

TOWN OF BYRON ORGANIZATIONAL MEETING

January 4, 2022

The Byron Town Board Meeting was called to order by Supervisor Peter Yasses at the Byron Town Hall, 7028 Byron Holley Road, Byron, New York at 7:00 p.m. with the following present:

Supervisor..... Peter Yasses

Councilpersons Thomas Felton

Josh Kent

Eric Zuber

Town Clerk.....Debra Buck-Leaton

Highway Superintendent.....David Leaton

Absent.....Councilman Thompson

Public:

George Squires

Candy Hensel

Laurel Smith

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Supervisor Yasses.

APPOINTMENTS:

A **MOTION** was made by Councilman Kent to appoint the Byron Highway Superintendent to oversee the Byron Transfer Station and the sale of Municipal Bulk Water, and assist with work being done for the Byron Park System, as part of his duties as the Highway Superintendent. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Supervisor Yasses to appoint Councilman Thompson as Deputy Supervisor from January 1, 2022 – December 31, 2022. The motion was seconded by Councilman Kent and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Felton to appoint Paul Boylan, Esq. of Boylan Law Office, LLP as the Town of Byron Town Attorney for 2022. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Zuber to appoint Robert Zickl, Esq. as the Town of Byron Prosecutor for 2022. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Kent to appoint Melissa Ierlan as the Town of Byron Zoning/Code Enforcement Office effective January 1, 2022 – December 31, 2022. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Supervisor Yasses to appoint MRB Group as the Town of Byron Town Engineer for 2022. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Felton to appoint George Squires to the Planning Board for a five year term effective January 1, 2022 – December 31, 2026. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Zuber to appoint Kimberly Palmer to the Zoning Board of Appeals for a five year term effective January 1, 2022 – December 31, 2026. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Kent to appoint George Squires to the Park Committee for a three year term effective January 1, 2022 – December 31, 2024. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Supervisor Yasses to appoint Donna Bobzin to the Park Committee for a three year term effective January 1, 2022 – December 31, 2024. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Felton to appoint Al Secash to the Park Committee for a three year term effective January 1, 2022 – December 31, 2024. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote: Ayes: 4 Nays: 0

A **MOTION** was made by Councilman Zuber to appoint Donald Yaxley to the Park Committee for a three year term effective January 1, 2022 – December 31, 2024. The motion was seconded by Councilman Felton and carried with the following vote:

Vote: Ayes: 4 Nays: 0

SALARIES OF ELECTED AND APPOINTED PUBLIC OFFICIALS:

The Town Board discussed the salaries of the elected and appointed public officials. The salaries are on attachment **Pages A thru L** they are as follows:

RESOLUTION # 1:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board appoint the appointees and fix the salaries of the Town of Byron Elected Officials, appointees and employees for the year 2021 at the amounts respectfully stated, and that the salaries shall be payable at the frequencies specified on **Pages A thru L**.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 2:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board has designated the regular Byron Town Board Meeting to be held the second (2nd) Wednesday of each month during the year 2022.

Further Be It Resolved, that the Town Board Meetings are to be held at 7:00 p.m. at the Byron Town Hall, 7028 Rte. 237, Byron, New York 14422 or via ZOOM video conferencing.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 3:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board authorize the Town of Byron Supervisor to invest town monies in any commercial NYS Bank. When funds are available investments may be made in collateralized Certificates of Deposit.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 4:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the following have named these banks to be their depositories:

| | |
|-------------------------------------|---------------------|
| Supervisor Peter Yasses..... | Five Star Bank |
| Town Clerk Debra Buck-Leaton..... | Five Star Bank |
| Town Justice Christopher Erion..... | The Bank of Castile |
| Town Justice Barbara Smith..... | The Bank of Castile |

Councilman Kent seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 5:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the vouchers with dates and destinations be submitted by employees for town business mileage. Mileage is to be paid at the stated IRS mileage rate for that time period (currently 58.5 cents per mile).

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 6:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board has authorized Highway Superintendent David Leaton to purchase supplies and materials, according to current procurement policies, and necessary to operate the Town Highway Dept. for the year 2022 based on his management decisions.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION #7:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board approve the following:

| | | |
|---------|-------------------|---------------------------------------|
| Item #1 | Account #DA5110.1 | General Repairs Personal Service |
| | Account #DA5110.4 | General Repairs Contractual Expense |
| | Account #DA5112.2 | General Repairs CHIPS Capital Expense |

Agreement for the 2022 expenditures of the Town Highway monies for general repairs and primary work, for 40.92 miles of Town of Byron roads, including sluices, culverts and bridges having a span of less than five (5) feet and boardwalks or the renewals thereof in the amount of **\$409,836.00** as on file with the Town of Byron Highway Superintendent. All purchases of equipment, new or used, shall not exceed \$5,000.00 without prior consent of the Town Board.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 8:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board accept the low bids of Genesee County and New York State on Highway Department usage of diesel, gas and road maintenance supplies.

Councilman Kent seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 9:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the 2022 Town of Byron Sewer Hook-up Fee be \$1,000.00 per unit.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 10:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Sewer District reimburse residents for electrical usage for pump stations where pumps are hooked into the residential electrical meters. Payments to be made at a rate of \$260.00 per a 12 month period, per unit based on the current National Grid Electric Rate.

Councilman Kent seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION #11:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board authorizes the Town Supervisor to attend Training Schools or conferences as required. Costs exceeding \$500.00 will need to be approved by the Board.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 12:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board establish the Late Notice Fee pursuant to Section 987 (1) of the Real Property Tax Law, that the Town of Byron is hereby authorized to impose a **\$2.00** service charge to cover the expense of the mailing out a notice of delinquency to taxpayers.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 13:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board approve Town Clerk Debra Buck-Leaton to attend the New York State Town Clerks Conference, Regional and County Meetings for 2022.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 14:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board accept and continue the 3rd party custodial agreement with any commercial New York State Bank regarding funds on deposit in excess of \$100,000.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 15:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board maintain an Equipment Inventory Account of items purchased at a cost of \$400.00 or more from the General, Highway and Sewer Budgets.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Aye: 4 Nays: 0

RESOLUTION #16:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board will pay any costs associated with the normal deductible amounts under the policies of insurance now in effect and any cost approved by the Town Board as payable under the Dental Expense Reimbursement Policy up to \$763.00 for each full-time employee and their families not covered under the current union contract.

Any money not used in the current year up to \$350.00 will accrue to the next year. The maximum amount that can be in the account in any calendar year shall be \$1,050.00.

(The family will consist of employee, spouse and any children until the age of 26 years old.)

Union employees shall receive Teamsters Local #264 Health and Welfare dental and eye coverage. Eligibility for dental and eye coverage will be the same as medical insurance stated below.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 17:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board offer three (3) options to their full-time employees:

- 1.) A Health Insurance Policy (**family, two person, or a single person**) for full time employees.
- 2.) Sixty percent (**60%**) of the current Health Insurance Policy premium (**the amount in which the Town of Byron pays**) for payment in lieu of Health Insurance. (Refer to Article 21.4 of the Union Agreement between the Town of Byron and the Highway Employees dated January 1, 2022-December 31, 2026)
- 3.) The Town shall provide to all full time employees the HMO, Community Blue Advantage Plan with family coverage including coverage for dependent children up to the age of twenty-six (26) years. In addition, the Town will contribute to a Health Savings Account Three Thousand Dollars and NO/100 (\$3,000) for individual employees and Six Thousand Dollars and NO/100 (\$6,000) for employees with families. The Town will continue to provide substantially similar insurance during the term of this Agreement, but shall have the right to provide such coverage through another insurance carrier or on a self-insured basis, at its discretion with notice to the Union with no diminishing of benefits. Employees who are eligible for more than one (1) category of coverage (such as a family or a two-person plan, or two single plans) shall enroll in the least costly option. (Refer to Article 21 of the Union Agreement between the Town of Byron and the Highway Employees dated January 1, 2022- December 31, 2026)

Effective the first pay period after January 1, 2022, each employee will contribute \$25.00 per pay period toward the cost of health insurance.

All full-time employees (**Non-union and Union**) must show proof of insurance and this proof must be in their personal file, to receive the payment in lieu of Health Insurance. The in lieu of Health Insurance Benefit will be pro-rated and paid according to their pay schedule or pro-rated and payable after time worked for the Town of Byron.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 18:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board hereby adopt the following policy in regards to the payment of premiums for Health Insurance covering retired employees:

- 1.) The Town of Byron shall pay such premiums covering employees during their lifetime who retire from full time employment from the Town provided that all the following conditions are met:
 - a.) That the retiring employee shall have been an active working employee for a minimum of twenty five (25) years.
 - b.) One (1) year for early retirement may be considered in calculating said twenty five (25) years.
 - c.) That on the effective date or the employee's retirement, he or she shall be at least fifty five (55) years of age.
 - d.) Any full-time or part-time elected or appointed Town of Byron employee that starts work after January 1, 2003 will no longer have their Health Insurance Coverage paid by the Town of Byron after their retirement.
- 2.) The retired employee may obtain additional coverage for his/her spouse and/or children at his/her cost by paying the Town an amount equal to any additional premium due at least five (5) days prior to the due date of payment by the Town on its policy.
- 3.) This policy does not guarantee that coverage pursuant to the policy or policies as may be in effect from time to time covering Town employees shall be made available to the retired employees.
- 4.) At such time, as the eligible retired employees shall become eligible for medicare, the Town shall provide only Medicare Supplement Coverage for him/her.
- 5.) The above provisions will run consistent with the current Union Contract, except for item 1.) d)

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 19:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board adopt the following Procurement Policy:

Whereas, Section 104-B of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements and GML 103 or any other law; and

Whereas, comments have been solicited from those officers of the town involved with procurement;

Therefore Be It Resolved, that the Town of Byron does hereby adopt the following procurement policies and procedures:

TOWN OF BYRON'S PROCUREMENT POLICY

GUIDELINE #1: Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML 103

GUIDELINE #2: All Purchases Of:

- 1.) Supplies or equipment which will exceed \$10,000 in the fiscal year
- 2.) Public works contract over \$20,000 shall be formally bid pursuant to GML 103

GUIDELINE #3: All Estimated Purchases Of:

- 1.) Less than \$10,000 but greater than \$3,000 require a written request for a Responsible Formal Proposal (RFP) and written/fax quotes from 3 vendors
- 2.) Less than \$3,000 but greater than \$1,000 require an oral request for the goods and oral/fax quotes from 2 vendors
- 3.) Less than \$1,000 but greater than \$250 are left to the discretion of the purchaser.

GUIDELINE #4: All Estimated Public Works Contract Of:

- 1.) Less than \$20,000 but greater than \$10,000 requires a written RFP and fax/proposals from 3 contractors
- 2.) Less than \$10,000 but greater than \$3,000 requires a written RFP and fax/proposals from 2 contractors
- 3.) Less than \$3,000 but greater than \$500 are left to the discretion of the purchaser.

Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral 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 of public works contract.

GUIDELINE #5: The lowest responsible proposal or quotes 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 also 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 inability to obtain the proposals or quotes be a bar to the procurement.

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

- a.) Acquisition of professional services
- b.) Emergencies
- c.) Sale 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 from an auction
- h.) Goods purchased for less than \$250
- I.) Public works contracts for less than \$500

GUIDELINE #8: The Town requires that consideration in the solicitation of bids or quotes for services, supplies or contracts be given to:

- Small and/or locally owned businesses, with priority to businesses owned by or which employ low or moderate income persons, as defined by HUD, and
- Qualified Minority and Women-owned Business Enterprises (M/WBE) firms listed in the directory of certified minority and women-owned business maintained by the Empire State Development Corporation on its website at www.nylovesmwbe.ny.gov or at http://www.empire.state.ny.us/Small_and_Growing_Businesses/mwbe.asp;

These provisions shall apply to the procurement of goods and services related to the implementation of the Federally funded programs and activities.

GUIDELINE #9: The Town is required, in accordance to OMB guidance in 2CFR part 180, Debarment and Suspension, to verify vendors with whom the Town purchases more than \$25,000 of goods or services during the year with the Excluded Parties List System (EPLS) government website.

GUIDELINE #10: This policy shall be reviewed annually by the Byron Town Board at its Organizational

Meeting or as soon as thereafter as is reasonably practicable.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 20:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board select the Batavia Daily News as the legal newspaper for the Town of Byron.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 21:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board cover the following full-time employees under Disability Insurance through the Town of Byron.

- a.) **Highway Superintendent**
- b.) **Town Clerk**
- c.) **Highway Employees**

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 22:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the Town of Byron pay \$50.00 to the Byron Fire Dept. No. 1 for the use of the municipal water for the restroom facilities at the Byron Community Park on McElver Street, plus \$1.00 for the annual rent of the facilities.

Therefore Let It Be Resolved, that a total of \$51.00 will be an annual amount to be paid.

Further Be Resolved, that a copy of this agreement between the Town of Byron and the Byron Fire Dept. No. 1 is on file in the Town Clerk's Office.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 23:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that if an appointed part-time salaried employee has requested a "**Medical Leave of Absence**" this is to be done with a written statement from their physicians stating they are unable to perform their duties for the Town of Byron.

Further Be It Resolved, that if an appointed part-time salaried employee is unable to perform his or her duties, said employee will be paid his or her salary for a period of one (1) month, starting from the date of disability, after that period the salary will be terminated.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 24:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board approves the Building Permits, Zoning Permits and Land Separation Schedule of Fees for 2022.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION #25:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board authorizes the Town of Byron council members to attend training classes for 2022, not to exceed \$1,500 total for the year.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION #26:

Councilman Zuber offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board approved the Official Undertaking/Crime Insurance Policy and for the Tax Collector and Deputy Tax Collector to be covered by the Town of Byron's Theft Insurance in the amount of \$650,000.00.

Further Be It Resolved, that the Town of Byron theft insurance cover the Supervisor and Deputy Supervisor for \$40,000.00, and all other employees for \$10,000.00.

Councilman Felton seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

DRUG AND ALCOHOL TESTING REGULATIONS:

RESOLUTION # 27:

Councilman Kent offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board adopts the Drug and Alcohol Testing Regulations for employees with a CDL License as follows:

DRUG AND ALCOHOL TESTING REGULATIONS FOR EMPLOYEES WITH CDL LICENSE:

The United States Department of Transportation (DOT) has issued regulations pursuant to the Omnibus Transportation Employee Testing Act of 1991 (the "Act") governing the use of drugs and alcohol by persons holding commercial drivers licenses (CDLs). These regulations require employers to conduct mandatory drug and alcohol testing of all drivers who operate commercial motor vehicles. This policy became effective on January 1, 1996.

Further Be It Resolved, that all employees are to sign a form stating that they have been made aware of the Drug and Alcohol Testing Program in the Town of Byron and that this form will be placed in their personal file.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 28:

Supervisor Yasses offered the following resolution and moved for its adoption:

Resolved, that the Byron Town Board appoints Debra Buck-Leaton as the Records Management Officer for the Town of Byron.

Councilman Zuber seconded the resolution which was adopted by the following vote:

Vote: Ayes: 4 Nays: 0

RESOLUTION # 29:

Councilman Felton offered the following resolution and moved for its adoption:

Resolved, that the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Councilman Kent seconded the resolution which was adopted by the following vote:

Vote:

Ayes: 4

Nays: 0

ADJOURN:

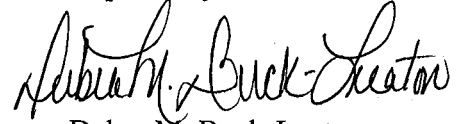
A **MOTION** was made by Councilman Kent to adjourn the Byron Town Board Organizational Meeting at 7:30 p.m. The motion was seconded by Councilman Zuber and carried with the following vote:

Vote:

Ayes: 4

Nays: 0

Respectfully Submitted,



Debra M. Buck-Leaton
Byron Town Clerk

Dated: January 4, 2022 - Town Board - Official Salaries:

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

SUPERVISOR - COUNCILPERSON

Mr. Peter Yasses
Office Address & Phone No.
7028 Byron Holley Rd., P.O. Box 9, Byron NY 14422
Phone: 585 - 548-7123 x14
Home Address & Phone No.
6956 South Byron Rd., Byron NY 14422
Phone: 585 - 721-6724

Mr. Jeffrey Thompson
Home Address & Phone No.
5931 Tower Hill Rd. Byron, NY 14422
Phone: 585 - 851-1469

Mr. Thomas Felton
Home Address & Phone No.
6376 Route 262, Byron, NY 14422
PO Box 316
Phone: 585-738-0407

Mr. Josh Kent
Home Address & Phone No.
7620 Ivison Rd., Byron, NY 14422
Phone: 585-813-1760

Mr. Eric Zuber
Home Address & Phone No.
5925 Tower Hill Rd., Byron, NY 14422
Phone: 585-746-5158

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

TOWN CLERK - DEPUTY TOWN CLERK - BOOKKEEPER

Debra Buck-Leaton
Office Address & Phone No.
 7028 Byron Holley Rd, P.O. Box 9, Byron, NY
 Phone: 585 - 548 - 7123 x 10
Home Address & Phone No.
 7350 Batavia Byron Rd. Byron NY 14422
 Phone: 585 - 548 - 7759

Town Clerk \$ 35,700/yr **Bi - Weekly** **01/01/2022 - 12/31/2025**
 (4 Year Elected Term of Office)

Registrar of Vital Statistics 500/yr **Bi - Weekly** **01/01/2022 - 12/31/2025**
 (4 year Elected Term of Office)

Tax Collector 5,112/yr **Bi - Weekly** **01/01/2022 - 12/31/2025**
 (4 Year Elected Term of Office)

Sewer Billing/Collecting 3,520/yr **Bi - Weekly** **01/01/2022 - 12/31/2025**
 (4 Year Elected Term of Office)

Michelle Caballero
Home Address & Phone No.
 6931 Byron Holley Road, Byron, NY 14422
 Phone: 716-510-6767

Deputy Town Clerk \$16.25/hr **Bi - Weekly** **01/01/2022 - 12/31/2022**
 (Appointed Position)

Laura Bestehorn
Home Address & Phone No.
 6420 Byron Holley Road, Byron, NY 14422
 Phone: 585-409-5048

Deputy Town Clerk \$16.25/hr **Bi-Weekly** **01/01/2022- 12/31/2022**
 (Appointed Position)

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

HIGHWAY SUPERINTENDENT - HIGHWAY EMPLOYEES

David Leaton, Jr. Highway Superintendent 01/01/2022 - 12/31/2023
 Office Address & Phone No. \$ 57,275/yr Bi - Weekly (2 Year Elected Term of Office)
 7028 Byron Holley Rd. P.O. Box 9, Byron, NY 14422 Trash - Park - Water \$ 3,090/yr
 Phone: 585 - 548 - 7123 x 11 Sewer - Plowing/Salting \$ 1,941/yr
 Cell: 585 - 402-4717
 Home Address & Phone No.
 7350 Batavia Byron Rd., Byron, NY 14422

Laura Bestehorn Highway Bookkeeper Monthly 01/01/2022 - 12/31/2022
 6420 Byron Holley Road, Byron, NY 14422 (Appointed Position)
 Phone: 585 - 409 - 5048

William Kennett Highway Department Bi - Weekly 01/01/2022 - 12/31/2022
 6595 N. Lake Road, Bergen, NY 14416 (Appointed Position)
 Deputy Highway Superintendent \$1,500/yr Bi - Weekly 01/01/2022 - 12/31/2022
 (Appointed Position)

Todd Cargill Highway Department Bi - Weekly 01/01/2022 - 12/31/2022
 75A Rochester Street, Bergen, NY 14416 (Appointed Position)

Brian Waldruff Highway Department Bi - Weekly 01/01/2022 - 12/31/2022
 6745 Byron Holley Road, Byron, NY 14422 (Appointed Position)

Part Time Driver - Snow Plow Highway Department Bi - Weekly 01/01/2022 - 12/31/2022
 \$ 20.00 /hr
 Part Time Other - Wing Man Highway Department Bi - Weekly 01/01/2022 - 12/31/2022
 \$ 13.00 /hr
 Part Time Other Sewer Department Bi - Weekly 01/01/2022 - 12/31/2022
 \$ 13.00 /hr
 Part Time Other General Bi - Weekly 01/01/2022 - 12/31/2022
 \$ 13.00 /hr
 Part Time Other Special (mowing) Bi-Weekly 01/01/2022 - 12/31/2022
 \$ 13.00/hr.

| NAME, ADDRESS & PHONE NO. | POSITION | SALARY | PAYMENT | TERM OF OFFICE |
|--|-----------------|-------------|-------------|--|
| TOWN JUSTICES - TOWN ATTORNEYS - CONSTABLE | | | | |
| Barb Smith Home Address & Phone No. 6201 North Byron Rd. Byron, NY 14422 Phone: 585-305-1277 | Town Justice | \$12,735/yr | Monthly | 01/01/2020 - 12/31/2024 (4 Year Elected Term of Office) |
| Christopher Erion Home Address & Phone No. 5869 Merrill Road, Byron, NY 14422 Phone: 585-297-6248 | Town Justice | \$10,000/yr | Monthly | 01/01/2022 - 12/31/2025 (4 Year Elected Term of Office) |
| Michelle Caballero Home Address & Phone No. 6913 Byron Holley Road, Byron NY 14422 Phone: 716-510-6767 | Court Clerk | \$16.25/hr | Bi - Weekly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| Boylan Law Office, LLP - Paul Boylan, Mark Boylan 48 West Main Street, Le Roy, NY 14482 Phone: 585 - 768 - 8148 | Town Attorney | Fee Basis | | 01/01/2022 - 12/31/2022 (Appointed Position) |
| Robert Zickl 81 Main Street, Batavia, NY 14020 Phone: 585-409-6301 | Town Prosecutor | \$ 4,730/yr | | 01/01/2022 - 12/31/2022 (Appointed Position) |
| Richard Pozzuolo Home Address & Phone No. 52 Parnell Dr, Churchville, NY 14428 Phone: 585 -255-0859 | Town Constable | \$ 2,388/yr | Quarterly | 01/01/2022 - 12/31/2022 (Appointed Position) |

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

ASSESSOR - BOARD OF ASSESSMENT REVIEW

Barry Flansburg
Office Address & Phone No.
 7028 Byron Holley Rd., P.O. Box 9, Byron, NY 14422
 Phone: 585 - 548 - 7123 x 17

10/01/2019 - 09/30/2025
 (6 yr. Appointed Position)

Bi - Weekly

\$ 19,500/yr

Assessor

Shannon Thompson
Home Address & Phone No.
 5931 Tower Hill Road, Byron, NY 14422
 Phone: 585 - 330 - 3205

10/01/2017 - 09/30/2022
 (5 yr. Appointed Position)

Annually

\$ 50/yr

Assessment Board of Review

Nelson Grimm
Home Address & Phone No.
 7717 Ivison Road, Byron, NY 14422
 Phone: 585 - 548 - 2877

10/01/2018 - 09/30/2023
 (5yr. Appointed Position)

Annually

\$ 50/yr

Assessment Board of Review

Roger Rouse
Home Address & Phone No.
 7030 Lyman Road, Byron, NY 14416
 Phone: 716-560-0825

10/01/2020 - 09/30/2025
 (5yr. Appointed Position)

Annually

\$ 50/yr

Assessment Board of Review

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

ZONING/CODE ENFORCEMENT - PLANNING DEPARTMENT - ZONING BOARD OF APPEALS

| | | | | |
|--|-----------------------------------|---------------|-------------|--|
| Melissa Ierlan Home Address & Phone No. 16367 Boots Road, Holley, NY 14470 Phone: 585 - 402 - 0148 | Zoning/Code Enforcement Officer | \$14,351/yr | Bi - Weekly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| Sara Stockwell Home Address & Phone No. 6906 Rte. 237, Byron, NY 14422 Phone: 585 - 813 - 4125. | Planning Board Secretary | \$14.25/hr | Quarterly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| George Squires, Chairman Home Address & Phone No. 6860 McElver Street, P.O. Box 13, Byron, NY 14422 Phone: 585 - 548 - | Zoning Board of Appeals Secretary | \$14.25/hr | Quarterly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| Laura Bestehorn Home Address & Phone No. 6969 Ivison Road, Byron, NY 14422 Phone: 585- 548 - 2818 | Planning Board | \$35.00/mtg. | Quarterly | 01/01/2022 - 12/31/2026 (5 Year Appointed Term of Office) |
| Chris Hilbert Home Address & Phone No. 7060 Lyman Road, Bergen, NY 14416 | Planning Board | \$ 30.00/mtg. | Quarterly | 05/13/2020 - 12/31/2024 (5 Year Appointed Term of Office) |
| Kaitlyn Moucha Home Address & Phone No. 6469 Swamp Rd, Lot 44, Byron, NY 14422 Phone: 585- 409-9024 | Planning Board | \$30.00/mtg. | Quarterly | 10/01/2018 - 12/31/2022 (5 Year Appointed Term of Office) |
| Eddie Zeitvogel Home Address & Phone No. 6469 Swamp Rd., Lot 44, Byron, NY 14422 Phone: 585- 993-7512 | Planning Board | \$ 30.00/mtg. | Quarterly | 12/01/2019 - 12/31/2024 (5 Year Appointed Term of Office) |
| Eddie Zeitvogel Home Address & Phone No. 6469 Swamp Rd., Lot 44, Byron, NY 14422 Phone: 585- 993-7512 | Planning Board | \$ 30.00/mtg. | Quarterly | 01/01/2020 - 12/31/2024 (5 Year Appointed Term of Office) |

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

ZONING/CODE ENFORCEMENT - PLANNING DEPARTMENT - ZONING BOARD OF APPEALS - Continued:

| | | | | |
|---|--------------------------------|----------------|-----------|--|
| Matthew Hilbert Home Address & Phone No. 7060 Lyman Road, Bergen, NY 14416 | Planning Board, Alternate | \$30.00/mtg. | Quarterly | 05/13/2020 – 12/31/2024 (5 Year Appointed Term of Office) |
| Karen Jaczynski, Chairwoman Home Address & Phone No. 7351 Beaver Meadows Rd, Bergen, NY 14416 Phone: 585 – 314 – 4245 | Zoning Board of Appeals | \$30.00/mtg. | Quarterly | 01/01/2018 – 12/31/2022 (5 Year Appointed Term of Office) |
| John Sackett Home Address & Phone No. 6548 Townline Rd., Byron, NY 14422 Phone: 585 – 548 - 2434 | Zoning Board of Appeals | \$ 25.00 /mtg. | Quarterly | 01/01/2020 – 12/31/2024 (5 Year Appointed Term of Office) |
| Donna Bobzin Home Address & Phone No. 6485 Byron Holley Rd. Byron, NY 14422 Phone: 585 – 750 - 3327 | Zoning Board of Appeals | \$ 25.00 /mtg. | Quarterly | 01/01/2021 – 12/31/2025 (5 Year Appointed Term of Office) |
| Jeremy Fuller Home Address & Phone No. P.O. Box 303, Byron, NY 14422 Phone: 585 – | Zoning Board of Appeals | \$25.00/mtg. | Quarterly | 01/01/2020 – 12/31/2024 (5 Year Appointed Term of Office) |
| Kimberly Palmer Home Address & Phone No. 6308 West Main St., Byron, NY 14422 Phone: 585 – 764 – 3990 | Zoning Board of Appeals | \$25.00/mtg. | Quarterly | 01/01/2022 – 12/31/2026 (5 Year Appointed Term of Office) |
| Darla Barnum Home Address & Phone No. 6861 Terry St., Byron, NY 14422 Phone: 585-548-7656 | Zoning Board of Appeals Alter. | \$25.00/mtg. | Quarterly | 12/01/2019 – 12/31/2024 (5 Year Appointed Term of Office) |

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

CULTURE AND RECREATION

| | | | | |
|--|---|--------------|-----------|--|
| <p>Robert & Elizabeth Wilson Museum Address & Phone No. 6405 Townline Rd. Byron, NY 14422 Phone: 585 - 548 - 2302 Home Address & Phone No. 6451 Mill Pond Rd. Byron NY 14422 Phone: 585 - 548 - 9008</p> | Historians | \$ 1,173 /yr | Quarterly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| <p>Emily VanEenwyk Home Address & Phone No. 26 S. Lake Ave., Bergen NY 14416 Phone: 585-490-4206</p> | Recreation Leader | \$15.00 /hr | Bi-weekly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| <p>Nathan Knickerbocker Home Address & Phone No. 6288 W. Main St., Byron, NY 14422 Phone: 585-749-9961</p> | Recreation Aide | \$13.50/hr | Bi-weekly | 01/01/2022 - 12/31/2022 (Appointed Position) |
| <p>George Squires - Chairman Home Address & Phone No. 6860 McElver Street, P.O. Box 13, Byron, NY 14422 Phone: 585 - 548 - 9079</p> | Park Committee (Town Representative) | | | 01/01/2022 - 12/31/2024 (3 Year Appointed Position) |
| <p>Rev. James Renfrew Home Address & Phone No. 6988 Bank Street Road, Byron, NY 14422 Phone: 585 - 813 - 2934</p> | Park Committee (Church Representative) | | | 01/01/2021 - 12/31/2023 (3 Year Appointed Position) |
| <p>Tom McGowan Home Address & Phone No. 6814 Terry Street, Byron, NY 14422</p> | Park Committee (Town Representative) | | | 01/01/2021 - 12/31/2023 (3 Year Appointed Position) |
| <p>Donna Bobzin Home Address & Phone No. 6485 Byron Holley Rd. Byron, NY 14422 Phone: 585 - 750 - 3327</p> | Park Committee (Town Representative) | | | 01/01/2022 - 12/31/2024 (3 Year Appointed Position) |

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

CULTURE AND RECREATION - Continued:

| | | |
|--|---|--|
| <p>Mary McGowan Home Address & Phone No. 6814 Terry Street Byron, NY 14422</p> | <p>Park Committee (Town Representative)</p> | <p>01/01/2020 - 12/31/2023 (3 Year Appointed Position)</p> |
| <p>Al Secash Home Address & Phone No. 6377 Freeman Road, P.O. Box 86 S. Byron, NY 14557 Phone 585 - 548 - 2810</p> | <p>Park Committee (Fire Dept. Representative)</p> | <p>01/01/2022 - 12/31/2024 (3 Year Appointed Position)</p> |
| <p>Biyng Downs Home Address & Phone No. 7383 Beaver Meadows Road Bergen, NY 14416 Phone: 585-469-6450</p> | <p>Park Committee</p> | <p>01/01/2019 - 12/31/2023 (3 Year Appointed Position)</p> |
| <p>Michelle Weatherall Home Address & Phone No. 6399 Mill Pond Road Byron, NY 14422 Phone: 585-944-5618</p> | <p>Park Committee (Fire Dept. Representative)</p> | <p>01/01/2021 - 12/31/2023 (3 Year Appointed Position)</p> |
| <p>Donald Yaxley Home Address & Phone No. 6301 Route 262, P.O. Box 228 Byron, NY 14422 Phone: 585-548-7762</p> | <p>Park Committee</p> | <p>01/01/2022 - 12/31/2024</p> |

| NAME, ADDRESS & PHONE NO. | POSITION | SALARY | PAYMENT | TERM OF OFFICE |
|---|---------------------------------------|---------------|----------------|---|
| <u>CUSTODIAN</u> | | | | |
| Lori Vogt Home Address & Phone No. 5651 Byron Holley Rd, Byron, NY 14422 Phone: 585 - 548 - 7181 | Town Hall/Highway Garage Custodian | \$ 3,264/yr | Monthly | 01/01/2022- 12/31/2022 (Appointed Position) |
| <u>TRANSFER STATION ATTENDANTS</u> | | | | |
| Eddie Zietvogel Home Address & Phone No. 6623 Cole Rd., Byron, NY 14422 Phone: 585- 409 - 4197 | Trash Attendant | \$14.00/hr | Bi-Weekly | 01/01/2022 – 12/31/2022 (Appointed Position) |
| Evan Harter Home Address & Phone No. 7351 Beaver Meadows Road, Bergen, NY 14416 Phone: 585-315-8856 | Trash Attendant | \$13.50/hr | Bi-Weekly | 01/01/2022 – 12/31/2022 (Appointed Position) |
| Ed Miller Home Address & Phone No. 6544 Byron Holley Road, Byron, NY 14422 Phone: 585-356-4104 | Trash Attendant | \$13.50/hr | Bi - Weekly | 01/01/2022 - 12/31/2022 (Appointed Position) |

| NAME, ADDRESS & PHONE NO. | POSITION | SALARY | PAYMENT | TERM OF OFFICE |
|---------------------------|----------|--------|---------|----------------|
|---------------------------|----------|--------|---------|----------------|

FIRE DEPARTMENTS AND RESCUE SQUAD

South Byron Fire Dept. - Fire Chief

Brian Hickey
South Byron Volunteer Fire Company, Inc.
 7389 Rt. 237, P.O. Box 30, South Byron, NY 14557
 Phone: 585 - 548 - 2611 (Recreation Hall)
Home Address & Phone No.
 6847 Route 237, Byron, NY 14557
 Phone:

South Byron Fire Dept. President

Dean Bates
South Byron Volunteer Fire Company, Inc.
 7389 Rt. 237, P.O. Box 30, South Byron, NY 14557
 Phone: 585 - 548 - 2611 (Recreation Hall)
Home Address & Phone No.
 12 Colorado Ave., Batavia, NY 14020
 Phone: 585 - 356 - 7880

Byron Fire Dept. - Fire Chief

Bob Mruzcek
Byron Fire Dept. No. 1
 6357 Townline Road, P.O. Box 210, Byron, NY 14422
 Phone: 585 - 548 - 2206
Home Address & Phone No.
 146 Elm Street, Batavia, NY 14020
 Phone: 585 - 297 - 8164

Byron Fire Dept. President

Steve Lockner
Byron Fire Dept. No. 1
 6357 Townline Road, P.O. Box 210 Byron, NY 14422
 Phone: 585 - 548 - 2206
Home Address & Phone No.
 6352 Byron-Holley Road, Byron, NY 14422
 Phone: 585 - 297 - 9125

NAME, ADDRESS & PHONE NO. POSITION SALARY PAYMENT TERM OF OFFICE

Brad Nickerson
Byron Rescue Dept.
 6357 Townline Road (Rt. 262), P.O. Box 210 Byron, NY 14422
 Phone: 585 - 548 - 2206
Home Address and Phone No.
 5597 Cockram Road, Byron, NY 14422
 Phone: 585 - 330- 3584

Captain, Byron Rescue Squad