

MINUTES

**REGULAR MEETING – EDEN TOWN BOARD
2795 East Church Street
Eden, NY 14057
December 28, 2022 5:00 P.M.**

This meeting was held in-person and virtually through GoToMeeting.com. The meeting link was made available to the public prior to the meeting.

TOWN BOARD MEMBERS PRESENT:

MELISSA HARTMAN - SUPERVISOR
RICHARD VENTRY - COUNCILPERSON
SUSAN WILHELM - COUNCILPERSON
MICHAEL BYRNES - COUNCILPERSON
GARY SAM - COUNCILPERSON (Arrived at 5:20 PM)

OTHERS PRESENT:

Emily Hawkins - Town Clerk
Dave Rice - Code Enforcement Officer
Marlene Grunder - Administrative Assistant

Supervisor Hartman called the meeting to order at 5:00 P.M.

Pledge of Allegiance

Petitions: There were none.

Budget Transfers:

From Account	To Account	Reason for Amendment	Amount
A2170 Community Development Income	A6989.4 Other Economic Assistance	NY Main Street Grant Funds Asa Warren House	\$5,748.75
A915.6 Assigned – Non Rec	A1680.4 Central Data Processing	Use Last of Assigned for IT	\$581.82
A1990.4 Contingent Fund	A1680.4 Central Data Processing	Overbudget	\$2,300.00
A9050.8 Unemployment Insurance	A9040.8 Worker's Compensation	Assignment Higher than estimated	\$518.00

#266-2022: MOTION was made by Councilperson Ventry to approve the Budget Transfers as presented; seconded by Councilperson Wilhelm; Ayes: Hartman, Ventry, Sam; Opposed: Wilhelm, Byrnes; Abstain: None; Motion carried.

Audit Bills:

DESCRIPTION	VOUCHER NUMBERS	AMOUNT
General Fund	876-849	\$16,363.20
Fire Dept. Fund	283-286	\$1,017.51
Recreation Fund	184-185	-\$248.19
Water Fund	19	\$15.00
Street Lights Fund	50-51	\$362.16
Highway Fund	346-364	\$16,322.00

#267-2022: MOTION was made by Supervisor Hartman to approve the Audit of Bills as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Public Comment on Agenda Items Only: There were none.

New and Unfinished Business:

1. Dog License Fee Changes:

**Dog Fees
To be adjusted to the
Standard Schedule of Fees**

WHEREAS, Section 108-3 (G) of the Town of Eden Code provides for the Eden Town Board, by resolution, from time to time to establish the schedule of fees it shall deem necessary and appropriate for the proper administration of its dog licensing and dog control program, and authorizes the Town Clerk to collect and remit such fees consistent with the requirements of Article 7 of the Agriculture and Markets Law of the State of New York.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Eden does hereby amend the schedule of fees for dog licensing and dog control to be as follows, effective JANUARY 1, 2023:

Spayed/Neutered:	\$10.00
Un-spayed/Un-neutered:	\$18.00
Dog Redemption:	\$35.00 for the first day, \$30.00 for each additional day
Rabies Vaccination:	\$35.00
Senior Dog Licenses (Aged 65 years and older):	Discount of \$2.00 per license
Surcharge per month for late renewal registrations:	\$5.00 – for each dog

#268-2022: MOTION was made by Supervisor Hartman to approve the dog fees as presented; seconded by Councilperson Ventry; Ayes: All; Opposed: None; Abstain: None; Motion carried.

2. Highway Contract:

#269-2022: MOTION was made by Supervisor Hartman to approve the Highway Contract for 2023-2025 as presented; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

3. Personnel Policy: Table to January meeting.

4. Schedule of Fees:

**A Local Law Updating Chapter 108 of the Town of Eden Code being
the “Standard Schedule of Fees” of the Town of Eden**

Be it enacted by the Town Board of the Town of Eden, County of Erie and State of New York as follows:

SECTION 1.

Chapter 108 of the Code of the Town of Eden is hereby amended by replacing Section 108-3 of such Code, entitled “Standard Schedule of Fees,” in its entirety with the following:

§ 108-3 Standard Schedule of Fees.

The Standard Schedule of Fees shall be as follows:

Any work started for which a permit is required but has not been issued	\$150 for a fence permit \$500 for all other permits
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A. Residential permits.

Type	Fee
Detached 1- and 2-family dwellings	\$100 plus \$0.25 per square foot of construction, including attached garages, porches and decks
All other residential dwellings (apartments)	\$100 plus \$0.20 per square foot of construction, including attached garages, porches and decks
Dwelling addition permit	\$100 minimum/\$0.25 per square foot of construction
Accessory buildings such as garages, barns and sheds	\$0.25 per square foot of construction
Accessory structures such as decks, porches, Small scale solar (25 KW or less) etc.	\$75
Alterations and repairs	\$75minimum/\$0.25 per square foot
Demolition	\$0.10 per square foot

Type	Fee
Fence	\$50
Fireplace/stove permit	\$50 (included with new dwelling building permit); certificate of compliance required
Swimming pool permit	\$50 aboveground; \$150 in-ground (includes fence permit)
Pond permit	\$250 (includes site plan review)
Certificate of occupancy	\$100 (No charge with a current building permit)
Temporary certificate of occupancy	\$100
Certificate of compliance	\$100 (no charge with a current building permit)
Mobile home parks	\$10 per mobile home lot for initial license and annual renewal thereafter; \$100 per each new mobile home or replacement
Recreation fees	
Major subdivisions	\$750 per new dwelling unit, payable upon final subdivision approval per the Subdivision Law
Minor subdivisions	\$750 per new dwelling unit, payable upon building permit approval
Duplexes	\$750 per new dwelling unit, payable upon approval of application
Multiple dwellings (conventional and townhouse)	\$750 per new dwelling unit, payable upon approval of application
Cluster development	\$750 per new dwelling unit, payable upon project approval
Mobile home park	\$750 per new mobile home dwelling unit, payable upon project approval

B. Business/commercial permits.

Type	Fee
Business/commercial	\$100 plus \$0.35 per square foot of construction
Additions	\$100 minimum /\$0.35 per square foot of construction
Alterations/repairs	\$100 minimum/ \$0.35 per square foot
Accessory structures	\$0.30 per square foot of construction
Demolition	\$0.20 per square foot construction
Agricultural structures	\$100 minimum /\$0.10 per square foot
Certificate of occupancy	\$100 (no charge with current building permit)
Sign permits	\$75
Operating permits	\$50
Special use permit or zoning amendment hearing	\$250; includes advertisement of legal notice by Town Board
Temporary trailer permit	\$25
Town Board special use permit renewal	\$100 annually
Tower special permit, Utility scale solar, Wind energy conversion systems or windfarms	\$5,000, Additional funding will be required to be put into an escrow account.
Tower co-location permit	\$1,000, includes antenna, equipment box, fencing plus
Zoning Board of Appeals	\$250, includes advertising legal notice
Planning Board	\$250, includes advertising legal notice
Posters for notice	\$5 each
Assessor's search fee for special use permit hearings or Zoning Board hearings	\$35 for MU 1, MU2, R2, LI and MFR district; \$15 for all other zoned areas
Copies of maps	\$0.50 small maps; \$1 large maps
Police Department fees:	
Accident reports	\$5 per report

Type	Fee
Police reports	\$5 per report
Photograph copies	\$1 per photo
Transcripts	\$20, plus \$1 per page
Highway Department fees:	
Highway right-of-way permit	\$75 plus costs for labor/inspections
Highway drainage enclosure permit	\$30

C. Subdivision fees.

(1) Application and review fees.

Type	Fee
Property splits merge application	\$100
Minor subdivision reviewed by the Subdivision review committee only	\$250
Resubmission fee	\$125
Minor subdivision reviewed by planning board	\$500 total (includes public hearing fee) Additional funding will be required to be put into an escrow account.
Resubmission fee	\$250
Major subdivision without public improvements:	\$1500 Additional funding will be required to be put into an escrow account.
Resubmission of any plat	\$500
Major subdivision with public improvements:	\$2000 Additional funding will be required to be put into an escrow account.
Resubmission of any plat	\$750

(2) Inspection fee for public improvements. These fees shall be withdrawn from the escrow account established for the subdivision.

(a) An additional fee of \$100 shall be paid to the Town for administrative services out of the escrow account.

(b) If the escrow amount is exceeded due to the project not proceeding expeditiously, being understaffed, utilization of inexperienced contractors, or conditions beyond the control of the Town or its agent, then the developer must pay the outstanding inspection fee before the improvements may be accepted.

(c) The developer should note that additional inspection deposits may be required by outside agencies such as the Erie County Sewer District. The affected agency should be consulted to determine its costs.

D. Site plan review fees:

(1) Site plan review fees apply to all uses requiring site plan review.

(2) This review fee includes two submittals and shall be paid at the time of initial submittal. If the plans cannot be approved in the second submittal because they are incomplete or Town specifications are not being followed, 1/2 the review fee will be charged for each subsequent submittal.

Type	Fee
Site plan waiver fees	\$200
Site plan review fee	\$125 per improved acre or less plus Additional funding will be required to be put into an escrow account

E. SEQR fees.

(1) SEQR reviews fees: reimbursement to the Town for any SEQR costs incurred. This reimbursement will be funded from the established escrow account.

F. Stormwater pollution prevention plans and site inspection fees.

(1) SWPPP review and inspection fees: reimbursement to the Town for any SWPPP costs incurred. This reimbursement will be funded from the established escrow account.

G. Dog licensing and dog control fees. The Town Board shall, by resolution, from time to time, establish the schedule of fees it shall deem necessary and appropriate for the proper administration of its dog licensing and dog control program and hereby authorizes the Town Clerk to collect and remit such fees consistent with the requirements of Article 7 of the Agriculture and Markets Law of the State of New York.

H. Fire prevention and safety inspections.

Type of Building	Fee
Public assembly buildings	\$75
Buildings used as dormitories	\$75
Multiple dwellings/nonresidential structures	\$75

I. Short term rental permit.
\$250 (Includes fire inspection)

J. Escrow account requirements.

Reimbursable costs/escrow. For projects that contain significant technical detail that may require the use of outside consultants to review and assist the Town of Eden (Town Board, Planning Board, Zoning Board and/or Code Enforcement Officer) as part of the site plan review process, the applicant shall be notified and required to establish an escrow account to reimburse the Town for the legitimate costs of review or inspections associated with the application. The funds may be utilized for the paying of engineering, legal and other professionals qualified to review the required plans, reports and other technical information submitted in support of an application. The initial amount of the establishment of the escrow account shall be determined on a case-by-case basis, but in no case shall be less than \$3,000 or a larger amount estimated by the Planning Board or ZBA to be reasonable and necessary to cover the cost of the review to be incurred by the Town. All necessary reviewing professionals assisting the Town in such reviews shall provide an estimate of the approximate cost of review services. The Board(s) may periodically and at its discretion require the replenishment of the escrow account established hereunder, with justification and notice provided to the applicant. Upon completion of the application and review process, any balance remaining in the escrow account shall be refunded to the applicant within 30 days of the submission and payment of the final bill by the Town and payment in full of all application and approval fees. In the event there is a shortfall in the escrow account, no final approval or permit may be issued until the balance of the outstanding amount is fulfilled by the applicant.

Section 2.

This local law shall become effective upon adoption and filing with the Secretary of State of the State of New York.

#270-2022: MOTION was made by Supervisor Hartman to approve the Local Law for the Schedule of Fees as presented; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

#271-2022: MOTION was made by Supervisor Hartman to open the Re-Organizational Meeting; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

REORGANIZATIONAL MEETING

FOR THE YEAR 2023

TOWN OF EDEN

Supervisor Hartman began the Re-organizational Meeting by reading the following items:

1. Regular meetings of the Eden Town Board will be held on the second Wednesday of each month starting at 7:00 P.M. Additional meetings will be held on the fourth Wednesday of each month as needed.
2. The official newspaper of the Town of Eden will be "The Sun" and as an alternate, "The Buffalo News".

3. Surety Bonds will be carried as follows:

- \$1,116,000.00 – Tax Collector/Clerk
- \$1,116,000.00 – Supervisor/Deputy Supervisor
- \$1,116,000.00 – Bookkeeper
- \$1,116,000.00 – Court Clerk
- \$ 50,000.00 – Blanket Employee Dishonesty

4. Mileage reimbursement will be \$.625 per mile while using personal vehicles on Town business, authorized in advance.

5. Copies of adopted minutes will be on file at the Eden Library, the Town Clerk’s office and the Town of Eden Website.

Appoint Evans Bank, M & T, Key Bank, NYCLASS and Chase Bank and other institutions as deemed appropriate by the Board, as banks for deposits, checking and investments.

#272-2022: MOTION was made by Councilperson Ventry to accept and approve items number 1-6 as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Salaries of Elected Officials:

1. Town Board Members \$12,852.00 each yearly, to be paid bi-weekly.
2. Justices Michael Cooper and Melissa Zittel at \$19,535.00 each yearly, to be paid bi-weekly.
3. Supervisor Melissa Hartman at \$53,684.00 yearly, to be paid bi-weekly.
4. Town Clerk, Emily Hawkins at \$45,544.00 yearly, to be paid bi-weekly. The Town Clerk will also receive remuneration as school tax collector for the 2022-2023 school year, pursuant to an agreement with the Eden Central School District, in the amount of \$9,248.00.
5. Highway Superintendent, Ronald Maggs at \$87,136.00 yearly, to be paid bi-weekly.

#273-2022: MOTION was made by Councilperson Wilhelm to approve the above salaries as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Appoint Teresa Baskerville full-time Court Clerk at \$51,792.00 yearly, 40 hours per week, to be paid bi-weekly.

Appoint Cindy Henry part-time Court Clerk (maximum 624 hours per year) and as needed in other departments at \$18.40 per hour.

The salary of the full-time bookkeeper, Lisa Winter will be \$58,282.00 yearly, for 40 hours per week to be paid bi-weekly.

The rate of pay for part-time highway employees will be \$17.50 per hour, to be paid bi-weekly.

Re-appoint Dean Nelipowitz Fire Inspector at \$75.00 per occurrence.

Appoint Dave Rice Full-time Code Enforcement Officer for 40 hours per week at \$34.06 per hour. Appoint Dean Nelipowitz as Assistant Code Enforcer as needed at \$22.00.

Appoint Jen Crowe full-time assistant to the Code Enforcement Officer for 20 hours per week, and the Assessor’s Office for 20 hours per week at \$23.40 per hour, to be paid bi-weekly.

Appoint Nicholas Blaszczyk, part-time Dog Control Officer, at an annual salary of \$15,600.00, to be paid bi-weekly plus \$60.00 per mandatory court session.

Appoint Judith Bigelow as back-up Dog Control Officer, at a rate of \$40.00 per day.

#274-2022: MOTION was made by Councilperson Wilhelm to approve the above salaries as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

The Chairman of the Zoning Board of Appeals is to be paid \$500.00 yearly.

The Chairman of the Planning Board is to be paid \$500.00 yearly.

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The Chairman of the Assessment Board of Review is to be paid \$125.00 yearly and the other members of the Assessment Board to be compensated \$85.00 each year. A secretary, if needed, will be compensated \$200.00 per year.

Acknowledge the Town Clerk's appointments of Deputy Town Clerk (Part-time) Janet Moot-Cunfer and Deputy Town Clerk (Part-time) Shannon Sam. Janet Moot-Cunfer will be paid \$18.70 per hour and Shannon Sam will be paid \$18.00 per hour both bi-weekly. The total Deputy Town Clerk hours and compensation should not exceed 1456 hours or \$26,900.00 for the year.

Appoint Sue Johnson as the Sole Appointed Town Assessor and she will receive \$33.28 per hour for 19 hours per week, to be paid bi-weekly.

Appoint Kate Paluch as the Assessor Clerk at a rate of pay of \$18.00 per hour for 19 hours per week, to be paid bi-weekly.

Appoint Emily Hawkins Registrar, at a rate of \$4,000.00 yearly, to be paid bi-weekly.

Appoint William Sickau part-time custodian, at a salary of \$9,840.00 yearly, to be paid bi-weekly.

Appoint Amy Porter, Recreation Director at \$26.42 per hour for 19 hours per week to be paid bi-weekly. A contingent additional 10 hours per week to be paid for 18 weeks starting on May 1st and ending on September 3rd, pending the opening of the summer recreation program.

Appoint Scot Christiansen, full-time Recreation Working Crew Chief at \$30.96 per hour for 40 hours per week, to be paid bi-weekly.

Appoint Cindy Kugler secretary to the Highway Superintendent at \$24.90 per hour for 40 hours per week, to be paid bi-weekly and secretary to the Off-Road Drainage Committee at \$25.00 per meeting.

Appoint Kevin C. Condon, Town Prosecutor, at an annual salary of \$11,440.00, to be paid bi-weekly.

Reappoint Ronald Maggs Chairman of the Off-Road Drainage Committee.

Reappoint Ronald Maggs and reappoint Cindy Kugler as Co-MS4 Officers to be compensated \$1,800.00 and \$1,200.00, respectively, yearly, to be paid bi-weekly.

Appoint William J. Trask Sr. as Counsel to the Town and authorize Supervisor Hartman to accept terms of 2023 engagement with a base annual compensation of \$36,475.00 for general municipal legal services, to be paid bi-weekly, and an hourly rate of \$175.00 for litigation, special district/special project legal services.

Part-time Police Officers will be paid \$26.00 per hour for day shifts, not to exceed 1978 hours and \$51,428.00 and \$27.00 per hour for night shifts, not to exceed 2190 hours and \$59,130.00, not to exceed a total expenditure of \$110,558.00 for all part-time officers for the year to be paid bi-weekly.

Appoint Mark Baltes as Head Part-time Clerk for Eden Police Department at \$20.40 per hour.

Part-time public safety dispatchers with 1-5 years experience will be paid \$18.03 per hour, with 6-10 years experience \$18.61 per hour and with 11 years the rate will be \$19.20 per hour. All paid bi-weekly.

#275-2022: MOTION was made by Councilperson Wilhelm to approve the above salaries and appointments as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Appoint Jen Crowe Planning Board Secretary at \$125.00 per occasion.

Appoint Jen Crowe Zoning Board Secretary at the rate of \$125.00 per hearing plus \$15.00 per hour for reconvened hearings.

Appoint Jen Crowe as Code Review Committee Secretary at the rate of \$125.00 per meeting.

Appoint the Police Chief the inspection official for games of chance at no pay.

Appoint the Town Clerk as Affirmative Action and Fair Housing Officer at no pay.

The Eden and East Eden Fire Chiefs will receive an annual stipend of \$2,000.00 each.

Appoint William Laing part-time Eden Fire Clerk at \$19.15 per hour, not to exceed 6 hours per week, to be paid bi-weekly and Carlos Ziminsky as part-time E. Eden Clerk at \$19.15 per hour, not to exceed 4 hours per week, to be paid bi-weekly.

#276-2022: MOTION was made by Councilperson Wilhelm to approve the above salaries and appointments as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Appointments of the Supervisor:

Supervisor Hartman read the following appointments:

Appoint Marlene Grunder, Administrative Assistant and Confidential Secretary to the Supervisor at \$24.90 per hour for 36 hours per week, to be paid bi-weekly.

Appoint Rich Ventry as Deputy Town Supervisor at a \$1500 yearly stipend to be paid bi-weekly.

#277-2022: MOTION was made by Councilperson Wilhelm to approve the above salaries and appointments as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Additional Appointments:

Appoint Sue Minekime Town Historian at \$2,500.00 annually.

Appoint Supervisor Melissa Hartman Director of Civil Defense at no salary.

Appoint Brian Burgstahler as Emergency Coordinator and will receive an annual stipend of \$2,100.00.

Appoint Town Supervisor, Police Chief, Highway Superintendent to the Work Place Violence/Sexual Harassment Team and Town Clerk to serve as an alternate.

Appoint Chief Gregory Savage as Records Access Officer for the Police Department.

Appoint Joseph Flynn Captain of the Reserve Police at no salary.

#278-2022: MOTION was made by Councilperson Wilhelm to acknowledge Supervisors appointments and approve the salaries as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Supervisor Hartman made the following appointments as Town Board Liaisons to the various Town Boards/Committees:

Michael Byrnes	Code Review Committee
Gary Sam	Recreation Advisory Board
Gary Sam	Eden Chamber of Commerce
Susan Wilhelm	Historic Preservation Board/Local History Comm.
Rich Ventry&	Master Plan Implementation Committee/Economic
Melissa Hartman	Development
Michael Byrnes	Conservation Advisory Board
Gary Sam	Zoning Board of Appeals
Susan Wilhelm	Library Board
Susan Wilhelm & Gary Sam	Emergency and Rescue Squad
Michael Byrnes	Street Light Committee
Susan Wilhelm & Rich Ventry	Planning Board
Gary Sam & Michael Byrnes	Fire Departments
Rich Ventry	Assessment Board of Review
Susan Wilhelm	Agricultural Advisory Board
Rich Ventry	Drainage Committee
Melissa Hartman	Technology Committee
Melissa Hartman & Rich Ventry	Emergency Preparedness Committee
Melissa Hartman	Association of Erie County Governments
Susan Wilhelm	NEST – Solid Waste
Melissa Hartman	Community Development Block Grant
Melissa Hartman	Rural Transit Service Advisory Board
Rich Ventry	Southtowns Community Enhancement Coalition

#279-2022: MOTION was made by Councilperson Wilhelm to acknowledge Supervisors appointments of Town Board Liaisons as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Advisory Board Appointments/Reappointments:

Planning Board

Appointed Brian Reed as the Planning Board Chair
Reappoint Frank Meyer for another 7-year term
Appoint Andrew Tarasek to the Planning Board for a 7-year term
Appoint Marc Timblin to the Planning Board to complete William Mahoney's term for 6-years
Appoint Larry Dibble to the Planning Board as an alternate for a 1-year term.
Appoint Katrina Schmitt-Ruof to the Planning Board as an alternate for a 1- year term.

Zoning Board

Kristin Kent will be re-appointed to the Zoning Board of Appeals as Chair for a 1-year term
Reappoint Joe Winiecki for another 5-year term
Reappoint Curtis Neureuter for another 5-year term
Patrick Riester will be appointed to the Zoning Board of Appeals as an alternate for a 1-year term
Candice Pineau will be re-appointed to the Zoning Board of Appeals as an alternate for a 1-year term

Library Board

Linda Meyer will be reappointed to a 5-year term
Jon Wilcox will be reappointed to a 5-year term

Recreation Board – will be appointed in 2023

The Conservation Board does not meet until January, appointments will be made after that.

#280-2022: MOTION was made by Councilperson Wilhelm to acknowledge Supervisors appointments of Town Board Liaisons as presented; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Renewal of Independent Service Providers Contracts:

#281-2022: MOTION was made by Supervisor Hartman to enter into a contract with Joseph Ghosen, to serve as GIS Consultant for 2023 at \$7,200 yearly, to be reimbursed \$600.00 per month; seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

#282-2022: MOTION was made by Supervisor Hartman to designate Lisa Winter, Bookkeeper, to oversee the services provided to the Town by Drescher and Malecki; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

#283-2022: MOTION was made by Supervisor Hartman that the daily meal allowance for the Association of Towns Meeting held in New York City will be \$76.00 a day and the hotel stay limited to three nights for this annual meeting. Attendance at this meeting to be approved in advance by the Town Board; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

#284-2022: MOTION was made by Councilperson Ventry to appoint CPL Team as our engineering and planning firm of record, providing retainer services with a not-to-exceed amount of \$15,000 for general engineering and planning services and to authorize Supervisor Melissa Hartman to execute said contract as prepared by CPL; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Reaffirmation of the Town's Procurement and Investment Policies:

#285-2022: MOTION was made by Supervisor Hartman to adopt the Procurement Policy as amended February 10, 2021 and to adopt the Investment Policies and Guidelines of the Town of Eden as amended on December 29, 2010. Both are on file in the Town Clerk's office; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Adjournment:

#286-2022: MOTION was made by Supervisor Hartman to adjourn the Re-organizational Meeting of the Eden Town Board at 5:20 P.M., seconded by Councilperson Byrnes; Ayes: All; Opposed: None; Abstain: None; Motion carried.

5. Appoint Gregory Jacobs as Full Time Police Officer:

#287-2022: MOTION was made by Supervisor Hartman to appoint Gregory Jacobs Jr. as full-time police officer pending Civil Service requirements and mandated DCJS requirements effective January 1, 2023; seconded by Councilperson Wilhelm; Ayes: All; Opposed: None; Abstain: None; Motion carried.

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Hearing of Visitors:

There were none.

#288-2022: MOTION was made by Supervisor Hartman to close the Regular Meeting of the Eden Town Board; seconded by Councilperson Sam; Ayes: All; Opposed: None; Abstain: None; Motion carried.

Supervisor Hartman adjourned the Regular Meeting of the Eden Town Board at 5:40 P.M.

Respectfully Submitted by:

Emily Hawkins, Town Clerk