

Resolution No. _____ of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption:

Names	Ayes	Nays	Abstain	Absent
Supervisor Mr. Ingalsbe				
Councilman Mr. Holtz				
Councilman Dr. Casale				
Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

CONFIRMING RESOLUTION ACKNOWLEDGING THE RECEIPT AND ACCEPTANCE OF A NOTICE TO WAIVE THE 30-DAY PERIOD FOR A LIQUOR LICENSE FOR TORITOS CANTINA MEXICANA (5988 RTE 96, FARMINGTON)

WHEREAS, Toritos Cantina Mexicana submitted a 30-Day Liquor License Application and to speed up getting approval for the license, they are requesting a waiver for the 30-Day notice requirement, and

WHEREAS, the next Town Board meeting is March 12th, so as to not hold up the process, the Town Supervisor approved a confirming resolution so a letter granting the waiver could be sent beforehand, therefore be it

RESOLVED, the Farmington Town Board acknowledges the receipt of the notice and is in favor of granting the waiver to Toritos Cantina Mexicana.

Resolution No. _____ of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption:

Names	Ayes	Nays	Abstain	Absent
Supervisor Mr. Ingalsbe				
Councilman Mr. Holtz				
Councilman Dr. Casale				
Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

**RESOLUTION TO RECALL AND AMEND RESOLUTION # 80 OF 2024 ACCEPTING
THE QUOTE FOR PURCHASE OF (1) VFD FOR SLUDGE PUMP #1**

WHEREAS Resolution #80 of 2024 accepted a quote for the purchase of one (1) VFD for Sludge Pump #1 but the written quote dated January 19, 2024, in the amount of \$5,000.00 did not include shipping and expedite cost of \$565.00; now therefore

BE IT RESOLVED that this resolution recalls Resolution # 80 of 2024 and amends the authorized payment amount as being \$5,565.00 under budget line SS8130.4; and

BE IT FURTHER RESOLVED that a copy of this Resolution will be supplied from the Town Clerk to the Acting Water and Sewer Superintendent and the Accountant I.

Resolution No. _____ of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption:

Names	Ayes	Nays	Abstain	Absent
Supervisor Mr. Ingalsbe				
Councilman Mr. Holtz				
Councilman Dr. Casale				
Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

**RESOLUTION TO RECALL AND AMEND RESOLUTION #74 OF 2024 ACCEPTING
THE QUOTE FOR PURCHASE OF (1) VFD FOR SLUDGE PUMP #2**

WHEREAS Resolution #74 of 2024 accepted a quote for the purchase of one (1) VFD for Sludge Pump #2 but the written quote dated January 19, 2024, in the amount of \$5,000.00 did not include the expedite cost of \$65.00; now therefore

BE IT RESOLVED that this resolution recalls Resolution #74 of 2024 and amends the authorized payment amount as being \$5,065.00 under budget line SS8130.4; and

BE IT FURTHER RESOLVED that a copy of this Resolution will be supplied from the Town Clerk to the Acting Water and Sewer Superintendent and the Accountant I.

Resolution No. _____ of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

March 12, 2024

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Ronald Herendeen				
Councilman Michael Casale				
Councilman Nate Bowerman				

**CONFIRMING RESOLUTION TO ACCEPT A QUOTE FROM
COLACINO INDUSTRIES, 126 HARRISON ST. NEWARK NY 14513**

WHEREAS, the Town of Farmington Acting Water & Sewer Superintendent recommends accepting the quote from Colacino Industries on January 24, 2024, for the replacement of Sludge Pump #3 VFD at the Sewer Treatment Plant 1216 McMahan Rd Victor NY 14564; and

WHEREAS, the Acting Water and Sewer Superintendent has received one quote for this project from Colacino Industries at a cost not to exceed \$5,065.00. No other vendors Quoted this project.; and

WHEREAS this expenditure will be disbursed from cost code SS8130.4; now therefore

BE IT RESOLVED that a copy of this resolution will be supplied from the Town Clerk to the Acting Water and Sewer Superintendent and the Accountant.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

Roll Call Vote

Names	Ayes	Nays	Abstain	Absent
Supervisor Mr. Ingalsbe				
Councilman Mr. Holtz				
Councilman Dr. Casale				
Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

The following was presented _____
By _____
Sec'd by _____
Date of Adoption: March 12, 2024

A Resolution classifying, under the provisions of the State Environmental Quality Review Act (SEQRA), the proposed Action entitled “Route 332/Collett Road/Mertensia Road Water Line Replacement Project,” to be a Type II Action.

WHEREAS, the Town of Farmington Town Board (hereinafter referred to as Town Board) has determined that due to the age and the increasing frequency of repairs in the existing watermains located within the above referenced area, that it is in the best interests of the health, safety and welfare of the community to replace the existing watermains at the intersection of State Route 332 and West Collett Road with approximately 2,000 lineal feet of new 14-inch and 12-inch watermain at said intersection; to replace new 12-inch watermain west along Collett Road; and new 8-inch watermain north along the east side of State Route 332; and

WHEREAS, said watermains are shown on the drawings prepared by MRB Group, D.P.C., the Town’s Engineers, entitled “Plan – NYS RT 332 & Collett Road, Sheets No. G-1, 6 of 14 and G-2, 7 of 14,” which are hereby attached to and made a part of this resolution, are located mostly within easements outside of the New York State Department of Transportation rights-of-way in this area; and

WHEREAS, said Project also includes replacing approximately 700 lineal feet of the existing watermain shown on the drawing prepared by MRB Group, D.P.C., the Town’s Engineers, entitled “Plan Mertensia Road, Sheet No. G-4, 9 of 14,” which is hereby attached to and made a part of this resolution and which is further located along the west side of Mertensia Road in proximity to the intersection of Mertensia Road with Elizabeth Way, for the same reasons listed above herein; and

WHEREAS, SEQRA requires the Town Board first comply with the requirements of article 8 of the New York State Environmental Conservation Law by classifying the proposed Action and then determining the significance thereon in compliance with said Act, before authorizing any further approvals, or funding.

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby classify the proposed Action as being a Type II Action, as further defined under Part 617.5 (c) (2), (6) and (21) of the State Environmental Quality Review (SEQR) Regulations, a part of article 8 of the New York State Environmental Conservation Law (ECL).

BE IT FURTHER RESOLVED that Type II Actions are not subject to review under Part 617, as these classes of actions have been determined by the State Legislature not to have a significant impact on the environment or are otherwise precluded from environmental review under the ECL.

BE IT FURTHER RESOLVED that the Town Board in making this determination has satisfied the procedural requirements identified under SEQRA for the above-described Action.

BE IT FINALLY RESOLVED that a certified copy of the resolution is to be provided to the Acting Water and Sewer Superintendent; the Town Highway Superintendent; the Town Engineers, MRB Group, D.P.C., Attn: Dave Herman; and the Town Accountant I.

Resolution No. _____ of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

	Names	Ayes	Nays	Abstain	Absent
The following was presented	Supervisor Peter Ingalsbe				
By _____	Councilman Steven Holtz				
Sec'd by _____	Councilman Ronald Herendeen				
Date of Adoption _____	Councilman Michael Casale				
	Councilman Nate Bowerman				

March 12, 2024

**RESOLUTION ACKNOWLEDGING THE ATTENDANCE OF THE TOWN CLERK TO
THE NEW YORK STATE TOWN CLERKS ASSOCIATION CONFERENCE**

WHEREAS, the New York State Town Clerks Association conference will take place in Albany from April 21-24, 2024, and

WHEREAS, the registration cost is \$175.00, and the hotel cost is \$765.00, totaling \$940.00, therefore be it

RESOLVED, the Farmington Town Board acknowledges the attendance of the Town Clerk to the NYSTCA conference in Albany from April 21st – 24th, 2024, at a cost not to exceed \$940.00 for hotel and registration.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

March 12, 2024

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Ronald Herendeen				
Councilman Michael Casale				
Councilman Nate Bowerman				

RESOLUTION AUTHORIZING BID AWARDS FOR THE ANNUAL CANANDAIGUA-FARMINGTON WATER DISTRICT'S 2024 WATER AND SEWER, SUPPLIES AND PARTS

WHEREAS, the Water and Sewer Department had budgeted in the Approved 2024 Water and Sewer Budget for the annual purchase of water and sewer supplies within the SS 8120.4 (Sanitary Sewer CE), SS 8120.4V (Sanitary Sewer CE – Victor) and the SW1 8340.4 (Transmission & Distribution CE), and

WHEREAS the public bidding was advertised in the Town's Officials newspaper and three (3) bids were received which were received and opened on March 1,2024 at 10:00 AM at the office of the Farmington Town Clerk, 1000 County Road 8, Farmington, New York, and

WHEREAS the three bids were reviewed and accepted by the Acting Water and Sewer Supt. with the total combined cost being \$69,658.28 (see attached Summary & Bid tabulation), now therefore

BE IT RESOLVED, that the Town Board of the Town of Farmington acting on behalf of the Canandaigua-Farmington Water District hereby authorizes the Acting Water and Sewer Superintendent to award the water supply bid items to the lowest bidder per unit price/items based on availability and compatible department components requirements as follows:

1. Blair Supply for Items #5,6,8,20,21,22,23, and #25 for a total amount being \$28,783.80.
2. Core & Main for Items #1,4,6,9,10,17,18,24,26, and #27 for the total amount being \$27,771.50.
3. Ferguson Waterworks. for Items # 12,3,7,11,12,13,14,15,16, and #19 for a total amount being \$13,102.98.

BE IT FURTHER RESOLVED that funding for these purchases has been budgeted in 2024 in the water and sewer budget as follows: \$58,898.28 SW1-8340.4 (Transmission and Distribution-Contractual), and Items # 26 and 27 \$10,760.00 SS8120.4 (Sanitary Sewer CE) and SS8120.4V (Sanitary Sewer CE – Victor); and

BE FINALLY RESOLVED that a copy of this resolution will be supplied from the Town Clerk to the Acting Water and Sewer Superintendent and the Accountant I.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

March 12, 2024

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Ronald Herendeen				
Councilman Michael Casale				
Councilman Nate Bowerman				

RESOLUTION AUTHORIZING PAYMENT OF PUBLICATION COSTS OF THE HISTORY BOOK TITLED “THEY FOUGHT FOR INDEPENDENCE – REVOLUTIONARY WAR VETERANS AND THEIR IMPACT ON FARMINGTON, NEW YORK”

WHEREAS, the Historian requested quotes for the printing of the history book titled “They Fought for Independence – Revolutionary War Veterans and Their Impact on Farmington, New York; and

WHEREAS the Historian received three quotes with Mercury Print Productions being the lowest at \$6.65 per book plus shipping; now therefore

BE IT RESOLVED, that the Town Board of the Town of Farmington hereby authorizes the Historian to order 100 of the books at a cost not to exceed \$665.00 plus shipping; and

BE IT FURTHER RESOVLED, that the Town Clerk provide copies of this Resolution to the Historian and the Accountant I.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Ron Herendeen				
Councilman Nathan Bowerman				
Councilman Steven Holtz				
Councilman Michael J. Casale				
Total				

RESOLUTION AUTHORIZING WAIVING THE MERTENSIA LODGE FEES FOR THE ONTARIO COUNTY OFFICE FOR THE AGING AND ONTARIO COUNTY SHERIFF'S BIKE RIDING GROUP KICKOFF MEETING

WHEREAS, the Ontario County Office for the Aging and Ontario County Sheriff's Office would like to promote bike safety for Ontario County residents that are 60+ years of age; and

WHEREAS, they would like to have a kickoff meeting at Mertensia Lodge on May 22nd, 2024 followed by a group ride; and

WHEREAS, the Ontario County Office of the Aging and Ontario County Sheriff's Office are requesting the fees be waived, therefore be it

RESOLVED, the Farmington Town Board authorizes the waiving of the fees for the use of the Mertensia Lodge on May 22nd, 2024 for the Ontario County Office of the Aging and Ontario County Sheriff's bike riding group kickoff meeting; and be it

FURTHER RESOLVED that the Town Clerk provide a copy of this resolution to Chelsea Carey at the Ontario County Office of the Aging at 2019 County Complex Drive, Canandaigua, NY 14424 and the Accountant I.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

Roll Call Vote

Names	Ayes	Nays	Abstain	Absent
The following was presented Supervisor Mr. Ingalsbe				
By _____ Councilman Mr. Holtz				
Sec'd by _____ Councilman Dr. Casale				
Date of Adoption: March 12, 2024 Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

A Resolution classifying, under the provisions of the State Environmental Quality Review Act (SEQRA), the proposed Action entitled “Rezoning of land from PD Planned Development to IZ Incentive Zone and MTOD Major Thoroughfare Overlay District for the Whitestone Incentive Zoning Project,” as an Unlisted Action.

WHEREAS, the Town of Farmington Town Board (hereinafter referred to as Town Board) has previously determined (Resolution 111 of 2024) to accept the most recent incentive zoning concept plan for the above referenced Project, to create a Local Law to authorize the Town Clerk to amend the Town’s Official Zoning Map (once certain approvals have been granted by the Town Planning Board, as provided for in Chapter 165, Article IV, Section 34.1 of the Farmington Town Code) and to submit a referral to the Ontario County Planning Board (hereinafter referred to as OCPB) upon said Action; and

WHEREAS, SEQRA requires the Town Board first comply with the requirements of article 8 of the New York State Environmental Conservation Law by classifying the proposed Action and then determining the significance thereon in compliance with said Act, before authorizing any further approvals.

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby classify the proposed Action as being an Unlisted Action, as further defined based upon its’ review of the criteria under 6NYCRR Parts 617.4 and 617.5 of article 8 of the New York State Environmental Conservation Law (ECL).

BE IT FURTHER RESOLVED that the adoption of a Local Law to rezone the subject parcels from PD Planned Development for the former “Glacier Lakes Water Park Mixed Use Site” to IZ Incentive Zoning for the “Whitestone Incentive Zoning Mixed Use Project” does not change the allowable mixed uses of commercial, limited industrial, or residential that are now in effect for the subject parcels.

BE IT FURTHER RESOLVED that the Action involves only a legislative decision by the Town Board to authorize a future amendment to be made to the Town's Official Zoning Map, once all conditions of the incentive rezoning process have been satisfied.

BE IT FURTHER RESOLVED that the incentive zoning process established by the Town Board provides for the division of the environmental review of any incentive rezoning action such that various activities or stages are addressed under 6NYCRR, Part 617.1 (ah) as though they were independent, unrelated activities, needing individual determinations of significance such as that associated with obtaining overall preliminary subdivision plat approval and/or preliminary overall site plan approvals, and that such review is warranted by the Town's incentive zoning process and is no less protective of the environment.

BE IT FURTHER RESOLVED that the Town Board's Action alone does not commit to or provide for actions that will affect the physical conditions of the environment, such as construction or other activities that may affect the environment by changing the use, appearance or condition of any natural resource or structure.

BE IT FURTHER RESOLVED that Unlisted Actions are subject to review under Part 617, requiring a determination of environmental significance to be made before acting upon the proposed rezoning, the adoption of the proposed local law and the future amendment of the Town's Official Zoning Map.

BE IT FURTHER RESOLVED that the Town Board in making this determination has satisfied the procedural requirements identified under SEQRA for classifying the above-described Action.

BE IT FURTHER RESOLVED that a certified copy of this resolution is to be provided tomorrow by the Town Clerk to Linda Phillips, Senior Planner, Ontario County Planning Department, for attachment to the packet of information associated with the Town's referral to the Ontario County Planning Board for its review and recommendation at the March 13, 2024, meeting.

BE IT FINALLY RESOLVED that certified copies of this resolution are to be provided to: the Town Planning Board; the Town Director of Planning & Development; the Town Code Enforcement Officers; the Town Department Heads; the Town Assessor; the Town Engineers, MRB Group, D.P.C.; the Applicants – Whitestone Development Partners, LLC, Attn: Justin Mirando, 1170 Pittsford Victor Road, Suite 260, Pittsford, New York 14534; the Applicants Engineers – Passero Associates, Attn: Jess Sudol, President, 242 West Main Street, Suite 100, Rochester, New York 14614; and the Applicants Attorneys, Woods Oviatt Gilman, Attn: Betsy D. Brugg, 1900 Bausch and Lomb Place, Rochester, New York 14604.

Resolution No. _____ Of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Michael Casale				
Councilman Ronald Herendeen				
Councilman Nathan Bowerman				

**CADIN LLOYD SUCCESSFUL COMPLETION OF
PROBATIONARY PERIOD**

WHEREAS, Cadin Lloyd was hired by the Town of Farmington with a start date of September 5, 2023 and on March 5, 2024 he has successfully completed the required six-month probationary period, and

WHEREAS, Cadin Lloyd has shown that he possesses the required knowledge base and per employee policy, upon the successful completion of a probationary period, the hourly employee may be granted a wage adjustment, and

WHEREAS, the Building/Code Department Head believes that Cadin has displayed satisfactory job performance, now therefore be it

RESOLVED that the Town Board hereby grants Cadin Lloyd a \$1.00 per hour wage increase to \$24.00 per hour to be effective beginning with Payroll #7 (March 17, 2024), and

BE IT FURTHER RESOLVED, that the Town Clerk provides copies of this resolution to the Building Department, the Supervisor's Confidential Secretary and Accountant I.

Resolution No. _____ of 2024

THE TOWN OF FARMINGTON TOWN BOARD

Roll Call Vote

Names	Ayes	Nays	Abstain	Absent
Supervisor Mr. Ingalsbe				
Councilman Mr. Holtz				
Councilman Dr. Casale				
Councilman Mr. Herendeen				
Councilman Mr. Bowerman				
Total				

The following was presented

By _____

Sec'd by _____

Date of Adoption: March 12, 2024

RE: Resolution Accepting a two (2) year Maintenance Bond from S.B. Ashley Management Corporation, for newly constructed site improvements within Phase 2A of The Hathaway’s Corners Incentive Zoning Project, in the total amount of \$118,906.50.

WHEREAS, the Farmington Town Board (hereinafter referred to as Town Board) has received from Lance S. Brabant, CPESC, MRB Group, D.P.C., the Town Engineers, a letter dated February 13, 2024, recommending a two (2) year Maintenance Bond, for newly constructed improvements (e.g., dedicating the roadway, storm sewers, sanitary sewer and watermain) within Phase 2A, be provided and accepted in the total amount of \$118,906.50; and

WHEREAS, the Town Board has previously received, as part of the dedication of these roadways, the signed Dedication Checklist Form G-3.0, Dedication Form G-3.1 and the partially signed Dedication Form G-3.2, and the signed Final Inspection Form G-11.0 with conditions; and

WHEREAS, the Town Board understands that a two-year Maintenance Bond, in the amount specified herein, is to be posted with the Town Clerk prior to authorizing the final release of funds from the letter of credit for site improvements within the Phase 2A portion of the Hathaway’s Corners Incentive Zoning Project; and

WHEREAS, said surety is to be used for making repairs or replacement for the above identified newly constructed improvements of any defects that may be found, during a specified two (2) year period, in material and/or workmanship relating to the dedicated items.

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby accept and directs the filing of the above referenced two-year Maintenance Bond with the Town Clerk’s Office, in the total amount specified above herein, for the above referenced project improvements.

BE IT FURTHER RESOLVED that said maintenance bond shall be in effect starting within 30 days of today’s date and ending two years from said date.

BE IT FURTHER RESOLVED that the partially completed Dedication Form G-3.2, is to be signed and dated by the Town Planning Board Chairperson and the Town Engineer, prior to the Town Clerk providing the Applicant a Certified Copy of this resolution.

BE IT FURTHER RESOLVED that the Town Clerk is to provide certified copies of this resolution to: Matt Heilmann, Town Construction Inspector; Tim Ford, Town Highway & Parks Superintendent; Robin MacDonald, Acting Superintendent, Town Water & Sewer Department; Lance S. Brabant, CPESC, Director of Planning Services, MRB Group, D.P.C.; Dan Delpriore, Town Code Enforcement Officer; Edward Hemminger, Town Planning Board Chairperson; and Ronald L. Brand, Town Director of Planning and Development.

BE IT FINALLY RESOLVED that a certified copy of this resolution is to be issued to the Applicant, Mark Stevens, S.B. Ashley Management Corporation, 16 West Main Street, Suite 700, Rochester, New York 14614; Tom Danks, Project Manager, BME Associates, 10 Lift Bridge Lane East, Fairport, New York 14450.

Resolution No. _____ Of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

Names Ayes Nays Abstain Absent

The following was presented

By _____

Sec'd by _____

Date of Adoption _____

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Michael Casale				
Councilman Ronald Herendeen				
Councilman Nathan Bowerman				

**CAROL MARVEL SUCCESSFUL COMPLETION OF
PROBATIONARY PERIOD**

WHEREAS, Carol Marvel was appointed as Receptionist effective May 11, 2023 and has successfully completed the required six-month probationary period, and

WHEREAS, Carol has shown that she possesses the required knowledge base and per employee policy, upon the successful completion of a probationary period, the employee may be granted a wage adjustment, and

WHEREAS, the Code Enforcement Officer believes that Carol has displayed satisfactory job performance, now therefore be it

RESOLVED that the Town Board hereby authorizes the successful completion of probation and grants Carol Marvel a \$.73 per hour wage increase effective with Payroll #7 (March 17, 2024), and

BE IT FURTHER RESOLVED, that the Town Clerk provides copies of this resolution to the Code Enforcement Officer, the Confidential Secretary, and the Accountant I.

Resolution No. _____ Of 2024

**THE TOWN OF FARMINGTON
TOWN BOARD**

Roll Call Vote

The following was presented
By _____
Sec'd by _____
Date of Adoption _____

Names	Ayes	Nays	Abstain	Absent
Supervisor Peter Ingalsbe				
Councilman Steven Holtz				
Councilman Michael Casale				
Councilman Ronald Herendeen				
Councilman Nathan Bowerman				

**RESOLUTION AUTHORIZING THE APPOINTMENT OF THE SECRETARY TO PLANNING
AND ZONING**

WHEREAS, Sarah Mitchell submitted her resignation as Secretary to Planning and Zoning effective March 13, 2024, and

WHEREAS, the Code Enforcement Officer has conducted interviews and has found a qualified candidate to fill the position, now therefore

BE IT RESOLVED that the Town Board hereby authorizes the Code Enforcement Officer to fill the position of Secretary to Planning and Zoning at a rate of \$19.00 per hour effective March 18, 2024, and

BE IT FINALLY RESOLVED that the Town Clerk provide copies of this resolution to the Building Department, the Accountant I, and the Confidential Secretary.