



**Town Clerk**  
Leonard J. Perfetti

# Town of Union

**Town Board**  
Richard A. Materese, *Supervisor*  
Thomas R. Augostini, *Councilman*  
Frank J. Bertoni, *Councilman*  
Sandra C. Bauman, *Councilwoman*  
Heather R. Staley, *Councilwoman*

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## AGENDA

### TOWN OF UNION REORGANIZATIONAL MEETING

January 6, 2021

The Town of Union Town Re-Organizational and Regular Board Meetings will be held at the Town Hall on Wednesday, January 6, 2021 at 7:00 P.M. with a work session starting at 5:30 P.M., in the 2nd floor Boardroom. Covid -19 guidelines will be in place with social distancing and masks worn at all times. There will be limited seating. Please call to register at 607-786-2900.

### SALUTE TO THE FLAG:

### Roll Call

PLEASE TAKE NOTICE that in accordance with an Emergency Order of the Governor of the State of New York, notice is hereby given that a Town Board Meeting is scheduled for Wednesday, January 6, 2021 at 7:00 o'clock or thereafter in the evening in person attendance shall NOT exceed 50% capacity of the Town Hall Board Room, less Town Board Members and Town Employees. It is anticipated that the maximum number of the public who can be in attendance at Town Hall for this Town Board meeting will be 17 persons. All persons in attendance MUST wear a face covering to include their mouth and nose region, they MUST hand sanitize upon entry of the meeting at the hand sanitize stations provided by the Town, they MUST adhere to social distancing guidelines and remain six (6) feet apart at all times. Alternatively, or in the event that in person public attendance has met the maximum capacity, the public hearing will be accessible to the public via Zoom virtual meeting software. Any members of the public wishing to observe the meeting remotely are advised.

Topic: Town Board Meeting & Work Session Time: Jan 6, 2021 05:30 AM Eastern Time (US and Canada)

Topic: Town Board Work Session & Board Meeting  
Time: Jan 6, 2021 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82413338074?pwd=TFI5VHJldDB3YjFoVEZrejILZFh3dz09>

Meeting ID: 824 1333 8074  
Passcode: 043478

Town of Union Reorganizational Meeting

January 6, 2021



# Town of Union

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One tap mobile

+19292056099,,82413338074#,,, \*043478# US (New York)

+13017158592,,82413338074#,,, \*043478# US (Washington D.C)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 824 1333 8074

Passcode: 043478

Find your local number: <https://us02web.zoom.us/j/82413338074>

Dial by your location

Town of Union

Town of Union January 6, 2021

+1 929 205 6099 US (New York) +1 301 715 8592 US (Washington D.C) +1  
312 626 6799 US (Chicago) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US  
(Houston) +1 669 900 6833 US (San Jose) Meeting ID: 848 0011 9434 Passcode:  
586519 Find your local number: <https://us02web.zoom.us/j/84800119434>

**Resolution authorizing that the following policies, procedures, practices and appointments are established, adopted and approved.**

## 1. MEETING DATES

During calendar year 2021, the Town Board of the Town of Union shall hold its regular meetings on the first and third Wednesday of each month at 7:00 P.M. and work sessions shall be held on the first and third Wednesday of the month prior to the meeting. In July and August, meetings will be held on July 14, 2021 and August 4, 2021. The meetings will be held at the Town Hall, 3111 East Main Street, Endwell, New York 13760.

## 2. OFFICIAL DEPOSITORIES

The following banks are designated as official depositories for Town of Union funds for 2021:

M & T Bank

Chase/JP Morgan



# Town of Union

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NBT Bank  
Bank of America  
Citibank  
Key Bank  
KeyBanc Capital  
JP Morgan Securities, LLC  
Tioga State Bank  
New York Cooperative Liquid Assets Security Systems (NYCLASS)

## 3. BOARD RULES OF PROCEDURE

The Town Board will follow Roberts Rules of Order for 2021. In addition, upon the request of any member of the Town Board, at any time prior to taking of a vote on any motion and/or resolution regarding any subject introduced before the Board for the first time that year, the motion and/or resolution may be held over to the next regularly scheduled meeting of the Town Board or a special meeting as called by the Town Board.

## 4. ASSOCIATION OF TOWNS

The attendance of Board Members, Department Heads and other authorized personnel at the Virtual Annual Meeting of the Association of Towns in New York, New York, February 14 - 17, 2021 is approved. The Supervisor is authorized to cast one ballot for the Town of Union at and upon any vote of the Association of Towns, and that Councilman Thomas R. Augostini is appointed to cast such ballots in the event the Supervisor is unable to act or is not in attendance.

## 5. BIDS

The advertising of bids by the Town Board shall be authorized by motion rather than resolution, and the Town Clerk is authorized to receive and open all bids at the time designated in the bids notice and documents.

## 6. OFFICIAL NEWSPAPER

The official newspaper of the Town of Union for legal and/or public notices and all other purposes shall be the Press & Sun-Bulletin.

## 7. INVESTMENT OF FUNDS

The Supervisor of the Town of Union is authorized, consistent with applicable law, to invest Town funds for calendar year 2021.

## 8. PURCHASES UNDER STATE AND COUNTY BIDS AND CONTRACTS



# Town of Union

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At any time that Town of Union officials are authorized to purchase goods, materials and services, the purchase may, unless otherwise specifically directed by the Town Board, be made under State or County bids and contracts.

## 9. TOWN BULLETIN BOARD, SIGN BOARD AND WEB SITE

The official Town bulletin board and signboard for all papers, legal and official notices of the Town of Union shall be located at the west entrance of the Town Hall inside the doorway. All official notices will be posted on the Website.

## 10. APPOINTMENT OF DEPUTIES AND DEPARTMENT HEADS

The following Deputies and Department Heads are appointed to serve in the respective positions for the Town of Union for the year 2021 with a term as provided by law or at the pleasure of the Town Board where no term is provided by law:

Comm. of Public Works	Louis V. Caforio
DCPW - Environmental Services	Daniel A. Schofield
DCPW - Occupational Safety & Health	Daniel A. Schofield
DCPW – Codes & Ordinances	Daria M. Golazeski
Building Official	Daria M. Golazeski
Comptroller	Laura J. Lindsley
Deputy Comptroller	Gretchen Uhler
Economic Development Director	Joseph M. Moody
Highway Superintendent	Chester P. Kupiec
Planning Director	Sara Zubalsky-Peer
Town Attorney	Alan J. Pope
Deputy Town Attorney	Rosemarie Pope
Attorney – Planning Board	Alan J. Pope
Dep. Attorney – Planning Board	Rosemarie Pope
Attorney – Zoning Board of Appeals	Thomas Dellapenna
Dep. Attorney – Zoning Board of Appeals	Alan J. Pope
Dep. Attorney – Zoning Board of Appeals	Rosemarie Pope
Dog Control Attorney	Alan J. Pope
Deputy Dog Control Attorney	Rosemarie Pope
Deputy Town Assessor	Cindy Mills
Clerk to Justice – Justice Thomas	Gretchen Carpentieri
Clerk to Justice – Justice Grace	Carrie Aurelio
Clerk to Justice – Part-time	Vacant

Constable	Ted Oliver	1 year
	Matthew Oliver	1 year
	Robert Mack	1 year

## 11. ADDITIONAL APPOINTMENTS



## Town of Union

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Supervisor Materese appoints the following for 2021:

Executive Administrative Assistant – Gretchen Gartman  
Town Historian – Suzanne Meredith  
Deputy Town Historian – Jackie Tedesco

12. Establish salary and wage rates for Town employees as stated in the 2021 budget salary schedule as established in the CSEA Collective Bargaining Agreements and/or by Town Board approval.

### 13. DEPUTY SUPERVISOR

Supervisor Materese appoints Councilman Thomas R. Augostini from January 1, 2021 through December 31, 2021.

Supervisor Materese read the following committee appointments for 2021:

#### 1. ENVIRONMENTAL / LAWS & LEGISLATION / INTERGOVERNMENTAL

Councilman Frank Bertoni, Chairperson  
Councilwoman Sandra C. Bauman  
Councilwoman Heather R. Staley

#### 2. FINANCE / CAPITAL PROJECTS & PUBLIC WORKS

Councilwoman Heather R. Staley, Chairperson  
Councilman Thomas R. Augostini  
Councilman Frank J. Bertoni

#### 3. EMPLOYEES / SAFETY / PARKS & RECREATION

Councilwoman Sandra C. Bauman, Chairperson  
Councilwoman Heather R. Staley  
Councilman Thomas R. Augostini  
Councilman Frank J. Bertoni

#### 4. PLANNING, ZONING & ECONOMIC DEVELOPMENT

Councilman Thomas R. Augostini, Chairperson  
Councilman Frank J. Bertoni  
Councilwoman Sandra C. Bauman

**Reappointments on vacancies on the following Boards and Commissions that expired December 31, 2020:**

Planning Board (7 year term)  
Sara Zubalsky-Peer, Secretary  
Lisa Miller



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Lisa Miller, Chairman – (1-year term)  
Surya Yalamanchili – Alternate Member – (1 year term)

Zoning Board of Appeals (7 year term)  
James Kinne, Chairman – (1-year term)

Ethics Committee (2 Year term)  
M. Jacqueline Visser (1 year - Fills unexpired term of Rev. Barry Downing)  
Glenn McIver (1 year term)

Citizens Advisory Council for Community Development – (3-year term)  
David Sine, Chairman (1-year term)  
Mario Salati  
Julie Deemie  
Christopher Murdock  
Giovanna Bernardo (Village of Endicott representative)

Wellhead Advisory Protection Committee – (3-year term)  
Louis Caforio  
Josh Holland – fills unexpired term of Bob Bennett  
Bob Bennett – replacing Dave Bernardini

Street Lighting Commission – (2-year term)  
Joseph P. Nirchi, Sr. – Chairman (1 year term)  
Edward Mooney  
John Dellapenna  
Bryon Cole

Wetlands Advisory Commission – (1-year term)  
Louis Caforio  
Marina Lane

Industrial Commercial Advisory Board (3 year term)  
Edward Michalek - Chairman  
Leonard Sas, Jr.

Conservation Advisory Council (2 year term)  
Julie Deemie  
Mark Jaros

**Town of Union Emergency Operations Plan as revised for 2021.**

13. EFFECTIVE DATE:



## Town of Union

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This Resolution shall take effect as of January 6, 2021.

### ADJOURNMENT:

LJP/bk

Leonard J. Perfetti  
Town Clerk