

**Town of Murray Organizational Meeting**

January 2, 2024

Present: Supervisor Gerald Rightmyer, Town Councilpersons Elaine Berg, Randall Bower, Lloyd Christ and Michael Christopher, Town Clerk Cindy Oliver, Highway and Water Superintendent Dirk Lammes, Art Knab

Motion by Christ, Seconded by Berg to open the meeting at 12:04 p.m. Motion Carried

Oaths of office were taken by Town Supervisor Gerald Rightmyer, Councilperson Elaine Berg, Councilperson Michael Christopher, Councilperson Randall Bower and Councilperson Lloyd Christ.

Discussions:

Town communication and media were discussed. Board would like to keep residents informed in as many ways as possible; town website, live streaming and possibly a Facebook page. Not for people to comment but as a means of communicating important things such as water breaks, closings, events, etc. Elaine and Gerry will head this up.

Liaisons to Departments are as follows:

- Communications Rightmyer, Berg
- Assessor Rightmyer, Bower
- Hwy. and Water Rightmyer, Christ
- Town Justice Christ, Christopher
- Planning/Zoning Berg, Christopher
- Town Clerk Rightmyer, Berg
- Youth Commission Rightmyer, Bower

Discussion regarding Highway Clerk, Water Billing Clerk and Assessor Clerk positions. These are all part time positions. After speaking to County Personnel Director Katie Harvey, there is no need to create the new position of account clerk full time. Alexis is currently account clerk part time and she is working in three different departments. If, in combination of three departments, she works 35 hours per week, she is entitled to health insurance whether she holds her current positions or the proposed position of account clerk full time. Also Ms. Harvey informed the Supervisor that she could not hold the position of account clerk full time AND Assessor Assistant at the same time.

Security alarm passcodes will be changed. Hopefully next week Supervisor Rightmyer will delete all current passcodes and enter new ones for all employees.

The 2024 Employee Benefits were discussed and the following changes were made:

2. SICK LEAVE

~~A. After one month of full time service with the Town of Murray, one day per month of sick leave will be granted. An individual may accumulate a maximum of 200 days~~  
*After one month of full-time service with the Town of Murray, one day per month of sick leave will be granted. An individual may accumulate a maximum of 200 days. Full-time employees hired prior to January 1, 2020 are granted one day per month of sick leave and may accumulate a maximum of 250 days.*

COMP TIME

Add the following: *Unused comp time is paid at the end of each year.*

FRINGE BENEFITS

~~D. Employees will be allowed \$250.00 per year for clothing allowance and required safety shoes.~~  
*Full time MEOs will be allowed \$500 per year for Town approved MEO uniform and required safety shoes*

Meeting rules were discussed. Supervisor Rightmyer will put something together with Cindy soon.

RESOLUTION 2024-001

At a meeting of the Murray Town Board, duly held on January 2, 2024, Councilperson Elaine Berg moved adoption of the following resolution; Councilperson Lloyd Christ seconded the motion:

BE IT RESOLVED, that the following Town of Murray salaries, appointments, standard work hours per day as required by New York State for retirement purposes only and designations for the year 2024 are approved and adopted as listed.

POSITION	SALARY
Assessor	\$27,583/yr.
Assessor Clerk	\$17/hr.
Assessor Assistant	\$17/hr.
Board of Assessment Review (5)	\$200
Budget Manager	\$1,500/yr.
Code Enforcement Officer Part Time	\$26.52/hr.
Codes Dept./Planning/Zoning Clerk Part Time	\$17/hr.
Councilperson (4)	\$3,400/yr.
Highway Superintendent	\$60,102/yr.
Highway Superintendent Clerk	\$17/hr.
MEO Full Time	\$28.54/hr. base pay
MEO Part Time	\$21.43/hr. base pay
Laborer Part Time	\$16/hr.

\*\*\*\*\*DRAFT\*\*\*\*\*

Planning and Zoning Board Chair Person	\$60/meeting
Planning and Zoning Board Members	\$30/meeting
Registrar of Vital Statistics	\$716/yr.
Supervisor	\$8,500/yr.
Town Clerk	\$37,396/yr.
Deputy Town Clerk	\$18/hr.
Town Historian	\$1,030/yr.
Town Justice (2)	\$21,561/yr.
•	\$20,361/yr.
•	\$1,200/yr.
Clerk to Town Justice (2)	\$18/hr.
Water Superintendent	\$12,239/yr.
Water Collections Clerk	\$12,234/yr.
Water Billing Clerk	\$17/hr.

<b>APPOINTED POSITION</b>	<b>INDIVIDUAL</b>
Agricultural Representative to Planning Board	TBA
Assessor	Stephanie Holtz
Assessor Assistant Part Time	Lynn Wood
Assessor Clerk Part Time	Alexis Penna
Attorney	Underberg & Kessler
Budget Manager	Gerald Rightmyer
Clerk to the Town Justice	Jeanne Spada
Clerk to the Town Justice	Lindsay Fredendall
Code Enforcement Officer Part Time	Chad Fabry
Codes Dept./Zoning/Planning Clerk Part Time	Diane Herzog
Representative to the County Planning Board	Scott Lang
Deputy Highway Superintendent	Dennis Mandigo
Highway Superintendent Clerk Part Time	Alexis Penna
Deputy Town Clerk	Annette Curtis
Deputy Town Supervisor	Elaine Berg
Historian	Marsha DeFilipps
Property Manager	Gerald Rightmyer
Registrar of Vital Statistics	Cynthia Oliver
Deputy Registrar of Vital Statistics	Annette Curtis
Highway Superintendent	Dirk Lamma
Water Collections Clerk	Cynthia Oliver
Water Billing Clerk Part Time	Alexis Penna

STANDARD DAY WORK HOURS PER DAY AS REQUIRED BY NEW YORK STATE FOR RETIREMENT PURPOSES ONLY

<b>POSITION</b>	<b>STANDARD HOURS PER DAY</b>
Assessor	6

Assessor Clerk and Assessor Assistant	6
Budget Officer	6
Code Enforcement Officer Part Time	6
Council Person	6
Highway Clerk	6
Highway Superintendent	8
Historian	6
Laborer Part Time	8
M.E.O. Full Time	8
M.E.O. Part Time	8
Supervisor	6
Town Clerk	6
Deputy Town Clerk	6
Town Justice	6
Clerk to the Town Justice	6
Water Billing Clerk	6

- Dorothy Morgan is reappointed to the Town Planning Board to a term beginning January 1, 2024 and ending December 31, 2028
- Eric Collyer is reappointed to the Zoning Board of Appeals to a term beginning January 1, 2024 and ending December 31, 2028
- Five-Star Bank and the Bank of Castile are designated as official depositories for the Town of Murray
- Batavia Daily News is designated the official newspaper of the Town of Murray and the Orleans Hub and Town websites as an additional means for issuing notices
- Town officials are authorized to attend schools and training as needed or required at Town expense
- Town officials are reimbursed 62.5¢ per mile vehicle allowance for use of personal vehicle on Town business
- Bills can be pre-paid if due date is prior to the next board meeting to avoid late fees
- Town Board meetings to be held on the 3<sup>rd</sup> Monday of each month at 7:00 p.m.
- Highway Superintendent is reimbursed \$75 per month for personal cell phone use
- 2024 Vehicle Use Policy, Driver Record Check Policy Town of Murray Code of Ethics, Workplace Violence Prevention Policy, Policy against Discrimination and Harassment, and Sexual Harassment Policy are approved
- 2024 Employee Benefits with agreed upon changes are approved

After being put to a vote, the resolution was thereupon duly adopted.

Motion by Bower, Seconded by Christ to adjourn the meeting at 1:37 p.m. Motion Carried

Respectfully Submitted,

Cynthia L. Oliver