

A regular meeting of the Elma Town Board was held on Wednesday, January 4, 2023, at 7:00PM, Elma Town Hall, 1600 Bowen Road, Elma, New York, with the following members present:

Supervisor	Wayne Clark
Councilman	Leroy Kupczyk
Councilman	Joseph Macaluso
Councilman	James Malczewski
Councilman	Tracy Petrocy

Also: Building Inspector	Joseph Colern
Highway Superintendent	Howard Diehl
Plant Manager	Brian Fiden-Absent
Town Attorney	Phyllis Todoro
Town Engineer	James Wyzykiewicz

Approximately 1 people attended the meeting.

The meeting was opened with the reciting of the Pledge of Allegiance.

Department Reports:

Building Inspector Joseph Colern presented the building report for December 2022 with 13 permits issues, fees collected of \$7,527.10 with an estimated value of construction of \$1,034,231.24, the annual report will be available for the next meeting.

Highway Superintendent Howard Diehl noted that many mailboxes need to be repaired from the storm. The new snow bars are being installed on the highway garage and the gutters will be repaired in the spring.

The Town Clerk read the 2023 Organizational Agenda into the minutes.

The following rules of procedure for the year 2023 shall be adopted:

1. Call to order by the Supervisor. Proceed under "Robert's Rules of Order."
2. Pledge of Allegiance.
3. Minutes of the last meeting approved.
4. Public Hearings.
5. Reports from Department Heads.
6. All persons wishing to be heard in favor or against any item or items on the Agenda shall be heard as they appear on the Agenda.
7. Recess. This is to give the Committee a chance to meet and formulate reports.
8. Reports from Committees.
9. Action on Committee reports.
10. Appointment of new committees to fill vacancies.
11. Reading of Communications. Only communications filed with the Clerk prior to 12:00 p.m. (noon) of the day prior to a meeting shall receive consideration at the meeting and any filed later than that may be considered only upon the unanimous consent of the Board members present.
12. Actions shall be taken on Communications.
13. Approval of Warrant.
14. Privilege of the floor.
15. Adjournment.

Any elected official, who attends the sessions at the Association of Towns meeting in New York City in February 2023 will be allowed the necessary expenses incurred in attending this meeting. Bank Depositories: J.P. Morgan Chase for the Town Clerk, General Fund, Highway Fund, Special District Fund, Water District Fund, Trust and Agency Fund & Capital Reserve Fund and Bank of Holland for the Justices. In addition, funds may also be deposited in First Niagara, M&T Trust, Bank of Alden, Five Star Bank and NY Class.

The Investment Policy adopted February 1, 1995, shall be followed.

Town Hall hours shall be Monday through Friday from 8:00AM to 4:00PM year-round.

The Official Newspaper shall be the Elma Review.

The Auditor shall be Drescher and Malecki LLP.

Hodgson Russ LLP may be retained for Labor Employment matters.

The agreement between the Town of Elma and Cy's Pharmacy from 2009 is still valid.

The third Wednesday of each month shall be official regular meeting date for the Town Board to be held at the Town Hall at 7:00 p.m. E.S. or D.S. time. Work Sessions of the Town Board will be the second Wednesday at 6:00 p.m. These meetings are Official Meetings open to the Public. Regular meetings may be omitted, or dates changed where a conflict of such regular meeting exists with Holidays or other official business or at the call of the Supervisor. All other meetings shall be at the call of the Supervisor, the time and place to be made known by him upon notice of such meeting.

All Department Heads, both Elected and Appointed may purchase equipment and goods from the New York State or Erie County bid list providing they comply with the adopted Purchasing Policy of the Town.