

Town of Grand Island – Regular Meeting #1

A regular meeting of the Town Board of Grand Island, New York was held at the Town Hall, 2255 Baseline Rd., Grand Island, NY at 8:00p.m. on the 6th of January 2025.

Present:	Peter J. Marston	Supervisor
	Thomas A. Digati	Councilman
	Christian J. Bahleda	Councilman
	Daniel F. Kilmer	Councilman
	Jose A. Garcia	Councilman
	Patricia A. Frentzel	Town Clerk
	Peter C. Godfrey	Town Attorney

Supervisor Peter J. Marston called the meeting to order at 8:00p.m.

Pastor Kevin Slough from Trinity Church of Grand Island gave the Invocation.

Councilman Christian J. Bahleda led the Pledge of Allegiance.

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding the meeting agenda items only.

Speakers: None

PUBLIC HEARING:

Increase and Improvement of Facilities of the Town of Grand Island Consolidated Sewer District (WWTP Gravity Thickener) (Cost Increase Amending Proceedings) – Reschedule Public Hearing

A motion was made by Supervisor Marston, seconded by Councilman Digati to adopt the following resolution:

WHEREAS, the Town Board of the Town of Grand Island (herein called “Town Board” and “Town”, respectively), in the County of Erie, New York, has, pursuant to Town Law, created the Town of Grand Island Consolidated Sewer District (the “District”); and

WHEREAS, the Town Board has directed the GHD, competent engineers licensed in New York, to prepare a preliminary map, plan and report for a sewer system capital improvements project within the District; and

WHEREAS, such sewer system capital improvements project will generally consist of improvements to the wastewater treatment plant including, but not limited to, cleaning of the sludge reactors and installation of two new slide gates at the grit chamber to provide necessary flow isolation, as well as other such improvements as more fully identified in (or contemplated by) such map, plan and report referred to above, all of the forgoing to include all necessary site work, equipment, apparatus and other improvements and costs incidental thereto and in connection with the financing thereof (collectively, the “District Improvement”) and;

WHEREAS, pursuant to the direction of the Town, the Engineer has completed and filed with the Town Board such preliminary map, plan and report for such increase

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and improvement of facilities of the District and has estimated the total cost thereof to be an estimated maximum amount of \$700,000; said cost to be financed by the issuance of serial bonds of the Town in an aggregate principal amount not to exceed \$700,000 offset by any federal, state, county and/or local funds received.

WHEREAS, the Town Board adopted, on December 16, 2024, a certain order calling for a public hearing; and

WHEREAS, the Town Board has concluded that it is best to readopt the Order Calling Public Hearing considered at the December 16, 2024, Town Board meeting due to a change in the date of the hearing; and

NOW, THEREFORE, BE IT ORDERED that a meeting of the Town Board of the Town of Grand Island will be held at the Town Hall, 2255 Baseline Road, Grand Island, New York, on January 21, 2025 at 8:00 o'clock p.m. (prevailing time) or shortly thereafter to consider said increase and improvement of facilities of the District and to hear all persons interested in the subject thereof concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law; and be it

FURTHER ORDERED, that the expense of said increase and improvement of the facilities shall be financed by the issuance of serial bonds of the Town in an aggregate principal amount not to exceed \$700,000 said amount to be offset by any federal, state, county and/or local funds received, and, unless paid from other sources or charges, the costs of said increase and improvement of facilities shall be paid by the assessment, levy and collection of special assessments from the several lots and parcels of land within the District, which the Town Board shall determine and specify to be especially benefited thereby, so much upon and from each as shall be in just proportion to the amount of benefit conferred upon the same, to pay the principal of and interest on said bonds as the same shall become due and payable, except as provided by law; and be it

FURTHER ORDERED, that this resolution shall constitute the declaration (or reaffirmation) of the Town's "official intent" to reimburse (to the extent permitted) the expenditures of said increase and improvement of facilities with the proceeds of bonds, notes or other obligations, as required by United States Treasury Regulations Section 1.150-2; and be it

FURTHER ORDERED, that the Town Clerk publish at least once in each newspaper designated as the official newspaper of the Town for such publication, and post on the sign board of the Town maintained pursuant to subdivision 6 of Section 30 of the Town Law, a copy of this Order, certified by said Town Clerk, the first publication thereof and said posting to be not less than ten nor more than 20 days before the date of such public hearing.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

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MINUTES:

A motion was made by Councilman Garcia, seconded by Councilman Bahleda to approve Workshop Meeting #46, December 16, 2024, and Minutes of Regular Meeting #22, December 16, 2024.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

CONSENT AGENDA:

1. Architectural Review Board – 2025 Application Deadlines and Meeting Dates
2. Meeting Minutes – Board of Architectural Review – November 19, 2024
3. Meeting Minutes- Grand Island Memorial Library – November 14, 2024
4. Building Permits Issued – December 2024

A motion was made by Councilman Digati, seconded by Councilman Bahleda to approve the consent agenda as distributed.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

REORGANIZATION:

A motion was made by Councilman Digati, seconded by Councilman Garcia to approve the following 2025 reorganization items:

Legal Representation for the Town of Grand Island

- To reappoint the law firm of Hodgson Russ, LLP, Peter C. Godfrey, Esq. of Counsel, as attorneys for the Town of Grand Island for the year 2025.

Assessment Formulas Reaffirmed

- To adopt the resolution regarding method of assessment for consolidated water district, method of assessment for consolidated sewer districts and method of assessment for Town lighting districts as follows:

Consolidated Water Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that, for 2025 all operation and maintenance costs and all capital costs, net of water rents and other revenues, shall be apportioned against the assessed land valuation of each of the properties or parcels of land within the Consolidated Water District.

Sewer Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that the method for the apportionment of the capital construction and operation and maintenance costs of the Wastewater Treatment Plant Facilities and its Sewer District lines and appurtenances for 2025:

1) 100% of all net operation and maintenance costs shall be apportioned to the water consumption of each of the properties or parcels of land within the Town Sewer Districts and shall be recovered as a sewer rent.

2) 100% of capital costs shall be apportioned against the assessed land valuation of each of the properties or parcels of land within the Town Sewer Districts.

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User/Non-User Methodology

1) A User shall pay all Wastewater Treatment Plant Facility and Sewer District lines and appurtenances costs assigned to operation and maintenance and to capital construction costs of said Wastewater Treatment Plant Facilities.

2) A Non-User shall pay one hundred (100) per cent of the capital construction costs of said Wastewater Treatment Plant Facilities based upon the assessed land valuation of such non-User.

The following definitions shall apply:

1) USER shall be any property or parcel that fronts or abuts a sewer line or is connected or required to be connected to a public sewer line.

2) NON-USER is a property or parcel not fronting or abutting a public sewer line or where said sewer is not immediately available.

Lighting Districts:

BE IT HEREBY RESOLVED by the Town Board of the Town of Grand Island that, for 2025, that all costs shall be apportioned against the properties in all Districts in the Town of Grand Island based upon the frontage of said property.

Budget Officer Designated

- To designate Supervisor Peter Marston as Budget Officer for the Town of Grand Island for the year 2025.

Appointment – Commissioner of Police

- To appoint Supervisor Peter J. Marston as the Liaison and Police Commissioner of the Grand Island Police Department for the year 2025.

Appointment – Deputy Emergency Services Coordinator

- To re-appoint Gregory Butcher Deputy Emergency Services Coordinator and John Podlucky as Assistant Deputy, both for a one-year term expiring December 31, 2025.

Mileage Reimbursement

- To set the mileage reimbursement at the IRS Standard Mileage Rate of \$0.70 per mile to be allowed Town Officials when performing duties for the Town of Grand Island during 2025.

Town Newspaper Designated

- To designate the *Tribune/Sentinel* as the official newspaper for the Town of Grand Island for the year 2025.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

A motion was made by Councilman Digati, seconded by Councilman Bahleda to approve the following 2025 reorganization items:

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Adopt Fee Schedule

- To adopt the Town of Grand Island Fee Schedule and proposed amendments as submitted by the Department Heads, for the year 2025:

ACCOUNTING

NSF Fee:

Insufficient Funds Fee \$ 20.00

ASSESSOR

COMPUTERIZED ASSESSMENT DATA:

Up to 10,000 parcels .05 parcel
Over 10,000 parcels .035 per parcel

BUILDING DEPARTMENT

BUILDING PERMIT FEES:

Floor area to be based on outside dimensions of the building.

Residential buildings. (D.U. = Dwelling Unit)

Floor area includes all habitable space-based on outside dimensions of overall structure – does not include cellar, nonhabitable basement, nonhabitable attic or carport. It does include an accessory garage.

SINGLE FAMILY DWELLING:

Up to 3,000 square feet \$ 750.00
Over 3,000 square feet \$ 900.00

TWO FAMILY DWELLINGS:

Per dwelling unit \$ 275.00

MULTIPLE DWELLING: (3 or more D.U. per building)

For first 5 D.U.'s per D.U. \$ 300.00
Next 10 (6-15) per D.U. \$ 125.00
For all additional D.U.'s \$ 50.00

ACCESSORY DOCKS, DECKS, PATIO ROOFS, ETC. \$ 150.00

ADDITIONS, ALTERATIONS, RENOVATIONS:

Residential per square foot \$ 0.25
Minimum fee for residential \$ 390.00
Non-residential per square foot (first 1,500 square foot) \$ 0.20
Non-residential per square foot (after 1,500 square foot) \$ 0.05
Minimum fee for non-residential \$ 200.00

AGRICULTURAL BUILDINGS:

Agricultural Building Permit \$ 50.00

NON-RESIDENTIAL BUILDINGS:

Up to 1,000 square feet \$ 300.00
For additional square footage up to 10,000 per square foot 300.00+ .26/ft.
For additional square footage over 10,000 per square foot 300.00+ .05/ft.
Volume includes basement/cellar, sub-cellar (anything over 5 feet high).
All volume based on overall outside dimensions.
Accessory Storage Structures (140 sf to 200 sf) \$ 125.00
Accessory Storage Structures (200 sf to 750 sf) \$ 250.00
Accessory Storage Structures (over 750 sf) \$ 400.00

REPAIRS, MISCELLANEOUS STRUCTURES, CHIMNEYS, SIDEWALKS, GENERATORS ETC.:

Repairs/renovations up to \$1,000 of cost \$ 95.00

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For each \$1,000 over \$1,000 cost	\$	2.50
Maximum fee	\$	250.00
Residential Fire Safety Inspection	\$	75.00
Community Garden Application Fee	\$	75.00
Sidewalk Installation Administration Fee	\$	300.00

OPERATING PERMIT FEE:

Activities Regulated by Chapter 125	\$	150.00
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SWIMMING POOLS:

Residential Storable Pools	\$	75.00
Residential-Above Ground	\$	125.00
Residential-Inground	\$	200.00
Commercial	\$	200.00

BUILDING DEMOLITION/REMOVAL:

One & two family dwelling	\$	150.00
Accessory structures	\$	75.00
All other structures	\$	150.00

GRADING PERMIT:

Grading Permit	\$	150.00
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APPLICATION FOR CERTIFICATE OF OCCUPANCY:

Residential, single	\$	75.00
All other residential	\$	35.00
Plus per unit	\$	15.00
Accessory structures, pools, decks, fireplaces, etc.	\$	25.00
Non-residential structures up to 10,000 square feet	\$	75.00
Non-residential structures over 10,000 square feet	\$	100.00
Non-residential structures – minor renovations/remodeling	\$	25.00

ELECTRICAL & PLUMBING EXAM & LICENSING FEES:

Electrician license	\$	100.00
Electrician examination fee	\$	150.00
Electrician examination review fee	\$	90.00
Electrician examination fee (special)**	\$	150.00
Journeyman Plumber license	\$	50.00
Journeyman Plumber examination fee	\$	150.00
Journeyman Plumber Exam Fee (special)**	\$	150.00
Master Plumber license	\$	100.00
Master Plumber examination fee	\$	150.00
Master Plumber examination fee (special)**	\$	150.00

In addition to the exam fee, the cost for any proctoring fees for special exams shall be divided equally among all the candidates that are scheduled for said exams.

SOLAR INSTALLATIONS:

Type I System	\$	150.00
Type II System	\$	500.00
Type III System	\$	1500.00

TIME OF SALE INFILTRATION INSPECTIONS:

Time of Sale Infiltration Inspections (Municipal Sewer Connection) – Residential (2 Units Per Parcel)	\$	100.00
Time of Sale Infiltration Inspections (Municipal Sewer Connection) –		

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Commercial (Per Building)	\$	150.00
Time of Sale Infiltration Inspections (Municipal Sewer Connection) – Commercial (Per Multi-Unit Building)	\$	300.00
Time of Sale Infiltration Inspections (Private Disposal System)	\$	0.00 (No Fee)
Inspection Compliance Letter (Per Building)	\$	45.00
Inspection Compliance Letter (Private Disposal System)	\$	0.00 (No Fee)

PLUMBING DEPARTMENT

PLUMBING FEES:

Fixture units – per fixture unit	\$5.00 per fixture – min \$95.00
Building drain	\$ 100.00
Building sewer lateral	\$ 150.00
New home construction – 1 bath	\$ 195.00
1 ½ baths	\$ 205.00
2 baths	\$ 215.00
2 ½ baths	\$ 225.00
3 baths	\$ 235.00
3 ½ baths	\$ 245.00
Water & sewer installation/repair (up to 200 l.f.)	\$ 150.00
Conductor line installation/repair	\$ 125.00
Lawn sprinkler, backflow devices & misc. inspections	\$ 90.00
Re-inspection fee (inspection failed twice)	\$ 75.00
Site drainage & fire protection line (up to 200 l.f.)	\$ 125.00
Site drainage & fire protection line (per 100 l.f. after initial 200 l.f.)	\$ 30.00
Backflow Prevention Test Report Filing Fee (via third party)	\$ 20.95
Water & sewer installation/repair (per 100 l.f. after initial 200 l.f.)	\$ 30.00

SEWER TAP FEES:

Single Family Dwelling, Townhouses (deeded title)	\$ 500.00
Duplex, Hotel, Motel & Apartments	base fee \$500 + \$100 per unit
Commercial, Industrial	
Fee based on size of waterline serving building, per sewer connection	
.75"	\$ 500.00
1"	\$ 500.00
1.5"	\$ 600.00
2"	\$ 600.00
Over 2"	\$ 700.00
*Mixed use building, based upon waterline serving building, plus per unit fee	
Recreational vehicle pump out station (one time tap-in fee)	\$ 500.00
Annual per boat slip charge	\$ 1.00

WATER TAPS:

1" (Includes Angle Valve)	\$ 400.00
1.5"	\$ 600.00
2"	\$ 1000.00

WATER METERS:

M25 – ¾"	\$ 390.00
E25 – ¾"	\$ 475.00
E55 – 1"	\$ 550.00
E1 – 1 ½"	\$ 1050.00

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E2 – 2"	\$	1330.00
M120 – 1 ½"	\$	905.00
M170 – 2"	\$	1200.00
 <u>METER PART REPLACEMENT COSTS:</u>		
M25 – ¾" Bare Meter Less Register	\$	90.00
Orion Transmitter for M25	\$	300.00
E25 – ¾" Bare Meter Less Register	\$	275.00
Orion Transmitter for E25	\$	200.00
E55 – 1" Bare Meter Less Register	\$	350.00
Orion Transmitter for E55	\$	200.00
E1 – 1 ½" Bare Meter Less Register	\$	850.00
Orion Transmitter for E1	\$	200.00
E2 – 2" Bare Meter Less Register	\$	1130.00
Orion Transmitter for E2	\$	200.00
M120 – 1 ½" Bare Meter Less Register	\$	605.00
Orion Transmitter for M120	\$	300.00
M170 – 2" Bare Meter Less Register	\$	900.00
Orion Transmitter for M170	\$	300.00
 <u>TESTING WATER METERS:</u>		
¾"	\$	75.00
1"	\$	75.00
1.5"	\$	150.00
2"	\$	200.00
*Over 2" at prevailing rates to have it done by a private company		
Charge for temporary meter		
A) Charge for use	\$	45.00
B) Deposit (refundable) – normal meter charge		
 <u>MISCELLANEOUS CHARGES:</u>		
Sprinkler system annual stand-by fee	\$	150.00
Inspection fee	\$	75.00
Turn water on or off (no dig)	\$	35.00
Turn water on or off (dig) + parts	\$	800.00
Fee to use a fire hydrant (plus cost of the water used) – Single Site Use	\$	100.00
Fee to use a fire hydrant (plus cost of the water used) – Bulk Use	\$	100.00
Fee to pump out a meter pit to obtain a meter reading	\$	100.00
Fee to set a water meter during non-working hours	\$	200.00
Fee for a Hydrant Flow Test	\$	150.00
Sewer Discharge Permit:	\$	150.00
Building/Zoning Verification Letters	\$	25.00
Sewer Credit Program (initial application)	\$	300.00
Sewer Credit Program (annual renewal)	\$	150.00
 <u>ZONING</u>		
<u>RECLASSIFICATION:</u> (rezoning)		
Application for rezoning: (based on acreage)		
Per acre for each of the first two acres or part of an acre	\$	100.00
For each additional acre or part of an acre over the first two	\$	50.00
 <u>VARIANCE/ZONING BOARD OF APPEALS:</u>		
Application fee	\$	150.00
Application for determination or interpretation from Zoning Board of Appeals	\$	60.00
<u>SPECIAL USE PERMIT APPLICATION FEES:</u>		
Initial	\$	150.00
Renewal	\$	50.00
<u>CELLULAR TOWER PERMIT APPLICATION FEES:</u>		
Initial	\$	400.00

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Renewal		\$	100.00
Tower Modifications		\$	200.00
<u>SPECIAL USE PERMIT (SOLAR) APPLICATION FEES:</u>			
Initial		\$	Varies*
*An amount equal to 1% of the estimated cost of the project ("Initial Deposit")			
Renewal		\$	50.00
Modification		\$	Varies**
**An amount equal to 1% of the estimated cost of the project modification			

PERMANENT SIGN PERMIT:

Per square feet of sign face area, each side		\$	3.00
Minimum fee		\$	100.00

TEMPORARY SIGN PERMIT:

Application fee for each 30-day period		\$	150.00
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(\$75.00 refundable if removed in 30 days – total fee forfeited after 30 days)

- A. Waive fee for churches, schools, charitable or non-profit organizations, and individuals applying for personal messages (ex. Happy Birthday, Welcome Home, Congratulations, etc.)
- B. Maximum time of two weeks
- C. Require permit to be filed and adhere to present setback requirements (55' from center line of road & at least 5' from edge of the right-of-way).

AGRICULTURAL ANIMAL PERMIT/AGRICULTURAL ANIMAL SPECIAL USE PERMIT FEES:

Initial Application		\$	150.00
Yearly Renewal		\$	50.00

CHICKEN PERMIT FEES:

Initial Application & Yearly Renewal		\$	25.00
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ENGINEERING

APPLICATION FOR SITE PLAN REVIEW (BASED ON PROJECT ACREAGE):

1.0 acre or less		\$	300.00
1.1 – 2.0 acres		\$	400.00
2.1 – 5.0 acres		\$	500.00
plus ≥ 3 acres		\$	150.00/acre
5.1 – 10.0 acres		\$	1200.00
plus ≥ 6 acres		\$	100.00/acre
10.1 acres or more		\$	2000.00
plus ≥ 11 acres		\$	75.00/acre
Sketch Plan with Planning Board		\$	200.00
SEQR (Short Form)		\$	100.00
SEQR (Long Form)		\$	300.00

ENGINEERING PLANS AND SPECIFICATIONS:

Varies

MAPS

XEROX COPIES:

Map 24" x 36"		\$	5.00
Tax map	1" = 120'	\$	5.00
Island map	1" = 1000'	\$	10.00
Island map	1" = 2000'	\$	5.00
Topographic map	1" = 100'	\$	5.00
Mylar 24" x 36"		\$	15.00
Others	per square foot	\$	0.85

PLOTS:

Color Plots			
24" x 36"		\$	15.00
36" x 48"		\$	30.00

AERIAL PHOTOS:

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Black & White		
Per square foot	\$	5.00
24" x 36"	\$	15.00
36" x 48"	\$	25.00
Color		
Per square foot	\$	5.00
24" x 36"	\$	20.00
36" x 48"	\$	40.00

PUBLIC IMPROVEMENT PERMITS:

INSPECTION FEE - TIME AND EXPENSE ESTIMATE BASED ON FULL TIME INSPECTION - TOTAL # OF CONSTRUCTION HRS (BASED ON APPLICANT PROVIDED CONSTRUCTION SCHEDULE OF HOURS) X \$130/HR. ADDITIONAL FEE WILL BE CHARGED IF THE ACTUAL CONSTRUCTION HOURS EXCEED ESTIMATED HOURS. BALANCE WILL BE REFUNDED IF THE ACTUAL HOURS ARE LESS THAN ESTIMATED HOURS.

ADMINISTRATION FEE (NON-REFUNDABLE):
 UP TO 20-LOTS.....1.25% OF INSPECTION FEE (INCLUDING EXTRA INSPECTION)
 MORE THAN 20-LOTS....1.75% OF INSPECTION FEE (INCLUDING EXTRA INSPECTION)

Traffic Control Signs (varies, to be invoiced during construction) Fee Varies

RECREATION FEES – IN LIEU OF 10% LAND:

Major subdivision per lot	\$	500.00
Minor subdivision per lot	\$	500.00
Multi-family residence per unit	\$	750.00

SUBDIVISION FEES:

SPLIT	\$	200.00
Sketch Plan with Planning Board (minor subdivision)	\$	30.00/lot \$100 max
Sketch Plan with Planning Board (major subdivision)	\$	30.00/lot \$400 max
Preliminary Plat Application (minor subdivision)	\$	100.00/lot
Preliminary Plat Application (major subdivision) whichever is greater	\$	1500.00 or \$75/lot
SEQR (Short Form)	\$	100.00
SEQR (Long Form)	\$	300.00
Public Hearing	\$	125.00
Final Plat Application (minor subdivision)	\$	25.00/lot \$100 max
Final Plat Application (major subdivision) whichever is greater	\$	1000.00 or \$50/lot

STORM WATER POLLUTION PREVENTION PLAN:

REVIEW (one time cost - full project acreage)

For Single-Phase Residential & Commercial Development Projects ("Scheme A"):

0-5 Acres:		\$	500.00
5-10 Acres:	\$500.00 + \$350.00 = \$850.00	\$	850.00
10 + Acres:	\$850.00 + \$300.00 for each additional 5 acres		

CONSTRUCTION INSPECTION (per phase by phase acreage)

0-5 Acres:		\$	500.00
5-10 Acres:	\$500.00 + \$350.00 = \$850.00	\$	850.00
10 + Acres:	\$850.00 + \$300.00 for each additional 5 acres		

For Multi-Phase Residential & Commercial Development Projects ("Scheme B"):

1. When the entire project is first being reviewed and approved by the municipality, use Scheme A above to determine an initial review fee based on the entire acreage of the project to be developed plus Construction Inspection fee.
2. Construction Inspection fee for each subsequent phase after the 1st phase, to be collected at the beginning of each phase. This fee is for construction inspection assuming the SWPPP and design plans

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do not change. If there is a change, revert to fee based on initial application (“Scheme A) reduced 50% + Inspection Fee (full).

HIGHWAY DEPARTMENT

HIGHWAY SPECIAL EVENT PERMIT FEE: \$ 25.00

TOWN CLERK

CODE BOOKS: Printed by outside firms – cost determined by Vendor

CAMPSITE TRAILER LICENSE: Minimum \$ 100.00
(or \$2.00 per camp unit)

DEATH CERTIFICATES:
Certified Copies \$ 10.00

DELINQUENT DOG FEE: \$ 10.00

DOG ADOPTION FEE: \$ 140.00

DOG IMPOUNDMENT FEES AND REDEMPTION:
1. First Impoundment – for the first 24 hours \$ 30.00
2. Second impoundment – for the first 24 hours \$ 50.00
3. Third impoundment – for the first 24 hours \$ 75.00

DOG LICENSES:
Spayed/Neutered Dog (Per Year) \$ 8.00
Unspayed/Unneutered Dog (Per Year) \$ 16.00
Purebred Permit Fee (Per Year) \$ 20.00
Exemption per dog for Citizens 65 years & older \$ 5.00

EZ PASS:
EZ Pass On-the-Go Tag \$ 25.00

FOIL REQUEST:
Per page (up to 9” x 14”) \$.25

MARRIAGE LICENSES:
Certified Copies \$ 10.00

MOTEL/BED & BREAKFAST LICENSE:
Capacity of not more than 5 units \$ 40.00
Capacity of not more than 10 units \$ 50.00
Capacity of not more than 20 units \$ 60.00
Capacity of more than 20 units \$ 70.00

MUNICIPAL SOLID WASTE COLLECTOR LICENSE FEE:
Application for a business \$ 200.00

ONE-DAY MARRIAGE OFFICIANT LICENSE FEE: \$ 25.00

PASSPORT PHOTOS: \$ 10.00

PEDDLING & SOLICITING:
Peddler or Solicitor – Individual \$ 60.00
after July 1st \$ 30.00
Company – Up to Two Employees \$ 100.00
after July 1st \$ 50.00
Town Sponsored Special Events

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Per Employee – Must apply 5 business days prior to event \$ 10.00

POSTAGE FEE – PASSPORT RENEWALS: \$ 5.00 per application

RABIES VACCINATION FEE: Cost established by Veterinarian

TAX BILL COPIES: \$ 0.50

TAXICAB LICENSE:
 Owner/Operator (Per Year) \$ 60.00
 Operator (Per Year) \$ 60.00

RECREATION DEPARTMENT

<u>ADAPTIVE PROGRAMS:</u>	<u>Resident</u>	<u>Non-Resident</u>
Adaptive Bowling	\$45.00*	\$50.00*
Art Abilities	\$25.00	\$30.00
Creative Movement	\$25.00	\$30.00
My Special Chef	\$45.00	\$60.00
Social Nights	\$10.00	\$20.00
Sports Days	\$30.00	\$60.00

<u>ADULT LEAGUES:</u>	<u>League Price</u>	<u>Ref Fee**</u>
Player Registration		Prior to first game – Free
After First game - \$25.00		
Softball League	\$275.00	\$50.00**
Softball League – Fall	\$175.00	\$50.00**
Soccer League	\$275.00	\$80.00**
Volleyball League	\$275.00	\$40.00**

<u>ADULT PROGRAMS:</u>	<u>Resident</u>	<u>Non-Resident</u>
All adult program prices unless otherwise noted	\$45.00*	\$60.00*
Jam with a Band/Group Lessons	\$110.00*	\$125.00*
Music Lessons – Private	\$110.00*	\$125.00*
Nutrition Class	\$25.00*	\$30.00*
Art Workshop	\$35-\$45*	\$50-\$60*
Floral Creations Workshop	\$45-\$55*	\$65-\$75*

<u>YOUTH PROGRAMS:</u>	<u>Resident</u>	<u>Non-Resident</u>
All youth programs unless otherwise listed	\$35.00	\$70.00
Art Studio		Free
February Break	\$100-\$150*	\$200-\$300*
Field Trips	\$35-\$60*	\$70-\$100*
Golf	\$35.00*	\$70.00*
Junior Staff in Training	\$70-\$85*	\$170.00*
Let's Perform	\$45.00	\$90.00
Nature Program	\$45.00	\$90.00
Sports Craze	\$55.00	\$110.00
Swim Lessons – Group	\$45.00	\$90.00
Swim Lessons – Private	\$60.00	\$120.00
Tiny Tot Dance Lessons	\$45.00	\$60.00
Youth Dance – Performance Group	\$110.00	\$125.00

<u>COMMUNITY CENTER RENTALS:</u>	<u>Resident</u>	<u>Non-Resident</u>
Private Rental (per hour)	\$75.00	\$150.00
Community Group		\$45.00 per use
		\$165.00 per year
Damaged Property		\$ Market Price

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Cleaning Fee (if necessary, see agreement) \$30.00

EQUIPMENT RENTAL FEES (see rental form for more details):

Cones:		
1-99	\$	25.00
100-200	\$	50.00
Barricades:		
1-6	\$	25.00
7-12	\$	50.00
Replacement Costs:		
18" cone – per cone	\$	20.00*
36" cone – per cone	\$	45.00*
Cone Barricade	\$	25.00*
A Frame Barricade - Full	\$	105.00*
A Frame – Each Side	\$	35.00*
A Frame – Rail	\$	75.00*

Late Fees:

User will be charged the full cost of rental for each day items are late

Delivery Fees:

Drop Off and Pick Up from One Location \$ 40.00
(All items rented must be together at one location)

Each additional location \$ 15.00
(Includes drop off and pick up)

Late Fees:

User will be charged the full cost of rental for each day items are late

Prices with an asterisk () may increase no more than 10% of listed fee due to variable costs of outside factors -supplies, instructor fees, admission fee etc.

**Ref fee is per contract with association and is refundable if team does not forfeit during the season.

PARKS DEPARTMENT

ADMINISTRATION FEE:

Grand Island Organizations	\$	100.00/season
Non Grand Island Organizations	\$	300.00/season

NO SHOW FEE:

Baseball/Softball Diamonds \$ 30.00/occurrence

Additional Field Requests (newly laid out and prepared) \$ 100.00/field

Off Island Fundraiser/Event Fee \$ 100.00/occasion

Off Island Sponsored Camps, Clinics, Academies, Shows, etc. Fee \$ 200.00/occasion

●For Profit Organization, even if running camp or clinic through a town organization, is responsible for the camp/clinic fee.

●Only fully run town camps, run fully by town coaches, in a non-profit manner are exempt from the camp/clinic fee.

●All Off Island organization fees are required to be paid in advance

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CONCESSION STAND AT VETERANS PARK:

Daily Usage \$ 25.00

The interpretation, application and enforcement of the provisions of this fee schedule are the minimum requirements necessary for the protection of the health, safety and general welfare of the Town of Grand Island. The fees established reflect the administration costs of processing such permits and will be subject to review by the Town as needed.

FIELDS:

Pricing varies – need to contact Parks Office

PAVILION FEES:

Pavilion #1-Large: North end near softball fields 40' x 60'	\$	50.00 Resident
		\$ 100.00 Non-resident
Pavilion #2-Large: Middle of park / off lot #5 40' x 60'	\$	50.00 Resident
		\$ 100.00 Non-resident
Pavilion #3-Small: East side of park / past Miracle League 20' x 20'	\$	25.00 Resident
		\$ 50.00 Non-resident
DEPOSIT ON ALL PAVILLION RENTALS	\$	20.00

WEEKEND/HOLIDAY FIELD PREPARATION FEE:

Travel Baseball and Softball		\$ 40.00/field prep done once
Grand Island Little League Tournament	\$ 20.00/complete field	prep per game
Grand Island Little League Tournament		\$10.00/mound & plate prep only per game

SUPERVISOR'S OFFICE

GAZEBO:

One Time Use \$ 20.00

WATER/WASTEWATER DEPARTMENT

FINAL STATEMENT FOR ATTORNEY – PROPERTY CLOSING:

Per Statement \$ 5.00

RENTS RELEVIED:

Water Rents Relevied	\$	15.00
Sewer Rents Relevied	\$	15.00

DISPOSAL CHARGE:

Per 1000 gallons \$ 50.00

ADMINISTRATION FEE:

Water Bill Only-per Quarterly Bill	\$	3.00
Water Meter Fee-per Quarterly Bill	\$	17.00

HISTORICAL SOCIETY

FERRY VILLAGE TOUR FEE:

Per Person \$ 10.00

GOLDEN AGE CENTER:

	<u>Resident</u>	<u>Non-Resident</u>
Non-Resident Rate for yearly membership to the Golden Age Center		\$50.00
Resident Rate for yearly membership to the Golden Age Center	FREE	

GRAND ISLAND POLICE DEPARTMENT:

Special Event Security (For Profit Organization) \$50.00/hour with minimum

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of 4 hours for each officer
assigned to event

Designate Harassment Complaint Officers

- To designate the Personell Officer and Supervisor as Harassment Complaint Officers for 2025 as required by Human Resources Policy & Procedures Manual.

Fair Housing Officer

- To designate Thomas Digati as the Fair Housing Officer for 2025.

Investment Policy

- To adopt the attached investment policy for 2025:

This policy applies to all the Town's money which is available for investment on its own behalf.

The objectives of the Town's investments are:

- a) to conform with all applicable legal requirements
- b) to safeguard principal
- c) to provide sufficient liquidity to meet operating requirements
- d) to obtain a reasonable rate of return

Responsibility for administering the investment program is delegated to the Town Accountant, who shall maintain a record of investments, including descriptions and amounts, transaction dates, earnings and any other pertinent information. Investments shall be those which a prudent person would make under prevailing circumstances in the best interests of the Town. They shall be made after solicitation of at least three bids.

Funds may be invested in:

- a) Certificates of deposit placed in a commercial bank authorized to do business in New York State
- b) Obligations of New York State
- c) Obligations of the United States Government
- d) Obligations of agencies of the United States Government if principal and interest are guaranteed by the Federal Government
- e) Repurchase agreements involving obligations of the United States or its agencies
- f) Time deposits and demand deposits in a commercial bank authorized to do business in New York State

Repurchase agreements must be subject to a Master Repurchase Contract and are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers. Investments may be made directly with an authorized

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trading partner or by using an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Town Board.

Certificates of deposit and time deposits, in excess of amounts insured by the Federal Deposit Insurance Act, shall be secured by obligations of: The United States or its agencies, if principal and interest are guaranteed by the United States; New York State; municipal corporations and school districts of the state.

The Town shall annually designate depositories for the Town's funds. Such depositories shall be commercial banks authorized to do business in New York State. Each authorized bank shall execute a security agreement which will provide that collateral is pledged for the Town's deposits. The collateral may be held by the depository bank or by another bank, but in either case a custodial agreement must be executed to acknowledge that the pledged collateral is held by that bank as agent of and custodian for the Town.

Procurement Policy

- To adopt the attached Procurement Policy for 2025:

WHEREAS, Section 104-b of the General Municipal Law ("GML") procedures governing all procurement of goods and services not subject to the bidding requirements of GML, §103 or any other law; and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement.

NOW, THEREFORE, be it RESOLVED: That the Town of Grand Island does hereby adopt the following procurement policies and procedures:

- GUIDELINE 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML, §103. Every Town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other Town departments and past history to determine the likely value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.
- GUIDELINE 2. All purchases of a) supplies or equipment which will exceed \$20,000 in the fiscal year or b) public works contracts over \$35,000 shall be formally bid pursuant to GML, §103.

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GUIDELINE 3. All estimated purchases of:

- Less than \$20,000 but greater than \$10,000 requires a written Request for Proposal and written quotes from 3 vendors.
- Less than \$10,000 but greater than \$3,000 requires an oral request for the goods and written quotes from 2 vendors.
- Less than \$3,000 is left to the discretion of the purchaser.

All estimated public works contracts of:

- Less than \$35,000 but greater than \$10,000 requires a written Request for Proposal and written proposals from 3 contractors.
- Less than \$10,000 but greater than \$3,000 requires a written Request for Proposal and written quotes from 2 contractors.
- Less than \$3,000 is left to the discretion of the purchaser.

GUIDELINE 4. All written Requests for Proposals shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/oral quotes have been requested and the written quotes offered.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

GUIDELINE 5. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall be documented and filed with the record supporting the procurement.

GUIDELINE 6. A good faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the

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inability to obtain the proposals or quotes be a bar to the procurement.

GUIDELINE 7. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a) Acquisition of professional services;
- b) Emergencies;
- c) Sole source situations;
- d) Goods purchased from agencies for the blind or severely handicapped;
- e) Goods purchased from correctional facilities;
- f) Goods purchased from another governmental agency;
- g) Goods purchased at auction;
- h) Purchases pursuant to State or County bid
- i) Best Value and “Piggybacking” Procurement.

While such goods and services are not required by law to be procured by competitive bidding, they must still be procured in a manner so as to assure the prudent and economical use of public moneys in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

Documentation supporting the basis for such exceptions along with information gathered and conclusions reached shall be developed and kept with the file.

GUIDELINE 8. Acquisition of professional services: While competitive bidding is not required for the procurement of professional services which involve specialized skill, training, and expertise; use of professional judgement or discretion; and/or a high degree of creativity, as a general rule, for professional engagements expected to exceed \$20,000 in value, the Town will seek alternative proposals or quotations be obtained by use of written requests for proposals (RFPs). Such RFPs shall be developed periodically, and at least once in every 8-year period, to provide competitive pricing and the opportunity for competition when spending public funds. As part of this process, written agreements between the Town and professional service providers shall specify the contract

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period, detail the service to be provided and state the basis for compensation for those services. Notwithstanding the foregoing, the Town Board may, when properly justified in the public interest, determine that the solicitation of alternative proposals or quotations will not be in the best interest of the Town.

GUIDELINE 9: Best Value and “Piggybacking” Procurement: The Town Board authorizes the procurement of purchase contracts consistent with the “best value” standard as provided by New York General Municipal Law § 103[1], which is the basis for awarding eligible contracts to the responsive and responsible offeror which optimizes quality, cost and efficiency, as measured to the extent possible by objective and quantifiable analysis. The Town Supervisor shall determine and recommend to the Town Board those purchase contracts that should be procured on the basis of the best value standard and shall develop the criterion for award thereunder. In addition, the Town Board authorizes the procurement of apparatus, materials, equipment or supplies, or contracts for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, through the use of a contract let by the United States of America or any agency thereof, any state or any other political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with New York General Municipal Law § 103 and made available for use by other governmental entities. The Town Supervisor shall determine and recommend to the Town Board those contracts that should be procured in this manner.

GUIDELINE 10. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

Justice Court – Monthly Payment to New York State

- To authorize the payment to the NYS Office of the Comptroller, Justice Court Fund, upon receipt of the monthly invoice from their office. The Town Justice Court turns over the funds collected by their office in the first week of the month following the month the funds are paid to them. The NYS Office of the Comptroller then bills the Town for the State and County share of these funds within the following week. Sending our payment to the State upon receipt of their invoice will avoid any delays caused by our audit date and ensure that the State and County receive their funds in a more timely fashion.

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Legal Holidays

- To authorize all town offices to be closed in observance of the following holidays as set forth in the various bargaining units:

Wednesday, January 1, 2025	New Year's Day
Monday, January 20, 2025	Martin Luther King Day
Monday, February 17, 2025	President's Day
Friday, April 18, 2025	Good Friday (1/2 day)
Monday, May 26, 2025	Memorial Day
Thursday, June 19, 2025	Juneteenth
Friday, July 4, 2025	Independence Day
Monday, September 1, 2025	Labor Day
Monday, October 13, 2025	Columbus Day
Tuesday, November 11, 2025	Veteran's Day
Thursday, November 27, 2025	Thanksgiving
Friday, November 28, 2025	Day after Thanksgiving
Wednesday, December 24, 2025	Christmas Eve
Thursday, December 25, 2025	Christmas Day
Wednesday, December 31, 2025	New Year's Eve (1/2 day)

Easter Sunday (if actually worked)***and any other holiday declared by the Town Board of Grand Island***

Payroll Dates

- To authorize the Supervisor to set the payroll date as every other Thursday, commencing Thursday, January 9, 2025.

Authorization – Petty Cash Funds

- To authorize petty cash funds as follows for the year 2025:

Town Clerk:	\$700.00
Sewer & Water Department	\$150.00
Town Justices	\$200.00
Highway Department	\$125.00
Recreation Department	\$100.00
Parks Department	\$100.00

Continuing Disclosure Compliance Procedures and Post-Issuance Tax Compliance Procedures

- To adopt the following Continuing Disclosure Compliance Procedures and Post-Issuance Tax Compliance Procedures for Tax-Exempt Bonds and Notes for 2025:

RESOLUTION, ADOPTING SEC-DRIVEN CONTINUING DISCLOSURE COMPLIANCE PROCEDURES

WHEREAS, Securities Exchange Commission (“SEC”) Rule 15c2-12 (the “Rule”) generally prohibits underwriters from purchasing or selling municipal securities unless the issuer of such securities has entered into a continuing disclosure obligation; and

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WHEREAS, the Town is a periodic issuer of municipal securities and thus has entered into continuing disclosure obligations (or will do so) from time to time; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the Town, has prepared and has recommended that the Town adopt certain SEC-driven continuing disclosure compliance procedures; and

WHEREAS, the Town Board deems it to be in the best interest of the Town to adopt formal written procedures to help ensure continuing disclosure compliance, and to designate an official responsible for ensuring that such procedures are followed.

NOW THEREFORE, BE IT RESOLVED, that the Town hereby adopts the continuing disclosure compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that such procedures will be placed in the official records, files and minutes of the Town and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

Continuing Disclosure Compliance Procedures for Tax-Exempt Bonds and Notes

a. Purpose: The purpose behind implementation of these continuing disclosure compliance procedures is to ensure that the Town of Grand Island, Erie County, New York (the “Issuer”) (i) is compliant with its continuing disclosure obligations with respect to the securities it issues, pursuant to Rule 15c2-12, as amended (the “Rule”), promulgated under the Securities Exchange Act of 1934, as amended and (ii) makes accurate reports as to its compliance therewith in connection with its offerings of securities from time to time.

b. Disclosure Compliance Officer Designation, Education and Training: The Issuer will designate a “Disclosure Compliance Officer” who will be the primary official responsible for monitoring compliance with the continuing disclosure requirements listed in the Issuer’s continuing disclosure undertakings. The Disclosure Compliance Officer will attend training and educational seminars that are offered on an annual basis by the Issuer’s bond counsel (the law firm of Hodgson Russ LLP) and will consult with the Issuer’s bond counsel and municipal advisor as needed to keep current on Securities and Exchange Commission regulations and developments relating to continuing disclosure compliance for its obligations. The Issuer’s designated Disclosure Compliance Officer is the Town Accountant, currently Pamela Barton.

c. Continuing Disclosure Obligations Review: The Disclosure Compliance Officer is responsible for reviewing, with the Issuer’s municipal advisor, the Issuer’s continuing disclosure undertakings to determine the date(s) by which annual financial information and audited financial information, along with any required material events notices and, if applicable, failure to file notices, must be filed with the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access (“EMMA”) system in accordance with the Rule.

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d. Preparation of Annual Financial Information and Audited Financial Statements: If the Issuer’s continuing disclosure undertakings require the filing of annual financial information and audited financial statements with EMMA, the Disclosure Compliance Officer will coordinate with the Issuer’s auditor and municipal advisor to ensure that such documents are prepared and submitted in advance of the deadline for such filing.

e. Monitoring Disclosure Compliance: The Disclosure Compliance Officer will monitor the filing with EMMA of any and all documents required under the Issuer’s continuing disclosure undertakings through consultation with the Issuer’s municipal advisor and bond counsel when necessary.

f. Correcting Potential Non-Compliance: Upon discovery of potential or existing non-compliance with the Issuer’s continuing disclosure undertakings, the Disclosure Compliance Officer will promptly take steps, including consultation with the Issuer’s municipal advisor and bond counsel, to correct such non-compliance, such as by filing failure to file notices with EMMA.

g. Official Statements: The Disclosure Compliance Officer will review for accuracy and completeness any descriptions of the Issuer’s continuing disclosure compliance history contained in the initial drafts of notices of sale or official statements that are promulgated by the Issuer in connection with its bond and note issues, and will inform the Issuer’s municipal advisor and bond counsel of any potential inaccuracies or omissions within, so that any discovered inaccuracies or omissions in the draft document(s) can be corrected before such document(s) are finalized and distributed.

RESOLUTION ADOPTING POST-ISSUANCE TAX COMPLIANCE PROCEDURES

WHEREAS, the Internal Revenue Service has issued regulations requiring issuers of tax-exempt obligations to certify on various forms that they actively monitor compliance with federal tax rules following the issuance of such obligations; and

WHEREAS, the Town is a periodic issuer of tax-exempt obligations and thus is subject to the aforementioned compliance requirements which are critical for the preservation of the preferential tax status of those obligations; and

WHEREAS, it is therefore in the best interest of the Town to adopt formal written procedures to ensure such compliance and to designate an official responsible for ensuring that such procedures are followed; and

WHEREAS, the Town previously adopted interim post-issuance tax compliance procedures (the “Original Procedures”); and

WHEREAS, it was intended that the Original Procedures would be periodically updated and supplemented; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the Town, has prepared (and has recommended that the Town adopt) updated and more comprehensive post-issuance tax compliance procedures.

NOW THEREFORE, BE IT RESOLVED, that the Town hereby adopts the updated and more comprehensive post-issuance tax compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that such Schedule A will be placed in its entirety in the official records, files and minutes of the Town and adhered to going forward; and be it further

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RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

Post-Issuance Tax Compliance Procedures for Tax-Exempt Bonds and Notes

Statement of Purpose

These Post-Issuance Tax Compliance Procedures (the “Procedures”) set forth specific procedures of the Town of Grand Island, Erie County, New York (the “Issuer”) designed to monitor, and ensure compliance with, certain requirements of the Internal Revenue Code of 1986, as amended (the “Code”) and the related Treasury regulations, promulgated thereunder (the “Treasury Regulations”) in connection with the Issuer’s issuance of tax-exempt bonds and notes (“Obligations”).

These Procedures describe various systems designed to identify, on a timely basis, facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations to ensure that the interest on such Obligations is eligible for exclusion from gross income for federal income tax purposes. The federal tax law requirements applicable to the Obligations will be described in the tax questionnaire and/or tax certificate prepared by bond counsel and signed by officials of the Issuer. These Procedures establish a permanent, ongoing structure of practices that will facilitate compliance with the requirements for individual borrowings.

To ensure compliance with applicable federal tax requirements, the Issuer must monitor the various direct and indirect uses of proceeds of the obligation and the investment of such proceeds, including but not limited to:

- (1) Monitoring the use of financed property over the life of the obligation.
- (2) Determining the sources of debt service payments and security for the obligation.
- (3) Calculating the percentage of any nonqualified use of the financed property.
- (4) Calculating the yield on investments of proceeds.
- (5) Determining appropriate restrictions on investments.
- (6) Determining the amount of any arbitrage on the investments.
- (7) Calculating any arbitrage rebate payments that must be paid to the U.S. Treasury.

The Issuer recognizes that compliance with the pertinent law is an on-going process, necessary during the entire term of the Obligations. Accordingly, the implementation of the Procedures will require on-going monitoring and consultation with bond counsel and the Issuer's accountants and municipal advisor.

General Procedures

The following procedures relate to monitoring post-issuance tax compliance generally.

- A. The Town Accountant (the “Compliance Officer”) shall be responsible for monitoring post-issuance tax compliance issues.
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations must be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal Revenue Service (“IRS”) requirements, such as those contained in Revenue Procedure 97-22 (see the reference

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materials presented herewith, referred to herein as “Reference Materials”).

- D. The Compliance Officer shall be aware of remedial actions under Section 1.141-12 of the Treasury Regulations (see Reference Materials) and the Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program (VCAP) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance tax compliance procedures and systems on a periodic basis, but not less than annually.
- F. The Compliance Officer will be responsible for training any designated officer or employee who is delegated any responsibility for monitoring compliance pursuant to this procedure. To the extent the Compliance Officer needs training or has any questions with respect to any item in this procedure, he or she should contact bond counsel and/or Issuer's accountants and advisors. The IRS recognizes that the Compliance Officer and any delegated individual are not expected to act as lawyers who know the proper response to all compliance situations that may arise, but they should be familiar enough with federal tax issues that they know when to ask for legal or other compliance advice.

Issuance of Obligations: Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the "Transcript").
- B. Confirm that the applicable information reports (e.g., Form 8038 series) for such issue are filed timely with the IRS. Issuer should consult with their accountants and/or bond counsel with questions regarding the filing of such forms.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations.

Arbitrage

The following procedures relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer's municipal advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains

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each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.

- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations (see Reference Materials).
- F. Monitor compliance with the applicable "temporary period" (as defined in the Code and Treasury Regulations) exceptions for the expenditure of proceeds of the issue and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.
- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.
- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.
- M. Arrange for timely computation and payment of "yield reduction payments" (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity: Use of Proceeds

The following procedures relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records for determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.
- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.
- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.

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- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:
 - 1. Sale of the facilities, including sale of capacity rights;
 - 2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
 - 3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
 - 4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
 - 5. Joint-ventures, limited liability companies or partnership arrangements;
 - 6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
 - 7. Development agreements which provide for guaranteed payments or property values from a developer;
 - 8. Grants or loans made to private entities, including special assessment agreements; and
 - 9. Naming rights arrangements.

Monitoring of private use should include the following:

- 1. Procedures to review the amount of existing private use on a periodic basis but not less than annually; and
- 2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt debt, the Compliance Officer will consult with bond counsel to determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Reissuance

The following procedures relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

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Record Retention

The following procedures relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.
- C. Coordinate with staff to generally maintain the following:
 1. The Transcript relating to the transaction (including any arbitrage or other tax questionnaire, tax regulatory agreement, and the bond counsel opinion);
 2. Documentation evidencing expenditure of proceeds of the issue;
 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities are land, buildings or equipment, economic life calculations and information regarding depreciation;
 4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 5. Documentation evidencing all sources of payment or security for the issue; and
 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

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Adopt 2025 Non-Union/Elected Official/Part-Time/Seasonal-Park Salary Schedules
To adopt the attached the salary schedules for the year 2025:

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GRADE	POSITIONS	STEP A	A	STEP B	B	STEP C	C	STEP D	D	STEP E	E
		HOURLY		HOURLY		HOURLY		HOURLY		HOURLY	
		3.00%	HRS								
		0.00%	2088								
1	Laborer (Part-Time/Seasonal)										
	Recreation Attendant(Part-Time/Seasonal)	\$15.45		\$15.62		\$16.05		\$16.47		\$16.77	
	Clerk Part-Time "B"	\$15.50		\$15.67		\$16.10		\$16.52		\$16.82	
1.5	Recreation Attendant PT/Kitchen Aide										
		\$16.48		\$16.66		\$17.08		\$17.51		\$17.80	
		\$16.50		\$16.78		\$17.20		\$17.62		\$17.92	
2	Receptionist (Part-Time)										
	Van Driver (Part-Time)	\$16.77		\$17.38		\$17.87		\$18.43		\$18.97	
	Recreation Leader (Part-Time)	\$16.92		\$17.53		\$18.02		\$18.58		\$19.12	
3											
		\$17.81		\$18.41		\$19.01		\$19.66		\$20.29	
		\$17.96		\$18.56		\$19.16		\$19.81		\$20.44	
4	Recreation Attendant										
	Zoning Clerk - Part Time	\$19.34		\$20.07		\$20.76		\$21.54		\$22.17	
	Clerk - Part-Time - Court										
	Clerk Typist - Part Time										
5											
		\$21.51		\$22.32		\$23.09		\$23.90		\$24.60	
6	Court Clerk										
		\$23.70		\$24.56		\$25.46		\$26.27		\$27.19	
6.5	Clerk to Town Justice										
	Supervisor Secretary "B"	\$24.92		\$25.85		\$26.78		\$27.67		\$28.60	
	Deputy Town Clerk (Part-Time)										
7	Building Safety Inspector - PT										
	Sr Account Clerk Typist	\$26.12		\$27.14		\$28.10		\$29.04		\$30.01	
	Deputy Town Clerk										
	Payroll Clerk										
	Supervisor Secretary "A"										
7.5	Clerk of Justice Court										
		\$28.02		\$29.09		\$30.13		\$31.12		\$32.14	
8	Police Officer (Part-Time) "C"										
		\$29.91		\$31.02		\$32.12		\$33.21		\$34.30	
9	Senior Account Clerk Typist - PT										
	Police Officer (Part-Time) "B"	\$33.69		\$34.90		\$36.13		\$37.36		\$38.58	
10	Police Officer (Part-Time) "A"										
		\$36.95		\$38.30		\$39.68		\$41.07		\$42.37	
11	Deputy Highway Superintendent										
		\$40.58		\$42.27		\$43.58		\$45.09		\$46.67	
12	Accountant (Chief, Supervising)										
		\$44.59		\$46.26		\$47.89		\$49.52		\$51.17	
13											
		\$49.86		\$51.68		\$53.56		\$55.40		\$57.26	
14											
		\$53.87		\$55.89		\$57.92		\$59.87		\$61.90	
<u>SALARIES - ELECTED OFFICIALS</u>											
	Supervisor	\$ 85,691.52	4.16%								
	Councilmembers	\$ 22,035.81	2.00%								
	Highway Superintendent	\$ 104,814.33	2.00%								
	Town Justice	\$ 52,260.70	2.00%								
	Town Clerk	\$ 83,451.54	2.00%								
<u>OTHER SALARIES</u>											
	Town Prosecutor	\$ 16,502.17			WEEKLY	\$317.35		Hourly			
	Crossing Guard	\$ 27.18		PER CROSSING				\$27.18		390 HRS	
	Animal Control Weekday shift	\$ 341.04						\$25.26		ANNUAL \$ 17,734.08	
	Animal Control Weekend shift	\$ 189.47	\$183.98					\$25.26		ANNUAL \$ 9,852.44	

Parks Part-time/Seasonal Salary Schedule:

1st 2nd 3rd

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	year	year	year
Parks General Worker	17.20	17.45	17.75
Recreation Aide	15.75	15.60	15.90
Recreation Leader	17.20	17.45	17.75
Parks Junior Worker	18.05	18.25	18.45
Gardener	17.45	17.75	18.10
Parks Senior Worker Recreation Instructor Laborer - Hwy/WW/W	18.65	18.95	19.20
Parks JR Crew Chief	18.95	19.15	19.50
Parks SR Crew Chief	19.70	20.00	20.30
Parks Mechanic	21.60	22.90	24.40
Life Guard	18.80	19.60	19.95
WNY Swim Instructor Highway Driver - PT Engineering Aide	21.40	22.00	22.60
Program Instructor	24.60	26.00	27.40

Town Board Meetings Designated

- To schedule Town Board meetings to be held on the first and third Monday of each month at 8:00 p.m. A regular meeting that falls on a holiday shall be held on Tuesday of that week. Workshop meetings will be held on the first and third Monday of each month at 6:00 p.m., or Tuesday if the Monday is a holiday. The Town Clerk is directed to post notice of all regular and workshop meetings.

Utilities & Health Insurance Monthly Payments

- To authorize payment to the designated utility and health insurance companies upon receipt of their monthly statements.

Upstate Workers’ Compensation Plan (UNYMWCP)

- To appoint the following personnel as Town Representatives for the year 2025:
Voting Member.....Pamela Barton

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Alternate Voting Member.....Korin Frantz

Facilitator.....Richard Crawford

Town Memberships

- To authorize the Supervisor to renew the Town’s memberships with the following associations for the year 2025:
 - Association of Erie County Governments
 - NYS Government Finance Officers Association
 - New York Planning Federation
 - Association of Towns of New York State

Association of Towns Annual Meeting – Attendance & Designate Delegates

- To authorize members of the Town Board and certain Department Heads and Advisory Board Chairs with necessary funds in their 2025 budget to attend the Association of Towns Annual Meeting in New York City. Councilman Christian Bahleda will be designated as the delegate and Korin Frantz will be designated as the alternate in February.

Date to Audit Bills

- To audit, on the first and third Monday of each month, or the following Tuesday if a holiday falls on that Monday, bills drawn against the following Funds: General, Highway, Sewer, Water, Fire, Lighting Districts, Refuse, Capital and Capital Reserve.

Town Hall Hours

- Town Hall office hours for 2025 are as follows:
 - January 1 to December 31, 2025 – Monday-Friday 8:30 a.m. to 4:30p.m.
 - Closed on all designated Town Holidays.
 - Special Hours for Tax Collection to be determined by the Town Clerk.

Sewer Rents

- To set the 2025 sewer rents for the Town of Grand Island at \$6.30 per 1,000 gallons of water usage.

Water Rents

- To set the 2025 water rents for the Town of Grand Island at \$3.55 per 1,000 gallons of water usage.

Appointments – Advisory Boards:

Agricultural and Farmland Advisory Board:

- Reappoint Sheila Daminski, Chris Beyer and Thomas Thompson for two-year terms, expiring December 31, 2027.
- Reappoint Kristin Viengst and Phillip R. Miano as an alternates for a one-year term, expiring December 31, 2025.

Board of Ethics:

- Reappoint Colby Smith for a five-year term, expiring December 31, 2029.

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Conservation Advisory Board:

- Reappoint Diane Evans and Kristin Cascio for a five-year term, expiring December 31, 2029.

Economic Development Advisory Board:

- Reappoint Jenn Pusatier, Robert Christmann and Felecia Hanesworth for three-year terms, expiring December 31, 2027.

Historic Preservation Advisory Board:

- Reappoint Nicole Gerber for a four-year term, expiring December 31, 2028.
- Reappoint Denise Dewey, Historical Society, for the two-year term, expiring December 31, 2026.
- Reappoint Jodi Robinson, Town Historian, for a one-year term, expiring December 31, 2025.
- Reappoint Phyllis Martin as an alternate for a one-year term, expiring December 31, 2025.

Library Trustee:

- Reappoint Jill Banaszak for a five-year term, expiring December 31, 2029.

Parks and Recreation Advisory Board:

- Reappoint Judy Schmidt for a five-year term, expiring December 31, 2029.
- Reappoint Joseph Kramer for a one-year term, expiring December 31, 2025.

Planning Board:

- Reappoint David Duchscherer for a seven-year term ending December 31, 2031.

Technology Advisory Board:

- Reappoint Robert Christmann for a seven-year term expiring December 31, 2031.
- Reappoint Giuseppe Campanella to a vacant term, expiring December 31, 2028.

Traffic Safety Advisory Board:

- Reappoint Daniel Buccini, Betty Harris and Frank DeGeorge for a three-year term expiring December 31, 2027.

Zoning Board of Appeals:

- Reappoint Tim Phillips for a five-year term expiring December 31, 2029.
- Reappoint Michael Todaro as an alternate for a one-year term expiring December 31, 2025.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

A motion was made by Councilman Garcia, seconded by Councilman Kilmer to approve the following 2025 reorganization item:

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Electronic Signature of Supervisor and Bank Depositories Designated

- To designate the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank as depositories for the Town of Grand Island for the year 2024, in which the Supervisor and Town Clerk shall deposit all monies coming into their hands by virtue of their office, and furthermore, that the Town Clerk be directed to deposit tax monies in the Manufacturers and Traders Trust Company, Grand Island office, said tax money to be remitted to the Supervisor at least once each week. Water, Wastewater and General receipts are to be remitted to the Supervisor daily. All other funds of the Clerk are to be deposited with the Supervisor no later than the 15th of the following month. Said depositories are hereby requested, authorized, and directed to honor checks, drafts or other orders for the payment of money drawn in the name of the Town of Grand Island, including those payable to the individual order of any person or persons thereof, when bearing or purporting to bear the electronic signature of Peter J. Marston, Jr., Supervisor of the Town of Grand Island; and the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank shall be entitled to honor and to charge the Town of Grand Island for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported electronic specimen duly certified to or filed with the Manufacturers and Traders Trust Company, MBIA CLASS and JP Morgan Chase Bank, Citizens Bank by the Town Clerk of the Town of Grand Island.

APPROVED Ayes 4 Digati, Kilmer, Garcia, Marston
 Noes 0
 Abstain 1 Bahleda

The following reorganization items are for your information only, and require no action by the Town Board:

To serve on the **Audit Committee for 2025**

Councilman, Chairman.....Daniel Kilmer
 Councilman Jose Garcia

To serve on the **Special Districts Committee for 2025:**

Chairman

Town Engineer Robert Westfall

Wastewater Dept.:

Chief Plant Operator Tim Burns
 Working Crew Chief John Podlucky

Water Dept.:

Sr. Plant Operator Cody Clarke
 Working Crew Chief Justin Bridenbaker

Town Board Liaisons:

Supervisor Peter Marston

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Councilperson Jose Garcia

To serve as Liaisons between the Town Board and the Advisory Boards for 2025:

Agricultural.....Dan Kilmer
Backup – Peter Marston
Conservation.....Dan Kilmer
Backup – Jose Garcia
Comprehensive Plan Review.....Peter Marston
Economic Development.....Jose Garcia
Backup – Christian Bahleda
Executive Board of Golden Age Club..... Peter Marston
Historic Preservation.....Dan Kilmer
Backup – Jose Garcia
Library Trustees.....Christian Bahleda
Backup – Dan Kilmer
Parks & Recreation.....Tom Digati
Backup – Peter Marston
Planning.....Tom Digati
Backup – Peter Marston
Safety Committee.....Peter Marston
Technology.....Christian Bahleda
Backup – Tom Digati
Traffic Safety.....Jose Garcia
Backup – Christian Bahleda

To serve as Liaisons between the Town Board and the Town Departments for 2025:

Accounting/Human Resources.....Jose Garcia
Assessor.....Christian Bahleda
Building/Code Enforcement/Zoning.....Peter Marston
Court.....Christian Bahleda
Engineering.....Peter Marston
Golden Age Center.....Dan Kilmer & Peter Marston
Highway.....Dick Crawford as elected
Parks.....Jose Garcia
Police.....Peter Marston
Recreation.....Dan Kilmer
Town Clerk/Dog Control.....Pattie Anderson Frentzel as elected
Water/Wastewater.....Tom Digati

To serve on to the **Personnel Committee** for 2025

Supervisor. Peter Marston

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Town Accountant..... Korin Frantz

Supervisor’s Appointment – Crossing Guard Liaison

- Supervisor Marston informed the Town Board he has appointed Rhonda Diehl as Liaison between the Town Board and Crossing Guards for the year 2025.

Supervisor’s Appointment – Secretary and Assistant to the Supervisor

- Supervisor Marston informed the Town Board he has appointed Rhonda Diehl as Secretary to the Supervisor for the year 2025.

Deputy Supervisor

- Supervisor Marston informed the Town Board he appointed Thomas Digati as Deputy Supervisor for the year 2025.

Officer in Charge

- Supervisor Marston informed the Town Board he appointed Thomas Franz as the Officer in Charge for the year 2025.

Assistant Officer in Charge

- Supervisor Marston informed the Town Board he appointed Troy Livesay as the Assistant Officer in Charge for the year 2025.

Town Prosecutor/Assistant Town Prosecutor

- Supervisor Marston informed the Town Board he appointed Daniel J. Sperrazza as the Town Prosecutor and John K. Rottaris as the Assistant Town Prosecutor for the year 2025.

Town Spoils from Town Projects

- Supervisor Marston informed the Town Board that he has authorized Richard Crawford as Highway Superintendent to distribute spoils from Town Projects to the public as obsolete materials in accordance with the town code. Spoils are defined as uncontaminated waste materials such as trees, branches, stumps, wood chips, recognizable concrete, and concrete products (including steel or fiberglass reinforcement embedded in concrete), asphalt pavement, brick, stone, rock and soil.

COMMUNICATIONS – TOWN BOARD:

SUPERVISOR – PETER J. MARSTON:

1437 Ferry Road

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The property located at 1437 Ferry Road was submitted to the ZBA for a variance of a PDD reduction in October 2024. The request was denied, the ZBA is in full support and in favor of keeping the property as is and suggests some type of incentive zoning based on its possible historic designation.

A motion was made by Councilman Digati, seconded by Councilman Bahleda to refer 1437 Ferry Road to the Historic Advisory Board for review and recommendations including any found historic significance.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

COMMUNICATIONS – OTHER TOWN OFFICIALS:

TOWN CLERK – PATRICIA ANDERSON FRENTZEL:

Town Clerk Staff Appointments

Patricia Anderson Frentzel informed the Town Board that she has appointed the following staff as Deputy Town Clerks until otherwise noted. No Town Board Action is necessary.

Karen Cooney	Deputy Town Clerk
Betty Lantz	Deputy Town Clerk
Deana Richard	Deputy Town Clerk
Wendy Valint	Part-time Deputy Town Clerk
Dawn Fraser	Part-time Deputy Town Clerk

TOWN ATTORNEY – PETER GODFREY:

Capital Reserve Fund Resolution – Authorizing the Establishment of a Specific Capital Reserve Fund to Finance the Acquisition and Installation of Water Meter Equipment

A motion was made by Supervisor Marston, seconded by Councilman Garcia to adopt the Resolution for a Capital Reserve Fund, dated January 6, 2025, adopted subject to Permissive Referendum authorizing the Establishment of a specific Capital Reserve Fund to finance the acquisition and installation of water meter equipment:

WHEREAS, pursuant to Section 6-c of the New York State General Municipal Law, the Town of Grand Island (the “Town”) is authorized to establish, fund and make use of a reserve fund for to accumulate moneys to finance the cost of a specific item of equipment; and

WHEREAS, pursuant to Section 6-c of the General Municipal Law, “equipment” includes any equipment for which a period of probable usefulness has been provided by law; and

WHEREAS, the Town Board of the Town of Grand Island (hereinafter “the Board”) finds it to be prudent and a matter of responsible planning to set aside funds to be used in financing a specific item of equipment: and

NOW, THEREFORE, BE IT RESOLVED, by the Board as follows:

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1. That pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a specific capital reserve fund to be known as the “Water Meter Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a specific item of equipment. The specific item of equipment to be financed from the Reserve Fund is an upgrade to the Town’s water meter equipment, including the acquisition of water meters and related equipment incidental thereto (collectively, the “Water Meters”), and the installation the Water Meters. The estimated maximum cost of such Water Meters is \$9,000,000.

2. That the Supervisor of the Town, as the chief fiscal officer of the Town, is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Town Supervisor may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Town Supervisor shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed separate report of the operation and condition of the Reserve Fund.

3. Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the Board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

4. The Board hereby determines that the establishment of the Water Meter Reserve Fund is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and no further action by the Town Board under SEQRA is required.

5. The Board, at its Organizational Meeting, will adopt a Fee Schedule under the Water/Wastewater Department, which will include a new water capital improvement fee for Water Bill Only - per Quarterly Bill, in an amount to be established by resolution annually by the Board, in relation to the costs of the Water Meters, beginning on April 1, 2025, which new fee replaces, in its entirety, the Town’s water meter purchase fee policy of applying the point-of-sale up charge to the cost of a water meter.

6. This resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law.

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7. The Town Clerk is hereby authorized and directed to publish (one time) and post on the signboard of the Town, this resolution, or a summary thereof, together with a notice of adoption of this resolution subject to permissive referendum, within ten (10) days after the date of adoption of this resolution in order to comply with the permissive referendum requirements outlined within subdivision 4 of Section 6-c of the General Municipal Law.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

JUSTICE COURT:

Request to Carry-over Vacation Time

A motion was made by Councilman Garcia, seconded by Councilman Kilmer to approve the request of Court Clerk Diane DeSimone to carry over an additional eight (8) hours of vacation into 2025, to be used within the first two weeks of January.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

HIGHWAY SUPERINTENDENT – RICHARD W. CRAWFORD:

Request Permission to Sell Surplus Equipment at Auction

A motion was made by Councilman Bahleda, seconded by Councilman Digati to authorize the Highway Superintendent to sell at auction the following town owned surplus equipment. Sales will be facilitated by the internet-based auction house - Auctions International Inc.

1. 2008 L8500 Sterling Cab/Chassis – Lot# 1
2. Tires 4 – used and 2 new drive caps
3. Bobcat Snowblower
4. 2008 Bandit Chipper

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

Re-appointment – Deputy Highway Superintendent

Highway Superintendent Richard Crawford informed the Town Board that he has appointed Norman “Skip” Mrkall as Deputy Highway Superintendent effective January 1, 2025, through December 31, 2025.

No action by the Town Board.

DEPARTMENT OF ENGINEERING & WATER RESOURCES – ROBERT H. WESTFALL:

Request for Employee Promotion – Wastewater Department, Maintenance Group

A motion was made by Councilman Digati, seconded by Councilman Bahleda to approve the request of the Town Engineer promoting Carl Finn to the position of Maintenance Worker in the Sewer Department at the rate of \$29.02/hour as shown in the AFSME Contract – Year 1 (START is only a \$0.04 salary adjustment), effective January 5, 2025.

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Mr. Finn is the only Laborer classification employee eligible for the promotional position, so it has not been posted. As part of the requirements for the position, Mr. Finn currently has his Class B Commercial Driver’s License.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

Veterans Park Playground – State and Municipal Facilities Program (“SAM”) – Project ID# 27825 – Job # M-66-2024

Town Engineer Robert Westfall informed the Town Board that the Town has been awarded a \$50,000 State and Municipal Facilities Program (“SAM”) grant for the purchase of playground equipment for Veterans Park.

The Dormitory Authority of the State of New York has requested the Town return the Grantee Certification, Project Certification, and Certificate of Municipal Site Control with the appropriate signatures so they can move forward with creating the Grant Disbursement agreement.

Mr. Westfall is requesting the Town Supervisor, a second authorized officer, and the Town Attorney be authorized to sign the certifications with the Dormitory Authority of the State of New York for the Veterans Park Playground – Project ID# 27825 – Job # M-66-2024.

A motion was made by Councilman Digati, seconded by Councilman Kilmer to authorize the Town Supervisor, a second authorized officer, and the Town Attorney be authorized to sign the certifications with the Dormitory Authority of the State of New York for the Veterans Park Playground – Project ID# 27825 – Job # M-66-2024.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

Veterans Park Playground – State and Municipal Facilities Program (“SAM”) – Additional Funding – Project ID# 27825 – Job # M-66-2024

Town Engineer Robert Westfall informed the Town Board that the Town has been awarded a \$50,000 State and Municipal Facilities Program (“SAM”) grant for the purchase of playground equipment for Veterans Park.

The total cost of the playground equipment is \$54,339.00. The SAM grant will pay for \$50,000, leaving the additional \$4,339.00 to be paid for from the Parks & Playgrounds Equipment line for Veterans Park in the 2025 Budget (001-7110-0200).

The money was included in the 2025 budget for the purchase of the equipment.

Mr. Westfall is requesting the Parks department be authorized to spend \$4,339.00 from the Parks & Playgrounds Equipment line for Veterans Park in the 2025 Budget for the purchase of the new playground in Veterans Park.

A motion was made by Councilman Garcia, seconded by Councilman Bahleda to approve the request for the Parks department to be authorized to spend \$4,339.00 from the Parks & Playgrounds Equipment line (001-7110-0200) for Veterans Park in the 2025 Budget for the purchase of the new playground in Veterans Park.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
Noes 0

RECREATION SUPERVISOR – JOSEPH MENTER:

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Remove Employee from Payroll

A motion was made by Councilman Kilmer, seconded by Councilman Garcia to approve the request of the Recreation Supervisor to remove Rebecca Schultz, Recreation Attendant from payroll effective January 7, 2025. Ms. Schultz’s last day of work was August 9, 2024.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

Part-time Hire

A motion was made by Councilman Kilmer, seconded by Councilman Bahleda to approve the hire of Zoe Weselak, Part-time Recreation Attendant, Year 1 Aide, \$15.75/hr., effective January 7, 2025, subject to the completion of the necessary pre-employment paperwork.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

CODE ENFORCEMENT OFFICE:

Special Use Permit Renewal – Thomas Burkman, 800 Kirkwood Drive – Bed & Breakfast

A motion was made by Councilman Digati, seconded by Councilman Kilmer to renew the Special Use Permit for Thomas Burkman, 800 Kirkwood Drive – Bed & Breakfast. The site has been inspected, and it is unchanged.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

REPORT OF THE AUDIT COMMITTEE:

A motion was made by Councilman Bahleda, seconded by Councilman Kilmer to pay Vouchers #147511 - #147672

General	\$ 83,790.13
Highway	\$ 41,823.07
Sewer	\$122,460.55
Water	\$ 26,139.97
Capital	\$ 21,802.50
Lighting	\$ 763.50
Garbage	<u>\$152,431.65</u>
Total	\$449,211.37

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding Town government on any subject.

Speakers:

Highway Superintendent Richard Crawford

FROM THE BOARD:

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- Happy New Year!

- Go Bills!

ADJOURNMENT:

A motion was made by Councilman Garcia, seconded by Councilman Kilmer to adjourn the meeting at 8:37p.m.

APPROVED Ayes 5 Digati, Bahleda, Kilmer, Garcia, Marston
 Noes 0

A moment of silence was observed in memory of the following:

Brian Penrose	Bob Marble
Frank Potenza	Maureen Weber
Lena Brozek	Donna Mesmer

Respectfully submitted,

Patricia Anderson Frentzel
Town Clerk