



Town Clerk
Leonard J. Perfetti

Town of Union

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

TOWN OF UNION REORGANIZATIONAL MEETING

January 6, 2021

The Reorganizational Meeting of the Town Board of the Town of Union was held on Wednesday, January 6, 2021 at 7:00 P.M. in the Town Board room, 3111 East Main Street, Endwell, New York and via Zoom.

BOARD MEMBERS PRESENT: Supervisor Richard A. Materese, Councilman Thomas R. Augustini, Councilwoman Sandra C. Bauman, Councilwoman Heather A. Staley.
Absent: Councilman Frank J. Bertoni.

TOWN OFFICIALS PRESENT: Town Attorney Alan J. Pope. Town Clerk Leonard J. Perfetti, Deputy Town Clerk Rebecca Kruczkowski.

Also in attendance was Amanda Dorell, Alt. Member of Zoning Board of Appeals.

Supervisor Richard A. Materese opened the meeting with the Pledge of allegiance to the Flag.

(Prepared Resolution filed as part of these minutes 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
NBT Bank



Town of Union

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. Augustini 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

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

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



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Lisa Miller

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:



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This Resolution shall take effect as of January 6, 2021.)
Res. by Augostini, seconded by Bauman.
The Resolution was adopted.

Vote: All yes

ADJOURNMENT:

Moved by Augostini, seconded by Staley to adjourn the Reorganizational Meeting.
Carried.

The Reorganizational Meeting was adjourned at 7:04 P.M.

LJP/bk

Leonard J. Perfetti
Town Clerk