1. Call to Order

2. Pledge of Allegiance

3. Organizational Resolutions: 

Supervisor LaGrange announces the following unsalaried appointments:
- Deputy Supervisor    Adam Greenberg
- Fire Wardens: Chiefs of each respective fire district
- Town Historian: Robert Parmenter

RESOLUTION NO. 19-

Supervisor Douglas LaGrange offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby make the following appointments:
- Crystal Peck as counsel to the Planning Board and Zoning Board of Appeals, with a term to expire December 31, 2019.
- Thomas Hart as Member of the Planning Board, for a term to expire December 31, 2023.
- Charles Voss as Chairman of the Planning Board, for a term to expire December 31, 2019.
- Robert Davies as Alternate Member of the Planning Board, for a term to expire December 31, 2019.
- Edith Abrams as Member of the Zoning Board of Appeals, for a term to expire December 31, 2023.
- Jeff Baker as Chairman of the Zoning Board of Appeals with a term to expire December 31, 2019.
Douglas Miller as Town Constable for a term to expire December 31, 2019.
Richard Wescott as Town Constable for a term to expire December 31, 2019.
Robert Markel as Town Constable for a term to expire December 31, 2019.
Douglas Miller as Public Safety Commissioner, and Chairman of the Public Safety Committee, to serve without remuneration, for a term to expire December 31, 2019.
Kenneth Guyer as Deputy Public Safety Commissioner to serve without remuneration for a term to expire December 31, 2019.
Lyon M. Greenberg, M.D. as Chairman of the Board of Ethics to serve without remuneration for a term to expire December 31, 2019.
Kevin Schenmeyer as Dog Warden Captain and James Duncan as Dog Warden, both for a term to expire December 31, 2019.

RESOLUTION NO. 19-
Supervisor LaGrange offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby appoint Darryl Purinton, Councilperson Leinung and Councilperson Snyder, to the Audit and Finance committee and Councilperson Greenberg as Alternate to the Audit and Finance committee.

Seconded by____________________________

RESOLUTION NO. 19-
Supervisor Douglas LaGrange offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby resolve that the members of the following Town Committees are not required to file annual disclosure statements:

- Senior Outreach Advisory Committee
- Public Safety Committee
- Parks and Recreation Committee

Seconded by___________________________

RESOLUTION NO. 19-
Supervisor Douglas LaGrange offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby resolve that the members of the following Town Committees are required to file annual disclosure statements:

- Water Committee

Seconded by___________________________
RESOLUTION NO. 19-

Town Board Member Daniel Leinung offers the following resolution and moves its adoption:

RESOLVED, pursuant to Section 64, subdivision 11 of the Town Law, The Altamont Enterprise newspaper, regularly circulated in the Town of New Scotland, County of Albany, and entered as second-class mail matter, be and are hereby designated as the official newspaper of the Town of New Scotland.

Seconded by ____________________________

RESOLUTION NO. 19-

Town Board Member Daniel Leinung offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland will pay dues or reimbursement of same to Town Justices for N.Y. Magistrate Association and Tri-County Magistrate Association Membership.

Seconded by ____________________________

RESOLUTION NO. 19-

Town Board Member Daniel Leinung offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland establish the third Monday of each month as the 2019 regular Water Committee meeting at 6:00 p.m. at Town Hall.

Seconded by ____________________________

RESOLUTION NO. 19-

Town Board Member Daniel Leinung offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby establish the second Wednesday of each month at 7:00 p.m. at the Town Hall as the day, time, and place of the regular Town Board meetings for 2019.

Seconded by ____________________________

Note: Board members to reserve the fourth Wednesday of each month for second meeting, if needed.
RESOLUTION NO. 19-

Town Board Member William Hennessy, Jr. offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby approves the Holidays for 2019, as stated in the Employees Policy Manual, as follows:

- New Year's
- Martin Luther King, Jr. Day
- Presidents' Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Election Day
- Veterans Day
- Thanksgiving Day
- Friday After Thanksgiving
- Christmas

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member William Hennessy, Jr. offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby authorizes the Supervisor to determine closure of Town facilities, excluding highway and parks departments, due to inclement weather and other emergencies.

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member William Hennessy, Jr. offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby authorizes the continuance of Bonds for all Town Officials and the notice of same to be filed in the Town Clerk’s Office.

Seconded by_____________________________
RESOLUTION NO. 19-

Town Board Member William Hennessy, Jr. offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby authorize the Supervisor to pay the following claims and to be empowered to take advantage of all available discounts on bills, prior to audit: payroll, electric bills, telephone bills, postage (including the mailing for property tax bills), express and freight charges and heating fuel.

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member William Hennessy, Jr. offers the following resolution and moves its adoption:

RESOLVED, pursuant to Sections 29, 35 and 64 of the Town Law, that Ballston Spa National Bank be and hereby is designated as the depository for funds of the Town of New Scotland, and Citizens Bank, Pioneer Bank, Berkshire Bank, Key Bank, and M&T Bank are alternates, and that all Town Officials be and are hereby required to deposit money coming to their hands by virtue of their offices into the depositories named.

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Patricia Snyder offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby authorizes the Highway Superintendent to prepare notice for bids for the purchase of equipment and supplies for Highway purposes in quantities needed or to obtain the same under State contract.

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Patricia Snyder offers the following resolution and moves its adoption:

RESOLVED, pursuant to Section 116, subdivision 1 of New York State Town Law that in lieu of allowing the claim of the Town Officers or employees for actual and necessary expenses for travel, this Board allows and pays such officer or employee the amount established by IRS for the use of his/her own automobile for each mile actually and necessarily traveled by his/her office or position or as otherwise provided in said law, section and subdivision.

Seconded by_____________________________
RESOLUTION NO. 19-

Town Board Member Patricia Snyder offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby establish petty cash funds for the following: tax collection - $500.00; Town Clerk - $200.00; Building Inspector - $50.00; Supervisor - $200.00; Town Justices - $200.00; Highway Superintendent - $200.00; and Senior Outreach - $200.00

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Patricia Snyder offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby continue the offices and the salaries for Town Officials and employees for calendar year 2019 at the amount stated on the attached 2019 Fiscal Year Salaries and Wages sheet and these salaries so set shall be payable at the time specified according to the Town’s Employee Policy Manual.
Attachment #1

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Patricia Snyder offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby affirm its approval of the Salary/Pay Grade Schedule as amended to include a 2.0% Cost of Living Adjustment for fiscal year 2019.
Attachment #2

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Adam Greenberg offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland hereby authorizes the Town Clerk to collect water payments and sewer rents and bonded indebtedness and to post and apply the collected money according to the warrant.

Seconded by_____________________________
RESOLUTION NO. 19-

Town Board Member Adam Greenberg offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby reaffirm its approval of the Town’s Procurement Policy.
Attachment #3

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Adam Greenberg offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby reaffirm its approval of the Town’s Investment Policy.
Attachment #4

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Adam Greenberg offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby reaffirm its approval of the Town’s Schedule of Fees.
Attachment #5

Seconded by_____________________________

RESOLUTION NO. 19-

Town Board Member Adam Greenberg offers the following resolution and moves its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby authorize the Deputy Town Supervisor to sign checks that the Supervisor would otherwise be authorized to sign, but for his absence.

Seconded by_____________________________

4. Adjourn
# 2019 Salaries and Wages

## As of 1/1/19

<table>
<thead>
<tr>
<th>TITLE</th>
<th>NAME</th>
<th>TERM</th>
<th>RATE</th>
<th>PAY TYPE/CYCLE</th>
</tr>
</thead>
</table>

### Town Board (A 1010)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councilperson</td>
<td>Daniel Leinung</td>
<td>12/31/2021</td>
<td>$9,785.37</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Councilperson</td>
<td>Adam Greenberg</td>
<td>12/31/2021</td>
<td>$9,785.37</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Councilperson</td>
<td>William Hennessy</td>
<td>12/31/2019</td>
<td>$9,785.37</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Councilperson</td>
<td>Patricia Snyder</td>
<td>12/31/2019</td>
<td>$9,785.37</td>
<td>Annual/Monthly</td>
</tr>
</tbody>
</table>

### Justice Court (A 1110)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice</td>
<td>Robert Johnson, III</td>
<td>12/31/2021</td>
<td>$28,184.92</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Justice</td>
<td>David Wukitsch</td>
<td>12/31/2019</td>
<td>$28,184.92</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Clerk to the Justice</td>
<td>Patty Thompson</td>
<td>N/A</td>
<td>$19.82</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk to the Justice</td>
<td>Juli Turner</td>
<td>N/A</td>
<td>$18.43</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Constable PT (Courts)</td>
<td>Douglas Miller</td>
<td>12/31/2019</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Constable PT (Courts)</td>
<td>Robert Markel</td>
<td>12/31/2019</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Constable PT (Courts)</td>
<td>Richard Wescott (eff 6-13-18)</td>
<td>12/31/2019</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
</tbody>
</table>

### Supervisor (A 1220)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervisor</td>
<td>Douglas LaGrange</td>
<td>12/31/2019</td>
<td>$62,962.04</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk to Supervisor</td>
<td>Lisa Boehlke</td>
<td>N/A</td>
<td>$28.65</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Conf Sec’y</td>
<td>Sarah Kavanaugh</td>
<td>N/A</td>
<td>$28.65</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk I PT</td>
<td>Samantha Miller</td>
<td>N/A</td>
<td>$18.43</td>
<td>Hourly/Bi-Weekly</td>
</tr>
</tbody>
</table>

### Assessor (A 1355)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessor</td>
<td>Michael McGuire</td>
<td>9/30/2019</td>
<td>$32,640.00</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Assessment Clerk</td>
<td>Jessica Latham</td>
<td>N/A</td>
<td>$17.63</td>
<td>Hourly/Bi-Weekly</td>
</tr>
</tbody>
</table>

### Assessment Board of Review (A 1356)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>Christopher McCarthy</td>
<td>9/30/2019</td>
<td>$1,450.00</td>
<td>Annual/Annual</td>
</tr>
<tr>
<td>Member</td>
<td>Gary MacDonald</td>
<td>9/30/2020</td>
<td>$724.42</td>
<td>Annual/Annual</td>
</tr>
<tr>
<td>Member</td>
<td>Sarita Winchell</td>
<td>9/30/2021</td>
<td>$724.42</td>
<td>Annual/Annual</td>
</tr>
<tr>
<td>Member</td>
<td>Roselyn Robinson</td>
<td>9/30/2022</td>
<td>$724.42</td>
<td>Annual/Annual</td>
</tr>
<tr>
<td>Member</td>
<td>Vacant as of 9-30-18</td>
<td>9/30/2023</td>
<td>$724.42</td>
<td>Annual/Annual</td>
</tr>
</tbody>
</table>

### Town Clerk (A 1410)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Term</th>
<th>Rate</th>
<th>Pay Type/Cycle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Clerk</td>
<td>Diane Deschenes</td>
<td>12/31/2019</td>
<td>$58,398.34</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Deputy Town Clerk</td>
<td>Patricia Barber</td>
<td>N/A</td>
<td>$23.68+1.09 for registrar=$24.77</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk I - PT</td>
<td>Arlene Herzog</td>
<td>N/A</td>
<td>$17.19</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>TITLE</td>
<td>NAME</td>
<td>TERM</td>
<td>RATE</td>
<td>PAY TYPE/CYCLE</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------------------</td>
<td>-----------------</td>
<td>---------------------</td>
<td>----------------</td>
</tr>
<tr>
<td><strong>TOWN ATTORNEY (A1420)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Town Attorney</td>
<td>Michael Naughton</td>
<td>12/31/2019</td>
<td>$47,759.04</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td><strong>PUBLIC WORKS ADMINISTRATION (A1490)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director Public Works</td>
<td>Wayne LaChappelle</td>
<td>N/A</td>
<td>$35,561.25</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td><strong>SHARED SERVICES (A1610)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internal Ctrl Officer-PT</td>
<td>Darryl Purinton</td>
<td>N/A</td>
<td>$114.54</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td><strong>BUILDINGS (A1620-A1622-A1624-A5132)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Janitorial - PT</td>
<td>Gitta Engl</td>
<td>N/A</td>
<td>$14.24</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Laborer - PT</td>
<td>Manfred Engl</td>
<td>N/A</td>
<td>$14.24 ($16.52 for labor work)</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td><strong>DOG WARDEN (A 3510)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dog Warden Captain</td>
<td>Kevin Schenmeyer</td>
<td>N/A</td>
<td>$10,747.27</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Dog Warden</td>
<td>James Duncan</td>
<td>N/A</td>
<td>$10,182.19</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td><strong>HIGHWAY SUPERINTENDENT (A 5010)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highway Superintendent</td>
<td>Kenneth Guyer</td>
<td>12/31/2019</td>
<td>$74,130.06</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk I</td>
<td>Teresa Campana</td>
<td>N/A</td>
<td>$19.82</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td><strong>SENIOR OUTREACH (A 6772)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sr. Citizen Coordinator</td>
<td>Susan Kidder</td>
<td>part time during transition</td>
<td>$19.82</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Sr. Citizen Coordinator</td>
<td>Deborah Engel</td>
<td>N/A</td>
<td>$18.72</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td><strong>PARKS DEPARTMENT (A 7110)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Park&amp;Bldg Maint Person</td>
<td>Jamie Duncan</td>
<td>N/A</td>
<td>$23.40</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Seasonal</td>
<td>N/A</td>
<td>N/A</td>
<td>$24,000.00</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>TITLE</td>
<td>NAME</td>
<td>TERM</td>
<td>RATE</td>
<td>PAY TYPE/CYCLE</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------------</td>
<td>-------------------</td>
<td>-----------------</td>
<td>----------------</td>
</tr>
<tr>
<td><strong>TRANSFER STATION (A 8160)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laborer - PT</td>
<td>Bill Tesch</td>
<td>N/A</td>
<td>$18.18</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Dpty Code Enforce P/T</td>
<td>Jeremy Cramer</td>
<td>N/A</td>
<td>$31,281.09</td>
<td>$61,335.46 Annual</td>
</tr>
<tr>
<td>Building Inspector P/T</td>
<td>Jeremy Cramer</td>
<td>N/A</td>
<td>$31,281.08</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>(B1840)</td>
<td>Jeremy Cramer</td>
<td>N/A</td>
<td>$3,223.79</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Code Enfor. Officer</td>
<td>Jeffry Pine</td>
<td>N/A</td>
<td>$50,489.65</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td>Clerk 1 - PT</td>
<td>Elizabeth Glath</td>
<td>N/A</td>
<td>$18.43</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td><strong>SAFETY INSPECTION (B 3620)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Registrar- P/T</td>
<td>Diane Deschenes</td>
<td>12/31/2019</td>
<td>$484.50</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td><strong>REGISTRAR (B 4020)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registrar</td>
<td>Patricia Barber</td>
<td>12/31/2019</td>
<td>see Depy Town Clerk</td>
<td></td>
</tr>
<tr>
<td>Deputy Registrar- P/T</td>
<td>Diane Deschenes</td>
<td>12/31/2019</td>
<td>$484.50</td>
<td>Annual/Bi-Weekly</td>
</tr>
<tr>
<td><strong>ZONING BOARD OF APPEALS (B 8010)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairperson (Member)</td>
<td>Jeff Baker</td>
<td>12/31/2019 (12/31/2022)</td>
<td>$4,142.01</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Bridget Burke</td>
<td>9/12/18-12/31/2020</td>
<td>$2,071.46</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Lance Moore</td>
<td>12/31/2021</td>
<td>$2,071.46</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Edith Abrams</td>
<td>12/31/2023</td>
<td>$2,071.46</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Steven Crookes</td>
<td>12/31/2019</td>
<td>$2,071.46</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Alternate Member</td>
<td>VACANT</td>
<td></td>
<td>$2,071.46</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td><strong>PLANNING BOARD (B 8020)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairperson (Member)</td>
<td>Charles Voss</td>
<td>12/31/2019 (12/31/2021)</td>
<td>$4,725.15</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Amy Schallop</td>
<td>12/31/2020</td>
<td>$2,362.59</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Peter Richards</td>
<td>12/31/2022</td>
<td>$2,362.59</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Tom Hart</td>
<td>12/31/2023</td>
<td>$2,362.59</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Member</td>
<td>Christine Galvin</td>
<td>12/31/2019</td>
<td>$2,362.59</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Alternate Member</td>
<td>Robert Davies</td>
<td>12/31/2019</td>
<td>$2,362.59</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Asst Town Atty - PT</td>
<td>Crystal Peck</td>
<td>12/31/2019</td>
<td>$16,190.32</td>
<td>Annual/Monthly</td>
</tr>
<tr>
<td>Clerk I - PT</td>
<td>Lori-Ann Saba</td>
<td>N/A</td>
<td>$16.76</td>
<td>Hourly/Monthly</td>
</tr>
<tr>
<td>TITLE</td>
<td>NAME</td>
<td>TERM</td>
<td>RATE</td>
<td>PAY TYPE/CYCLE</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>-----------------------------</td>
<td>------</td>
<td>-----------</td>
<td>----------------------</td>
</tr>
<tr>
<td>HIGHWAY SUMMER &amp; WINTER ACCOUNTS</td>
<td>DB 5110 &amp; DB 5142</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operator #2</td>
<td>Timothy Banahan</td>
<td>N/A</td>
<td>$23.11</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #2</td>
<td>Kenneth Beattie</td>
<td>N/A</td>
<td>$23.11</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1</td>
<td>Jason Bylsma</td>
<td>N/A</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1 w Class A</td>
<td>William Crouse</td>
<td>N/A</td>
<td>$22.36</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #2 Maint. Mechanic</td>
<td>Adam Duncan</td>
<td>N/A</td>
<td>$23.46</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1 w Class A</td>
<td>Jim Kendall</td>
<td>N/A</td>
<td>$22.36</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #2</td>
<td>Kevin Mabie</td>
<td>N/A</td>
<td>$23.11</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1 w Class A</td>
<td>Robert Quick</td>
<td>N/A</td>
<td>$22.36</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1</td>
<td>Kevin Schenmeyer</td>
<td>N/A</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Deputy Hwy Superintendent</td>
<td>Christopher VanPraag</td>
<td>N/A</td>
<td>$25.69</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #1</td>
<td>George Ward</td>
<td>N/A</td>
<td>$22.02</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Operator #2</td>
<td>Christopher Zautner</td>
<td>N/A</td>
<td>$23.11</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Seasonal Employees</td>
<td>Seasonal Employees</td>
<td>N/A</td>
<td>$13,000.00</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>MECHANIC (DB 5130)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auto-Mechanic Foreman</td>
<td>Joe Klink</td>
<td>N/A</td>
<td>$24.79</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>WATER &amp; SEWER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eq. Op. I/Water&amp;Sewer</td>
<td>Ryan Green</td>
<td>N/A</td>
<td>$22.29</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Eq. Op. I/Water&amp;Sewer PT</td>
<td>Lawrence Salvagni</td>
<td>N/A</td>
<td>$24.78</td>
<td>Hourly/Bi-Weekly</td>
</tr>
<tr>
<td>Title</td>
<td># of employees</td>
<td>Classific.</td>
<td>5 Level Pay Grade Scale</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>----------------</td>
<td>------------</td>
<td>-------------------------</td>
<td></td>
</tr>
<tr>
<td>Dog Warden</td>
<td>1</td>
<td>NC</td>
<td>18.17  19.82  21.46  23.11  24.79</td>
<td></td>
</tr>
<tr>
<td>Dog Warden/Administrator</td>
<td>1</td>
<td>NC</td>
<td>16.52  17.88  19.27  20.64  22.02</td>
<td></td>
</tr>
<tr>
<td>Automotive Mechanic Foreman/E.O. II</td>
<td>1</td>
<td>NC</td>
<td>16.84  18.22  19.59  20.97  22.36</td>
<td></td>
</tr>
<tr>
<td>Equip. Op I w/Class A</td>
<td>1</td>
<td>NC</td>
<td>17.94  19.31  20.71  22.07  23.46</td>
<td></td>
</tr>
<tr>
<td>Equip Op. II w/Class A</td>
<td>4</td>
<td>NC</td>
<td>17.94  19.31  20.71  22.07  23.46</td>
<td></td>
</tr>
<tr>
<td>Equipt Op.II/Maintenance Mechanic w/Class A</td>
<td>1</td>
<td>NC</td>
<td>17.94  19.31  20.71  22.07  23.46</td>
<td></td>
</tr>
<tr>
<td>Water-Sewer Maintenance Foreman</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parks &amp; Building Maintenance Person</td>
<td>1</td>
<td>NC</td>
<td>17.89  19.26  20.84  22.02  23.40</td>
<td></td>
</tr>
<tr>
<td>Laborer FT</td>
<td>1</td>
<td>L</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Laborer PT</td>
<td>2</td>
<td>L</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Assess. Clerk</td>
<td>1</td>
<td>C</td>
<td>14.86  16.23  17.63  18.99  20.66</td>
<td></td>
</tr>
<tr>
<td>Clerk I</td>
<td>1</td>
<td>C</td>
<td>14.32  15.69  17.06  18.43  19.82</td>
<td></td>
</tr>
<tr>
<td>Clerk I PT</td>
<td>4</td>
<td>NC</td>
<td>14.32  15.69  17.06  18.43  19.82</td>
<td></td>
</tr>
<tr>
<td>Clerk II</td>
<td>0</td>
<td>C</td>
<td>15.69  17.06  18.43  19.82  21.74</td>
<td></td>
</tr>
<tr>
<td>Clerk II PT</td>
<td>0</td>
<td>NC</td>
<td>15.69  17.06  18.43  19.82  21.74</td>
<td></td>
</tr>
<tr>
<td>Admin. Asst.</td>
<td>0</td>
<td>C</td>
<td>16.52  17.88  19.27  20.64  22.02</td>
<td></td>
</tr>
<tr>
<td>Building Inspector</td>
<td>1</td>
<td>C</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Code Enfor. Off.</td>
<td>1</td>
<td>C</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Sen. Ser. Coor.</td>
<td>1</td>
<td>C</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Internal Control Officer</td>
<td>1</td>
<td>C</td>
<td>15.42  16.52  17.63  18.72  19.82</td>
<td></td>
</tr>
<tr>
<td>Clerk to the Supervisor</td>
<td>1</td>
<td>EX</td>
<td>20.92  22.29  23.68  26.68  28.65</td>
<td></td>
</tr>
<tr>
<td>Confidential Sec/Payroll/ Human Resources</td>
<td>1</td>
<td>EX</td>
<td>20.92  22.29  23.68  26.68  28.65</td>
<td></td>
</tr>
<tr>
<td>Clerk to the Justice</td>
<td>1</td>
<td>EX</td>
<td>14.32  15.69  17.06  18.43  19.82</td>
<td></td>
</tr>
<tr>
<td>Deputy T. Clerk</td>
<td>1</td>
<td>EX</td>
<td>18.18  19.55  20.92  22.29  23.68</td>
<td></td>
</tr>
<tr>
<td>Deputy Highway Superintendent</td>
<td>1</td>
<td>EX</td>
<td>20.36  21.58  23.63  25.69  27.75</td>
<td></td>
</tr>
</tbody>
</table>
WHEREAS, Section 104-b of the General Municipal law, (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the building requirement of GML, section 103 or any other law; and

NOW THEREFORE BE IT RESOLVED that the Town of New Scotland does hereby adopt the following procurement policies and procedures:

**Guideline 1.** Every prospective purchase of goods or service shall be evaluated to determine the applicability of GML, Section 103. Every town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter Department Head) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other town departments and information gathered, and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

**Guideline 2.**

**All purchases of:**
- a) supplies or equipment which shall exceed $20,000 in the fiscal year; or
- b) public works contracts over $35,000
  - shall be formally bid pursuant to GML, Section 103

**Guideline 3.**

**All estimated purchases of:**
- a) Less than $20,000, but greater than $5,000 require a written request for a proposal (RFP) and written / fax quotes form three (3) vendors.
- b) Less than $5,000, but greater than $2,000 require written/fax quotes from two (2) vendors.
- c) $2,000 or less, are left to the discretion of the department head.

**All estimated public works contracts of:**
- a) Less than $35,000, but greater than $10,000 require a written RFP and written/fax proposal from three (3) contractors.
- b) Less than $10,000, but greater than $3,000 require a written RFP and written/fax proposal from two (2) contractors.
- c) $3,000 or less, are left to the discretion of the Department Head.

Any written RFP shall describe the desired goods, quality and the particulars of delivery. The Department Head shall compile a list of all vendors from whom written/fax quotes have been requested and the written/fax quotes offered.
TOWN OF NEW SCOTLAND
PROCUREMENT POLICY
RESOLUTION 12-82
Adopted 2/29/2012

All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract. At the end of each fiscal year a copy of each Department's register of “requests for proposals/quotes” shall be filed with the Town Supervisor.

All estimated public works contracts or purchases exceeding $3,000.00 shall be reviewed and approved by the Town Board before a commitment is made.

**Guideline 4.** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Department Head prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

**Guideline 5.** A good faith effort shall be made to obtain the required number of proposals or quotations. If the Department Head is unable to obtain the required number of proposals or quotations, the Department Head shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

**Guideline 6.** Except when directed by the Town Board, no solicitations of written proposals or quotations shall be required under the following circumstances:

a) Emergencies  
b) Sole source situations  
c) Goods purchased from agencies for the blind or severely handicapped  
d) Goods purchased from correctional facilities  
e) Goods purchased from another governmental agency  
f) Goods purchased at auction  
g) Goods purchased for less than $1,000  
h) Public works contracts for less than $3,000  
i) All purchases under NY State Contracts

**Guideline 7.** This policy shall be reviewed annually by the town board at its organizational meeting or as soon thereafter as is reasonably practicable.
TOWN OF NEW SCOTLAND
Investment Policy

I. SCOPE

This investment policy applies to all Town of New Scotland moneys and other financial resources available for investment.

II. OBJECTIVES

The primary objectives of the TOWN’S investment activities are, in priority order:
· To adequately safeguard principal;
· To conform with all applicable federal, state and other legal requirements;
· To provide sufficient liquidity to meet all operating requirement; and
· To obtain a reasonable rate of return

III. DELEGATION OF AUTHORITY

The TOWN BOARD’S responsibility for administration of the investment program is delegated to the TOWN SUPERVISOR, who shall provide the TOWN BOARD with periodic reports on the status of all investment undertaken in accordance with this policy. Proper accounting and other records required buy statute and / or the Office of the State Comptroller shall be maintained and be available for examination.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the TOWN OF NEW SCOTLAND to govern effectively.

Investments shall be made with judgment and care, under circumstances the prevailing, which persons of prudent discretion and intelligence exercise in the management of their own affairs, considering the safety of the principal as well as probable income to be derived.

All persons involved in the investment process shall refrain from personal business activity that could conflict with and / or impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the TOWN OF NEW SCOTLAND to diversify its deposits and investments by financial institutions, by investment instrument and by maturity scheduling, as it is deemed appropriate by the TOWN SUPERVISOR.
VI. INTERNAL CONTROLS

It is the policy of the TOWN that all moneys collected by any officer or employee of the TOWN be transferred to the TOWN SUPERVISOR within the time period specified by law.

The TOWN SUPERVISOR is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investment are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with the TOWN BOARD’S authorization, are properly recorded and comply with applicable laws and regulations.

VII. DESIGNATION OF OFFICIAL DEPOSITORY

SEE RESOLUTION APPROVED AT ANNUAL ORGANIZATIONAL MEETING is designated as the official bank for deposit of all monies received by the TOWN officers and employees, and for the investment of TOWN funds by the TOWN SUPERVISOR. SEE RESOLUTION APPROVED AT ANNUAL ORGANIZATIONAL MEETING are designated as alternate depositories.

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of GML, sec. 10, all deposits of the TOWN, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by a pledge of “eligible securities” with an aggregate “market value”, or as provided by GML, sec. 10, an amount equal to the aggregate amount of deposits from the categories designated in APPENDIX A to this policy.

IX. SAFEKEEPING OF COLLATERALIZATION

Eligible securities used for collateralization deposits shall be held by: SEE RESOLUTION APPROVED AT ANNUAL ORGANIZATIONAL MEETING subject to security and custodial agreements.

The security agreement shall provide that such securities are being pledged to secure the TOWN’S deposits together with agreed upon interest, if any, and costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions, which the securities may be sold, presented for payment, substituted or released and the events, which will enable the TOWN to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the TOWN, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the TOWN OF NEW SCOTLAND or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for the TOWN will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any
circumstances, be commingled with or become a part of the backing for any other deposits or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the TOWN with a perfected interest in the securities.

X. PERMITTED INVESTMENTS

As authorized by GML, sec. 11, the TOWN BOARD authorized the TOWN SUPERVISOR to invest money not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts;
- Certificates of deposit;
- Interest bearing checking accounts;
- Obligations of the United State of America;
- Obligations of the State of New York State
- Obligations of this local government, but only with any moneys in a reserve fund established pursuant to GML Provisions governing a legally established reserve fund.

All investment obligations shall be payable or redeemable at the option of the TOWN within such times as either the proceeds will be needed to meet expenditures for the purposes for which the moneys were provided or, if purchased with the proceeds of bonds or notes within two years of the date of such purchase.

XI. AUTHORIZED FINANCIAL INSTITUTIONS

The TOWN BOARD shall stipulate, by board resolution, the Banks that the TOWN SUPERVISOR is authorized to deposit and invest TOWN funds within. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the TOWN. The TOWN SUPERVISOR is responsible for evaluating the financial position and maintaining a list of proposed depositories and custodians. Such listing shall be evaluated at least annually.

XII. PURCHASE OF INVESTMENTS

The TOWN SUPERVISOR is authorized to contract directly for the purchase of investment and / or the deposit of TOWN monies in interest bearing checking or savings accounts.

All passbooks shall be retained in the custody of the TOWN SUPERVISOR. All other investment obligations, unless registered or inscribed in the name of the TOWN, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the
individual authorized to make such deposit or investment. All such transactions shall be
confirmed in writing to the TOWN by the bank or trust company. Any obligation held in
the custody of a bank or trust company shall be held pursuant to a written custodial
agreement as described in GML, sec. 10.

The agreement shall provide that securities held by the bank or trust company, as agent
of and custodian for the TOWN, will be kept separate and apart from the general assets
of the custodial bank or trust company and will not, under any circumstances, be
commingled with or become part of the backing for any other deposits or other liabilities.
The agreement shall describe how the custodian shall confirm the receipt and release of
the securities, and include all provisions necessary to provide the TOWN with a
perfected interest in the securities.

XIII. REPURCHASE AGREEMENTS AND CERTIFICATES OF PURCHASE

Under no circumstances is the TOWN SUPERVISOR authorized to enter into either an
investment in repurchase agreements or the issuance of certificates of purchase without
prior approval of the TOWN BOARD.

XIV. INVESTMENTS PURSUANT TO ARTICLE 5-G (GML)

The TOWN BOARD has approved investment of town moneys in C.L.A.S.S., which is a
municipal cooperation investment vehicle. All required agreements have been signed,
and ratified by Town Board resolution. EXHIBIT A pertains to investment and
collateralization under this program.

C.L.A.S.S.
APPENDIX A

Categories of securities designated as acceptable to secure town deposits, other than in
C.L.A.S.S., are:

- Obligations of the United States of America;
- Obligations of the State of New York;
- Obligations of any municipal corporation, school district or district corporation of
  the State of New York;
- Such other instruments or securities as may from time to time be legally
  permissible collateral for deposits for municipal corporations of the State of New
  York.
### RESIDENTIAL BUILDINGS

**PERMIT APPLICATIONS**

**New**
- *Up to 3,000 Sq. ft. in floor area*: $20.00 per 100 SF (or fraction thereof)
- *Over 3,000 sq. ft. in floor area*: $600.00 plus $25.00 per 100 SF over 3,000 SF (or fraction thereof)
- *Unfinished basements and attics are not included in floor area.*
- *Attached garages are included.*

**Additions, Alterations, Accessory Buildings & Repairs**
*by total cost of work to be done*
- Up to $1,000.00: $20.00
- $1,001 to $15,000: $20.00 plus $8.00 per additional $1,000 over $1,000 (or fraction thereof)
- $15,001 to $50,000: $132.00 plus $5.00 per additional $1,000 over $15,000 (or fraction thereof)
- Over $50,000: $307.00 plus $4.00 per additional $1,000 over $50,000 (or fraction thereof)

### STRUCTURES OTHER THAN BUILDINGS

- *i.e. Decks, Porches, Tanks, Signs, Pools, Tennis Courts, Ponds, etc.*

**New, Additions, Alterations & Repairs**
*by total cost of work to be done*
- Up to $1,000: $30.00
- $1,001 to $50,000: $30.00 plus $6.00 per additional $1,000 over $1,000 (or fraction thereof)
- $50,001 to $100,000: $324.00 plus $5.00 per additional $1,000 over $50,000 (or fraction thereof)
- Over $100,000: $574.00 plus $4.00 per additional $1,000 over $100,000 (or fraction thereof)

### NON-RESIDENTIAL BUILDINGS

**New and Additions (for other than warehouse type structure)**
- Up to 3,000 sq. ft. in floor area: $25.00 per 100 SF (or fraction thereof)
- Over 3,000 sq. ft. in floor area: $750.00 plus $22.00 per 100 SF over 3,000 SF (or fraction thereof)

**New and Additions (for warehouse type structure)**
- Up to 3,000 sq. ft. in floor area: $25.00 per 100 SF (or fraction thereof)
- Over 3,000 sq. ft. in floor area: $750.00 plus $17.00 per 100 SF over 3,000 SF (or fraction thereof)

**Alteration, Modifications, Accessory Buildings & Repairs**
*by total cost of work to be done*
- Up to $1,000: $30.00
- $1,001 to $50,000: $30.00 plus $7.00 per additional $1,000 over $1,000 (or fraction thereof)
- $50,001 to $100,000: $373.00 plus $5.00 per additional $1,000 over $50,000 (or fraction thereof)
- Over $100,000: $623.00 plus $4.00 per additional $1,000 over $100,000 (or fraction thereof)

### DEMOLITION

$30.00

Schedule “A” (contd.)
TEMPORARY STRUCTURES.......... $25.00

NON-STRUCTURES
i.e., Home Occupation, Forestry,
Recreation, etc....................... $50

CERTIFICATE OF OCCUPANCY (USE)
When requested or directed in a manner
un-connected with a building permit $30.00

NON-Routine OR ADDITIONAL INSPECTIONS
per rendering *$30.00
* (minimum, with hourly Building Inspector Rate from schedule “C”)

INDIVIDUAL COPIES OF ORDINANCES,
LAWS OR REGULATIONS
First 10 pages are free, Every page thereafter are $.25 each

COPIES OF MASTER PLAN/COMP PLAN: $65.00

NOTES:
A. Attached garages shall be included in the calculated square footage
B. When a permit needs renewal, the fee schedule of renewal is as follows:
   1st year full fee as per calculation applicable according to approved fee schedule
   2nd year renewal will be 75% of original permit cost.
   3rd year renewal will be 50% of original permit cost.
   4th year renewal if approved by Planning Board, reverts back to original permit fee
C. If a permit is revoked, application for a new permit is required and the fees will apply.
D. When any combination of the above categories are involved in a single overall project,
   permits and fees for each individual category are required.
E. Projects started/completed without having applied for a building permit when a permit is required,
   will be charged twice the amount of the original fee calculation according to the approved fee schedule

Schedule “B”

FILING OF APPLICATIONS

VARIANCE $75.00 plus $220.00 escrow if review from TDP is required.

ZONING INTERPRETATIONS $60.00

SPECIAL USE $75.00 plus $220.00 escrow if review from TDP is required.
Schedule “B” (contd:)

SITE PLAN

Existing structure with new use, modified floor plan or exterior appearance $100.00 plus $5.00 per 100 sq. ft. (or fraction thereof of area to be used or modified) plus $220.00 escrow if review from TDP is required.

New Structure, addition or use based on square feet of floor area

- Up to 2,000 sq. ft. of floor area $100.00 plus $220.00 escrow if review from TDP is required.
- From 2,001 sq. ft. to 4,000 sq. ft of floor area $100.00 plus $10.00 per 100 sq. ft. over 2,000 SF (or fraction thereof) plus $220.00 escrow if review from TDP is required.
- From 4,001 sq. ft. to 6,000 sq. ft. of floor area $300.00 plus $13.00 per 100 sq. ft. over 4,000 SF (or fraction thereof) plus $220.00 escrow if review from TDP is required.
- Over 6,000 sq. ft. of floor area $560.00 plus $5.00 per 100 sq. ft. over 6,000 SF plus $220.00 escrow if review from TDP is required.

ANNEXATION FEE

$75.00 plus Legal / Engineering costs

SUB-DIVISION

Building Dept: Planning Board:

1 – 4 Lots
- Sketch Plat $25.00 $200.00 plus $880.00 escrow if review from TDP is required.
- Preliminary Plat $100.00 $100.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)
- Final Plat $50.00 $200.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)

5 or More Lots
- Sketch Plat -- $200.00 plus $880.00 escrow if review from TDP is required.
- Preliminary Plat -- $100.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)
- Final Plat -- $200.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)

P. U. D.

-- $300.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)

CLUSTER

-- $300.00 plus $50.00 per lot plus Legal / Engineering *(unless lot fees paid for at preliminary plat)

LOT FEES (In lieu of park land)
- Per Lot Fee *$200.00 *$1,500.00 *(times the total number of lots within the subdivision, P.U.D. or cluster)

(The per lot fee for a minor subdivision requiring Planning Board review solely due to Article II, Section 190-19 (11) of the Zoning Law shall be charged at the Building Department rate. A major subdivision, or, a minor subdivision sent to the Planning Board for any other reason, shall be subject to the Planning Board per lot fee rate)
JUNK YARD RENEWAL FEE  $25.00

WIRELESS TELECOMMUNICATIONS FACILITIES FEES

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction of new tower</td>
<td>$4,000.00 plus $220.00 escrow for TDP review is required.</td>
<td>plus $200.00 per device plus Legal / Engineering</td>
</tr>
<tr>
<td>Co-Location of antenna, antenna array</td>
<td>$2,000.00 plus $200.00 per device</td>
<td>plus Legal / Engineering / Planner</td>
</tr>
<tr>
<td>Modification of Wireless Telecommunications Facility</td>
<td>$500.00 plus $200.00 per device</td>
<td>plus Legal / Engineering / Planner</td>
</tr>
<tr>
<td>Re-certification of Wireless Telecommunications Facility</td>
<td>$200.00 plus Legal / Engineering / Planner</td>
<td><em>(all fees non-refundable)</em></td>
</tr>
</tbody>
</table>

NOTES:

A. When more than one (1) application is required for a particular proposed action, the required fees shall be additive.

B. These fees are application processing fees and are not intended to cover the cost of required engineering reviews, field inspections, public hearing transcripts (when necessary), special counsel, building permit issuance, preparation and review of environmental impact statements. See Schedule "A" and "C" for applicable fees.

C. If applications are rejected, for whatever cause no fees will be returned. If the application is resubmitted at a later date, the fees will again be required.

D. An application will not be considered complete and the review process will not be initiated until payment of any applicable fees required has been received.
Schedule “C”

FEE SCHEDULE FOR ENGINEERING AND PLANNER REVIEW

The Planning Board, at its sole discretion, will determine whether or not a proposal requiring a special use permit, sub-division, cluster, site plan, P.U.D. approval, or preparation or review of an environmental impact statement requires the assistance of the Board’s engineer, planner, or others. This assistance may include:

A. Assessment of environmental significance.
B. Preparation or review of draft environmental impact statements pursuant to 6 NYCRR Part 617.
C. Review of proposals for conformance to the zoning law, sub-division regulations and comprehensive plan.
D. Review of any proposed drainage systems, highway extensions and new highways.
E. Review of proposed plans for collections and disposal of sanitary wastes generated by the proposal.
F. Review of proposed plans for the supply and distribution of water to and within the proposed project for domestic and fire uses.
G. Hearing transcripts and special counsel.

If the Board decides assistance is necessary at the time of application or first presentation to the Board, the Board will designate an engineer, planner, or firm and request from them an estimated fee for performing a comprehensive review of the project submissions or other necessary services. The Board then will require the proposer to deposit a cash amount equal to the estimate in a town established escrow account. This money will then be used to pay the claims as required services are performed during the approval process. If specific circumstances warrant it, additional funds will be requested to cover reasonable expenses incurred beyond the original estimate. When the services are performed for less than the original estimate, the funds remaining in the escrow account are to be returned to the proposer on final project approval. Payment to the escrow account is a prerequisite to a complete application and no review will be initiated until payment is received.

The fee specified above DOES NOT INCLUDE:

1. Any approvals or fees required from, or by, agencies other than the Town
2. Costs associated with extensions to Districts to provide necessary services to the sub-division, P.U.D. or cluster.
3. Fees charged by the Town departments or Boards for permits, approvals, hearings, and the like except as noted above.

SPECIAL INSPECTIONS AND FEES

When the Board determines that field inspection of the proposed improvements is required or that the Building Inspector requires assistance for extraordinary or questioned construction techniques during the course of construction, the costs will be borne by the project applicant as follows:

A. Board Engineer – same as above for review of proposals.
B. If the Board determines that the inspection will be performed by Town employees, other than the Building Inspector, the cost will be $40.00 per hour not to exceed $320.00 per day.
C. If the Board determines that the inspection of improvements can be borne by the Building Inspector, the cost will be $40.00 per hour not to exceed $320.00 per day.
D. Non-Routine or Special Inspections conducted by the Building Department will be at a minimum rate of $30.00, with a rate of $40.00 per hour not to exceed $420 per day.