

A regular meeting (and Organization) of the Town Board of the Town of Ashford, County of Cattaraugus, and the State of New York was held at the Ashford Community Center, 9377 Route 240, West Valley, on the 13th day of January, 2021, at 7:30pm with John A. Pfeffer Town Supervisor presiding.

Present: John A Pfeffer, Supervisor
 William J. Heim, Councilman
 Jean M. Bond, Councilwoman
 Angela M. Ghani, Councilwoman
 James P. Boberg, Councilman
 Patricia R. Dashnaw, Town Clerk
 Keith Butcher, Appointed Highway Superintendent
 Larry Feldman, Code Enforcement Officer

Others present: Joseph Pillittere, Susan Feldman, Max Borsuk

Supervisor Pfeffer called the meeting to order with the Pledge of Allegiance to the United States Flag.

RESOLUTION 1-2021

AUTHORIZE REVIEW OF TOWN OF ASHFORD ORGANIZATION

On motion of Councilwoman Bond seconded by Councilman Heim the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved the following requirements for organization be reviewed and all action be voted on at the closure of the meeting.

Regular Town Board meetings will be held the second Wednesday of each month at 7:30 p.m. With the exception of April which will be held on the third Wednesday of the month. The Town Board will follow Roberts Rules of Order for Meeting Procedure.

All appointed positions will be advertised prior to appointment except in the case of an emergency.

ANNUAL APPOINTMENTS:

Water District Clerk:	Town Clerk	\$6,200.00 plus authorized expenses
Supervisors Bookkeeper:	Susan Feldman	\$16.00/hr
Code Enforcement Officer:	Larry Feldman	\$10,600.00 plus authorized expenses (plus \$25 cell phone)
Town Historian:	William King	\$50.00
Town Historian:	Erin Parish	\$50.00
Justice Court Clerk:	Frances Engels	\$12.70/hr not to exceed annual budget appropriated amount
Comm Center Building Custodian:	Larry Feldman	\$12.70/hr
Assistant Records Mngmt Officer:	Susan Feldman	\$16.00/hr not to exceed annual budget appropriated amount
Budget Officer:	William King	\$3,366.00
Youth Recreation Youth Member:	Maggie Parish	
Planning Board:	Brett Proctor	(to 2025)
Planning Board Chairperson:	Andrea Mellon	
Board of Appeals:	Eric Boberg	(to 2025)
Board of Appeals Chairperson:	Eric Boberg	
Dog Control Officer:	John Syms	\$2,500.00 paid quarterly plus authorized expenses. The DCO will Report appraisal of damage by domestic animals.

The Supervisor have certified as required by County Civil Service, Payroll for Highway and General.

The Supervisor be authorized to pay without previous authorization of the Board, electric, gas, telephone, West Valley Fire District #1 Pilot & tax, internet fees, bonds & notes together with interest, the safety & street lighting districts bills and NYS unemployment, Justice court fines & fees to State Comptroller, Water District electric bill, Environmental Facilities Corporation (EFC) approved bills as preaudit, and highway employees health insurance custodial account deductible monthly charges.

The mileage allowance be \$.56 per mile for official business. Origin and Destination to be submitted using Google Maps.

Town Officials receiving fees belonging to the Town shall turn the money over to the Supervisor by the end of each month.

Town Officials are authorized to attend training sessions connected to their position as allowed by the contractual budgeted amount and shall submit an expense voucher to the Supervisor's bookkeeper for process. The Town will pay expenses from each respective appropriation.

Town records and other property must be kept at all times in the Town Community Center, unless authorized by the Town Board with the exception of certain highway manuals etc. that pertain to the operations of the highway department.

The Town accepts State and County bid prices where applicable.

The depositors for Town funds be M&T Bank (currently), or Cattaraugus County Bank or NYCLASS for General Funds, Highway Funds, Justice Funds, Town Clerk Funds, Tax Collector Funds, Water Funds, and Investment Funds.

The petty cash funds be the Town Clerk-\$300.00, Code Enforcement Officer-\$100.00, and Town Justice- \$200.00.

All checks paid to the Town of Ashford for all departments returned for non-sufficient funds will be charged an additional \$20 NSF fee.

The Supervisor shall have the authority to invest funds in certificates of deposit in any local bank authorized to do business in New York State and agree with the Towns adopted investment policy. Deputy supervisor and Supervisors bookkeeper shall have bank signature authority for emergency purposes only.

The Springville Journal be the official paper for the Town of Ashford to also be used for public notices.

Members of the Board of Appeals be paid \$20.00 per meeting if they choose to be compensated and also be paid mileage and other approved expenses.

Members of the Assessment Board of Review, appointed in September for a five year term, shall be compensated a fee of \$90.00 per year, and \$50.00 per year for a recording secretary.

The Attorney for the Town be compensated as per fees based on required services and approved by the Town Board.

Supervisor of the Town of Ashford, may enter into agreements with the Cattaraugus County Youth Bureau, New York State Division for Youth, to run the youth program if the Board agrees to enter into such an agreement.

Certification of work time be as follows:

1. For all elected and appointed officials who are considered to be part time or full time, the standard work day will be eight (8) hours for full time and 6 hours for part time.
2. For all Highway or full time employees, the standard workday will be eight (8) hours per day and hourly forty (40) hours per week.

The Supervisor be designated as Director of Purchasing for the Town of Ashford.

The Supervisor established standing Committees as follows:

- Insurance-Boberg, Ghani
- Planning-Heim, Ghani
- Highway-Heim, Butcher, Bond
- Sidewalks and Buildings-Heim, Butcher, Bond
- Animal Control and Constables-Boberg, Ghani
- Youth and Senior Citizens-Ghani, Bond
- Telecommunications-Boberg, Ghani
- Water District-Bond, Ghani
- Audit-Bond, Heim (Justice Court Report required before March meeting)

Committees required to give reports within 30 days after meetings

The Supervisor be authorized to contract for lawn mowing services for the Town of Ashford cemeteries and the individual and cost to be approved by the Town Board. 2021 Budget amount is \$12.70 per hour same as labor rate.

The Highway Superintendent be authorized to spend up to the sum of \$1,000.00 during the current year on small tools and other small items without prior authorization of the Town Board, however purchases must comply with the thresholds procurement policy.

**TOWN OF ASHFORD
HIGHWAY EMPLOYEE PAY AND BENEFIT AGREEMENT
APPROVED January 13, 2021 FOR THE YEAR OF 2021**

1. **VACATION;** All vacation time must be used between January 1st and December 31st of each year, unless a special request by an employee has been considered and approved by the Highway Superintendent. The request must be limited to roll over all or part of the allowed vacation days to the following year only. Vacation time roll over all or part of the allowed vacation days are to the following year only. Vacation time rolled over shall be used before the current vacation time. All accumulated vacation or sick days from prior year will be calculated on the set hourly rate the year the employee was eligible to receive the days. The actual start work date shall be the date used to calculate the following schedule. If there is a break in employment with the town for one year or more the new starting date will be used. All previous years will be eliminated. In any year the employee reaches the anniversary date resulting in extra vacation time the extra time can not be taken until the actual date and must be taken by December 31st of the same year. An employee whose starting date is between January 1st and March 1st will be entitled to the 1st week of July (5 days) as a vacation. An employee whose starting date is after March 1st will not be entitled to the 1st week of July as a vacation and must wait until the first anniversary date to be entitled to any vacation time or sick day.

Total Completed years	Number of vacation days including 1 st week in July
First year March 1 st thru December 31 st	5 days
1 year thru 5 years	10 days
5 years thru 10 years	15 days
10 years thru 15 years	20 days
15 years and more	25 days

All vacation time must be approved by the Highway Superintendent with a minimum of a two (2) weeks notice. Highway Superintendent can give special consideration to extreme situations.

2. **SICK DAYS.** Three days are allowed per calendar year. Employees will be allowed to carry over unused sick days but will not be allowed to accumulate more than five unused days or (40 hours) at any time. All accumulated days will be calculated on the set hourly rate the year the employee was eligible to receive the days and prior year days are to be used first. Highway Superintendent may request a Doctors certification. DBL insurance is available by the Town to cover employees.

3. **DISABILITY;** when an employee goes on disability or compensation insurance the Town will pay health insurance premiums as required under the Family and Medical Leave Act.

4. **HOLIDAYS:** Nine (9): New Years Day, Memorial Day, July 4th, Labor Day, Thanksgiving and Day after, Columbus Day, Veterans Day, and Christmas Day. Employee must work the normal work day before and the normal work day after to be paid for the holiday. Except for the 4th of July. A normal workday being a normal calendar Monday, Tuesday, Wednesday, Thursday or Friday. These are the normal established 8 hour workdays and are not scheduled as a holiday. Holidays are not a normal workday. No vacation or sick day is allowed as a substitute for a normal workday. If any of the established holidays fall on a

Saturday or Sunday it will be the option of the highway Superintendent to determine if the Friday before or the Monday after be the paid holiday. If employee is called to work on an established holiday or the designated day and you meet the requirements, employee will receive the normal days pay plus the normal hourly rate for the first 8 hours worked and one and one half (1-1/2) times the normal rate for any hours worked past the first 8 hours worked that day. If employee is called to work on an established holiday or the designated day and does not meet the requirements, employee will receive one and one half (1-1/2) times the normal rate for the hours worked that day but not the holiday pay.

5. **OVERTIME;** One and one half (1-1/2) times the normal regular hourly rate will be paid for any hours worked on any normal Saturdays or Sundays providing you have worked the normal forty (40) hour work week. For any extra hours worked during the normal work week, Monday thru Friday, after the normal forty hours (40) worked during the normal work week employee will receive one and one half (1-1/2) times the normal regular hourly rate. If a holiday falls within the week it will be counted as a normal work day providing all requirements are met and are credited for the day. If employee has not worked the normal established five eight (8) hour work days and are not credited for the holiday, the extra time during the normal work week will be paid at the normal regular hourly rate unless you exceed 40 hours during the same week. If employee exceeds the 40 hours during the same week then the rate will then be increased to one and one half (1-1/2) times the normal rate.
6. **PHYSICALS REQUIRED ANNUALLY;** Town will pay insurance co-payment and allow employee four hours, at the Highway Superintendent's approval, to have physical done. The employee will pay for the physical. Physicals are covered by insurance under the policy agreement.
7. **EMPLOYEES RETURNING TO WORK;** From compensation or disability must have a doctors release stating that it is okay to return to regular duties. Due to the requirements of the position no special or light duty is allowed.
8. **FAMILY MEDICAL LEAVE ACT (FMLA):** When calculating the FMLA payment leave time all paid vacation days and sick days must be used first. That time will be deducted from the established FMLA payment time and will be calculated between January 1st and December 31st of each year.
9. **EMERGENCY SITUATION (SNOW, ICE, HIGHWAY REPAIR, ETC.):** If these conditions occur during hours other than normal working hours, employees residing in the Town of Ashford (due to response time) are to be called first.
10. **PART TIME EMPLOYEES;** are not entitled to benefits and will be paid at the labor rate.
11. **NEW EMPLOYEES;** shall have a probationary period of one hundred twenty (120) working days during a single period. Must have a physical exam prior to starting work day. Health evaluation report must meet the Highway Superintendents approval and is at the employee's expense. The first sixty (60) working days of a single period of employment, the rate shall be \$16.00 per hour. For the remaining sixty (60) working days the rate shall be the set CD-CB rate. Employee will only be eligible to receive the CDL wage noted in section 13 once the employee has received the Commercial Drivers License within the first 6 months of employment. Due to Health insurance requirements, the health insurance coverage shall become available and begin the first of the month following ninety (90) days of continuous employment. Five (5) vacation days and (1) sick day are available after providing the Article (I) Vacation requirements are met. After completion of one year of employment, normal rule of benefits will be available. Employees on probation will be entitled to holidays.
12. **HEALTH INSURANCE;** For the year 2021 the insurance carrier will be Blue Cross Blue Shield. The coverage will be the Silver Standard. The Town has established maximum payments as follows: \$3,000 to a prepaid deductible for each member of the plan; \$5,000 for the single health care plan; \$10,500.00 for the family health care plan. These amounts are only in effect while the employee is part of the insurance plan and an employee of the Town of Ashford. Any costs, in excess of these amounts will be paid by the employee. A payroll deduction will be available. If a policy is terminated for any reason, all payments will be terminated as of the termination date. An account has been established and managed by the insured individual and will be subject to the terms of the Health Savings Account (HAS) policy. In the case of any employee having a break in service, job termination, or for any other reason, the Towns payments and insurance plan will be terminated. Any agreed costs to be paid, will be calculated on the total number of normal work hours the employee has worked during the fiscal year, excluding vacation and sick days. If any employee wishes to opt out of the Towns insurance plan the Town will compensate directly to the employee \$3,000.00, to be paid quarterly at \$750.00, payable under the same calculating conditions and terms as an employee having a break in service, job termination, or for any other reason and be paid as a normal payroll amount subject to taxes and withholdings.
13. **WAGE;(CDL) \$18.04 per Hour CD-CB.**

Labor rate \$12.70
14. **DRUG AND ALCOHOL POLICY;** All employees in the positions requiring a Commercial Driver (CDL) license and defined as safety-sensitive, must comply with the Town of Ashford adopted drug and alcohol testing policy.
15. **SEXUAL HARASSMENT AND EQUAL OPPORTUNITY EMPLOYMENT;** The Town will comply with all Federal and State regulations concerning sexual harassment and equal employment. Standard complaint form and required information available in the Town Clerk Office.

Authorization of the following association memberships and fees to be paid:

General Town: Energy Communities Alliance, NYS Association of Towns, Southern Tier West

Supervisor: Cattaraugus County Supervisors Association, West Valley Citizen Task Force (Alternate Angela Ghani)

Town Justice: NYS Justice and Clerk Associations, Cattaraugus County Magistrates Association

Highway Superintendent: Cattaraugus County Highway Superintendents Association, NYS Highway Superintendents Assoc.

Code Enforcement Officer: Niagara Builders Association, International Code Council

Town Clerk: NYS Town Clerks Association, Cattaraugus County Municipal Clerks Association, International Institute of Municipal Clerks Association, NYS Association of Tax Receivers and Collectors

Authorize the Supervisor to participate in and include the town in shared service agreements with Cattaraugus County.

Planning Board and Zoning Commission members be paid \$25.00 per meeting if they choose to be compensated, plus mileage and approved expenses.

Deputy Town Clerk and Deputy Town Registrar will be paid \$13.25 per hour and duties will be conducted in the Town Community Center responsibilities to remain the same. First Deputy Town Clerk to be appointed by Town Clerk and approved by the Town Board. The second deputy will be appointed at the discretion of the Town Clerk as needed.

Annual salaries of the Town Officials be set as follows, with the exception that elected or appointed officials who belong to the town insurance group choose option one or two. One, the town pay the single policy rate, not to exceed the established salary or the established cap as per highway employees agreement and if there are any remaining funds, they will be paid as the salary. Two, receive the established salary as set.

Supervisor	\$13,000.00	Highway Superintendent-	\$24,750.00
Town Justice	\$12,000.00	Town Clerk	\$16,900.00
Assessor-	\$17,000.00	Councilperson (each)	\$3,366.00

The Town adopt a written investment policy as follows:

The objectives of the investment policy of the local government 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 issued by a bank or trust company authorized to do business in New York State

This written investment policy shall be a minimum policy for the Town of Ashford and the Supervisor who is the designated Investment Officer. The Supervisor shall report to the Town Board each month the results of transactions and review the investments with the Town Board acting as the Investment Policy Committee. The Committee shall monitor and advise on the limits of investments. They shall approve the banks to be used and advise on the limits of investments.

All other local government officials receiving money in their official capacity must deposit such funds in negotiable order of withdrawal accounts.

All investments made pursuant to this investment policy shall comply with the following condition:

COLLATERAL:

Certificates of deposit shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or obligations of Federal agencies the principal and interest of which are guaranteed by the United States, obligations of New York State local government. Collateral shall be delivered to the local government or a custodial bank with which the local government has entered into a custodial agreement. The market value of collateral shall at all times equal or exceed the principal amount of the certificates of deposit. Collateral shall be monitored no less frequently than monthly, and the market value shall mean the bid or closing price as quoted in the Wall Street Journal or as quoted by another recognized pricing service. The town may choose the option to accept a pledge of a pro rata portion of a collateral "pool" as security for their deposits and investments. This requires that the town must take the necessary steps to ensure deposits and investments are properly secure, and the town should seek the advice of their legal counsel.

Written contracts shall be required for the purchase of all certificates of deposits.

A written contract shall be required with Custodial Banks.

Collateral shall not be required with respect to the direct purchase of obligations of New York State, obligations of the United States, and obligations of federal agencies, the principal and interest of which are guaranteed by the United States Government.

Within sixty (60) days of the end of the fiscal year along with the annual report of the Supervisor, there shall be prepared for the Town Board acting as the Investment Committee, an annual report of the year's transactions.

The Town Board shall review and approve the annual investment report if practicable, at its annual audit meeting

The Town of Ashford shall adopt Competitive Bidding Threshold Procurement Guidelines as follows:

1. Determine by Committee if or if not the Procurement is subject to competitive bidding. Public works contracts \$35,000.00 and Purchase contracts \$20,000.00 or more
2. If not subject to competitive bidding a minimum of two prices must be received.
3. The method used for procurement policy will be determined by line #1 above.
4. All quotes or bids shall be recorded in the minutes of the Town meetings. If a bid is the awarded bid price for equipment it, shall be recorded in the Town's assets records.
5. If a contract of purchase is awarded to other than the lowest responsible dollar offer, justified documentation of the action shall be recorded in the Town's minutes.
6. The Town Board shall solicit comments and review this policy annually.
7. The minimum threshold shall be \$1,000.00, items less will not require two prices, items over will be subject to this policy. Items \$1,000.00 and up-quotes must be in writing. Items \$1,000.00 and less-quotes can be verbal by telephone, or by other methods.
8. Governing Board of the Town of Ashford is authorized to participate in the United States Communities Governmental Purchasing Alliance and that the Town of Ashford or designee is authorized to register for the United States Communities program on behalf of the Town of Ashford.

The water operators will be compensated \$25 per hour. No changes to water rates at this time.

Constables be paid \$12.70 per hour for 2021, mileage and other approved expenses.

Town Board members reviewed and approved the job descriptions provided for Supervisors Bookkeeper, Justice Court Clerk, Building Cleaning, Water Operator, Budget Officer, and Clerical/Secretary. Job descriptions on file in the Town Clerk office.

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RESOLUTION 2-2021**APPROVAL OF TOWN OF ASHFORD ORGANIZATION**

On motion of Councilman Boberg seconded by Councilwoman Bond the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved the Organization of the Town of Ashford be based on all actions of these entire minutes the Town Board unanimously approved.

RESOLUTION 3-2021**ADJOURN ORGANIZATION MEETING**

On motion of Councilwoman Bond seconded by Councilwoman Ghani the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved the Organizational meeting be adjourned and move to Regular Town Board Meeting at 7:50pm

REGULAR TOWN BOARD MEETING

RESOLUTION 4-2021**APPROVAL OF AGENDA**

On motion of Councilman Heim seconded by Councilwoman Bond the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved the Town Board of the Town of Ashford hereby approve the agenda

Joe Pillittere, CHBWV, gave updates on continuing decommissioning and safe work practices at WVDP.

RESOLUTION 5-2021**APPROVAL OF CONSENSUS ITEMS**

On motion of Councilwoman Bond seconded by Councilman Heim the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved hearing no objections, Agenda Item F1 through F8 be and are approved by the Town Board of the Town of Ashford, and shall be listed individually as follows in the minutes of this meeting:

- | | | |
|---|------------------------------------|-------------|
| 1. December Assessors Report | 8. December Audit the Claims: | |
| 2. December Code Enforcement Report | General Fund No. 1 through 14 | \$19,243.95 |
| 3. December 9, 2020 Minutes | Highway Fund No. 1 through 11 | \$23,444.57 |
| 4. December 30, 2020 Minutes | Light District No. 1 | \$1,262.11 |
| 5. December Town Clerk Report | Trust & Agency No. 106 through 115 | \$9,959.30 |
| 6. December Supervisors Financial Report | Water District No. 1 through 2 | \$1,693.10 |
| 7. December Highway Expense & Fuel Report | | |

SUPERVISORS MANAGEMENT REPORT:

- WVCS is currently working on the Ashford Branding/Seal
- Board members were provided with a report from the United States Government Accountability Audit. This report to congressional committees are conclusions of an audit perform to support clarification of disposal options at WVDP.

Highway Superintendent Butcher reported partnering with Cattaraugus County Soil and Water for a project at Ahrens Road. A grant can be expected for completion of the project. Butcher also reported a garbage dumpster will need to be at the highway barn.

Code Enforcement Feldman reported a remodel of a house on School Street is proceeding nicely.

RESOLUTION 6-2021**AUDIT OF TOWN JUSTICE**

On motion of Councilwoman Bond, seconded by Councilman Boberg the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
 Nays 0

Resolved and the records of the Town Justice Stiles and Town Justice Mellon for 2020 having been duly examined and found all fees have been turned over to the proper officials. All said records and disbursements have been properly executed to the best of the boards' knowledge.

RESOLUTION 7-2021**AUTHORIZE REVIEW OF LOCAL LAW #1-2017 CONSTABLE**

On motion of Councilman Boberg, seconded by Councilman Heim the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bernstein, Bond, Davis
 Nays 0

Resolved the Constable Committee review Local Law #1-2017 to establish the position of Town Constable and enumerate the duties of the position and compare to other laws.

Planning Board committee will attend planning board meetings.

Youth/Senior Committee will meet soon and will appoint a member and a director at a later time.

RESOLUTION 8-2021

AUTHORIZE TRASH REMOVAL ADVERTISEMENT

On motion of Councilwoman Bond seconded by Councilwoman Ghani the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
Nays 0

Resolved Town Clerk advertise for Spring trash pickup to start May 3rd for review at the Regular Town Board Meeting March 10th, 2021 at 8pm.

RESOLUTION 9-2021

AUTHORIZE AGREEMENT TO SPEND TOWN HIGHWAY FUNDS

On motion of Councilwoman Bond seconded by Councilman Heim, the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
Nays 0

Resolved the Ashford Town Board authorize agreement to spend highway funds.

RESOLUTION 10-2021

AUTHORIZE SENIOR CITIZEN EXEMPTION UPDATES

On motion of Councilman Davis seconded by Councilwoman Ghani the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
Nays 0

WHEREAS, on December 20, 2020, Governor Andrew M. Cuomo signed into law The Covid-19 Emergency Eviction and Foreclosure Prevention Act of 2020, and

WHEREAS, such law states, "Notwithstanding any other provision of law, in the interest of the health and safety of the public due to the novel coronavirus, COVID-19 pandemic, every governing body of an assessing unit and local assessor shall extend to the 2021 assessment roll, the renewal of the exemptions received on the 2020 assessment roll pursuant to sections 467 and 459-c of the real property tax law, relating to persons age sixty-five and older and for certain persons with disabilities and limited income, and no renewal application shall be required of any eligible recipient who received either exemption on the 2020 assessment roll in order for such eligible recipient to continue receiving such exemption at the same amount received on the 2020 assessment roll, except as here-in provided. Provided however, that the local assessor shall make available renewal applications through postal mail or electronic means in order for eligible recipients to file renewal applications in the event that such eligible recipient determines his or her income has changed in a manner that would grant him or her a greater exemption than what was present on the 2020 assessment roll; and provided further that such governing body may adopt a local law or resolution which includes procedures by which the assessor may require a renewal application to be filed when he or she has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died; and provided further that no governing body of an assessing unit or local assessor may require eligible recipients to appear in person to file a renewal application for any reason.

This act shall take effect immediately and shall expire May 1, 2021. This act shall be deemed to have been in full force and effect on and after March 7, 2020." and

WHEREAS, the Town is desirous in adopting the described resolution, allowing the assessor to require a renewal application to be filed when he or she has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died, now, therefore, be it

RESOLVED, that the Town Board is authorized to pass such resolution, and that the assessor is instructed to take any such necessary actions in the above-described directives.

RESOLUTION 10-2021

EXECUTIVE SESSION

On motion of Councilwoman Ghani seconded by Councilwoman Bond the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Davis, Ghani
Nays 0

Resolved the board move into executive session at 8:07pm to discuss legal matters with real property assessment.

RESOLUTION 11-2021

RETURN TO REGULAR SESSION

On motion of Councilman Heim seconded by Councilman Boberg the following resolution was

ADOPTED Ayes 5 Pfeffer, Heim, Bond, Ghani, Boberg
Nays 0

Resolved the Board return to regular session at 8:12pm with an agreement to a proposed settlement regarding real property value assessment with Calspan Properties,

A motion was made by Boberg seconded by Heim and carried that the meeting be adjourned at 8:13pm.

(All aye)

Patricia R. Dashnaw—Town Clerk