

TOWN OF WAYNE
Organizational Meeting Minutes
January 19, 2021

The 2021 Town Board Organizational January meeting held on January 19th commenced at 6:00PM with the Pledge of Allegiance.

Present: Supervisor Dunbar (Zoom Conferencing)
 Councilperson Kenyon (Zoom Conferencing)
 Councilperson Walton (Zoom Conferencing)
 Councilperson Haff (Present at Town Hall)
 Councilperson Freeman (Present at Town Hall)
 Town Clerk Mahr (Present at Town Hall)

Also present at Town Hall were Doug Howard and Amy Gush. Identified participants via Zoom were Karen Doucette, Mary Starkweather, Chris Curry, Scott Hendershott, Dave Harman and Megan Howard.

New Business

The following agenda items were discussed:

- 1- A list of elected officials was reviewed.
- 2- Supervisor Dunbar proposed a Resolution on meeting Rules of Procedure. The Resolution did not pass because it didn't receive a second on the motion. No vote was taken.
- 3- Supervisor Dunbar proposed a Resolution authorizing and delegating to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees consistent with and in furtherance of any and all State and Federal laws applicable thereto and with any and all local laws, resolutions or policies heretofore adopted by this Town board. The Resolution did not pass because it did not receive a second on the motion. No vote was taken.
- 4- Supervisor Dunbar proposed a Resolution that The Town Board hereby authorizes the yearly judicial audit to be the responsibility of the supervisor. The motion was seconded by Councilperson Haff with the voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Abstain
Supervisor Dunbar	Yes

- 5- Supervisor Dunbar proposed a Resolution that the town board here by authorizes the supervisor without prior audit the payment in advance of audit claims for public utility services such as gas, electric, water, internet, and telephone services as well as for postage, freight and express charges (Town Law § 118(2)). Claims for these payments shall be presented at the next regular meeting for audit. The Resolution was seconded by Councilperson Kenyon with the voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	Yes

- 6- Supervisor Dunbar proposed a Resolution establishing official meeting times. The Resolution was seconded by Councilperson Freeman with the voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	Yes

- 7- Discussion was held on the appointing of the planning board committee members whose terms were expiring. Supervisor Dunbar recommended looking at other interested parties to replace the position versus reappointing current member, Stan Witkowski. Councilperson Freeman reviewed the request of the planning board to reappoint Mr. Witkowski as Chairman. In addition, Councilperson Freeman stated that planning board member Jon Serdula will be leaving his position to join the Zoning board as a member and recommended that Scott Hendershott take his place. Councilperson Freeman made a motion to reappoint Mr. Witkowski to the chairman position and Mr. Hendershott to take Mr. Serdula's position. Councilperson Haff seconded the motion with the voting as follows;

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	No

Volunteers for alternates for the Planning Board will be advertised.

- 8- Discussion was held on appointing Jon Serdula to replace Bill Feinstein on planning board and to reappoint Candace Dietrich's term until alternate David Westcott is able to take over the position. Motion to proceed with these appointments and keep Wayne Hand as committee chair was made by Councilperson Walton and seconded by Councilperson Kenyon with the voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	No

Volunteers for alternates for the Zoning Board will be advertised. It was also discussed that current board member Bill Feinstein would participate in the February zoning board meeting to address a specific application.

9- Motion to reappoint Megan Howard as Dog Control Officer was made by Councilperson Kenyon and seconded by Councilperson Haff with the voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	No

10- The next board discussion was ethics. Councilperson Kenyon stated she would prefer to remain as the liaison on the board. Clerk Mahr to reach out to current members John Griffin and Carl Beckwith to see if they would like to be board candidates. The positions will also be advertised. Motion to reappoint Councilperson Kenyon to the ethics board was made by Councilperson Freeman and seconded by Councilperson Haff with voting as follows:

Councilperson Walton	Yes
Councilperson Haff	Yes
Councilperson Kenyon	Abstained
Councilperson Freeman	Yes
Supervisor Dunbar	No

11- The following policies were reviewed with Board committee appointments assigned to research.

Policy	Board Member
Procurement	Freeman/Haff
Ethics Code	Kenyon/Haff
Emergency Management Plan	Freeman/Dunbar
Employee Harassment	Walton/Kenyon
Records Management	Walton/Dunbar

12- The Fee schedule was reviewed with minimal discussion.

13- The Town closure schedule and employee compensation (non highway) hourly

wage and mileage compensation was reviewed with minimal discussion.

- 14- Affiliations were reviewed with minimal discussion. Supervisor Dunbar clarified That services such as legal and engineering are being represented by firms and don't need to be reappointed.
- 15- Supervisor presented the 2021 payroll schedule. Councilperson Freeman questioned the timing of paying the non-highway town personnel. Councilperson Freeman stated that it was her understanding that the Town isn't supposed to pay its employees until their service are rendered meaning the end of the month. Supervisor Dunbar disagreed stating the employees are only getting paid once a month for their services.
- 16- The Bulletin Board & Contact list was reviewed with no corrections except to add in area codes for the contact phone numbers. Amy Gush's email needs to be revised to the Town email not her personal one. Ms. Gush also requested her cell phone not be listed.
- 17- Councilperson Kenyon asked about reviewing the other Town positions. Supervisor Dunbar differentiated between Town employees versus required Town Board appointments. Town employees can be evaluated at any time during a Town Board meeting. Councilperson Kenyon asked that this topic be put on the February agenda for discussion. Supervisor Dunbar added that the Town historian is also his appointment. Advertisement for that volunteer position should be done as well as for cemetery custodian.
- 18- The 2021 Wayne Fire Dept. organization chart was reviewed.

Public Comments

None.

Adjourn

Motion to adjourn was made by Councilperson Freeman and seconded by Councilperson Kenyon with all in favor. The meeting adjourned at 7:07pm.

Respectfully Submitted

William Mahr
Town Clerk
January 19, 2021