

ORGANIZATIONAL MATTERS - NEWSTEAD TOWN BOARD
JANUARY 4, 2016

An executive session was held by the board from 6:45pm-7:10pm to discuss personnel issues regarding 3 specific people.

Supervisor Cummings called the meeting to order at 7:12 pm with all Board members present. Supervisor Cummings led the pledge to the flag.

1. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski adopting Order of Business for 2016 and the Rules of Order of Town Meetings. (See page #7)
2. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski adopting Agenda and Conduct of Business at Regular Meetings. (See page #8)
3. Letters requesting appointments (see page #9): a motion was made by Supervisor Cummings, seconded by Councilman Jendrowski to accept these letters.
4. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that David Cummings be designated to cast the vote of the Town of Newstead at the Annual Meeting of the Association of Towns.
5. Supervisor Cummings announced the appointment of Jim Mayrose as Deputy Supervisor for 2016.
6. Supervisor Cummings announced appointments to committees within the Town Board (See attached page #12).
7. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Supervisor be authorized to appoint a Secretary to the Supervisor for 2016.
8. Supervisor Cummings announced the appointment of Colleen Salmon as Secretary to the Supervisor for 2016.
9. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Town Clerk be authorized to appoint additional Deputy Town Clerks for the year 2016.
10. Town Clerk Izydorczak announced the following appointments for the year 2016 - Deputy Town Clerk (FT)- Jennifer Heberling; 2nd Deputy Clerk (PT)- Elizabeth Pask; Deputy Registrar- Jennifer Heberling & Sub-Registrar- Elizabeth Pask.
11. Highway Superintendent Michael Bassanello announced the appointment of Dean Schultz as Deputy Highway Superintendent for the year 2016.
12. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Highway Superintendent be authorized to appoint a Clerk to the Highway Superintendent for 2016.
13. Highway Superintendent Bassanello announced the appointment of Deborah Forrestel as Clerk to the Highway Superintendent for 2016.
14. A motion was made by Councilman Jendrowski, seconded by Councilman York that Town Officials be paid the per mile rate as set by the IRS for use of their car on official business. This pertains to Town Officials and employees or to anyone on an official errand for the Town upon proper approval by the Town Board.
15. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Town purchases a blanket bond to cover all Town Officials.

16. A motion was made by Councilman Jendrowski, seconded by Councilman York that the theft insurance coverage be continued at \$1,000,000.00 on all town employees.
17. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Town Clerk be authorized to continue the Petty Cash Fund of \$100.00, a DEC petty cash fund of \$100.00, and a petty cash fund of \$100.00 during tax collection periods.
18. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Director of the Senior Center be authorized to have a Petty Cash Fund of \$100.00.
19. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Highway Superintendent be authorized to continue the Petty Cash Fund of \$100.00.
20. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Recreation Director be authorized to maintain a petty cash fund of \$100.00.
21. A motion was made by Councilman Jendrowski, seconded by Councilman York to appoint Supervisor David Cummings as Budget Officer for 2016 at no salary.
22. A motion was made by Councilman Jendrowski, seconded by Councilman York that the Bank of Akron; Bank of America; M&T Bank; Class; and Alden State Bank be designated as official depositories into which all Town Officials shall deposit all moneys coming into their hands by virtue of their respective offices.
23. A motion was made by Councilman Jendrowski, seconded by Councilman York that all matters to come before the Town Board be in the Supervisor's Town Hall mailbox by 5:00 p.m. on Thursday preceding each meeting to be on the agenda. The agenda will be ready for board members after 5:00 p.m. on Fridays preceding each meeting.
24. A motion was made by Councilman Jendrowski, seconded by Councilman York that "Regular" Town Board Meetings throughout the year 2016 be held at 8:00 p.m. on the 2nd and 4th Mondays of each month unless noted according to the attached schedule (see attached page # 10.) Work Sessions will be at 7:15 p.m. prior to Regular Meetings. When the Regular Meeting falls on a holiday, the Supervisor may postpone or set a new date for said meeting. Work Sessions may be scheduled the 1st and 3rd Monday of each month at 7:30 p.m. when not conflicting with a Holiday as per schedule. Otherwise they may be held as determined. All meetings will be held in the Newstead Town Hall and are open to the public except for confidential matters as prescribed by the Open Meetings Law.
25. A motion was made by Councilman York, seconded by Councilman Dugan that the vouchers for Town Claims be audited, allowed and paid if certified to be true and correct upon forms heretofore adopted, described and approved by the Town Board and all vouchers will be presented, approved and paid at both Regular Meetings, twice a month. No voucher will be paid prior to monthly reports being submitted. The Supervisor is authorized to pay utility bills as such become due subject to Town Board audit at the next regular meeting. Vouchers to be paid must be in the hands of the Town Clerk no later than the Thursday before a regular meeting.
26. A motion was made by Councilman York, seconded by Councilman Dugan that the Town brings within the coverage of Workman's Compensation Law all Town Employees and Town Officials, elective and appointed and all Volunteer Firemen who may be injured, within the Town of Newstead Fire Protection District as now constituted, while engaged in their duties as firemen.
27. A motion was made by Councilman York, seconded by Councilman Dugan that the Town continues Disability Insurance coverage as outlined in the resolution of 12/13/93.
28. A motion was made by Councilman York, seconded by Councilman Dugan that all Town Officials be authorized to attend meetings of their respective organizations with all necessary expenses to be paid by the Town of Newstead. Officials and organizations involved are:
 - Town Board - Association of Erie County Governments

Town Clerk - Erie County Town Clerk's & Tax Receiver's Assoc.
Assessor - Erie County Assessor's Association
Highway Superintendent - Erie County Highway Superintendent's Association
Other - New York State Association of Towns and others as deemed necessary.

29. A motion was made by Councilman York, seconded by Councilman Dugan to authorize the Town Justices to appoint one court clerk for each justice for 2016.
30. Justice Campbell appoints Sandra Pietrowski as Court Clerk(PT) to Town Justice for the year 2016.
31. Justice Dennis Freeman appoints Judith Bell as Deputy Court Clerk(PT) for the year 2016.
32. A motion was made by Councilman York, seconded by Councilman Dugan that the Town Justices be authorized to employ a stenographer for the Justice Court or for Special Sessions Court and that payment be made upon a voucher subject to the approval of the Town Board.
33. A motion was made by Councilman Dugan, seconded by Councilman Mayrose that Nathan Neill Esq. be appointed Attorney for the Town for 2016 with a clerical allowance of \$5,920 and that Jennifer Strong be appointed Assistant Town Attorney for the year of 2016.
34. A motion was made by Councilman Dugan, seconded by Councilman Mayrose that Duane Root be appointed as Town Prosecutor for the year 2016 and Jennifer Strong and Robert Friedman as Assistant Town Prosecutors for 2016.
35. The term of John Klodzinski on the Zoning Board of Appeals expired 12-31-2015. A motion was made by Councilman Dugan, seconded by Councilman Mayrose to appoint John Klodzinski to serve as a Zoning Board Member for a five-year term expiring 12-31-2020.
36. The term of Eric Polkowski on the Planning Board expired 12-31-2015. A motion was made by Councilman Dugan, seconded by Councilman Mayrose to appoint Eric Polkowski to serve as a Planning Board Member for a seven-year term expiring 12-31-2022.
37. The terms of Carl Klingenschmitt, Robert Folger and Dave Stutz on the Conservation Advisory Council expired 12/31/2015. State law requires terms of this Council be two year terms. A motion was made by Councilman Dugan, seconded by Councilman Mayrose to appoint Carl Klingenschmitt, Robert Folger and Dave Stutz to terms expiring 12/31/17.
38. A motion was made by Councilman Dugan, seconded by Councilman Mayrose that David DeYoung be appointed Dog Control Officer for 2016.
39. A motion was made by Councilman Dugan, seconded by Councilman Mayrose that Beverlee Richards be appointed Deputy Dog Control Officer for 2016.
40. Supervisor Cummings announced the appointment of Donald Holmes as Historian and Doug Scarborough Assistant Historian of the Town of Newstead for the year 2016.
41. A motion was made by Councilman Dugan, seconded by Councilman Mayrose that Brenda Cerasani and Jerry Szmania be reappointed Van Drivers for the Senior Van for the year 2016.
42. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to appoint James Akin as Water Maintenance Worker (PT) for the year 2016.
43. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to appoint Douglas Heiderman as Water Treatment Plant Operator (PT) for the year 2016.
44. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings that Shannon Cinotti be appointed to the Newstead Recreation Committee representing the Akron Central School Board with Jodi Brege to serve as alternate as necessary.

45. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings that Joel Gregorio be appointed Chairman of the Recreation Board for a term of one year starting 1/1/2016 and ending 12/31/2016 subject to the requirements of the job description.
46. The terms of Robyn Robnett, Joel Gregorio and Karen Stachowiak on the Recreation Board expired 12/31/15. Karen Stachowiak has declined reappointment. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to appoint Robyn Robnett, Joel Gregorio and Adam Massaro to the Recreation Board for a term to expire 12/31/2018, subject to the conditions of the committee descriptions.
47. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings that Christine Falkowski be appointed Network Administrator for the year 2016.
48. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings that William Sivecz be appointed GIS Administrator and Robert Folger the Assistant GIS Administrator for the year 2016.
49. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings that Daniel Kowalik be appointed Disaster Coordinator for 2016 at a salary of \$1,705.00 and Joe Hawes be appointed Assistant Disaster Coordinator for 2016 at a yearly salary of \$1,024.00.
50. The term of Cheryl Esposito on the Library Board expired 12-31-2015. Cheryl Esposito has declined reappointment. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to appoint Tara Middaugh to serve as a member of the Library Board for a five year term expiring 12-31-2020.
51. The Town Board will not appoint an Assessment Advisory Committee for 2016 as we are not planning a revaluation project in 2016.
52. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to establish the sewer use rate for Sewer District #1 at \$ 12.25 per 1000 gallons.
53. A motion was made by Councilman Mayrose, seconded by Supervisor Cummings to establish the sewer rate for Sewer District # 2 at \$16.50 per 1000 gallons.
54. The Assessor position has been eliminated as an employee of the Town of Newstead and is now contracted through the Town of Alden.
55. The following resolution was moved by Supervisor Cummings, seconded by Councilman Jendrowski:

BE IT RESOLVED, that salaries and wages are hereby established per annum for the year 2016:

Supervisor	\$34,390.00
Councilman (2) York and Dugan	\$10,355.00 each
Councilman Mayrose has declined the pay raise for 2015 and 2016; Councilman Jendrowski has declined the pay raise for 2016:	
Councilman (1) Mayrose	\$9,928.50
Councilman (1) Jendrowski	\$10,151.75
Town Justice - Campbell	\$21,475.00
Town Justice – Freeman	\$21,475.00
Superintendent of Highways	\$58,997.00
Supervisor of Highways (Refuse Tires)	\$320.00
Supervisor of Highways (Cemeteries)	\$845.00
Supervisor of Highways (Drainage)	\$2,505.00
Supervisor of Highways (Refuse District)	\$694.00
Supervisor of Highways (Parks)	\$1,428.00
Town Clerk	\$47,086.00
Town Clerk (Registrar)	\$1,000.00
Deputy Town Clerk (PT)	\$16.13 per hr.
2 nd Deputy Town Clerk (PT)	\$12.00 per

Director of Senior Services	\$45,860.00
Recreation Attendant for Senior Center (B. Gaik)	\$10.44 per hr.
Recreation Attendant for Senior Center (K. DeYoung)	\$9.91 per hr.
Recreation Attendant for Senior Center (S. Young)	\$9.91 per hr.
Attorney for the Town	\$38,594.00
Assessor - now contracted with Town of Alden	
Code Enforcement Officer/Zoning Officer	\$50,126.00
Town Prosecutor (PT)	\$9,595.00
Deputy Town Prosecutor (PT)	\$172.92 per session
Court Clerk (PT)	\$17.57 per hr.
Deputy Court Clerk (PT)	\$15.71 per hr.
Building Dept. Administrator	\$22.20 per hr.
Clerk to the Assessor/Building Dept.	\$15.13 per hr.
Planning Board Chairman	\$2,764.00
Dog Control Officer (PT)	\$9,546.00
Deputy Dog Control Officer (PT)	\$13.79 per hr.
Highway Clerk (PT)	\$13.09 per hr.
Secretary to the Supervisor	\$22.20 per. hr.
Historian (PT)	\$2,156.00
Assistant Historian	\$626.00
Water Maintenance Worker (PT)	\$23.94 per hr.
Water Plant Operator	\$19.63 per hr.
Van Driver	\$14.61 per hr.
Recreation Director	\$11,438.00

Highway Department:

Full- time staff – as per the union contract
Deputy: \$1.75 above corresponding MEO rate

56. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Newstead Planning Board members be paid a rate of \$50.00 per meeting attended for all local meetings held. The Chairman of the Planning Board shall receive an annual salary of \$2,764.00 per year.
57. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Zoning Board of Appeals members be paid at the rate of \$32.00 per meeting attended for all local meetings held. The Chairman of the Zoning Board of Appeals shall receive \$37.00 per meeting for said meetings.
58. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Board of Assessment Review members be paid a rate of \$16.00 per hour and the Chairman of the Board of Assessment Review be paid \$21.00 per hour.
59. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that Drescher & Malecki LLP be retained to provide auditing services at a rate of \$14,800 annually, for assistance for annual update and budgeting services at a rate of \$1,000 for 2016.
60. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that Rotella Grant Management be retained as Grant Writer for the Town for 2016.
61. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that Jim Akin be appointed in charge of building maintenance for all town buildings with the exception of the Joint Highway Facility.
62. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Town Board designates the Akron Bugle the Official Newspaper of the Town for 2016.

63. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that the Highway Superintendent be authorized to post roads, at his discretion, when it is in the best interest of the public.
64. A motion was made by Supervisor Cummings, seconded by Councilman Jendrowski that Supervisor Cummings be appointed to the NEST Consortium for the year of 2016.
65. A motion was made by Councilman Jendrowski, seconded by Councilman York that Committee Chairpersons be authorized to enlist the expertise of citizen advisors on their respective committees.
66. A motion was made by Councilman Jendrowski, seconded by Councilman York that following the annual review of the Town Procurement Policy; the policy shall remain in effect for 2016.
67. A motion was made by Councilman Jendrowski, seconded by Councilman York that all other existing Town policies shall remain in effect for 2016.
68. A motion was made by Councilman Jendrowski, seconded by Councilman York that all other terms and conditions of employment for all classifications of employees, (other than Highway Employee Full Time), of the Town of Newstead for 2016 are updated and documented in The Terms and Conditions Handbook.
69. A motion was made by Councilman Jendrowski, seconded by Councilman York to pay the bills presented at the meeting.
70. Organizational matters having been completed; a motion was made by Councilman Jendrowski, seconded by Councilman York that the Board close the Organization Meeting for 2016 at 7:35pm.

All of the afore listed motions were Carried Unanimously.

ORDER OF BUSINESS

RESOLVED, that the order of business for the conduct of the Town of Newstead Town Board meetings for the year 2015 shall be as follows:

- I - Call Meeting to Order
- II - Roll Call
- III - Pledge of Allegiance
- IV - Approval of Minutes
- V - Agenda Changes
- VI - Communications
- VII - Agenda Items Question Period
- VIII - Approval of the Bills
- IX - Supervisor's Reports
- X - Committee and Department Head Reports
- XI - Old Business
- XII - New Business
- XIII - Question Period/Privilege of the Floor
- XIV - Adjournment

RULES OF ORDER

RESOLVED, that in all matters of Parliamentary Procedure; Robert's Rules of Order shall prevail, except where such rules are inconsistent with any local rule or resolution pertaining to the conduct of Town business.

RULES GOVERNING THE CONDUCT OF BUSINESS

RESOLVED, that the following rules will govern the conduct of business for the Town Board meetings:

A - The agenda shall include all correspondence, resolutions, bills and reports. Items received after 5 p.m. on Thursday preceding the Board Meeting shall be placed on the agenda for the next regular Board Meeting. Emergency situations will be excluded from this requirement and the Town Board may waive this requirement for any particular matter.

B - By 5 p.m. on the Friday preceding the regular Board Meeting, a copy of the agenda will be available to each Board Member, Department Head, and the Attorney for the Town. The copy shall include all resolutions, important correspondence, and the estimates of expenditures for capital improvements.

C - The agenda shall not be departed from except with a four-fifths vote of the entire Town Board, to be done by motion at the beginning of the meeting.

D - All matters shall be continued on the printed agenda until disposed of. All matters not disposed of shall be tabled and taken from the table only by a majority vote of the entire Town Board.

E - Correspondence shall be disposed of at the time of reading, either by (a) voting to receive and file by majority vote of the entire Town Board (b) resolution (c) referring to a committee (d) tabling. If tabled, the item can be taken from off the table that same meeting or it can be left on the table thereby becoming Old Business to remain on the agenda until disposed.

F - Questions and comments on agenda items only shall be open to all people who wish to speak. General comments will be taken at the end of the meeting. All remarks must be addressed to the Chair unless otherwise directed by the Chair. All comments must be civil. No derogatory comments will be tolerated. Speakers not complying with requirement of civility will not be allowed to continue speaking and may, at the discretion of the Chair, be asked to leave the meeting. Each speaker must limit their comments to a five minute maximum. The Chair may impose a total time limit for comments on any issue and if it appears that all comments being made are substantially the same, may request other different comments and may close the comment period. The time period for the question/comment period shall be limited to a total of 20 minutes unless extended by the Chair.

G - Monthly committee or department reports must be turned in to the Board prior to any payment for services for that month.

H - When requested by the Town Board, all opinions will be backed by a section of Town Law, and/or Audit and Control opinion, and/or a written opinion from Audit and Control.

I - Privilege of the Floor or Question period. Comments and questions will be made concerning the town at this time. All questions/comments must be made in a civil polite manner and will be addressed to the Chair. No derogatory comments will be tolerated. A speaker not complying with this requirement will be asked to stop speaking and no response will be made to such comment. The Chair may request that a specific representative of the Town respond to a particular question, respond to the question himself or herself, advise the questioner that the Town will look into it and get back to the questioner, or advise the questioner that their question either cannot be answered or will not be answered. There shall be no right of any questioner to receive a response to any particular question. The Chair reserves the right to limit each speaker to a five minute maximum and one question or what is reasonable and is the Chair's sole discretion. The time period for questions from the floor shall be limited to 20 minutes unless extended by the Chair.

LETTERS REQUESTING APPOINTMENT FOR 2016

NOTE: INCUMBENTS ARE HIGHLIGHTED

Any general positions- committees-
Any Secretarial position – Diane Krzyzanowski, Patricia Sackett
Ass't. Town Clerk – Susan Aichinger, Pamela Baron, Delores Bruner-Uebelhoer, Patricia Burkett, Linda Chaffee, Ann Marie Haynos, Carolyn Kenyon, Elizabeth Pask, Teri Serwon, Brittani Speziali, Laura Stuber
Assessment Review Committee– no longer in existence for 2016
Attorney for the Town - **Nathan Neill**
Attorney for the Town- Deputy- **Jennifer Strong**
Auditor – **Drescher & Malecki**
Conservation Committee (3) – **Dave Stutz, Carl Klingenschmitt, Bob Folger**, Linda Chaffee
Clerk to Town Justice (2) – **Judith Bell, Sandra Pietrowski**
Disaster Coordinator (3) – **Joe Hawes, Dan Kowalik**, Peter West, Paul Kowalski, Donna Miller, Bill Murray, Craig Parker, Fred Pask, Jim Pusateri
Dog Control – **Dave DeYoung**
Dog Control Deputy- **Beverlee Richards**
Engineer – **Wendel**
Ethics Board (2) – **Tim Morgan**, Joan Summe, Mary Beth Whiting, Linda Chaffee, Gretchen Moore
GIS Administrator – Bill Sivecz, Bob Folger
Grant Writer – **Rotella Management**
Highway Clerk – **Deb Forrestel**
Highway Department- Part/full-Time –
Historian – **Nancy Eckerson**, Don Holmes, Pat Rodrigues
Historian – Assistant – **Doug Scarborough**
Library Board – Tara Middaugh, Linda Chaffee
Network Administrator – **Christine Falkowski**,
Official Newspaper – **Akron Bugle**
Park and Buildings – **Jim Akin**
Planning Board (1) – **Eric Polkowski**, Linda Chaffee
Recreation Board (3) – **Joel Gregorio, Robbyn Robnett**, Adam Massaro, Chris Judge, Linda Chaffee
Recreation Board Chairman – **Joel Gregorio**
Secretary to the Supervisor – **Colleen Salmon**
Sr. Citizen Van Driver (2)–**Brenda Cerasani, Jerry Szmania**
Town Prosecutor - **Duane Root**
Town Prosecutor – Deputy (2) - **Jennifer Strong, Robert Friedman**
Water Maintenance Worker – **Jim Akin**
Water Plant Operator – **Doug Heiderman**
Zoning Board (1) – **John Klodzinski**, Linda Chaffee, Don Colligan
Zoning Board Alternate (1) – (replace Joe Dugan) Max Brady, Linda Chaffee, Don Colligan, Don Kreher Jr.

SCHEDULE OF MEETINGS FOR 2016

Mon. Jan. 4 Organizational Meeting/W.S.	Mon. Jul. 4 Holiday – No Meeting
Mon. Jan. 11 Meeting	Mon. Jul. 11 Meeting
Mon. Jan. 18 Holiday- No Work Session	Mon. Jul. 18 Work Session
Mon. Jan. 25 Meeting	Mon. Jul. 25 Meeting
Mon. Feb. 1 Work Session	Mon. Aug. 1 Work Session
Mon. Feb. 8 Meeting	Mon. Aug. 8 Meeting
Mon. Feb. 15 Holiday-No Work Session	Mon. Aug. 15 Work Session
Mon. Feb. 22 Meeting	Mon. Aug. 22 Meeting
Mon. Feb. 29 Work Session (optional)	Mon. Aug. 29 Work Session
Mon. Mar. 7 Work Session	Mon. Sep. 5 Holiday- No Work Session
Mon. Mar. 14 Meeting	Mon. Sep. 12 Meeting
Mon. Mar. 21 Work session (optional)	Mon. Sep. 19 Work Session
Mon. Mar. 28 Meeting	Mon. Sep. 26 Meeting
Mon. Apr. 4 Work Session	Mon. Oct. 3 Work Session
Mon. Apr. 11 Meeting	Tues Oct. 11 Meeting
Mon. Apr. 18 Work Session (optional)	Mon. Oct. 17 Work Session
Mon. Apr. 25 Meeting	Mon. Oct. 24 Meeting
	Mon. Oct. 31 Work Session (optional)
Mon. May 2 Work Session	Mon. Nov. 7 Work Session
Mon. May 9 Meeting	Mon. Nov. 14 Meeting
Mon. May 16 Work Session (optional)	Mon. Nov. 21 Work Session
Mon. May 23 Meeting	Mon. Nov. 28 Meeting
Mon. May 30 Holiday – No Meeting	
Mon. Jun. 6 Work Session	Mon. Dec. 5 Safety Meeting
Mon. Jun. 13 Meeting	Mon. Dec. 12 Meeting
Mon. Jun. 20 Work Session	Mon. Dec. 19 Work Session
Mon. Jun. 27 Meeting (optional)	Thurs Dec. 29 Meeting

All work sessions will start at 7:30 p.m. unless notified of change. Prior to each Regular Board Meeting we will meet at 7:15 p.m. for work session unless notified of change.

This schedule is tentative. We will meet as needed to adequately take care of town business. If meetings are not necessary they will be canceled with proper notice.

2016 Town of Newstead Committees

CONSERVATION ADVISORY COUNCIL (Town Board Appointed 2 yr.)

Carl Klingenschmitt*	12-31-17
Richard Hegmann	12-31-16
Ken Koehler	12-31-16
Edmund Burke	12-31-16
Lewis Tandy	12-31-16
Robert Folger	12-31-17
David Stutz	12-31-17

PLANNING BOARD (Town Board Appointed 7 yr.)

Tom Cowan*	12-31-17
Donald Hoefler	12-31-18
Andrew Kelkenberg	12-31-20
Terry Janicz	12-31-21
John Potera	12-31-16
John Olaf	12-31-19
Erik Polkowski	12-31-22

ZONING BOARD OF APPEALS (Town Board Appointed - 5 yr.)

William Kaufman	12-31-19
Adam Burg	12-31-18
John Klodzinski	12-31-20
Fred Pask	12-31-16
Harold Finger	12-31-17
Cheryl Esposito (Alternate)	12-31-16
Unfilled (Alternate)	12-31-20

RECREATION BOARD (Town Board Appointed - 3 yr.)

Joel Gregorio *	12/31/18
Justin Klodzinski	12/31/16
Melissa Polkowski	12/31/16
Mike Schilling	12/31/17
Tim Morgan	12/31/17
Robyn Robnett	12/31/18
Adam Massaro	12/31/18
Tracy Oakes	12/31/17

LIBRARY BOARD (Town Board Appointed - 5 yr.)

Sue Brown	12/31/17
Robert Tiedt	12/31/16
Tara Middaugh	12/31/20
Mary Mangan	12/31/19
Suzanne Sweitzer	12/31/18

BOARD OF ASSESSMENT REVIEW (Town Board Appointed – 5 yr.)

Neal Kreher*	09/30/17
Fred Pask	09/30/16
Patty Young-Szlapak	09/30/18
Stan Serwon	09/30/19
Steve Carlson	09/30/20

ETHICS BOARD (Town Board Appointed – 5 yr)

Mary Nanni	12/31/2016
Colleen Salmon	12/31/2017
Allison Massaro	12/31/2016
Wallace Smith	12/31/2017
Nicholas Abraham	12/31/2017
Unfilled	12/31/2020
Unfilled	12/31/2020

SUPERVISOR'S COMMITTEE APPOINTMENTS

2016

Am. with Disabilities Coord.	Jendrowski	York
Assessment	York	Mayrose
Buildings	Jendrowski	Cummings
Capital Projects Liaison	Cummings	York
Celebration	Dugan	York
Clerical Liaison	Mayrose	York
Code Enforcement	York	Mayrose
Conservation Council	Jendrowski	Dugan
Court	Dugan	Mayrose
Dog Control	Jendrowski	Dugan
Drainage	Dugan	Mayrose
Finance	Cummings	Jendrowski
Fire Companies	Cummings	Dugan
GIS	Dugan	Jendrowski
Highways	Mayrose	Cummings
Insurance	Cummings	Dugan
Library	York	Jendrowski
Parks	Mayrose	Cummings
Planning /Zoning	Mayrose	York
Public Safety	Jendrowski	Dugan
Recreation	York	Jendrowski
Senior Citizens	Dugan	Cummings
Solid Waste	York	Jendrowski
Town/Village Cooperation	Mayrose	Cummings
Water & Sewer Administration	Cummings	Mayrose

- Names listed first are designated as lead person for 2016.