

**AGENDA**  
**REGULAR MEETING - TOWN OF BOSTON**  
**JANUARY 2, 2020 - 7:30 P.M.**

**ITEM NO. I PRELIMINARY MATTERS**

1. Call Meeting to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Other Preliminary Matters.

**ITEM NO. II REGULAR BUSINESS**

1. Correction and Adoption of the Minutes 12/18/2019.
2. Consideration of all Fund Bills.

**ITEM NO. III CORRESPONDENCE**

**ITEM NO. IV NEW BUSINESS**

1. Requests from the Floor (3 minute time limit per person).
2. Appointments.
3. Establish Salary Schedule.
4. Set Payment of Salaries.
5. Designation of Depositories.
6. Set Dates and Times for Regular and Work Session Meetings.
7. Designate Official Newspaper.
8. Appointment of NEST Solid Waste Management Board.
9. Direct Town Clerk to Send Letter to Refuse Collectors – Annual Licenses.
10. Authorize Supervisor and Tax Collector to Invest Surplus Monies.
11. Set Investment Policy.
12. Authorize Check Writer and Signature Stamp for Supervisor.
13. Set Mileage Rate Paid by Town.
14. Schedule Annual Audit Meeting.
15. Authorize to Allow Lending Funds from One Account to Another.
16. Set Hours for New York State Retirement Reporting.
17. Petty Cash Funds.
18. Set Holiday Schedule.
19. 284 Agreement to Spend Town Highway Funds.

20. Resolution 2020-01 Procurement Policy.
21. Resolution 2020-02 Adopt Schedule of Fees.
22. Resolution 2020-03 Attorney for the Town
23. Resolution 2020-04 Clark Patterson Lee to Serve as Town Engineer
24. Resolution 2020-05 LaBella Associates to Serve as Town Engineer
25. Resolution 2020-06 Payment of Insurance Premium
25. Tara Lowry - Request to attend the New York Planning Federation Conference

**ITEM NO. V OLD BUSINESS**

1. Kathy Prackajlo – Request to attend the New York Planning Federation Conference

**ITEM NO. VI REPORTS AND PRESENTATIONS**

1. Supervisor
2. Town Clerk
3. Highway Superintendent
4. Attorney for the Town
5. Councilmembers

**ITEM NO. VIII ADJOURNMENT OF MEETING**

1. Adjournment of Meeting



<u>2020 APPOINTMENT</u>	<u>TITLE</u>	<u>TERM</u>
Karen Miller	Court Clerk, FT	12/31/20
Rebecca Neudeck	Court Clerk, PT	12/31/20
John Sibenik	Court Officer, PT	12/31/20
Daniel Mulé	Court Officer, PT	12/31/20
Anna Kobialka	Prosecutor, PT	12/31/20
Ashley Karmazyn	Assessment Clerk, PT	12/31/20
Lois Jackson	Deputy Town Clerk, FT	12/31/20
William G. Ferguson	Code Enforcement Officer, PT	12/31/20
Dawn Boncal	Secretary to Boards/Code Enforce, PT	12/31/20
Maryann Cumming-Robel	Highway Clerk, PT	12/31/20
Gordon Cruse	Dog Control Officer, PT	12/31/20
Theresa Horschel	Nutrition Prog. Director, PT	12/31/20
Sharon Bulger	Asst. Nutrition Director, PT	12/31/20
Lorrie Valentine	Sub Asst. Nutrition Director, PT	12/31/20
Patricia Hice	Sub Asst. Nutrition Director, PT	12/31/20
Shawn Vanderdoes	Town Hall Laborer, PT	12/31/20
Cheryl Dunmire	Town Hall Cleaner, PT	12/31/20
Robert Telaak	Parks Superintendent	12/31/20
Scott Fellows	Parks Laborer, FT	12/31/20
Barry Decker	Parks Laborer, Seasonal	12/31/20
Amanda Jensen	Parks Laborer, Seasonal	12/31/20
Eugene Wieckowski	Emergency Manager	12/31/20
Allison Koczur	Event Coordinator	12/31/20
Jacob Karb, III	Liaison - Cobblehill Cemetery	12/31/20
Kathy Prackajlo	Marriage Officer	12/31/20
Sandra Quinlan	Records Management Officer	12/31/20
Sandra Quinlan	Registrar of Vital Statistics	12/31/21
Lois Jackson	Deputy Registrar of Vital Statistics	12/31/21
Sarah desJardins	Town Planner	12/31/20

Supervisor Keding made the following appointments:

Allison Koczur	Assistant to Supervisor, FT	12/31/20
Elysia Pericak	Bookkeeper/Budget Director, FT	12/31/20
Richard Hawkins	Deputy Supervisor	12/31/20
Frank Gamel	Town Historian, PT	12/31/20

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

Town Clerk Quinlan proceeded to swear in all those appointees in attendance.

A motion was made by Councilwoman Martin and seconded by Councilwoman Lucachik to establish the 2020 Salary Schedule:

<u>POSITION</u>	<u>SALARY</u>
Assistant to the Supervisor, FT	39,211/Yr.
Bookkeeper, FT	49,862/Yr.
Deputy Supervisor	1,050/Yr.
Budget Director	3,500/Yr.
Event Coordinator	2,500/Yr.
Court Clerk, FT	44,572/Yr.
Court Clerk, PT	17.20/Hr.
Court Officer, PT (2)	5,779/Yr.
Prosecutor	15,886/Yr.
Assessor, FT	48,802/Yr.
Assessment Clerk, PT	17.20/Hr.
Deputy Town Clerk, FT	35,778/Yr.
Code Enforcement Officer, PT	22,588/Yr.
Secretary to Boards & Code Enforcement, PT	17.20/Hr.
Hwy Clerk/Secretary, PT	17.20/Hr.
Dog Control Officer, PT	12,921/Yr.
Nutrition Program Director	13.50/Hr.
Asst. Nutrition Program Director (2)	13.50/Hr.
Laborer, PT - Town Hall	17.20/Hr.
Cleaner, PT - Town Hall	3,895/Yr.
Parks Superintendent	8,811/Yr.
Parks Laborer, FT	39,392/Yr.
Parks Seasonal Employees (2)	17.20/Hr.
Cobblehill Cemetery Liaison	300/Yr.
Town Historian	3,550/Yr.

Highway Department

Per Collective Bargaining Agreement

Elected Officials

Supervisor	\$39,000/Yr.
Councilmen (4)	\$8,750/Yr.
Highway Superintendent	\$68,278/Yr.
Town Clerk	\$47,741/Yr.
Town Justices (2)	\$19,103/Yr.

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilman Cartechine and seconded by Supervisor Keding to set the payment of salaries as follows:

Bi-weekly to the Town Clerk, Deputy Town Clerk, Supervisor, Assistant to Supervisor, Bookkeeper, Court Clerks, Assessor, Assessment Clerk, Secretary to Boards/Code Enforcement, Town Hall Laborer, Parks Laborers, Highway Superintendent, Highway Clerk, M.E.O.'s, Truck Drivers, and Highway Laborers. All others positions are paid on a monthly basis.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine, designation of depositories as follows:

North Boston Branch of the Evans National Bank for Supervisor, Town Clerk, Tax Collector, and Town Justices.  
Participation in New York Cooperative Liquid Assets Security System (NYCLASS) for the Supervisor, Town Clerk and Tax Collector.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Martin and was seconded by Supervisor Keding to schedule dates and times for regular Town Board meetings and work sessions:

Town Board Meeting: First and third Wednesday of the month at 7:30 P.M.

Work Session: First and third Wednesday of the month at 6:00 P.M.

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and was seconded by Councilwoman Martin to designate the official newspaper as follows:

The Hamburg Sun.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Councilwoman Lucachik to appoint Supervisor Keding to the NEST Solid Waste Management Board:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilman Cartechine and was seconded by Councilwoman Lucachik to approve the Town Clerk to send letters to refuse collectors that annual licenses are due.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Selby and seconded by Councilwoman Lucachik to authorize the Supervisor and the Tax Collector to invest surplus monies.

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and seconded by Councilwoman Martin to approve investment policy:

Investment policy previously adopted by the Town Board where idle town monies may be invested, subject to any further regulation from the State Comptroller pursuant to section 39 of the General Municipal Law as follows:

1. Obligations of Federal Government - Treasury Notes, Treasury Bills, etc.
2. Obligations of Federal Agencies Guaranteed by the Government.
3. Obligations of the State of New York
4. Certificates of Deposit in Commercial Banks, which are FDIC insured.
5. Regular Savings Accounts, Money Market Accounts in Commercial Banks if proper securities are provided for all monies invested in excess of the amount secured by FDIC.
6. Tax Anticipation Note and Revenue Anticipation Notes of another municipality, district, corporation or school district, any other investments not listed will require prior approval by the Town Board and be in conformance of all state statutes.

The Town Supervisor will keep a record of all such investments and provide a report to all Town Board Members monthly.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and seconded by Councilman Cartechine to authorize the use of a Check Writer and Signature Stamp for Supervisor Keding.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilman Cartechine and seconded by Councilwoman Selby to set the mileage rate at the 2020 IRS rate of 57 cents per mile.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Selby and seconded by Councilwoman Lucachik to table the scheduling of the Annual Audit Meeting.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Lucachik and seconded by Supervisor Keding to authorize the Supervisor to lend funds from one account to another.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Martin and seconded by Councilwoman Lucachik to approve the workdays and retirement reporting:

Workday & Retirement Reporting (Part Time):

Assign the following to be reported by New York State Retirement purposes for elected and appointed Town Personnel with six (6) hours being designated as a workday:

Motion Con't:

Town Justices	Councilman
Supervisor	Deputy Supervisor
Code Enforcement Officer	Secretary to Boards/Code Enforcement
Prosecutor	Court Officer
Assessment Clerk	Court Clerk, PT
Highway Clerk	Dog Control Officer
Town Hall Laborer	Town Hall Cleaner
Nutrition Program Director	Event Coordinator

Workday & Retirement Reporting (Full Time):

Assign the following workdays to be reported by New York State Retirement purposes for elected and appointed Town Personnel as full time based on a seven (7) hour workday for New York State Retirement purposes:

Town Clerk	Deputy Town Clerk
Bookkeeper	Assistant to Supervisor
Superintendent of Highways	Court Clerk, FT
Assessor	

Assign the following workdays to be reported by New York State Retirement purposes for elected and appointed Town Personnel as full time based on an eight (8) hour workday for New York State Retirement purposes:

Parks Laborer  
Highway M.E.O.'s, Truck Drivers, and Laborers

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilman Cartechine and was seconded by Supervisor Keding for Petty Cash Funds:

Town Clerk	\$300
Town Justice	\$300

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine to set the following 2020 employee holidays for the Town of Boston:

New Year's Day	Jan	1	Election Day	Nov	3
Martin Luther King	Jan	20	Veteran's Day	Nov	11
President's Day	Feb	17	Thanksgiving Day	Nov	26
Good Friday	April	10	Day after Thanksgiving	Nov	27
Memorial Day	May	25	Christmas Eve	Dec	24
Independence Day	July	3	Christmas Day	Dec	25
Labor Day	Sept	7	New Year's Eve	Dec	31
Columbus Day	Oct	12			

This holiday schedule does not apply to Highway employees. Refer to Collective Bargaining Agreement.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and was seconded by Councilwoman Martin, pursuant to the provisions of Section 284 of the Highway Law, we agree that monies levied and collected for the repair and improvement of highways, and received from the State for the repair and improvement of highways, shall be expended, the sum of \$349,486.41 may be expended for general repairs upon 37.98 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewal thereof. This document will be updated as needed in the Spring.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Councilwoman Selby,

**RESOLUTION 2020-01**

**PROCUREMENT POLICY**

NOW THEREFORE BE IT RESOLVED, that the Town of Boston does hereby adopt the following procurement policies and procedures for this year:

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law, Sec. 103. Every Town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter "Purchaser") 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 past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file documentation supporting the purchase activity.

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$20,000 in the fiscal year; or (b) public works contracts over \$35,000 shall be formally bid pursuant to GML, Sec. 103.

Guideline 3.

1) All estimated purchases of supplies or equipment of less than \$20,000 but greater than \$10,000 require a written request for a proposal (RFP) and written/fax quotes from three vendors; less than \$10,000 but greater than \$5,000 require an oral request/fax quotes from at least two vendors; less than \$5,000 but greater than \$1,500 require an oral request for the goods and oral/fax quotes from 3 vendors if possible; less than \$1,500 are left to the discretion of the Purchaser.

2) All estimated public works contracts of less than \$35,000 but greater than \$20,000 require a written request for proposal (RFP) and fax/proposals from 3 contractors; less than \$20,000 but greater than \$10,000 require a written request for proposal and fax/proposals from at least two contractors; \$10,000 but greater than \$3,000 require a written request for proposal (RFP) and fax/proposals from 2 contractors; less than \$3,000 are left to the discretion of the Purchaser.

3) Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and offered.

4) 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.

Guideline 4.

4.1 Purpose

The Town Board of the Town of Boston seeks to exercise the local option set forth in § 103, Subdivision 1, of the New York General Municipal Law, as amended by

Chapter 608 of the Laws of 2011 and Chapter 2 of the Laws of 2012, which amendment authorizes the Town to award purchase contracts and contracts for services subject to competitive bidding under General Municipal Law § 103 on the basis of either lowest responsible bidder or "best value" as defined in § 163 of the New York State Finance Law. The "best value" option may be used if it is more cost efficient over time to award the good or service to other than the lowest responsible bidder if factors such as lower cost of maintenance, durability, higher quality and longer product life are germane.

#### 4.2 Award based on low bid or best value

The Town Board of the Town of Boston may award purchase contracts and service contracts that have been procured pursuant to competitive bidding under the General Municipal Law § 103 by either lowest responsible bidder or best value.

#### 4.3 Applicability

The provisions of this chapter apply to Town purchase contracts or contracts for services involving an expenditure of more than \$10,000, but exclude purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the State Labor Law and exclude any other contract that may in the future be excluded under state law from the best value option.

#### 4.4 Standards for best value

Goods and services procured and awarded on the basis of best value are those that the Town Board of the Town of Boston determines will be of the highest quality while being the most efficient. The determination of quality and cost efficiency shall be based on objectively quantified and clearly described and documented criteria which may include, but shall not be limited to, any or all of the following: cost of maintenance; proximity to the end user if distance or response time is a significant term; durability; availability of replacement parts or maintenance contractors; longer product life; product performance criteria; and quality of craftsmanship.

#### 4.5 Documentation.

Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value shall be thoroughly and accurately documented.

4.6 Procurement policy superseded where inconsistent.

Any inconsistent provision of the Town's Procurement Policy, as adopted prior to the effective date of this chapter by resolution of the Town Board of the Town of Boston, or as amended thereafter, shall be deemed superseded by the provisions of this chapter.

Guideline 5. A good-faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser 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 solicitation of written proposals or quotations shall be required under the following circumstances:

- (a) Acquisition of professional services;
- (b) Emergencies;
- (c) Sole source situations;
- (d) Goods purchased from agencies for the blind or severely handicapped;
- (e) Goods purchased from correctional facilities;
- (f) Goods purchased from another Governmental agency;
- (g) Goods purchased at auction;
- (h) Goods purchased for less than \$1,500;
- (i) Public works contracts for less than \$1,500.
- (j) Purchases pursuant to State or county bid, or local or federal bid.

Guideline 7. Any Town official designated by resolution as responsible for purchasing can approve purchases up to \$1500. Purchases \$1500 to \$5000 require written approval by the Supervisor. Purchases over \$5000 must be approved by the Town Board. Purchases over \$300 require a P.O. as specified in the Capital Asset Policy.

Guideline 8. Overnight travel in any amount must be approved at a Town Board Meeting.

Guideline 9. All vouchers shall contain information which properly and clearly identify the job, project, vehicle or equipment for which the parts, repair, and/or replacement pertain to. Expense reimbursement will be submitted on a quarterly basis. Full year vouchers accumulated will not be honored.

Guideline 10. This policy shall be reviewed annually by the Town Board at its organizational meeting shall or as soon thereafter as is reasonably practicable.

Guideline 11. The following Town Officials are designated as responsible for purchasing:

Town Supervisor	Town Clerk
Court Clerk	Board Secretary
Town Assessor	Cobble Hill Cemetery Liaison
Code Enforcement Officer	Dog Control Officer
Highway Superintendent	Nutrition Site Coordinator
Parks Superintendent	Town Hall Laborer

On January 2, 2020, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilman Cartechine and was seconded by Supervisor Keding,

**RESOLUTION 2020-02**

**ADOPT SCHEDULE OF FEES**

NOW THEREFORE BE IT RESOLVED that the Schedule of Fees for the Town of Boston, as attached hereto, be adopted, and to continue thereafter unless otherwise amended; and

BE IT FURTHER RESOLVED that the Schedule of Fees, attached hereto, shall supercede the existing Schedule of Fees to the extent that it expressly alters the same.

<i>Construction</i>	<i>Fee</i>
<b>Residential New</b>	
One, Two & Multiple Family Dwellings <b>NOTE:</b> Floor area shall not include cellar, non-habitable basement, non-habitable attic or carport, but shall include attached garage	\$0.25 Sq. Ft.
<b>Non-Residential Buildings (Commercial)</b>	\$0.25 Sq. Ft.
<b>NOTE:</b> The Permit Fee for a Building Occupied in Part for Residential use and in Part for Non-Residential use Shall be the Sum of the Two Occupancy Fees Calculated Separately.	

<b>Additions (Residential)</b>	
Up to 100 Square Feet	\$50
Each additional Square Foot	\$0.20 Sq. Ft.
<b>NOTE:</b> Floor Area Same As For New Residential	
<b>Additions (Non Residential/Commercial)</b>	
Up to 100 Square feet	\$50
Each additional square foot	\$0.30 Sq. Ft.
<b>Accessory Buildings</b>	
Square feet	
under 100	no fee
over 100 up to 400	\$50
over 400 up to 700	\$90
over 700 up to 1000	\$120
over 1000	\$125 plus \$5 for each additional 100 sq. ft. or part thereof
<b>Decks</b>	
Square feet	
Up to 100	\$50
over 100	\$75
<b>Alterations/Repair/Renovations</b>	
Up to 200 Square feet	\$50
Each additional square foot	\$0.15 Sq. Ft.
<b>Late Fee For Building Permit (not subject to Site Plan Approval)</b>	
	\$250
<b>Swimming Pools</b>	
In-Ground	\$150
Above-Ground	\$75
<b>Demolition Permits</b>	
Up to 500 sq. ft.	\$50
Over 500 to 1000 sq. ft.	\$75
Over 1000 sq. ft.	\$100
<b>Subject</b>	<b>Fee</b>
<b>Special Permits</b>	
Initial Application-General Special Permits	\$150
Renewal-Terminable Special Permit	\$25
Modification of Special Permit	\$150
Initial Application - Live Entertainment	\$25
Renewal Application - Live Entertainment	\$25
<b>Telecommunications Facility</b>	
Facility-Special Permit	\$5,000
Co-location Permit	\$1,000
Building Permit	\$250

<b>Refuse Removal</b>	
Annual License	\$100
<b>Junkyard</b>	
Initial Application	\$1,000
Renewal Application	\$250
<b>Mobile Home Courts</b>	
Initial Application	\$200 + \$10 per acre for each acre over 10 acres
Annual License Fee	\$15 per unit
New Site Inspection Fee	\$50 per unit
In lieu Recreation Fee	\$150 per unit
<b>Peddling &amp; Soliciting Permit</b>	
Per Person	\$10
Per Vehicle	\$10
<b>Public Improvement Permit</b>	
Per Permit	\$25
<b>Signs</b>	
Not-for-Profit Organizations	\$10
Real Estate Developments-- R-1, R-2, R-3, R-4 Districts	\$25 per year; renewable annually
Temporary Political Signs, Banners business promotion, etc.	No fee
Temporary announcement signs for special events of non-profit organizations in the Town of Boston	No fee
Wall identification signs	\$50
Ground Signs	\$100
Entrance or exit traffic control signs without advertising; max 12'h x 18"l	No fee
<b>Soil Removal</b>	
Annual Permit	\$100
<b>FOIL</b>	
Copies up to 8.5" x 14"	\$0.25
Copies over 8.5" x 14"	Actual Cost
Computer Disc	\$10.00
Certified & Genealogical Copies of Vital Records	\$10.00
<b>Dog Licenses</b>	<b>Including Local Fee &amp; NYS Surcharge</b>
Spayed/Neutered	1 Year \$8 / 2 Year \$16 / 3 Year \$24
Unspayed/Unneutered	1 Year \$16 / 2 Year \$32 / 3 Year \$48
Purebred up to 10 dogs	\$25 + \$1 for each spayed/neutered Dog
Purebred up to 25 dogs	\$50 + \$1 for each unspayed/unneutered Dog
Town Impoundment Fees	(1 <sup>st</sup> ) \$25, (2 <sup>nd</sup> ) \$50, (3 <sup>rd</sup> ) \$75, and continue in additional \$25 increments for subsequent impoundments

Boarding Fees	\$25 per day
Civil Fines, NYS Minimum	(1 <sup>st</sup> ) \$25, (2 <sup>nd</sup> ) \$50, (3 <sup>rd</sup> ) \$75
<b>Woodburning Fireplaces/Stoves</b>	
Permit	\$50
<b>Cert. Of Occupancy / Zoning Compliance</b>	
Permit	\$25
<b>Zoning Board of Appeals</b>	
Application for Variance	\$150
Appeal	\$150
Public Hearing Fee	\$100
<b>Planning Board-Subdivision Development</b>	
Minor Sub Preliminary Plat Approval	\$200 per lot
Minor Sub Final Plat	No Fee
Major Sub Preliminary Plat Approval	\$750 + \$300/lots>4
Major Sub Final Plat	No Fee
Special Use Permit	\$ 200
<b>Rezoning Application</b>	
< 1 acre	\$250
1.0 acres up to 5.0 acres	\$500
5.0 acres up to 10.0 acres	\$1000
10.0 acres up to 50.0 acres	\$2500
> 50 acres	\$5000
<b>Application – Site Plan Review</b>	
up to 1.0 acre	\$250
over 1.0 up to 2.0 acres	\$500
over 2.0 acres up to 5.0 acres	\$500 + \$250 for any acre or fraction over 2.0 acres
over 5.0 acres up to 10 acres	\$1000 + \$250 for any acre or fraction over 5.0 acres
over 10 acres	\$2500 + \$250 for any acre or fraction over 10 acres
Site Plan Approval, Minor Add'ns/Site Improvements	\$250
<b>Cobble Hill Cemetery</b>	
Grave Site - Purchase Price	\$400
Grave Opening - Full Grave	\$400
Grave Opening - Infant Grave (up to 3 feet)	\$250
Cremation	\$150
Foundation - per foot	\$50
Foundation – Minimum	\$100
<b>Books and Maps</b>	
Code Books	\$200
Zoning Map	\$75
Code Book – Leaving Town Official	\$50
<b>Late Fee For Any App. Arising out of Zoning Law</b>	<b>\$250</b>

<b>Adult Use Registration</b>	
Processing Fee	\$500
<b>Use of Facility</b>	
Maintenance Fee	\$75
<b>Permits For Which There Is No Established Fee</b>	\$50

On January 2, 2020, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine,

**RESOLUTION 2020-03                      ATTORNEY FOR THE TOWN, SEAN W. COSTELLO**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Lucachik and was seconded by Supervisor Keding,

**RESOLUTION 2020-04                      CLARK PATTERSON LEE TO SERVE  
AS TOWN ENGINEER**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Martin and was seconded by Councilwoman Lucachik,

**RESOLUTION 2020-05                      LABELLA ASSOCIATES TO SERVE  
AS TOWN ENGINEER**

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilman Cartechine and was seconded by Supervisor Keding,

**RESOLUTION 2020-06**

**PAYMENT OF INSURANCE PREMIUM**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

A motion was made by Councilwoman Lucachik and was seconded by Councilwoman Selby to approve Tara Lowry to attend the New York Planning Federation Conference on April 19-21, 2020.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

Old Business:

A motion was made by Councilwoman Martin and was seconded by Councilwoman Lucachik to approve Kathy Prackajlo to attend the New York Planning Federation Conference on April 19-21, 2020.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes Carried

Highway Superintendent Telaak reported on the following:

Christmas Trees will be picked up by Waste Management. Large trees need to be cut in half.

One of the Highway employees has been off due to medical issues and he will be off additional two to three weeks or longer.

Councilwoman Selby reported on the following:

Thanked everyone for their support and excited to be working with this Town Board.

Councilman Cartechine reported on the following:

Welcome Kathy to the Town Board.

Community Emergency Awareness Training presentation, put on by all three Fire Companies and Emergency Squad, held at Boston Fire Hall, Saturday January 18<sup>th</sup> from 11AM to 2 PM.

Councilwoman Lucachik reported on the following:

Planning Board meeting scheduled for January 14<sup>th</sup> at 7:30 pm.

Councilwoman Martin reported on the following:

Welcome Kathy to the Town Board.

Thanked the Town Clerk for organizing the Swearing In Ceremony reception.

Looking forward to another year of working on the Town Board and making progress.

Town Clerk Quinlan reported on the following:

Welcome Kathy to the Town Board.

The Connect Life Blood Drive on December 27<sup>th</sup> brought in 12 presenting donors.

Received a letter from Barbara Moore regarding the Town of Boston participating in the Erie County Sherriff's Office Mounted Reserve's Mounted For Meals Food Drive.

Supervisor Keding reported on the following:

Reminding residents to sign up for CodeRED notifications.

The syringe and medicine drop off box at the Town Hall had collected approximately 700 pounds of medication in 2019 reported by the Sherriff's Office.

NYSEG had responded today that the 219 Expressway light outages are due to a severed or broken main service cable. The Town will work with an Electrician regarding that repair.

Waste Management will collect Christmas Trees, cut in 4 foot lengths.

HEAP Outreach will take place on January 10<sup>th</sup> in the Court Room.

There were two fires in town recently, the community came together to help those families with generous donations.

Additional donations of clothing and shoes will go to Bread of Life Outreach in Colden.

Ten bicycles had been donated to the Boston Boys and Girls Club.

A motion was made by Supervisor Keding and seconded by Councilwoman Lucachik to adjourn the meeting at 8:15 p.m.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

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SANDRA L. QUINLAN, BOSTON TOWN CLERK