BARRON $10.25 per hour--paid monthly

MILEAGE REIMBURSEMENT FOR OFFICIAL TOWN BUSINESS--------------$.48 per mile
FIRST DEPUTY SUPERVISOR GEOFFREY HACK-----------------------------NO SALARY

CONSTABLES
CAPT. DAVE BURESCH
LT. NORMAN ADSITT
CPL. BRUCE REINAGLE
CPL. WILLIAM PLACE
CPL. LARRY BECKER
CPL. DONNA MAIER
CPL. RICHARD GROH

CLOTHING ALLOWANCE WILL BE $650.00 a year for each constable.

CONSTABLE – ACTING ON SPECIAL ASSIGNMENT -------$10.00/hour
COURT DUTY-----------------------------$15.00/hour

CROSSING GUARDS -- $10.00 per time worked, not per hour----paid monthly
Katherine Slocum
Sue Fridman
Ginny Fraunfelder

ORGANIZATIONAL MEETING

JANUARY 9, 2013

PERSONNEL OFFICER
FAIR HOUSING OFFICER
RECORD MANAGEMENT OFFICER
RECORD ACCESS OFFICER
AFFIRMATIVE ACTION OFFICER

MICHAEL KASPRZYK
SANDRA SMITH
SANDRA SMITH
SANDRA SMITH
SANDRA SMITH

SUPERVISOR’S COMMITTEE APPOINTMENTS FOR 2012

BUILDINGS – Councilman William Kolacki

BEAUTIFICATION – Councilman Roberta Herr

TOWN PARK & COMMUNITY CENTER - Councilman Geoffrey Hack

ENVIRONMENTAL COMMITTEE – Councilman William Kolacki

YOUTH BOARD – Jacque Sigeti
MEALS ON WHEELS – June McArthur

INSURANCE COMMITTEE – Pat Joyce, Gerald Barron, Jill Zientek, Mike Kasprzyk

PLANNING BOARD LIAISON – Councilman Karen Kline

CEMETERY ADMINISTRATOR – RON POST------------------$1,000.00 yrly
MAINTENANCE - $10.00/HR

**TOWN OF HOLLAND COMMITTEES AND BOARDS:**

<table>
<thead>
<tr>
<th>PLANNING BOARD</th>
<th>TERMS EXPIRE ON DECEMBER 31ST</th>
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<tbody>
<tr>
<td>MARTIN REGAN (Chairman)</td>
<td>2015</td>
</tr>
<tr>
<td>OLIVER BERRY</td>
<td>2017</td>
</tr>
<tr>
<td>DAVE WALIGORA</td>
<td>2018</td>
</tr>
<tr>
<td>ROB LEWIS</td>
<td>2019</td>
</tr>
<tr>
<td>ROBERT WEISNER</td>
<td>2013</td>
</tr>
<tr>
<td>KEITH SCHUESSLER - ALTERNATE</td>
<td>2014</td>
</tr>
<tr>
<td>BILL SHIMBURSKI</td>
<td>2017</td>
</tr>
<tr>
<td>JOE MARZOLF</td>
<td>2019</td>
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</tbody>
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<thead>
<tr>
<th>ASSESSMENT BOARD OF REVIEW</th>
<th>TERMS EXPIRE ON SEPTEMBER 30TH</th>
</tr>
</thead>
<tbody>
<tr>
<td>RICHARD WHITE - CHAIRMAN</td>
<td>2015</td>
</tr>
<tr>
<td>DIANE CURTHOYS</td>
<td>2016</td>
</tr>
<tr>
<td>LAURIE GOULD</td>
<td>2017</td>
</tr>
<tr>
<td>SUSAN LESINSKI</td>
<td>2013</td>
</tr>
<tr>
<td>MICHAEL QUANT</td>
<td>2014</td>
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</tbody>
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<table>
<thead>
<tr>
<th>RECORDS ADVISORY BOARD</th>
<th>TERMS EXPIRE ON DECEMBER 31ST</th>
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</thead>
<tbody>
<tr>
<td>SANDRA SMITH</td>
<td>2013</td>
</tr>
<tr>
<td>MICHAEL KASPRZYK</td>
<td>2014</td>
</tr>
<tr>
<td>KAREN KLINE</td>
<td>2013</td>
</tr>
<tr>
<td>ROBERT WHITE</td>
<td>2014</td>
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</tbody>
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**ORGANIZATIONAL MEETING**

<table>
<thead>
<tr>
<th>ENVIRONMENTAL COMMISSION</th>
<th>TERMS EXPIRE ON DECEMBER 31ST</th>
</tr>
</thead>
<tbody>
<tr>
<td>WILLIAM KOLACKI – CHAIRMAN</td>
<td>2013</td>
</tr>
<tr>
<td>OLIVER BERRY</td>
<td>2014</td>
</tr>
</tbody>
</table>

**JANUARY 9, 2013**
BOARD OF ETHICS  TERMS EXPIRE ON DECEMBER 31, 2013

MICHAEL KASPZRYK - CHAIRMAN
JIM HEWITT
MARY MAJOR

RECREATION COMMITTEE  TERMS EXPIRE ON DECEMBER 31, 2013

CHARLES THUM -- CHAIRMAN
ROSS CHARLES
MICHAEL EDINGTON
GLEN KLINE
TIM WANGELIN
DAVID MATHIS

BOARD OF APPEALS  TERMS EXPIRE ON DECEMBER 31
(5 YEAR TERM)

MICHAEL SHEEHAN  2013
JIM CROWLEY  2015
BARBARA REINAGEL  2017
JEREMY PEIRICK  2015
KEITH SCHUESSLER  ALT.
WILLIAM O’DELL (Chairman)  2016
KARL EVERTS  2013
GENE HOFFMAN  2013

TOWN OF HOLLAND
HIGHWAY FULL-TIME
EMPLOYEE CONTRACT
2012-2013-2014

WORK WEEK
FORTY HOURS WILL CONSTITUTE A WORK WEEK
ACTUAL DAILY WORKING HOURS WILL BE DECIDED BY THE HIGHWAY SUPERINTENDENT.
THE WORK WEEK SHALL START AT 12:00 AM MONDAY. IF CALLED OUT FOR EXTRA WORK,
THE MINIMUM PAY SHALL BE FOUR HOURS.

PAY SCALE
A. MACHINE OPERATOR  2012 $21.87
                             2013 $22.31
                             2014 $22.76

B. PART-TIME EQUIPMENT OPERATOR/DRIVER  2012 $17.23
                                      2013 $17.57
                                      2014 $17.92

C. WINGMAN  2012 $9.95
ORGANIZATIONAL MEETING

JANUARY 9, 2013

VACATIONS
1 WEEK AFTER ONE YEAR OF EMPLOYMENT
2 WEEKS AFTER TWO YEARS
3 WEEKS AFTER EIGHT YEARS OF EMPLOYMENT
4 WEEKS AFTER FIFTEEN YEARS OF EMPLOYMENT

THE EMPLOYEE SHALL HAVE THE ABILITY TO HAVE AT LEAST ONE WEEK VACATION DURING PRIME TIME (SUMMER). ONE EMPLOYEE TO BE OFF AT A TIME, GRANTED BY SENIORITY. FORTY HOURS SHALL CONSTITUTE VACATION PAY. THE VACATION REQUEST BY THE EMPLOYEE WILL BE GRANTED UPON THE HIGHWAY SUPERINTENDENT’S APPROVAL.

HOLIDAYS
THERE SHALL BE NINE PAID HOLIDAYS.

- NEW YEARS DAY
- MEMORIAL DAY
- INDEPENDENCE DAY
- LABOR DAY
- ELECTION DAY
- THANKSGIVING
- CHRISTMAS DAY
- THERE ARE TWO Floating HOLIDAYS THAT CAN BE TAKEN ANY TIME THAT IS MUTUALLY AGREEABLE TO THE HIGHWAY SUPERINTENDENT AND THE EMPLOYEE.

These holidays can be changed to fall at the beginning or end of the week shall be posted seven days in advance.

PERSONAL DAYS
THERE SHALL BE TWO PERSONAL DAYS PER YEAR

- ONE DAY WITH PRIOR APPROVAL
- ONE DAY WITHOUT PRIOR APPROVAL

PERSONAL DAYS MAY NOT BE CARRIED OVER.

SICK LEAVE
EACH EMPLOYEE IS GRANTED EIGHT SICK DAYS PER YEAR WITH PAY. A MAXIMUM CARRIES OVER OF 120 DAYS. UPON RETIREMENT, THE EMPLOYEE MAY BE PAID $40.00 PER DAY FOR EACH SICK DAY ACCUMULATED, THE EMPLOYEE MAY BE MONETARILY COMPENSATED OR THE AMOUNT MAY BE USED TOWARDS FUTURE HEALTH CARE OR A COMBINATION OF BOTH.
RETIREMENT
RETIREMENT REQUESTS MUST BE SUBMITTED IN WRITING TO THE TOWN BOARD 90 DAYS PRIOR TO RETIREMENT.
UPON RETIREMENT, THE EMPLOYEE MAY BE PAID $40.00 PER DAY FOR EACH SICK DAY ACCUMULATED, THE EMPLOYEE MAY BE MONETARILY COMPENSATED OR THE AMOUNT MAY BE USED TOWARDS FUTURE HEALTH CARE OR A COMBINATION OF BOTH.

BEREAVEMENT
THREE DAYS WITH PAY FOR DEATH OF PARENTS, SIBLING, SPOUSE OR PARTNER, CHILD, STEPCHILD, GRANDPARENTS, GRANDCHILDREN, PARENTS IN LAW, SON IN LAW, SISTER IN LAW, BROTHER IN LAW, DAUGHTER IN LAW.

HEALTH INSURANCE
HEALTH INSURANCE WILL BE PROVIDED TO FULL TIME PERMANENT EMPLOYEES ONLY.
FOR THE REMAINDER OF THIS CONTRACT HEALTH INSURANCE PREMUIMS WILL BE PAID 100% BY THE TOWN OF HOLLAND. HEALTH INSURANCE PLANS AND CARRIERS WILL BE AT THE DISCRETION OF THE INSURANCE COMMITTEE AND TOWN BOARD. CURRENTLY THE TOWN IS PROVIDING HEALTH SAVINGS ACCOUNT PLANS, AND HAS FUNDED ADDITIONAL MONIES AT A NEGOTIABLE RATE ACCORDING TO THE FISCAL YEAR BUDGET.

CLOTHING ALLOWANCE
RAIN GEAR, BOOTS, AND OTHER OSHA REQUIRED SAFETY CLOTHING WILL BE PROVIDED. EACH FULL TIME EMPLOYEE WILL BE REIMBURSED UP TO $400.00 PER YEAR UPON PROPER RECEIPT FOR WORK RELATED SAFETY CLOTHING.

ORGANIZATIONAL MEETING
JANUARY 9, 2013

TOWN OF HOLLAND PROCUREMENT POLICY FOR 2013

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML, §103 or any other law: and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement;

NOW THEREFORE, be it

RESOLVED: That the Town of Holland does hereby adopt the following procurement policies and procedures:

GUIDELINE 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML §103. Every Town Officer, Board, Department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the Cumulative amount of the items of supply or equipment needed in a given fiscal year. The estimate shall include the canvass of other Town departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.
GUIDELINE 2. All purchases of a) supplies or equipment which will exceed $20,000 in the fiscal year or b) public works contract over $35,000 shall be formally bid pursuant to GHL §103.

GUIDELINE 3. All estimated purchases of:

Less than $20,000 but greater than $2,000 requires a written request for a proposal (RFP) and written/fax quotes from 3 vendors.

Less than $2,000 are left to discretion of the Purchaser.

All estimated public works contracts of:

Less than $20,000 but greater than $10,000 requires a written RFP and a fax/proposal from 3 contractors

Less than $10,000 but greater than $3,000 require a written RFP and fax/proposals from 2 contractors

Less than $3,000 are left to the discretion of the Purchaser.

Any written RFP shall describe the desired goods, quality and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

GUIDELINE 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification 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.

GUIDELINE 5. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

ORGANIZATIONAL MEETING

JANUARY 9, 2013

GUIDELINE 6. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances;

a) Acquisition of professional services;
b) Emergencies;
c) Sole source situations;
d) Goods purchased at auction;
e) Goods purchased for less than $1,000
f) Public works contracts for less than $3,000

GUIDELINE 7. This policy shall be reviewed annually by the Town Board at its Organizational Meeting or as soon thereafter as is reasonably practicable.

**INVESTMENT POLICY**
**TOWN OF HOLLAND**

I. **SCOPE**

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

II. **OBJECTIVES**

The objectives of the Investment Policy of the Town of Holland are to minimize risk; to insure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceeds of obligations and reserve funds in:

- Certificates of Deposit issued by a bank or trust company authorized to do business in New York State
- Time Deposit Accounts in a bank or trust company authorized to do business in New York State

All other local government officials receiving money in their official capacity must deposit such funds in a timely fashion to their respective accounts.

III. **DELEGATION OF AUTHORITY**

The governing board's responsibility for administration of the investment program is delegated to the chief fiscal officer, 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 relevant information and regulate the activities of subordinate employees.

IV. **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 Holland 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.

V. **DIVERSIFICATION**
It is the policy of the Town of Holland to invest its deposits with the Bank of Holland, including savings, checking accounts and certificates of deposits. The chief fiscal officer shall consider other investments with board approval.

ORGANIZATIONAL MEETING

JANUARY 9, 2013

VI. INTERNAL CONTROLS

It is the policy of the Town of Holland for all moneys collected by any officer or employee of the government to deposit said funds within the time period specified by law.

The chief fiscal officer is responsible for establishing and maintaining an internal control structure to provide reasonable 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.

VII. DESIGNATION OF DEPOSITARIES

The Bank of Holland, chartered by the State of New York, is designated to act as Custodial Bank of the Town of Holland.

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, §10, all deposits of the Town of Holland, including certificates of deposit in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured.

Certificates of deposit and Time Deposit Accounts shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or obligations of the United States or obligations of federal agencies the principal and interest of which are guaranteed by the United States, or obligations of New York State local governments. Collateral shall be delivered to the Town of Holland or a custodial bank with which the town has entered into a custodial agreement. The market value of collateral shall at all times equal or exceed the principal amount of the certificate of deposit or time deposit.

IX. SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the bank of Holland subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It 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 local government to exercise its rights against the pledged securities.

The custodial agreement shall provide that securities held by the bank for the Town of Holland, will be kept separate and apart from the general assets of the custodial bank and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities.

X. PERMITTED INVESTMENTS
As authorized by General Municipal Law, §11, the Town of Holland authorizes the chief fiscal officer 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 of the State of New York
  Certificates of Participation

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Town of Holland shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition at the request of the Town of Holland. 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 chief fiscal officer 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.

ORGANIZATIONAL MEETING JANUARY 9, 2013

XII. OPERATIONS, AUDIT AND REPORTING

At the time independent auditors conduct the audit of the accounts and financial affairs of the Local Government, the independent auditors shall audit the investments of the local government for compliance with the provisions of these investment guidelines. The Town Board of the Town of Holland shall review and approve or amend these investment guidelines. Investment Policy adopted on JANUARY 9, 2013 by Town Board, Town of Holland.

RESOLUTION #0-1

Motion made by Councilwoman Kline and seconded by Councilman Kolacki, resolve the Town of Holland adopt the Investment Policy for 2013. ALL AYES. CARRIED.

RESOLUTION #0-2

Motion made by Councilman Hack and seconded by Councilwoman Herr, resolve the Town of Holland approve the Organizational Meeting for the fiscal year 2013 with all elected officials, appointed officials, figures, rules and regulations, Procurement Policy, committees, wages and salaries approved for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-3

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland rollover the unexpended balance of $4,339.46 into the Community Center Reserve Fund account (A231C) for 2013. ALL AYES. CARRIED.
RESOLUTION #0-4

Motion made by Councilman Kolacki and seconded by Councilman Hack, resolve the Town of Holland rollover $4,000.00 into the Community Beautification – Trees A8510.41 for 2013. ALL AYES. CARRIED.

RESOLUTION #0-5

Motion made by Councilwoman Kline and seconded by Councilwoman Herr, resolve the Town of Holland appoint Lumsden and McCormick as the accounting firm for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-6

Motion made by Councilman Hack and seconded by Councilman Kolacki, resolve the Town of Holland designate the Arcade Herald as the official town paper for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-7

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland designate the Bank of Holland as the official town depository for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-8

Motion made by Councilwoman Hack and seconded by Councilman Kolacki, resolve the Town of Holland renew Promotions Perfected, Inc. Junkyard License on Holland Glenwood Road for the year 2013. ALL AYES. CARRIED.

ORGANIZATIONAL MEETING

RESOLUTION #0-9

Motion made by Councilwoman Herr and seconded by Councilwoman Kline, resolve the Town of Holland renew Nuwer's Auto Parts, Inc. Junkyard License on Vermont Hill Road for the year 2013. ALL AYES. CARRIED

RESOLUTION #0-10

Motion made by Councilwoman Kline and seconded by Councilwoman Herr, resolve the Town of Holland renew the Hunters Creek Mobile Home Park for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-11
Motion made by Supervisor Kasprzyk and seconded by Councilman Hack, resolve the Town of Holland recess to review the Financial Town Books, Justice Books, Tax Collector’s book and Town Clerk’s book and to sign them at 8:08 PM. ALL AYES. CARRIED.

Back from recess at 8:15 PM.

RESOLUTION #0-12

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland approve travel expenses for Official Town Business with audited receipts, daily stipend of $75.00 a day exclusive of the room, and a $.48 a mile for travel. ALL AYES. CARRIED.

RESOLUTION #0-13

Motion made by Supervisor Kasprzyk and seconded by Councilman Hack, resolve the Town of Holland will hold Town Board Meetings on the seconded Wednesday of every month at 8:00 pm for the year 2013. ALL AYES. CARRIED.

RESOLUTION #0-14

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland adjourn the Organizational meeting at 8:17PM. ALL AYES. CARRIED.

RESPECTFULLY SUBMITTED

SANDRA SMITH
TOWN CLERK
JANUARY 9, 2013

Supervisor Michael Kasprzyk called the Regular Town Board Meeting to Order at 8:17pm at 47 Pearl St., Holland.

Officials Present were:

COUNCILMAN GEOFFREY HACK
COUNCILWOMAN ROBERTA HERR
COUNCILWOMAN KAREN KLINE
COUNCILMAN WILLIAM KOLACKI

Other Officials Present were:
DISASTER COORDINATOR HOWARD SMITH
BOOKKEEPER JILL ZIENTEK
HIGHWAY SUPERINTENDENT PAT JOYCE
DEPUTY TOWN CLERK BELINDA ERSING
TOWN ENGINEER DAVID PRATT
ZONING ENFORCEMENT OFFICER MICHAEL SLUCE
TOWN ATTORNEY RONALD BENNETT
BOARD OF APPEALS CHAIRMAN WILLIAM O’DELL

RESOLUTION #1

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland approve the minutes of the December 2012 Regular Town Board Meeting. ALL AYES. CARRIED.

RESOLUTION #2

Motion made by Councilman Hack and seconded by Councilman Kolacki, resolve the Town of Holland designate Supervisor Michael Kasprzyk as the delegate for the Association of Towns. ALL AYES. CARRIED.

SCENIC – BY- WAY
Would like to extend the by-way from Rt. 39 to Rt. 16 and back to East Aurora. This is to promote history. Would need resolution from all towns on that route. There would be no billboards of advertising unless the billboard was already there and would be grand-fathered in. There is a nomination study. The cost to apply is $6,000.00 and a two to three year waiting period. This is a federal program done by the state. Councilwoman Kline’s and Supervisor Kasprzyk’s thoughts are to table for now.

CODE BOOK – at February’s meeting they will set up work sessions to go over the planning board suggestions and look at local ordinances.

MEALS ON WHEELS – now have 6 clients and are delivering 5 days a week.

BUDGET AMENDMENTS

RESOLUTION #3

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland approve the following budget amendment:
GENERAL
FROM:  A599 Unexpended Fund Balance $46,036.72
       A960 Appropriations
       A1990.4 Contingency Account $572.46
       A1680.4 Data Processing $645.78
       A1620.412 Building Supplies – new copier $5,864.67
       A1620.413 Building Supplies – cleaning exp. $49.12
       A3120.4 Constabulary – new vests $167.40
       A3310.4 Traffic Control – Signs $480.90
       A3989.4 Public Safety $34.00
       A6772.4 Meals on Wheels – gas cards $242.39
       A7310.41 Youth Programs-Boys & Girls Club $20,000.00
       A9010.8 NYS Retirement $17,980.00

ALL AYES. CARRIED.

January 9, 2013

RESOLUTION #4

Motion made by Councilman Hack and seconded by Councilman Kolacki, resolve the Town of Holland approve the following budget amendment:

HIGHWAY FUND
FROM:  DA5142.4 Snow Removal – Contractual $32,315.23
       DA5130.4 Machinery – Contractual $13,768.30
       DA9010.8 NYS Retirement $13,226.00
       DA9060.8 Health Insurance $3,465/52

ALL AYES. CARRIED.

RESOLUTION #5

Motion made by Councilman Hack and seconded by Councilwoman Kline, resolve the Town of Holland approve the following budget amendment:

WATER FUND
FROM:  SW8320.4 Power & Pumping $1,124.04
       TO:    SW8310.4 Water Administration – Contractual $969.89
               SW8340.4 Transmission & Distribution Contractual $154.15

ALL AYES. CARRIED.

DISASTER COORDINATOR
Howard Smith - informational workshop to familiarize participants with the National Incident Management System (NIMS); the Incident Command System (ICS); and New York State Executive Law Article 2-B to be held on Tuesday, January 15, 2013.

Buildings – Councilman Kolacki: no report

Cemetery – Councilman Hack: funds can be used for Capital Projects such as repairing stones and foundations.
Planning Board Liaison – Councilwoman Kline: gathering codes from other neighboring towns pertaining to farms etc.

Town Park & Community Center – Councilman Hack: new doors were installed on the Community Center. Councilman Hack is also looking into a sidewalk on Capital Heights. Checking right-of-ways and easements and what grants are out there for this.

Environmental Committee – Councilman Kolacki: no report

Beautification – Councilwoman Herr: no report

ZONING ENFORCEMENT OFFICER’S REPORT – Michael Sluce: report given

BUILDING ZONING OFFICER’S REPORT – Scott Hess: report given

FACILITIES MANAGER – Pat Joyce: getting prices on replacing the windows in the Town Hall. Second well update – turning heat on.

HIGHWAY SUPERINTENDENT’S REPORT – Pat Joyce: report given

Would like to purchase a pickup for the highway dept. and also one for the water dept. from state bid or less.

RESOLUTION #6

Motion made by Supervisor Kasprzyk and seconded by Councilman Hack, resolve the Town of Holland authorize the Highway Superintendent to purchase two pickup trucks – one for the water dept. at base price of $16,602.28 with option of an aluminum lift gate at $2897.00 or less, and a truck for the highway dept. at base price of $19,142.28 with an aluminum lift gate at $2897.00 or less. ALL AYES. CARRIED.

JANUARY 9, 2013

TOWN CLERK – Sandra Smith: have had a few people asking about the Counties Going Places Van. Rural Van is tied up taking patients to dialysis so the people are asking for a different way to get around to their doctor appointments etc. Supervisor Kasprzyk said the counties going places van is no longer in use.

RESOLUTION #7

Motion made by Councilwoman Kline and seconded by Councilman Hack, resolve the Town of Holland pay the following vouchers:

2012
General District Claims as set Forth in Abstract A-13 #503-541 in the amount of $41,433.20

Highway District Claims as set Forth in Abstract DA-13 #166-176 in the amount of $5,319.62

Water District Claims as set #116-122 in the amount of $2,722.39
Forth in Abstract SW-13

Light District Claims as set
Forth in Abstract SL-13

Garbage District Claims as set
Forth in Abstract SR-13

Cemetery District Claims as set
Forth in Abstract CM-13

2013
General District Claims as set
Forth in Abstract A-1

Water District Claims as set
Forth in Abstract SW-1

Trust & Agency Claims as set
Forth in Abstract TA-1

ALL AYES. CARRIED.

RESOLUTION #8

Motion made by Supervisor Kasprzyk to adjourn the Regular Town Board Meeting at 8:49 pm in memory of the following people: Ken Kramer Delores Orlowski Michael McGreevy Martha Mest

ALL AYES. CARRIED.

RESPECTFULLY SUBMITTED:

SANDRA SMITH
TOWN CLERK