

Organizational Meeting

January 4, 2016

Minutes of the 2016 Organizational Meeting of the Town Board of the Town of Southport held at the Southport Town Hall, 1139 Pennsylvania Avenue on January 4, 2016.

Members Present: Supervisor David Sheen, Council Members Daniel Hurley, Joseph Roman, Kathleen Szerszen

Members Absent: Council Member Glenn Gunderman

Others Present: Code Enforcement Officer Peter Rocchi, Highway Superintendent David Bachman, Town Clerk Carolyn Renko, Deputy Town Clerk Marianne Schrom

The following were sworn in as newly elected officials:

Town Justice Joseph Holly	4 year term
Council Member Kathleen Szerszen	4 year term
Council Member Daniel Hurley	4 year term

The meeting was called to order by Supervisor David Sheen at 10:00 a.m., followed by the Pledge of Allegiance to the Flag of the United States of America.

Moment of Silence – Kathleen Szerszen

RESOLUTION NO. 1-2016

ELECTING SUPERVISOR CHAIRMAN OF TOWN BOARD

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that Supervisor David Sheen be and he hereby is elected Chairman of the Town Board of the Town of Southport for fiscal year 2016.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 2-2016

CERTIFYING SUPERVISOR AS FISCAL OFFICER

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that Supervisor David Sheen be and he hereby is certified as the Fiscal Officer of the Town of Southport and is authorized to sign all checks and fiscal papers.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 3-2016

DESIGNATING OFFICIAL NEWSPAPER

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that pursuant to Section 64, Subdivision 11, of the Town Law, as amended, that the ELMIRA STAR-GAZETTE be and hereby is designated as the official newspaper of the Town of Southport, Chemung County, New York.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 4-2016

FIXING TIME AND PLACE FOR TOWN BOARD MEETINGS

Resolution by: Roman  
Seconded by: Hurley

RESOLVED, that pursuant to Section 62 of the Town Law, as amended, the regular monthly meeting of the Town Board of the Town of Southport shall be held on the second Tuesday of each month at 7:00 p.m., at the Town Hall, 1139 Pennsylvania Avenue, Chemung County, New York, unless by resolution a different time or place be designated for the holding of such regular meeting, and be it further

RESOLVED, that the fourth Tuesday of each and every month is hereby established as a second monthly meeting for the purpose of transacting such business which cannot be held over until the next regularly scheduled monthly meeting; and the Supervisor be and he hereby is directed to give the Town Board Members as much advance notice as possible for the matters which shall come on to be heard at such second monthly meeting, reserving however, the rights of all members to have special Town Board meetings called pursuant to the provisions of Section 62 of the Town Law, as amended.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 5-2016

DESIGNATING OFFICIAL DEPOSITORIES FOR THE TOWN FUNDS

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that pursuant to Section 64 (1) of the Town Law and all other statues, rules and regulations made and provided therefore, the following financial institutions be and the same hereby are designated as official depositories for the following Town Funds:

J.P. Morgan Chase Bank	General Fund Light Fund Fire Fund Sr. Citizen Repair Fund Temporary Investments
Chemung Canal Trust Company	Trust & Agency Fund Community Development Fund Highway Fund Town Clerk Receiver of Taxes Town Justices Code Enforcement Cemetery Temporary Investments
MBIA Municipal Investors	Temporary Investments
Five Star Bank	Temporary Investments
Community Bank	Temporary Investments
Elmira Savings Bank	Temporary Investments

and be it further

RESOLVED, that pursuant to Section 64 (1) of the Town Law and all other statues, rules and regulations made and provided therefore, Chemung Canal Trust Company, J.P. Morgan Chase, MBIA Municipal Investors, Community Bank, Five Star Bank and Elmira Savings Bank, be and the same hereby are designated as official depositories for the purpose of making temporary investments of Town funds, and be it further

RESOLVED, that there shall be no such funds so deposited or investments made until such time as there shall have been an Undertaking and Collateral Agreement entered into between the Town of Southport and said banks as required by Section 64 (1) of the Town Law as amended, together with all other statues relative thereto, and which shall come on for the approval by this Town Board before any of the said funds are so deposited.

AYES: Hurley, Roman, Szerszen, Sheen

NOES: None

ABSENT: Gunderman

CARRIED.

RESOLUTION NO. 6-2016

ESTABLISHING PETTY CASH FUNDS

Resolution by: Roman

Seconded by: Hurley

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and there hereby is established a petty cash fund for the Town Clerk for payment in advance of audit for proper itemized and certified bills for materials, supplies, and other office expenses furnished to such office for the conduct of affairs of such office and upon terms calling for payment upon delivery of materials and supplies, said petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, that there be and hereby is established a petty cash fund for the Receiver of Taxes for the conduct of the affairs of such office, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law as amended, there be and hereby is established a petty cash fund for the Code Enforcement Officer for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and hereby is established a petty cash fund for the Supervisor for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and hereby is established a petty cash fund for the Town Justices for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended there be and hereby is established a petty cash fund for the Recreation Department for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00).

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 7-2016

FIXING MILEAGE ALLOWANCE

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that pursuant to Section 102, Subdivision 1, of the Town Law, as amended, all officials and Town employees, while on official Town business shall be allowed mileage at the rate of .54 cents per mile.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 8-2016

AUTHORIZING APPOINTMENT OF CHAPLAIN

Resolution by: Roman  
Seconded by: Hurley

RESOLVED, that the Supervisor be and he hereby is authorized to appoint Reverend Horace H. Stoddard as Chaplain for the year 2016.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 9-2016

APPOINTING BINGO INSPECTOR AND GAMES OF CHANCE INSPECTOR AND FIXING SALARY

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that pursuant to Article 14-H of the General Municipal Law, David Sheen be and he hereby is appointed as Inspector to assist and enforce the provisions of said Article and the Bingo Ordinance of the Town of Southport, and be it further

RESOLVED, that pursuant to Article 9-A of the General Municipal Law, David Sheen be and he hereby is appointed as an agent of the Police Department of the Town of Southport for the purpose of assisting and enforcing the provisions of said Article and the Games of Chance Ordinance of the Town of Southport, and be it further

RESOLVED, that the Inspector shall receive \$25.00 for each inspection so made.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 10-2016

APPOINTING TOWN CLERK AS RECEIVER OF TAXES AND ASSESSMENTS

Resolution by: Roman  
Seconded by: Hurley

WHEREAS, the Town Board of the Town of Southport did on the 14<sup>th</sup> day of March 1961, duly adopt a resolution, subject to a permissive referendum, determining that the office of the Receiver of Taxes and Assessments shall be an appointive office in the Town of Southport, and that the Town Board may appoint the Town Clerk of the Town of Southport as Receiver of Taxes and Assessments,

NOW THEREFORE BE IT RESOLVED, that this Town Board hereby appoints the Town Clerk as the Receiver of Taxes and Assessments in the Town of Southport, and be it further

RESOLVED, that such Receiver of Taxes and Assessments is hereby directed to deposit all funds so collected in Chemung Canal Trust Company, an official depository heretofore designated, in a checking account entitled TOWN OF SOUTHPORT RECEIVER OF TAXES, and be it further

RESOLVED, that such Town Clerk shall thereafter disperse such funds as provided by law.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 11-2016

AUTHORIZING APPOINTMENT OF DEPUTIES BY TOWN CLERK

Resolution by: Roman  
Seconded by: Hurley

WHEREAS, the Town Clerk has advised this Town Board that it will be necessary for the Town Clerk to have three (3) Deputy Town Clerks to assist her from time to time throughout the year 2016 in performance of her duties as Town Clerk,

NOW THEREFORE BE IT RESOLVED, that upon the appointment of such deputies by the Town Clerk, or the appointment of any deputies thereafter by the Town Clerk, or the appointment of any deputy heretofore appointed, the Town Clerk shall immediately advise the Town Supervisor of the name or names of such deputies so appointed, and be it further

RESOLVED, that after such appointment or appointments, the said deputies shall file the necessary oath of office and furnish a good and sufficient undertaking as provided by the Town Board and the laws made and provided therefore, and be it further

RESOLVED, that the Town Clerk shall designate one such Deputy Town Clerk for the year 2016 to conduct the affairs of her office during her absence therefrom, to act generally and in place of the Town Clerk, and be it further

RESOLVED, that nothing contained in this resolution shall prohibit or limit the Town Clerk in the performance of her duties in appointing Deputy Town Clerks as provided in Section 30, Subdivision 10, of the Town Law, as amended.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 12-2016

SETTING PAY FOR TEMPORARY CLERICAL HELP

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that the Supervisor be and he hereby is authorized to hire a general office assistant to supplement whenever necessary in the offices of the Town Hall and compensation for such office assistant shall be set from the current minimum per hour wage to \$10.00 to \$15.30 per hour at the discretion of the Supervisor.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

Next was Authorizing Appointment of Deputy Superintendent of Highways by Highway Superintendent, which will be tabled until the January 12, 2016 Regular Meeting.



## RESOLUTION NO. 13-2016

## FIXING PAY FOR TOWN OFFICERS AND EMPLOYEES

Resolution by: Roman  
 Seconded by: Hurley

RESOLVED, that the Town Board of the Town of Southport does hereby fix the salaries of the following Town Officers and Town Employees for the year 2016 at the amount respectively stated, and that such salaries shall be payable at the times respectively specified as follows:

<u>Office</u>	<u>Official</u>	<u>Pay</u>	<u>Time</u>
Supervisor	David Sheen	\$ 34,981.00	Biweekly
Budget Officer	David Sheen	\$ 6,000.00	Biweekly
Deputy Supervisor	Kathleen Szerszen	\$ 1,760.00	Quarterly
Council Member	Joseph Roman	\$ 9,605.00	Biweekly
Council Member	Glenn Gunderman	\$ 9,605.00	Biweekly
Council member	Kathleen Szerszen	\$ 9,605.00	Biweekly
Council Member	Daniel Hurley	\$ 9,605.00	Biweekly
Town Clerk	Carolyn Renko	\$ 58,653.00	Biweekly
Deputy Town Clerk	Karen Bachman	\$ 35,363.00	Biweekly
Deputy Town Clerk	Marianne Schrom	\$ 35,363.00	Biweekly
Town Justice	Joseph W. Holly	\$ 27,316.00	Biweekly
Town Justice	Steven Milford	\$ 27,316.00	Biweekly
Court Clerk, PT	Mary DeSocio	\$ 17.85/hr	Hourly
Court Clerk	Jill Manchester	\$ 35,363.00	Biweekly
Assessor's Aide	Anne Marie Daily	\$ 35,363.00	Biweekly
Code Enforcement Officer	Peter Rocchi	\$ 53,581.00	Biweekly
CEO Seasonal PT	Dale Balmer	\$ 22.82/hr	Hourly
Permit Clerk	Michelle Murray	\$ 35,363.00	Biweekly
Highway Superintendent	David Bachman	\$ 59,719.00	Biweekly
Deputy Highway Sup't	Russell Tobey	\$ 2,115.00	Quarterly
School Traffic Officer		\$ 8,820.42	Biweekly
School Traffic Officer (Corner of Leland and Broadway)		\$ 10,371.60	Biweekly
School Traffic Officer (Corner of Broadway and Haskell)		\$ 9,596.02	Biweekly
School Traffic Officer (Sub)		\$ 33.90	Daily
School Traffic Officer (Sub Leland)		\$ 39.89	Daily
School Traffic Officer (Sub Broadway)		\$ 36.91	Daily
School TO Hired after 1/1/08		\$ 6,619.18	Biweekly
School TO Leland Hired after 1/1/08		\$ 8,165.67	Biweekly
School TO Broadway/Haskell Hired after 1/1/08		\$ 7,424.26	Biweekly
School TO Sub Hired after 1/1/08		\$ 25.47	Daily
School TO Sub Leland Hired after 1/1/08		\$ 31.41	Daily
School TO Sub Broadway/Haskell Hired after 1/1/08		\$ 28.45	Daily

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<u>Office</u>	<u>Official</u>	<u>Pay</u>	<u>Time</u>
Lead Crossing Guard	Loren Nordin	\$ 19.22	Biweekly
Director of Recreation	David Ellis	\$ 47,193.00	Biweekly
Recreation Attendant	Robert Ripley	\$ 15,918.00	Biweekly

AYES: Hurley, Roman, Szerszen, Sheen  
 NOES: None  
 ABSENT: Gunderman  
 CARRIED.

RESOLUTION NO. 14-2016

FIXING PAY FOR HIGHWAY EMPLOYEES

Resolution by: Roman  
 Seconded by: Szerszen

RESOLVED, that the following rates of pay be established with majority acceptance of the Highway Contract for employees of the Highway Department for the year 2016 at the amount respectively stated, and that such salaries be payable at the times respectively specified as follows:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Time</u>
Arthur Kerr	Garage Mechanic	\$26.50	Hourly
Andrew Rohr	Equipment Operator #2	\$25.15	Hourly
Aaron Smith	Equipment Operator #2	\$25.15	Hourly
Russell Tobey	Equipment Operator #1	\$24.43	Hourly
Richard Nickerson	Equipment Operator #1	\$24.43	Hourly
Joseph Nichols, Jr.	Equipment Operator #1	\$24.43	Hourly
Matthew Renko	Equipment Operator #1	\$22.83	Hourly
Chad Preston	Equipment Operator #1	\$21.52	Hourly
Anthony Tufillaro	Equipment Operator #1	\$15.36	Hourly

AYES: Hurley, Roman, Szerszen, Sheen  
 NOES: None  
 ABSENT: Gunderman  
 CARRIED.

RESOLUTION NO. 15-2016

PROVIDING COMPENSATION FOR MEMBERS OF PLANNING BOARD AND BOARD OF APPEALS

Resolution by: Szerszen  
Seconded by: Hurley

RESOLVED, that pursuant to Section 271 of the Town Law, as amended, each Planning Board Member with the exception of the Chairman and Vice Chairman, shall receive compensation in the amount of FORTY-FIVE DOLLARS (\$45.00) for each meeting of the Planning Board which such member attends whether the same shall be a regular or special meeting duly called. Such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed the approval of the Chairman and Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Chairman of the Planning Board shall receive compensation in the amount of FIFTY –FIVE DOLLARS (\$55.00) for each meeting of the Planning Board which such Chairman attends whether the same shall be a regular or special meeting duly called, and that such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed the approval of the Chairman or the Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Vice Chairman of the Planning Board shall receive compensation in the amount of FIFTY DOLLARS (\$50.00) for each meeting of the Planning Board which such Vice Chairman attends whether the same shall be a regular or special meeting duly called, and that such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed by the approval of the Chairman or the Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that pursuant to Section 267 of the Town Law, as amended, each Board of Appeals member shall receive compensation in the amount of FORTY-FIVE DOLLARS (\$45.00) for each meeting of the Board of Appeals duly called which such member attends. Such compensation shall be paid only upon due presentation of a verified claim form upon which there shall be endorsed the approval of the Chairman or Vice Chairman of the Board of Appeals and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Chairman of the Board of Appeals shall receive compensation in the amount of FIFTY-FIVE DOLLARS (\$55.00) per meeting heretofore provided, and that such compensation shall be paid upon due presentation of a duly verified claim form upon which there shall be endorsed the approval of the Chairman and Vice Chairman of the Board of Appeals and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Vice Chairman of the Board of Appeals shall receive compensation in the amount of FIFTY DOLLARS (\$50.00) per meeting theretofore provided, and that such compensation shall be paid upon due presentation of a duly verified claim form upon which there shall be endorsed the approval of the Chairman and Vice Chairman of the Board of Appeals which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that all such compensation heretofore authorized to be paid shall not exceed in all the budgetary appropriations heretofore made at the time of the annual approval of the budget for the fiscal year beginning January 1, 2016.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 16-2016

AUTHORIZING EMPLOYMENT OF SECRETARY TO PLANNING BOARD, BOARD OF APPEALS, BOARD OF ASSESSMENT REVIEW, AND CEMETERY COMMISSION

Resolution by: Szerszen  
Seconded by: Hurley

RESOLVED, that the Planning Board, Board of Appeals, Board of Assessment Review and Cemetery Commission be and they hereby are authorized to appoint a secretary or clerical assistant, which secretary or clerical assistant, if not otherwise the Permit Clerk for the Town of Southport Planning Board, shall be compensated for the Planning Board and Board of Appeals at a rate of NINETY DOLLARS (\$90.00) and the Secretary to the Cemetery Commission shall be compensated at the rate of SIXTY-FIVE DOLLARS (\$65.00) and the Secretary to the Board of Assessment Review shall be compensated ONE HUNDRED DOLLARS (\$100.00 per day), which is to be paid from budgetary appropriations as established by the Town Board, and that the Supervisor is directed to make payment therefore upon receiving a warrant which shall have marked thereon the approval of the appropriate Chairman of such Board or Commission.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 17-2016

SETTING SALARIES OF MEMBERS OF BOARD OF ASSESSMENT REVIEW

Resolution by: Szerszen  
Seconded by: Hurley

RESOLVED, that pursuant to Section 1524 (a) of the Real Property Tax Law, as amended, this Town Board hereby establishes the salaries of the members of the Board of Assessment Review to be at the rate of ONE HUNDRED FIVE DOLLARS (\$105.00) per day for the duties to be performed on Grievance Day, as established by law, and FIFTY-TWO DOLLARS AND 50/100 (\$52.50) per day (s) or fraction of a day for duties performed by members of such Board of Assessment Review if it is found that the duties to be performed by such Board cannot be completed on Grievance Day as established by law.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 18-2016

AUTHORIZING PURCHASES BY HIGHWAY SUPERINTENDENT

Resolution by: Szerszen  
Seconded by: Roman

RESOLVED, that the Highway Superintendent be and he hereby is authorized and directed to make any necessary purchases of tools, small equipment, and implements without prior approval of the Town Board up to TWENTY-FIVE HUNDRED DOLLARS (\$2,500.00) per year limit.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 19-2016

ESTABLISHING HOLIDAYS FOR CERTAIN TOWN EMPLOYEES

Resolution by: Hurley  
Seconded by: Szerszen

WHEREAS, Section 92 of the General Municipal Law, as amended, authorizes the governing board of a Town to establish with pay, vacations, sick leaves, and leaves of absences to the Officers or Employees of the Town and to adopt rules and regulations in relation thereto, and

WHEREAS, the Town Board of the Town of Southport has determined that it is in the best interest of the Town to establish holidays for the calendar year 2016 for all full-time permanent employees that are not covered by a contract.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport does hereby grant with pay its full time permanent employees who are not covered by a written contract the following holidays:

New Years Day	Columbus Day
Martin Luther King's Birthday	Veteran's Day
President's Day	Thanksgiving Day & Friday immediately following
Good Friday	Memorial Day
4 <sup>th</sup> of July	Labor Day
Christmas Day	December 23, 2016 in exchange for 2/12/16

and be it further

RESOLVED, that the Town Board of the Town of Southport does also grant to each full time permanent Employee three additional Holidays which shall be commonly known as "Roving Holidays" and another day which shall be the Employee's birthday, the date for the observance of any one of these holidays to be chosen by the Employee upon the condition that the Employee shall first give at least (5) days advance notice to the Employee's Supervisor who shall reserve the right, in the Supervisor's sole discretion, to deny such request if, in the Supervisor's opinion, and emergency exists or work loads are such that the Supervisor cannot approve the request for the Employee's absence without interfering with the conduct of the department in which the Employee works.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 20-2016

DIRECTING HIGHWAY SUPERINTENDENT TO PREPARE TOWN HIGHWAY FUNDS AGREEMENT

Resolution by: Szerszen  
Seconded by: Hurley

WHEREAS, the Town Board of the Town of Southport is considering the expenditure of Town funds for the repair and improvement of highways within the Town.

NOW THEREFORE BE IT RESOLVED, that David L. Bachman, Highway Superintendent, be and he hereby is directed and authorized to prepare a proposed Agreement for the expenditure of such funds for the repair and improvement of Town highways, and be it further

RESOLVED, that said proposed Agreement is to be reviewed by the Town Board prior to execution.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 21-2016

APPROVING THE CONTINUITY OF GOVERNMENT IN THE EVENT OF DISASTER

Resolution by: Szerszen  
Seconded by: Roman

RESOLVED, by the Town Board of the Town of Southport, County of Chemung, and State of New York, pursuant to Section 24, Article 28, of the Executive Law of the State of New York, as amended, that the following elected officials in order as stated:

David Sheen	Supervisor
Kathleen Szerszen	Deputy Supervisor
Glenn Gunderman	Council Member
Joseph Roman	Council Member
Daniel Hurley	Council Member
Carolyn A. Renko	Council Member
David L. Bachman	Highway Superintendent

be and they are authorized to declare an emergency and disaster area in the event of a disaster in the Town of Southport for and on behalf of the Town of Southport, a public entity established under the laws of the State of New York.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 22-2016

AUTHORIZING AMENDMENT OF THE LOCAL EMERGENCY PLAN FOR THE TOWN OF SOUTHPORT

Resolution by: Szerszen  
Seconded by: Hurley

WHEREAS, the Town Board of the Town of Southport and the officials of the fire departments located within the Town of Southport have adopted a local emergency plan to be followed in the event of a disaster within the Town of Southport, and

WHEREAS, that local emergency plan must be amended and updated to reflect changes which have occurred within the Town of Southport,

NOW THEREFORE BE IT RESOLVED, that the Town Board amends the local emergency plan of the Town of Southport to reflect changes in personnel employed by the Town of Southport for the year 2016, and

RESOLVED, that the Town Clerk of the Town of Southport is hereby authorized and directed to make the appropriate personnel changes in the local emergency plan and to notify the appropriate governmental agencies and legal bodies.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO.23-2016

AUTHORIZING SUPERVISOR TO APPOINT A DEPUTY SUPERVISOR

Resolution by: Hurley  
Seconded by: Roman

RESOLVED, that the Supervisor be and he hereby is authorized to designate a Deputy Supervisor for the year 2016 to conduct the affairs of his office during his absence therefrom and is granted the power to act generally for and in place of the Supervisor, with no limitation, and be it further

RESOLVED, that the Deputy Supervisor is hereby authorized to act generally for and in place of the Supervisor.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.



RESOLUTION NO. 24-2016

AUTHORIZING THE SUPERVISOR TO ENTER INTO AN AGREEMENT WITH AN ATTORNEY FOR THE TOWN

Resolution by: Szerszen  
Seconded by: Roman

RESOLVED, that the Supervisor of the Town of Southport hereby is authorized to enter into an agreement with Attorney Steven W. Barnstead, to serve as Attorney for the Town of Southport in an advisory capacity to the Town Board, the Town Planning Board, the Town Zoning Board of Appeals, and such other Boards and/or Commissions as requested by the Supervisor, prepare associated resolutions, provide legal opinion upon request, and provide such other and further legal services as the various Boards and/or Commissions of the Town of Southport may require from time to time, and be it further

RESOLVED, that this agreement shall run from January 1, 2016 through December 31, 2016, and be it further

RESOLVED, that the Town Board agrees to compensate Attorney Steven W. Barnstead in the amount of TWENTY-SIX THOUSAND SEVEN HUNDRED SIXTY-FIVE DOLLARS AND 00/100 (\$26,765.00) payable in monthly installments and at an amount to be prorated for any partial month serviced, and that said compensation shall be issued in monthly checks payable to Steven W. Barnstead.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 25-2016

AUTHORIZING ADVANCEMENT OF FUNDS

Resolution by: Hurley  
Seconded by: Szerszen

RESOLVED, that pursuant to Section 77-b of the General Municipal Law, all Town Officials and employees be and hereby are authorized to obtain advancement of funds for the expenditures for attendance at conferences, conventions and schools, and be it further

RESOLVED, that said advances of funds for estimated expenditures be submitted to the Town Board and monies advanced in excess of actual expenditures be refunded, and be it further

RESOLVED, that authorization by resolution adopted in advance of attendance remains in effect in each and every aspect.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 26-2016

APPOINTING DAVID SHEEN AS BUDGET OFFICER

Resolution by: Szerszen  
Seconded by: Roman

WHEREAS, the Town Board has requested that David Sheen be appointed to the position of Budget Officer for the Town of Southport, pursuant to Section 103 of the Town Law of the State of New York,

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport, in regular session duly convened, does hereby authorize that David Sheen be appointed to act as Budget Officer for the Town of Southport for the fiscal year ending December 31, 2016, and be it further

RESOLVED, that this Town Board does hereby authorize that David Sheen be paid an annual salary in the amount of SIX THOUSAND DOLLARS AND 00/100 (\$6,000.00) as compensation for his duties as Budget Officer, and be it further

RESOLVED, that David Sheen be paid in biweekly installments in the same manner as any other Town Employee.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

RESOLUTION NO. 27-2016

APPOINTING SUPERVISOR DAVID SHEEN AS AFFIRMATIVE ACTION OFFICER FOR THE TOWN OF SOUTHPORT

Resolution by: Szerszen  
Seconded by: Hurley

WHEREAS, the Town of Southport is in the process of applying for various grants that would benefit the Town of Southport, and

WHEREAS, the awarding of some of the grants to the Town of Southport are conditioned upon the Town of Southport having an equal opportunity policy and an Affirmative Action Officer, and

WHEREAS, by Resolution No. 78-2009 the Town of Southport did adopt an equal opportunity policy statement.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport, in regular session duly convened, does hereby appoint the Town Supervisor, David Sheen, to be the Affirmative Action Officer for the Town of Southport, with among other duties the power to enforce the Town's equal opportunity policy.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

Next under resolutions was Accepting the 2016 Highway Employee's Contract, which was tabled until the January 12, 2016 Regular Meeting.

2016 APPOINTMENTS

Motion was made by Council Member Roman, seconded by Council Member Hurley, that the following appointments for the year 2016 be so ratified:

By Supervisor:

Deputy Supervisor	Kathleen Szerszen
Town Board Chaplain	Rev. Horace Stoddard

By Town Clerk/Receiver of Taxes:

Deputy Town Clerks	Karen Bachman Marianne Schrom
Bingo & Games of Chance Inspector	David Sheen

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSTAIN: Sheen  
ABSENT: Gunderman  
CARRIED.

The Investment Policy was reviewed and there were no changes.

RESOLUTION NO. 28-2016

DESIGNATING OFFICIAL DELEGATE AND ALTERNATE TO THE 2016 ASSOCIATION OF TOWNS MEETING

Resolution by: Roman  
Seconded by: Szerszen

RESOLVED, that David Sheen be and he hereby is designated as the official delegate and Kathleen Szerszen be and she hereby is designated as the alternate delegate to the annual Association of Towns Meeting to be held in New York City on February 14, 2016 to February 17, 2016, and the Town Clerk is directed to complete the Certificate of Designation.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

Under Taxpayer's Comments, no one wished to speak.

Motion was made by Council Member Szerszen, seconded by Council Member Hurley to adjourn the meeting.

AYES: Hurley, Roman, Szerszen, Sheen  
NOES: None  
ABSENT: Gunderman  
CARRIED.

The meeting was adjourned at 10:37 a.m.

Respectfully Submitted,

Carolyn A. Renko  
Town Clerk