

The Inauguration Program for elected officials of the Town of Clarence was held on Wednesday, January 2, 2008 at the Clarence Town Hall, One Town Place, Clarence, New York. Installation of the following took place: Scott A. Bylewski, Supervisor; Joseph N. Weiss, Councilman; Bernard J. Kolber, Councilman; Nancy C. Metzger, Town Clerk; and Robert G. Sillars, Town Justice.

Henry Brodowski was the master of ceremony, convocation by Monsignor Fred Leising of Nativity of the Blessed Virgin Mary, pledge to the flag was led by the American Legion Color Guard, Clarence Girl Scout Troop 1498 and Boy Scout Troop #27. The National Anthem was sung by HyNotes Quartet.

**Supervisor Scott Bylewski called the organizational meeting to order at 7:20 P.M.**

Members of the Town Board present were Councilmembers Joseph Weiss, Bernard Kolber, Patrick Casilio and Supervisor Bylewski. Many other Town officials, employees, various committee and board members were also present.

Motion by Councilman Kolber, seconded by Councilman Casilio to approve the minutes of the previous meeting held December 19, 2007. Upon roll call – Ayes: All; Noes: None. Motion carried.

Supervisor Bylewski welcomed everyone. He said the goals of the Town Board will continue to be the same to control and manage the growth that we have; to continue their bipartisan relationship in the best interest of the Town; establish further good government practices such as performance based budgeting; exploring the establishment of a community center; as well as recognizing the people who are here tonight and have helped us along the way.

Supervisor Bylewski recognized other elected officials who were present including Town Justice William Waible and Highway Supt. Ted Donner.

Supervisor Bylewski announced again, that there are grants available to organizations from Time Warner Cable to benefit the community. If you have questions regarding the program, you can contact Matthew Tremblay at 716-558-8555.

Supervisor Bylewski received the December 2007 Operations Report from the Central Fire Alarm office. Clarence fire companies responded to the following: 4 – Structure Fires; 5 – Miscellaneous Fires; 117 – EMS Calls; 21 – Motor Vehicle Accidents; and 31 – Miscellaneous Calls for a total of 178 alarms.

Councilman Weiss thanked everyone for coming tonight. He also reiterated the importance of Mrs. Hallock and the courage she had to take on the position she had at a time when Clarence really needed her. If it was not for her, he and possibly others would not be sitting here. Kathy Hallock has great importance in this Town and we are going to miss her.

Councilman Kolber thanked everyone for coming tonight and for the people of the Town re-electing him. Our Town Board is moving in the right direction and his goal is to keep it going that way and representing all of the people of the Town.

Councilman Casilio congratulated everyone who won their election. The Town Board has been working diligently to get ready for the New Year.

Motion by Supervisor Bylewski, seconded by Councilman Weiss to approve the following items 1 – 8:

1. **Town Board Meetings:**

Regular Town Board meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 7:30 p.m., except as noted:

January 2<sup>nd</sup> and 23  
 January 9 – Work Session (starts at 6:30 pm)  
 November 5 & 19  
 December 3<sup>rd</sup> and 17<sup>th</sup>

Work Session to start at 6:00 p.m.

Work Session may be held at 9:00 a.m. on the first Wednesday of each month, as called by the Supervisor.

2. **Agenda Format:**

1. Call to Order
2. Pledge to the Flag
3. Prayer
4. Roll Call
5. Minutes of Previous Meeting
6. Supervisor's Report
7. Council Reports
8. Public Announcements
9. Departmental Reports
10. Public Participation (Limit of 3 minutes on Agenda Items, Town Board Members and Department Reports only.)
11. Balance of Agenda Items
12. "For the Good of the Town" (Limit of one minute)

**NOTE:** Council members shall vote by reverse seniority, with the Supervisor voting last.

3.1 **Agenda Policy for all non-land use projects or items** - any person or entity wishing to be placed on the Agenda must notify the Town Clerk with subject matter by noon on Thursday prior to the Wednesday Board Meeting. The Supervisor upon consultation with the Town Board may make exceptions.

3.2 **Agenda Policy for Land Use Proposals** –All proposed land use projects or items to be placed on the Town Board agenda must have all appropriate applications or approvals completed and submitted, including appropriate fees, to the Planning & Zoning Department on or before 4:30 pm of the Wednesday the week before the Town Board meeting.

- If the item is a new application, then it may be placed on the Town Board's Work Session to determine an appropriate review process. The item may be placed on the next available Town Board Agenda.
- **Exceptions:**
  - a. Any item on a Planning Board agenda the Wednesday before a Town Board meeting that receives a Planning Board recommendation, be it approval or denial, may be placed on the next Town Board Work Session.
  - b. Case-by-case determination by the Town Supervisor in consultation with the Planning & Zoning Department.

3.3 **Agenda Policy for Town Board Notification Policy for Land Use Proposals:**

This policy is developed in accordance with Master Plan 2015, Chapter VIII, page 32, to allow for the public to have a voice in local land use decisions. This policy supersedes but does not replace any notice required by law.

- Unless required by law, an item's first appearance on any Town Board agenda does not require any additional notification.
- Any and all items referred to the Planning Board shall be noticed for the Planning Board's first agenda. All above-mentioned notices shall be sent by the Planning & Zoning Department by first class mail to property owners within five hundred feet (500') from the subject property. Notification of an item on any other future meeting may be sent at the discretion of the Director of Community Development, the Planning Board Chairperson, or Planning Board Executive Committee.

After the Planning Board's first meeting regarding the proposed project, all affected property owners may stay involved by visiting the Town's Website, speaking with Town staff in the Planning and Zoning Department, or by reading the Clarence Bee, where such notices and agendas are published. Also, all meeting agendas are posted in Town Hall as required by Town Law.

4. **Town Hall Offices:**

Supervisor	-Week Days	8:30 a.m. – 4:30 p.m.
Town Board	-Week Days	8:30 a.m. – 4:30 p.m.

Town Clerk*	-Week Days	9:00 a.m. – 5:00 p.m.
	*-July & August	8:30 a.m. – 4:30 p.m.
Town Attorney	-Week Days	8:30 a.m. – 4:30 p.m.
Court	-Week Days	8:30 a.m. – 4:30 p.m.
Administration & Finance	-Week Days	8:30 a.m. – 4:30 p.m.
Zoning Office	-Week Days	8:00 a.m. – 4:30 p.m.
Zoning Office – clerical	-Week Days	8:30 a.m. – 4:30 p.m.
Assessor	-Week Days	8:30 a.m. - 4:30 p.m.

**Highway and Parks Departments:**

Office Hours	-Week Days	8:00 a.m. – 4:00 p.m.
Shop Hours	-Week Days	7:00 a.m. – 3:30 p.m.

**Engineering and Building Departments:**

Office Hours	-Week Days	7:30 a.m. - 3:30 p.m.
Inspectors' Hours	-Week Days	7:00 a.m. – 3:30 p.m.

5. All items which pertain to conditions of employment, pay, vacation and the like are applicable to employees not covered under collective bargaining agreement (except seasonal, part-time and temporary).
6. Adoption of Employee's Salary Schedule as within the 2008 Adopted Budget except as noted in the Organizational Minutes.
7. New York State Retirement: The Town shall pay for all employees under the Retirement Plan Section 75-1.

8. Holidays:

January 21, 2008	Monday	Martin Luther King Day
February 18, 2008	Monday	Presidents' Day
March 21, 2008	Friday	Good Friday
May 26, 2008	Monday	Memorial Day
July 4, 2008	Friday	Independence Day
September 1, 2008	Monday	Labor Day
October 13, 2008	Monday	Columbus Day
November 11, 2008	Tuesday	Veterans' Day Holiday
November 27, 2008	Thursday	Thanksgiving Day
November 28, 2008	Friday	Thanksgiving Holiday
December 24, 2008	Wednesday	Christmas Eve – ½ day*
December 25, 2008	Thursday	Christmas Holiday
January 1, 2009	Thursday	New Year's Day Holiday

**NOTE:** Employee must work the day before and the day after the holiday to be paid unless on vacation or approved paid sick leave.

\* Christmas Eve ½ day Holiday occurs only when Christmas falls on Tuesday thru Friday.

Upon roll call – Ayes: All; Noes: None. Motion carried.

Motion by Councilman Weiss, seconded by Supervisor Bylewski to approve the following items 9 – 30:

9. Designation of Trick or Treat Night on Wednesday, October 31, 2008 from 5:00 p.m. to 8:00 p.m.
10. March 11, 2008 is proclaimed Founder's Day in honor of Asa Ransom, the first settler and one of the founders of the Town of Clarence. The Town will celebrate its Bicentennial at a special event on Saturday, March 8, 2008 at the Eastern Hills Mall starting at 12:00 noon. All are invited.
11. Longevity payments: Except for elected officials, longevity will be paid to full time employees in accordance with the following schedule in a lump sum

payment in a separate check in the pay period of the employee's affected anniversary date.

5 – 9 years of full-time service	\$ 675.00
10 – 14 years of full-time service	\$ 750.00
15 – 19 years of full-time service	\$ 825.00
20 – 24 years of full-time service	\$ 925.00
25+ years of full-time service	\$1,025.00

12. Any employee who is an active Volunteer Fireman may, with Department Head approval, respond when needed, to any working fire, first aid or mutual aid call within the Town of Clarence and within their fire district. Log in/out procedures per Section 604 of the Personnel Policy.
13. Residency Requirement as set forth in the Town of Clarence Local Law 1-2004, code 39.11-39.15.
14. Approval for all elected Officials, Code Enforcement Officers, Town Engineer, Assistant Town Engineer, Court Clerks, Director of Administration and Finance, Zoning Department, Town Attorney and Assessor's Office to attend their respective association meetings with reasonable and necessary expenses to be paid by the Town. All meetings must have Department Head approval prior to attending.
15. **Use of Vehicles:** Upon advance Town Board approval, employees using personal vehicles for official Town business shall be paid a mileage allowance in accordance with IRS rates. No Town vehicles will be allowed to leave the Town except when on official business and with prior Department head approval. The only Town vehicles which may be taken home after regular working hours will be those used by the Supervisor, Parks Crew Chief, Highway Superintendent, Highway Deputy Superintendent, Parks and Highway General Crew Chiefs, Town Engineer, Assistant Town Engineer, Dog Control Officer, Director of Community Development, Junior Planner, Building Inspectors and Plumbing Inspector.
16. All mail will be distributed by the Supervisor's Office.
17. All appointments unless otherwise noted are for the year 2008 or unless otherwise set forth by law.
18. The Supervisor is the appointing officer for the Town of Clarence pursuant to the New York State Civil Service Law. The appointing officer's responsibilities include signing appointment and personnel change forms submitted to Erie County Dept. of Personnel, certifies the Civil Division payroll, making sure it is accurate and in accordance with Civil Service Law and canvasses candidate eligibility lists assuring all procedures under the Civil Service Law are followed.
19. The Town Board approves the recommendation of Judge Waible for the appointment of Mary Zimmerman as his Clerk to the Town Justice at an annual salary of \$35,480.00 effective 1/2/2008. The Town Board approves the recommendation of Judge Sillars for the appointment of Marilyn Taton as his Clerk to the Town Justice. Clerks to the Town Justice to work additional hours as requested by the Town Justices for all Court Sessions.
20. Appointment of David Wetzler, Guy Fleming, Randall Haentges, David Domon, Suzanne H. D'Archangelo, John Micciarelo and Thomas Fulton as Court Deputies per the budgeted amount – minimum pay of two hours.
21. Appointment of Dawn Trippie, Shirley Moore, Sandra Janson, Beverly Campochiaro, Georgiane SanFilippo, Deborah Griffiths, Lynn Deboth, Robin Sendlbeck, Sara Krawczyk and Paula Gregorio-Hebler as Clerks P/T. Appointment of Robert Anderson as Van Driver, RPT and Arnold Castren and Camille O'Rielly as Substitute Van Drivers. Appointment of Camille O'Reilly as Laborer-RPT. Appointment of Kelly Shantz, Anne Cimato and Donna Giezycki as Dog Control Officers-RPT. All Clerks-P/T will be called by the Supervisor's

Office upon request from the Department Head. No payment will be authorized if this procedure is not followed.

22. Town Clerk Nancy Metzger appoints Darcy Snyder and Gayle Brace as Deputy Town Clerks. Appointment of Nancy Metzger as Registrar of Vital Statistics, Records Management Officer and FOIL Records Officer, Darcy Snyder as Deputy Registrar of Vital Statistics and Gayle Brace as Sub Registrar of Vital Statistics with all fees for registrar services remitted to the Town of Clarence General Fund.
23. Appointment of Steven Bengart as Town Attorney/Town Prosecutor. Appointment of David Donohue as Deputy Town Attorney/Town Prosecutor. Appointment of Cynthia Rosel as Paralegal.
24. Appointment Joseph Latona P.E. as Town Engineer, Administrator of Flood Plain, Town Sewer Districts and Building Department.
25. Appointment of Timothy Lavocat P.E. as Deputy Flood Plain Administrator.
26. Appointment of Nancy Meyer as Messenger effective 1/3/2008 at Step 1 per the White Collar Union Contract.
27. Appointment of Timothy Sayers as Laborer effective 1/3/2008 at Step 1 per the White Collar Union Contract.
28. Appointment of David Bissonette as Natural Disaster Services Coordinator and David Baumler as Area Director of Civil Defense to coordinate emergency services.
29. Appointment of Joseph Meacham and Anthony Haas as Security Officer PT at the rate of \$14.18 per hour. Appointment of William O'Donnel and Alan Wolbert as Security Officer PT at the rate of \$13.13 per hour. Appointment of Roseanne Goetz, Rita Savage, Theodore Adrian, Peter Bordin, Ronald Kline, Ronald Bosela, Brandie Hadden, George Brown and James Schmeigiel as Security Officers PT at the rate of 12.56 per hour.
30. Appointment of School Crossing Guards for a one year term: Rhonda Carpenter, Eleanor Cename, Lorraine Hunt, Edward Hemline, Donald Schultz and Carl Schaefer. Appointment of Arnold Castren, Theodore Adrian, and Paul Specht as Substitute Crossing Guards. Appointment of Rhonda Carpenter and Eleanor Cename as School Crossing Guard Supervisors at a stipend of \$250 each.

On the question, Supervisor Bylewski said in regard to item 23, it should be added that David Donahue is Deputy Town Prosecutor. Upon roll call – Ayes: All; Noes: None. Motion carried.

Motion by Councilman Kolber, seconded by Supervisor Bylewski to approve the following items 31 - 62:

31. The Town Board approves the recommendation of the Highway Superintendent Theodore Donner to appoint Gregory Giblin as Deputy Highway Superintendent, Jeffery Hemline as General Crew Chief, Gail Englert as Confidential Secretary and Camille O'Reilly Laborer-RPT.
32. The Deputy Highway Superintendent, General Crew Chiefs, Deputy Town Clerks and the Secretary to the Superintendent of Highways shall be compensated at time and a half for all hours worked over normal work week. At the discretion of the Department head, the above employees would be eligible for four (4) hours call-in pay at the applicable straight or overtime rate for each call-in that occurs following the employees' normal work day. In the event a call-in occurs two (2) hours or less before the employee's normal starting time, the minimum pay at the discretion of the Department Head could be two (2) hours of pay at the applicable straight or overtime rate.

33. Appointment of Clifford O. Trapper as Recreation Director P/T at an annual salary of \$18,000.00.
34. Appointment of John Burns as Parks Crew Chief and Administrator of Street Lights. Appointment of James Burkard as General Crew Chief in the Parks Department.
35. Appointment of James Callahan as Director of Community Development.
36. Appointment of Pamela Smith as Director of Administration and Finance.
37. Appointment of David Domon, part time in the Planning & Zoning Office. The part time employee will be called by the Director of Community Development for the work schedule on an as needed basis. No payment will be authorized if this procedure is not followed.
38. Appointment of Dawn Kinney as Executive Director-Youth Board and Michele Orvis as Program Coordinator RPT.
39. Petty Cash allowed for Town Clerk - \$300; Justice Court - \$50 for each Judge (2) and Engineer - \$50.
40. Grant a one year leave of absence to Karen Jurek from the Civil Service Senior Clerk position in the Parks Department effective 1/1/2008 to continue as confidential secretary to the Supervisor.
41. Appoint Karen Jurek as in-house Computer Network Coordinator with a stipend of \$3,000.00 and Web Site Coordinator with a stipend of \$1,000.00
42. Appointment to the Arboretum Design Committee for a one year term: Stephen Murtaugh, James Burkard, Roy McCready, Todd Norris, Peter Wolfe and Robert Fogelsonger.
43. Appointment to the Avoidable Alarm Committee for a one-year term: David Metzger, Building Department Representative and David Stengel. *(There is currently one opening).*
44. Appointment to the Bicentennial Committee for a one-year term: Mark Woodward, David Hormell, Elaine Wolfe, Flora Leamer, Linda Nastasi, Rosemarie Cardoso, Douglas Kohler, Donna Wannamaker, Timothy Pazda, Kathleen Hallock and Cynthia Riggio.
45. Appointment to the Cable Television Advisory Committee for a one-year term: Paul Santa Maria, Julie Ann McCullough, Chuck Eckert, Debra Fine and Henry Becker.
46. Appointment to the Capital Projects Committee for a one-year term: Town Supervisor, Director of Community Development, Town Engineer, Highway Superintendent, Parks Crew Chief, Director of Administration & Finance and Councilman Joseph Weiss, member of the Town Board.
47. Appointment to the Clarence Hollow Community Character Protection Board for a one-year term: William Henderson, Scott Kreher and Robert Lenz.
48. Appointment to the Community Residence Committee for a one-year term: Eileen McCallister, Lynette McConnell and David D'Amato. *(There are currently two openings.)*
49. Appointment to the Community Center Committee for a one-year term: Scott Bylewski, member of the Town Board, Dawn Kinney, Executive Director of the Youth Board, Neil Streubing, member of the Senior Center Board, and the Town Engineer. *(There is currently one opening for a member of the Recreation Advisory Committee.)*

50. Appointment to the Conservation Advisory Council for a term to expire 12/31/10: Linda Costanzo, Margaret Walker, Dennis Londos and Stephen Murtaugh. Appointment of Peter Wolfe as Chairperson for a one-year term.
51. Appointment to the Detention Pond Committee for a one-year term: Town Engineer, Assistant Town Engineer, Highway Superintendent, Town Attorney and Director of Community Development.
52. Appointment to the Fire Advisory Board for a one-year term: The elected year 2008 Fire Chiefs from Clarence, Clarence Center, East Amherst, Harris Hill, Rapids and Swormville Volunteer Fire Companies.
53. Appointment of Henry Brodowski as Chairperson and Joanna Pickering as Vice-Chairperson/Secretary to the Historic Preservation Commission for a one-year term.
54. Appointment to the Clarence Industrial Development Agency for a one-year term: Clayton Ertel, Mary Powell, Christopher Kempton, Michael Buettner, Scott Bylewski and David Hartzell. *(There is currently one opening).*
55. Appointment to the Inter-Community Committee for a one-year term: Andre Pigeon, George Grasser and Paul McCarthy.
56. Appointment to the Landscape Review Committee for a one-year term: James Burkard, Gerald Drinkard. *(There is currently one opening).*
57. Appointment to the Clarence Library Board for a five-year term to expire 12/31/2012:  
*(There is currently one opening for the above term).*
58. Appointment to the Clarence Meeting House Board for a one-year term: Joanna Pickering, John Conlin, Daniel Gamin, Robert Lenz and Linda Mosher.
59. Appointment to the Planning Board with a term to expire 12/31/2014: Albert Schultz. Appointment of Gerald Drinkard, Chairperson; Wendy Weber-Salvati, 1<sup>st</sup> Vice Chairperson and Timothy Pazda, 2<sup>nd</sup> Vice Chairperson for a one-year term. *(There is currently one opening for an alternate.)*
60. The Sign Review Board shall consist of the Planning Board Chairperson and two members of the Planning Board.
61. Appointment to the Plumbing and Drainage Board for a one-year term: Larry Merkle, Richard Haag, Daniel Loudenslager, Timothy Lavocat, (representative of Engineering Dept.), and Joseph Latona as Chairperson.
62. Appointment to the Public Safety Committee for a one-year term: David Elia, Peter Pucak, Jr. and Melissa Urban. *(There are currently two openings).* The following will be invited to all Public Safety meetings: Representatives of the Erie County Sheriff's, NYS Police, Clarence Parks Security, Clarence/Newstead Fire Chiefs' Association, Clarence Disaster Coordinator and the Clarence School District.

Upon roll call – Ayes: All; Noes: None. Recuse: Councilman Casilio on item 54 only as Mary Powell is his sister. Motion carried.

Motion by Councilman Casilio, seconded by Supervisor Bylewski to approve the following items 63 – 78 and the resolution pertaining to the Highway Department:

63. Appointment to the Recreation Advisory Committee for a one-year term: Michael Powers, Peter Wolfe, John Burns, Henry Brodowski and Dawn Kinney. *(There are currently two openings.)*
64. Appointment to the Senior Center Board for a three-year term to expire 12/31/2010: *Sandra Baker, Robert Hoag, Rosella LaBruna, and Patricia Schanzer. (There is currently one opening).*

65. Appointment to the Solid Waste Recycling Committee for a one-year term: Donald Adams, Marjorie Ebersole, Brenda Young, Chuck Eckert, David Beckinhausen and Maurice Vaughan. *(There is currently one opening).*
66. Appointment to the Town Environmental Quality Review Committee (TEQR) with a term to expire 12/31/2010: Lisa Bertino-Beaser and Richard McNamara. Appointment of Matthew Balling as Chairperson for a one-year term.
67. Appointment to the Traffic Safety Advisory Board for a one-year term: John Wind, Kim Silvestro and Joseph Nemmer.
68. Appointment to the Youth Board for a one year term: Kelsey Anderson, Julia Foy, Katelynne Hein, Craig Levan, Gregory Zaepfel and Clifford Trapper. *(There are currently two openings).*
69. Appointment to the Zoning Board of Appeals with a term to expire 12/31/2012: Raymond Skaine. Appointment of Raymond Skaine, Chairperson for a one-year term and Daniel Michnik Vice Chairperson for a one-year term. Appointment of David D'Amato as alternate for a one-year term.
70. Investment Policy and Purchasing Policy for the Town of Clarence are available from the Offices of the Supervisor or the Town Clerk.
71. Appointment of Supervisor as 504/ADA Officer for Erie County Community Development Program.
72. Appoint Amato, Fox & Company, Drescher & Malecki and Capital Markets Advisor, LLC. as Financial Consultants to the Town Board at their standard hourly rates.
73. Town Board authorizes the Assessor to bill and the Supervisor's office to collect for the Town's PILOT agreements for all IDA inducements. Town Board authorizes Town Clerk to bill and collect for Avoidable Alarm charges.
74. Appointment of Manufacturers and Traders Trust Co., HSBC/Clarence Branch, Key Bank/Clarence Office, Bank of America/Transit Road Branch, Bank of Akron/Clarence Center and Main Street Branches, Citizens Bank, JP Morgan Chase Bank, First Niagara Bank, Northwest Savings Bank and Lake Shore Savings Bank as depositories for the Town of Clarence.
75. Minutes of the Town Board meetings will be published in the Clarence Bee and on the Town's website at the Town Clerk's discretion.
76. All Boards and Committees are reminded that they are subject to the Open Meetings Provisions of the Public Officers Law.

For all meetings scheduled at least one week in advance, public notice of the time and place of the meeting must be given to the news media and posted on the Town Hall bulletin board at least 72 hours in advance.

Whenever possible, the meeting schedule for the entire year shall be posted in January.

Minutes of all Meetings subject to the Open Meetings Law must be filed with the Town Clerk within 2 weeks.

Minutes of Executive Sessions must be filed with the Town Clerk within one week.

77. Committee and Board appointments made during the year shall be brought up at a work session and then acted upon at the next Town Board Meeting after thorough review with the Town Clerk's office.

78. Set Public Hearing date of February 27, 2008 at 7:45 pm for the Annual review of the Master Plan.

Adopt the following resolutions pertaining to the Highway Department:

**Resolved**, that pursuant to the provisions of section 284 of the Highway Law, the Town Board agrees that monies levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, shall be expended as follows:

The sum of \$1,323,010 may be expended for general repairs upon 117.64 miles of Town Highways including sluices, culverts, and bridges (having a span of less than five (5) feet and boardwalks or the renewal thereof.

Miscellaneous road resurfacing Nottingham Terrace, Ledge Lane, and Arondale Drive  
Road rebuilding: Green Acres Road

**Resolved**, that pursuant to Section 143 of Highway Law, the Town Board authorizes the Town Superintendent of Highways to rent or hire equipment within the approved 2008 budgetary appropriations.

**Whereas**, Section 103 of the General Municipal Law requires public bidding for purchases of equipment in excess of \$10,000.00 and

**Whereas**, the Highway Superintendent of the Town of Clarence makes numerous purchases from time to time throughout the year in total amount not to exceed the annual budget, and

**Whereas**, pursuant to Section 142 of the Highway Law it is desirable for the Town Board to authorize the Highway Superintendent to purchase said equipment, tools and other implements in excess \$1,000.00 and

**Now therefore be it resolved**, that the Highway Superintendent is hereby authorized to purchase without prior approval of the Town Board, equipment, tools and other implements to be used for highway maintenance, construction, or reconstruction, snow plows or other devices for the removal of snow from highways in a sum not to exceed the limitations as prescribed under 103 of the General Municipal Law as amended from time to time.

The Town Board has adopted a purchasing procedure in accordance with section 104B of the General Municipal Law. The Highway Superintendent will comply with that procedure.

The Town Board authorizes the Highway Superintendent and or the Deputy Highway Superintendent to attend all functions of Erie County Highway Superintendent's Association, New York State Highway Superintendent's Association 2008, along with the Town Engineer. All reasonable expenses will be covered by the Town of Clarence.

Upon roll call – Ayes: All; Noes: None. Motion carried.

Motion by Councilman Weiss, seconded by Councilman Kolber that after proper audit and review by the Town Board, the following bills of December 27, 2007 are approved for payment: General Fund- \$155,246.63; Highway Fund - \$68,451.87; Water District - \$2,500.00; Capital Fund - \$4,039.00; and Trust and Agency 203 - \$10,409.55 for a total amount of \$240,647.05. Upon roll call – Ayes: All; Noes: None. Motion carried.

Supervisor Bylewski made the following appointments, as Supervisor: Karen Jurek, Confidential Secretary; Patrick Casilio, Deputy Supervisor; Mark Woodward, Town Historian; Grace Shear, Bookkeeper and Hans Mobius to serve on the Right-to-Farm Resolution Committee for a term of one year.

Supervisor Bylewski said his election to the position of Supervisor left a vacant seat. The Town Board looked at 21 applications and interviewed several qualified people.

Motion by Supervisor Bylewski, seconded by Councilman Casilio to appoint Peter DiCostanzo as Councilman to fill the seat until the November 2008 Election. On the question, Supervisor Bylewski said has served on the Recreation Advisory Committee and the Clarence Industrial Development Agency. Upon roll call – Ayes: All; Noes: None. Motion carried.

Peter DiCostanzo was sworn into office as Councilman.

Supervisor Bylewski said he has assigned the liaison assignments and each member will read their assignments. He will be liaison to the following: Arboretum Committee, Bicentennial Committee, Clarence Center Community Association, Computers, Ethics, Grants, Industrial Development Agency, Inter-Community Committee, Law-Legislation, Recreation Advisory Committee and Town Hall.

Councilman Weiss said his liaison assignments will be as follows: Animal Control, Conservation Advisory, Detention Pond Committee/Drainage, Engineering, Environmental Management Council, Highway, Insurance, Master Sewer, Parks, Recreation, Recycling, Sewer Districts and Youth.

Councilman Kolber said his liaison assignments will be as follows: Cable TV, Clarence Chamber of Commerce, Clarence Meeting House Board, Clarence Senior Center, Clarence School District, Clergy Association, Community Residences, Library, Service Organizations and Zoning Board of Appeals.

Councilman Casilio said his liaison assignments will be as follows: Avoidable Alarms, Clarence Hollow Association, Emergency Services, Fire Companies, Labor Management, Park Security, Public Safety, Public Utilities/Street Lights, Sidewalk Task Force and Traffic Safety.

Councilman DiCostanzo said his liaison assignments will be as follows: Assessor, Capital Improvements, Historic Preservation, Historical Society, Planning and TEQR Committee.

“For the Good of the Town”

Councilman Kolber suggested appointing Hank Brodowski as Master of Ceremonies for all town events.

There being no further business, Supervisor Bylewski adjourned the meeting at 8:07 P.M.

Nancy C. Metzger  
Town Clerk