

**Town of Dickinson**  
*Town Board Work Session Meeting Agenda*  
*January 3, 2021*  
*5:30 PM*  
*Location: Town Hall and Zoom*  
*(Agenda subject to change prior to the meeting)*  
*Please observe social distancing and mask requirements.*

Meeting Link: <https://us02web.zoom.us/j/83697318344?pwd=NnVwdVVGS0FMOFBYU3I5MjlQakdTdz09>

Meeting ID: 836 9731 8344

Passcode: 107309

Dial in phone number: 1- 646-876-9923

**CALL TO ORDER/WELCOME**

**I. PUBLIC HEARING**

- **5:30 PM RE: LOCAL LAW REGARDING PARKING ON ORCHARD RD.**
- **5:30 PM RE: TO RECONSIDER DECLARING THE BUILDING AT 36 PULASKI STREET TO BE UNSAFE AND DANGEROUS IN ACCORDANCE WITH CHAPTER 244 OF THE TOWN CODE**

**II. THE CHAIR**

- **Status: Organizational Resolution, Holiday & Meeting schedules for 2022**
- **Status: Appointments**
- **Review of 2021**
- **2022 Newsletter**

**III. ATTORNEY**

- **Discussion: Adopting Organizational Resolution 2021 at the January 11<sup>th</sup> meeting**
- **Discussion: Resolution to adopt Local Law regarding parking on Orchard Rd at the January 11<sup>th</sup> meeting**
- **Discussion: Resolution to schedule public hearing regarding Fence Permits**

**IV. PUBLIC WORKS**

**V. CODE ENFORCEMENT**

**ADJOURNMENT:**

*Motion to adjourn the meeting: Meeting adjourned at \_\_\_\_\_ p.m.*

**Town of Dickinson**

**Local Law No. 1 of the year 2022**

**A LOCAL LAW AMENDING CHAPTER 528 OF THE  
TOWN CODE ENTITLED “VEHICLES AND TRAFFIC”**

Be it enacted by the Town Board of the Town of Dickinson as follows:

Section 1: Section 528-35 “Schedule IX: No Parking At Any Time” of the Town Code is hereby amended by adding the following:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Orchard Road	Both	Cul-de-sac at dead end

Section 2: Separability

The provisions of this local law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 3: Repealer

All Ordinances, Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4: Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

**Town of Dickinson**

**Resolution No. \_\_\_\_\_**

**Resolution Adopting Local Law #1-2022 entitled  
“A Local Law Amending Chapter 528 of the Town Code entitled ‘Vehicles and Traffic’”**

At a meeting of the Town Board of the Town of Dickinson held on the 3rd day of January, 2022, the following resolution was offered and seconded:

**WHEREAS**, the Town of Dickinson scheduled a public hearing for January 3rd, 2022 at 5:30 p.m. for Local Law No. 1 of 2022 entitled “A Local Law Amending Chapter 528 of the Town Code entitled ‘Vehicles and Traffic’”; and

**WHEREAS**, notice of said public hearing was duly advertised in the official newspaper of the Town and posted on the Town Clerk’s signboard; and

**WHEREAS**, said public hearing was duly held on the 3rd day of January, 2022 at 5:30 p.m. and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

**WHEREAS**, pursuant to the State Environmental Quality Review Act, it has been determined by the Town Board that adoption of the proposed Local Law constitutes a Type II Action as defined under 6 NYCRR 617.5(c)(22) and (33); and

**WHEREAS**, the Town Board, after due deliberation, finds it in the best interest of the Town to adopt said Local Law.

**NOW, THEREFORE BE IT RESOLVED** that the Town Board hereby adopts said local law as Local Law No. 1 of 2022 entitled “A Local Law Amending Chapter 528 of the Town Code entitled ‘Vehicles and Traffic’” a copy of which is attached hereto and made a part hereof; and be it further

**RESOLVED** that the Town Clerk be and hereby is directed to enter said Local Law in the minutes of this meeting and to give due notice of the adoption of said Local Law to the Secretary of State; and be it further

**RESOLVED** that this resolution will take effect upon filing with the Department of State.

**CERTIFICATION**

I, Susan Cerretani, do hereby certify that I am the Town Clerk of the Town of Dickinson and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Dickinson at a meeting thereof held on this 3rd day of January, 2022. Said resolution was adopted by the following roll call vote:

# Local Law Filing Instructions

New York State Department of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza, 99 Washington Avenue  
Albany, NY 12231-0001  
www.dos.ny.gov

## PLEASE OBSERVE THESE INSTRUCTIONS FOR FILING LOCAL LAWS WITH THE SECRETARY OF STATE

1. Each local law shall be filed with the Secretary of State within 20 days after its final adoption or approval as required by section 27 of the Municipal Home Rule Law. The cited statute provides that a local law shall not become effective before it is filed in the office of the Secretary of State.
  2. Each local law to be filed with the Secretary of State shall be an original certified copy.
  3. Each local law shall be filed on a form provided by the Department of State. If additional pages are required, they must be the same size as the form. Typewritten copies of the text may be attached to the form. Only legible copies will be accepted.
  4. File only the number, title and text of the local law.
  5. In the case of a local law amending a previously enacted local law, the text must be that of the law as amended. Do not include any matter in brackets, with a line through it, italicized or underscored to indicate the changes made. The printed number of the bill and explanatory matter must be omitted.
  6. For the purpose of filing a local law with the Department of State, number each local law consecutively, beginning with the number one for the first local law filed in each calendar year. The next number in sequence should be applied to each local law when it is submitted for filing, regardless of its date of introduction or adoption. The date of filing of a local law is the date on which the local law is placed on file by the Department.
- It is suggested that municipalities use introductory identifying bill numbers for proposed local laws. After the local law is enacted (and approved by the voters, if required), the local law should then be numbered with the next consecutive local law number, as described above, and then submitted to the Department for filing.
7. Each copy of a local law filed with the Secretary of State shall have affixed to it a certification by the Clerk of the County legislative body or the City, Town or Village Clerk or other officer designated by the local legislative body. Certification forms are provided herewith.
  8. A copy of each local law may be mailed or delivered to:  
NYS Department of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza, 99 Washington Avenue  
Albany, NY 12231.

**(DO NOT FILE THIS INSTRUCTION SHEET WITH THE LOCAL LAW.)**

**(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)**

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 1 of 2022 of the ~~(County)(City)~~(Town)(Village) of Dickinson was duly passed by the Town Board on January 3, 2022, in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted on \_\_\_\_\_ 20    , in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*  
*(Elective Chief Executive Officer\*)*

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_.  
*(Name of Legislative Body)*  
*(Elective Chief Executive Officer\*)*

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*  
*(Elective Chief Executive Officer\*)*

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

## **2022 HOLIDAY SCHEDULE**

<b><u>New Year's Day – (observed)</u></b>	<b><u>December 31, 2021</u></b>	<b><u>Friday</u></b>
<b><u>President's Day</u></b>	<b><u>February 21</u></b>	<b><u>Monday</u></b>
<b><u>Memorial Day</u></b>	<b><u>May 30</u></b>	<b><u>Monday</u></b>
<b><u>Juneteenth – (observed)</u></b>	<b><u>June 20</u></b>	<b><u>Monday</u></b>
<b><u>Designated Holiday</u></b>	<b><u>July 1</u></b>	<b><u>Friday</u></b>
<b><u>Independence Day</u></b>	<b><u>July 4</u></b>	<b><u>Monday</u></b>
<b><u>Labor Day</u></b>	<b><u>September 5</u></b>	<b><u>Monday</u></b>
<b><u>Columbus Day</u></b>	<b><u>October 10</u></b>	<b><u>Monday</u></b>
<b><u>Veterans Day</u></b>	<b><u>November 11</u></b>	<b><u>Friday</u></b>
<b><u>Thanksgiving</u></b>	<b><u>November 24</u></b>	<b><u>Thursday</u></b>
<b><u>Designated Holiday</u></b>	<b><u>November 25</u></b>	<b><u>Friday</u></b>
<b><u>Designated Holiday</u></b>	<b><u>December 23</u></b>	<b><u>Friday</u></b>
<b><u>Christmas (observed)</u></b>	<b><u>December 26</u></b>	<b><u>Monday</u></b>

## 2022 MEETING DATES

<b>January 03, 2022</b>	<b>5:30 PM Work Session</b>
<b>January 10, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>February 07, 2022</b>	<b>5:30 PM Work Session</b>
<b>February 14, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>March 07, 2022</b>	<b>5:30 PM Work Session</b>
<b>March 14, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>April 04, 2022</b>	<b>5:30 PM Work Session</b>
<b>April 11, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>May 02, 2022</b>	<b>5:30 PM Work Session</b>
<b>May 09, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>June 06, 2022</b>	<b>5:30 PM Work Session</b>
<b>June 13, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>July 11, 2022</b>	<b>5:30 PM Work Session/Regular Meeting</b>
<b>August 08, 2022</b>	<b>5:30 PM Work Session/Regular Meeting</b>
<b>September 12, 2022</b>	<b>5:30 PM Work Session/Regular Meeting</b>
<b>October 03, 2022</b>	<b>5:30 PM Work Session</b>
<b>October 11, 2022 (TUESDAY)</b>	<b>6:00 PM Regular Meeting</b>
<b>November 07, 2022</b>	<b>5:30 PM Work Session</b>
<b>November 14, 2022</b>	<b>6:00 PM Regular Meeting</b>
<b>December 05, 2022</b>	<b>5:30 PM Work Session</b>
<b>December 12, 2022</b>	<b>6:00 PM Regular Meeting</b>

RESOLUTION 2022 - 1

RESOLUTION ADDRESSING ORGANIZATIONAL  
MATTERS FOR TOWN OPERATIONS IN 2022

Offered by Councilperson \_\_\_\_\_

Offered by Councilperson \_\_\_\_\_

WHEREAS, it is necessary and appropriate to establish certain organizational matters for the operation of the Town of Dickinson for 2022.

NOW, THEREFORE, BE IT,

RESOLVED, that the Town Board hereby authorizes the following:

1. TOWN BOARD MEETING SCHEDULE

The Town Board shall meet at the Town Hall, 531 Old Front Street, Town of Dickinson, New York, for the purpose of conducting Town Business, on the following dates and at the following times:

January 03, 2022	5:30 PM Work Session
January 10, 2022	6:00 PM Regular Meeting
February 07, 2022	5:30 PM Work Session
February 14, 2022	6:00 PM Regular Meeting
March 07, 2022	5:30 PM Work Session
March 14, 2022	6:00 PM Regular Meeting
April 04, 2022	5:30 PM Work Session
April 11, 2022	6:00 PM Regular Meeting
May 02, 2022	5:30 PM Work Session
May 09, 2022	6:00 PM Regular Meeting
June 06, 2022	5:30 PM Work Session
June 13, 2022	6:00 PM Regular Meeting
July 11, 2022	5:30 PM Work Session/Regular Meeting
August 08, 2022	5:30 PM Work Session/Regular Meeting
September 12, 2022	5:30 PM Work Session/Regular Meeting
October 03, 2022	5:30 PM Work Session
October 11, 2022 (TUESDAY)	6:00 PM Regular Meeting
November 07, 2022	5:30 PM Work Session
November 14, 2022	6:00 PM Regular Meeting
December 05, 2022	5:30 PM Work Session
December 12, 2022	6:00 PM Regular Meeting



7. STATE AID – NYS DIVISION FOR YOUTH

The Town Supervisor is authorized to make application to the New York State Division for Youth for State Aid for the Town of Dickinson during the year 2022.

8. OPENING BIDS

The Town Supervisor and/or the Town Clerk are authorized to open all bids received for items requiring bidding by the Town for the year 2022.

9. MILEAGE

Authorized Town officials and employees designated by the Town Supervisor are Authorized to use their automobiles for Town purposes, to be reimbursed at \$0.56 per mile when said costs are submitted on a voucher accompanied by an itemized statement of the nature of the expense.

10. ASSOCIATION OF TOWNS MEETING

The maximum expense for the Town Supervisor in attending the Annual Association of Towns meeting which will take place on February 20-23rd of 2022 is \$1500. A total of \$1500 is set aside to cover the cost of any Town Board member who attends the training session.

11. DESIGNATION OF DELEGATES TO ASSOCIATION OF TOWNS MEETING

Supervisor Michael A. Marinaccio is hereby designated as the official delegate of Town of Dickinson to the Annual Association of Towns meetings for 2022. Councilperson Stephen Gardner is hereby appointed as the alternate official delegate.

12. PURCHASE OR HIGHWAY EQUIPMENT; DEPUTY PUBLIC WORKS COMMISSIONER.

Pursuant to Section 142(1) (a) of the Highway Law, the Public Works Commissioner is authorized to purchase equipment, tools, and implements to be used for highway maintenance, construction or reconstruction, or snow removal without prior approval of the Town Board at a cost not to exceed \$6,999.99, provided the funds for said purchases are derived exclusively from the Highway Fund.

Pursuant to Town Law Section 32(2) of the Town Law, and subject to appropriation thereafter, there is established the office of Deputy Public Works Commissioner.

Committee Assignments for 2022:

Finance Committee.....Stephen Gardner  
 Personnel Committee.....Stephen Gardner  
 Highway Chair/Committee.....Michael Marinaccio  
 Highway Co-Chair/Committee....Sharon Exley  
 Code Chair/Committee.....Michael Marinaccio  
 Code Co-Chair/Committee.....Sharon Exley  
 Planning & Zoning Liaison.....Tom Burns  
 Deputy Supervisor.....Danny Morabito

17. SCHEDULE OF SALARIES.

The following schedule of annual salaries and hourly rates for the positions listed and payment thereof for the Town of Dickinson for the year 2022 is hereby authorized.

<u>Official/Employees</u>	<u>Salary/Hourly Rate</u>
Supervisor	\$25,505.00/year
Board Members (4)	\$10,784.00/year
Justices (2)	\$23,409.00/year
Public Works Commissioner	\$52,123.00/year
Water and Sewer Superintendent	\$62,400.00/year
Town Clerk	\$42,931.00/year
Sewer and Water Clerk	\$20,756.00/year
Deputy Town Clerk	\$18.00/hour
Court Clerk	\$42,000.00/year
Court Clerk	\$42,000.00/year
Assessor	\$22,500.00/year
Deputy Assessor	\$13,697.00/year
Code Enforcement Officer	\$18,289.00/year
Deputy Code Officer	\$7,415.00/year
Executive Assistant	\$45,023.00/year
ZBA Chair	\$982.00/year
ZBA Members (4)	\$794.00/year each
Laborer	\$20.50/hour
Laborer	\$20.00/hour
Laborer	\$20.00/hour
Planning Board Chair	\$1,945.00/year
Planning Board Members (4)	\$1,673.00/year each
Constable	\$2,000.00/year
Historian	\$1,034.00/year
Engineer for Town	\$7,730.00/year
Dog Control Officer	\$9,580.00/year

1. The cost falls below monetary thresholds as set forth in General Municipal Law Section 103(1).
2. It is a case of public emergency as defined by General Municipal Law Section 103(4).
3. The contract is for professional services or involves professional skill or knowledge.
4. The contract is for a true lease of equipment.
5. The contract is for standardized equipment, materials or supplies previously awarded by the Town Board to a supplier pursuant to General Municipal Law Section 103(5).
6. The contract is for goods or services for which there is only one source available at the time the contract is entered into.
7. The procurement is to be made under County or State contract.
8. The procurement is to be made pursuant to Correction Law Section 186 or State Finance Law Section 175-b.
9. The contract is for surplus or second-hand supplies, materials or equipment to be purchased from the State of New York, any other political subdivision or public benefit corporation.
10. The contract falls within some other exemption from the Competitive bidding requirements recognized by the laws of the State of New York.

C. In the event there exists uncertainty as to the character or exemption status of the proposed procurement, advice and counsel of the Town Attorney and/or the Town Board shall be sought.

### III. Procedure to be Used When Competitive Bidding Not Required

- A. Each department within the Town shall maintain a Procurement Log which shall set forth the information and documentation required pursuant to this policy document. It shall be the responsibility of each department head to keep the Procurement Log up to date. The Procurement Log shall be available for inspection upon demand by any member of the Town Board.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Ayes \_\_ Nays \_\_

Councilperson Stephen M. Gardner voting \_\_\_\_

Councilperson Sharon M. Exley voting \_\_\_\_

Councilperson Danny F. Morabito voting \_\_\_\_

Councilperson Thomas J. Burns voting \_\_\_\_

Supervisor Michael A. Marinaccio voting \_\_\_\_

Dated: January 10, 2022