



Town Clerk  
Leonard J. Perfetti

# Town of Union

**Town Board**  
Robert Mack, *Supervisor*  
Thomas R. Augustini, *Councilman*  
Frank J. Bertoni, *Councilman*  
Joseph P. Nirchi, Sr., *Councilman*  
David Kudgus, *Councilman*

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## DRAFT AGENDA

### TOWN OF UNION REORGANIZATIONAL MEETING

January 4, 2023

#### SALUTE TO THE FLAG:

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

#### 1. MEETING DATES

During calendar year 2023, 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 12, 2023 and August 9, 2023. 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 2023:

- M & T Bank
- Chase/JP Morgan
- 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 2023. 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.



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## 4. ASSOCIATION OF TOWNS

The attendance of Board Members, Department Heads and other authorized personnel at the Annual Meeting of the Association of Towns in New York, New York, February 19 - 22, 2023 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 2023.

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

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 2023 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  
DCPW - Environmental Services

Louis V. Caforio  
Daniel A. Schofield



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DCPW - Occupational Safety & Health	Daniel A. Schofield
DCPW – Codes & Ordinances	John Freer
Building Official	John Freer
Comptroller	Karen L. Signs
Deputy Comptroller	Heidi M. Ranger
Economic Development Director	Joseph M. Moody
Highway Superintendent	Scott Paugh
Planning Director	Christopher Kylor
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
Clerk to Justice – Justice Thomas	Gretchen Carpentieri
Clerk to Justice – Justice Grace	Jody Saunders
Clerk to Justice – Part-time	Rachel Klug

Constable	Ted Oliver	1 year
	Matthew Oliver	1 year

## 11. ADDITIONAL APPOINTMENTS

Supervisor Mack appoints the following for 2023:

Executive Administrative Assistant – Brenda Whitaker  
 Town Historian – Suzanne Meredith  
 Deputy Town Historian – Jackie Tedesco

12. Establish salary and wage rates for Town employees as stated in the 2023 budget salary schedule as established in the CSEA Collective Bargaining Agreements and/or by Town Board approval.

## 13. DEPUTY SUPERVISOR

Supervisor Mack appoints Councilman Thomas R. Augostini from January 1, 2023 through December 31, 2023.

Supervisor Mack read the following committee appointments for 2023:



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## 1. ENVIRONMENTAL / LAWS & LEGISLATION / INTERGOVERNMENTAL

Councilman Joseph P. Nirchi, Sr.  
Councilman Frank J. Bertoni

## 2. FINANCE

Councilman Thomas R. Augostini  
Councilman David Kudgus

## 3. CAPITAL PROJECTS & PUBLIC WORKS

Councilman Frank J. Bertoni  
Councilman Joseph P. Nirchi, Sr.

## 4. EMPLOYEES / SAFETY

Councilman Thomas R. Augostini  
Councilman Joseph P. Nirchi, Sr.

## 5. PARKS & RECREATION

Councilman Frank J. Bertoni  
Councilman David Kudgus

## 6. PLANNING, ZONING & ECONOMIC DEVELOPMENT

Councilman David Kudgus  
Councilman Thomas R. Augostini

### **Reappointments on vacancies on the following Boards and Commissions that expired December 31, 2023:**

#### Planning Board (7 year term) (Terms were adjusted to stagger expiration dates)

Lisa Miller, Chairman –	12/31/2023 - (1-year term)
	12/31/2028
	12/31/2025 (Fills David Kudgus' Unexpired Term)
_____ - Alternate Member	12/31/2023– (1 year term)

#### Zoning Board of Appeals (7 year term) (Terms were adjusted to stagger expiration dates)

James Kinne, Chairman	12/31/2023 – (1-year term)
	12/31/2028 (Replaces Dan Carden)
Amanda Dorell – Alternate Member	12/31/2023 - (1 year term)

#### Citizens Advisory Council for Community Development – (3-year term)

David Sine, Chairman	12/31/2023 - (1-year term)
David Sine	12/31/2025
Donald Slota	12/31/2025
Bonnie Cornick	12/31/2025



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## Wellhead Advisory Protection Committee – (3-year term)

Josh Holland 12/31/2025

## Street Lighting Commission – (2-year term)

Chairman 12/31/2023 - (1 year term)  
Joseph P. Nirchi, Sr. Board Member 12/31/2024  
~~William Markovitz~~ 12/31/2021 (Fills Joseph Markovitz's Expired Term)  
~~Edward Mooney~~ 12/31/2024 (Fills Edward Mooney's Unexpired Term)  
John Dellapenna 12/31/2024  
Bryon Cole 12/31/2024

## Wetlands Advisory Commission – (1-year term)

Louis Caforio 12/31/2023  
Marina Lane 12/31/2023

## Conservation Advisory Council & Tree Committee – (1 year term)

Board Member – David Kudgus  
Department Head – Lou Caforio  
Board Member's Picks – Supervisor Robert Mack – Christopher Harasta  
Mr. Augustini – Julie Deemie  
Mr. Bertoni – Celeste Pazzaglini-Mack  
Mr. Nirchi – Mark Jaros  
Mr. Kudgus – Jason Shaw

## Industrial Commercial Advisory Board (3 year term)

Edward Michalek – Chairman 12/31/2023 - (1 year term)

## Assessment Board of Review (5 year term)

Karen Klecar 12/31/2027

## **Town of Union Emergency Operations Plan as revised for 2023.**

### 13. EFFECTIVE DATE:

This Resolution shall take effect as of January 4, 2023.

### ADJOURNMENT:

LJP/bk

Leonard J. Perfetti  
Town Clerk