

Town of Orangeville  
Board Meeting  
3529 Route 20 A, Warsaw, New York 14569  
January 9, 2025

The Town Board of Orangeville met on January 9, 2025  
to hold the Organizational meeting and to audit the town accounts and transact  
other such business as is necessary at this time.

Present were Town Board Members:

<input checked="" type="checkbox"/> Susan May	Supervisor
<input checked="" type="checkbox"/> Hans Boxler, Jr.	Councilman
<input checked="" type="checkbox"/> Andrew Flint	Councilman
<input checked="" type="checkbox"/> James Herman	Councilman
<input checked="" type="checkbox"/> Joseph Ahl	Councilman

Others Present:

☒ Rosann A. Lowder, RMC-Town Clerk  
☐ Tess Phillips, Deputy Town Clerk  
☒ Lisa Perez, Bookkeeper  
☒ Wade Roggow, Highway Superintendent  
☒ Thomas Suto, Zoning Officer

Guests:

Name	Town of Residence	Name	Town of Residence
Cindy Gorral	Orangeville		

Supervisor May called the board meeting to order at 7:00 p.m. at the town hall located at 3529 Rt. 20A, Warsaw, New York.

Supervisor May opened with the Pledge of Allegiance; all were thanked for attending the meeting. [There were no questions or comments from the audience.]

Supervisor May: I hereby appoint Hans Boxler, Jr as Deputy Supervisor, he continues to do a wonderful job. A motion was made by Mr. Flint, seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Laura Kirsch and Laury Lakas as Town Court Clerks. A motion was made by Mr. Boxler, seconded by Mr. Flint. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Rosann A Lowder, RMC, as Registrar of Vital Statistics for two years. A motion was made by Mr. Flint seconded by Mr. Boxler. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May and Registered Municipal Clerk, Rosann A. Lowder, requested a motion to appoint Tess Phillips, as Deputy Registrar. A motion was made by Mr. Hans Boxler, Jr., seconded by Mr. Flint. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Rosann A Lowder, RMC, as Marriage Officer. A motion was made by Mr. Flint, seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May and Registered Municipal Clerk, Rosann A. Lowder, requested a motion to appoint Tess Phillips, as Deputy Town Clerk. A motion was made by Mr. Flint, seconded by Mr. Boxler. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Mr. Thomas Suto as the Town's Zoning Officer. A motion was made by Mr. Boxler, seconded by Mr. Flint. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Laury as the Town Historian. A motion was made by Mr. Ahl, seconded by Mr. Flint. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Maureen Gardner as Orangeville Youth Director. A motion was made by Mr. Flint seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Ms. Lisa Perez as Town Book keeper and Sheryl Montgomery as Deputy Town Bookkeeper. A motion was made by Mr. Ahl, seconded by Mr. Flint Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May and the Highway Superintendent requested to appoint Paul Matthew Fairchok as Deputy Highway Superintendent, receiving \$2.00 / Hour

when acting. A motion was made by Mr. Herman, seconded by Mr. Flint Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to reappoint Kathy Von Langen as Planning Board Chairman, 5-year term through 12/2029. A motion was made by Mr. Flint, seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to reappoint Scott Livingstone as Planning Board Chairman, 5-year term through 9/2029. A motion was made by Mr. Flint, seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to reappoint Mary Kern as the Town Assessor. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Establishment of regularly scheduled board meetings for 2025. [2025 BOARD MEETINGS -SCHEDULE – 7:00pm / January 9 – Organizational & Board / February 13 / March 13 / April 10 / May 8 / June 12 / July 10 / August 14 / September 11 / October 2 – Budget Meeting / October 9 / November 6 / December 11 / January 8, 2026 Organizational Meeting & Board]. A motion was made by Mr. Boxler, seconded by Mr. Herman. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Designation of the “The Batavia Daily” as the official Town newspaper. A motion was made by Mr. Flint, seconded by Mr. Boxler. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Designation of Tompkins Bank, Community Bank, NY Class, Five Star Bank and Green Valley Community as official depositories of Town funds. A motion was made by Mr. Flint, seconded by Mr. Herman. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Establish methods of payment by voucher for the Planning, Zoning and Assessment Board of Review members; to continue with the establish method of payment per meeting or yearly depending on the committee. A motion was made by Mr. Flint, seconded by Mr. Boxler: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Requested a motion to establish mileage reimbursement rates and designate Town officials and employees who qualify for reimbursement,

\$0.70. The Town Officials would be the Supervisor, Town Councilman, Zoning Officer, Planning Board and Zoning Board Chairman and Planning Board and Zoning Board members, cleaner and the Town Clerk. A motion was made by Mr. Herman, seconded by Mr. Ahl: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Establish the standard work day hours for Judges and Court Clerks, 6-hour days and a resolution to made a standard work day 8 hours and parttime to be 6 hours. A motion was made by Mr. Flint, seconded by Mr. Herman: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Establish the hourly rate for part time employee and seasonal workers - \$20.00. A motion was made by Mr. Ahl, seconded by Mr. Flint. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Requested a motion to have the Town Clerk to publish a notice of the Supervisor's final report when it is completed. A motion was made by Mr. Flint., seconded by Mr. Boxler: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Authorize the Supervisor to withdraw or invest monies for the Town of Orangeville in her discretion. A motion was made by Mr. Flint, seconded by Mr. Herman: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Authorize the Supervisor to contract with the Law Offices of David Di Matteo to provide legal services to the Town as necessary. A motion was made by Mr. Boxler, seconded by Mr. Flint. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Authorize the Supervisor to reappoint Mr. Michael Manusia as Town Prosecutor as necessary. A motion was made by Mr. Ahl, seconded by Mr. Boxler. Ayes: [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May: Establish the amount to be spent for small tools at \$2,500. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Review of Town's Policies:

- Sexual Harassment Policy
- Fund Balance Policy

- Purchasing Policy
- Petty Cash Policy
- Clerk Reconciliation Policy

On a motion by Mr. Herman, seconded by Mr. Flint to approve the above policies. [5] ☑ May ☑ Boxler ☑ Flint ☑ Herman ☑ Ahl Noes: [0] Carried

Supervisor May requested a motion to adjourn the Organizational Meeting. On a motion by Mr. Herman, seconded by Mr. Ahl, the Organizational Meeting was adjourned at 7:15pm. [5] ☑ May ☑ Boxler ☑ Flint ☑ Herman ☑ Ahl Noes: [0] Carried

Supervisor May continued with the Town Board Meeting. Supervisor May requested a motion to approve the December 12<sup>th</sup> meeting minutes. On a motion by Mr. Flint, seconded by Mr. Ahl to approve the minutes. [5] ☑ May ☑ Boxler ☑ Flint ☑ Herman ☑ Ahl Noes: [0] Carried

Ms. Perez gave each of the Board members an amended copy of December Abstract 12, a ten (10) cent correct, Voucher #264. Transfer to DA5110.4 to DA5130.4 was corrected to \$4,000.

Transfers:

#### General Funds

- 2024 Budget Increase Amend last month's budget increase the budget under A5990-APRa Fund balance and A5132.4 APRA Fund Distribution for project expenses through December 31, 2024 in the amount of \$445.11 to include payment of \$46,638.86 to Shawn Eley Construction for a total of \$47, 083.97

#### 2024 Transfers

- Transfer \$129.69 from A1420.4 to A1440.2
- Transfer \$0.04. from A1010.1 to A5010.1
- Transfer:
  - \$552.81 from A1220.4
  - \$1,500.00 from, A1335.4
  - \$3,000.00 from A1420.4
  - \$1,700.00 from, 1620.4
  - Total - \$6,752.81 to A5132.4 APRA

#### Highway Funds

- Transfer \$1,711.12 from DA9060.8 Hospitalization to DA9030.8 Social Security
- Transfer \$6,339.81 from DA5110.4 to DA5130.4

- Transfer \$10,707.61 from DA5110.4 to DA5142.4

Supervisor May requested a motion to approve the above transfers. On a motion by Mr. Flint, seconded by Mr. Herman to approve the above transfers.

. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May requested a motion to approve the Supervisors Report. A motion was made by Mr. Boxler, seconded by Mr. Herman to approve the Supervisor Report. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Zoning Report: no activity at this time. Mr. Suto discussed the issues with the Varysburg Fire Trucks and that the Fire Department is working on grants, etc for acquiring a new trunk.

Highway Superintendent Report:

We have been plowing and sanding, have a truck problem – a stud broke off the wing side, 203 has electrical issue and a switch was ordered for the brake. Jared Beach was hired to work with us to put the electrical in the building – parttime MEO. On a motion by Mr. Boxler, seconded by Mr. Flint to hire a parttime MEO. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Have the lights and will be paid for by the grants. Heaters can be installed us.

Town Clerk Report: The Towns total revenue for the month of December 2024 \$284.00, \$185.00 for Zoning, \$54.00 for dog licenses, \$30.00 for registrar, and \$15.00 for other. We had 6 renewal licenses. To the general fund, \$248.55, Zoning -\$185.00, Dogs were \$18.00, \$15.00 for late fee, \$30.00 for registrar. We disbursed \$30.00 to Wyoming County, and \$6.00 to Ag and Markets for dogs. A copy of the Clerks annual report was also given to the Board for their review.

Correspondence: None

Supervisor May requested a motion to have DiMatteo Roach \*& Kelly to continue as the Town Attorney. On a motion by Mr. Boxler, seconded by Mr. Flint to sign the letter of acceptance for Town Attorney. [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl Noes: [0] Carried

Supervisor May also discussed that Mr. DiMatteo's office can not handle the case Ratajczak Town of Orangeville.

Mr. DiMatteo discussed that he is working with Grateful Gatherings at the Ledge Rock for a liquor license, but also this impacts the Town d/t being a B town. Mr.

DiMatteo will work on this and come back to the Board. There was discussion regarding how to go forward with this plan.

Supervisor May requested a motion to approve the 2024 Highway Fund Bills: Abstract #13 Vouchers #211 through #229 totaling 59,821.98. A motion was made by Mr. Ahl, seconded by Mr. Herman to approve the payment of the Highway Fund bills. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl. Noes [0] Carried

Supervisor May requested a motion to approve the 2024. General Funds bills: Abstract #13 Vouchers #292 to #317, totaling \$83,291.10. A motion was made by Mr. Ahl seconded by Mr. Herman to approve the payment of the General Fund bills. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl. Noes [0] Carried

Supervisor May requested a motion to approve the 2025 Highway Fund Bills: Abstract #1 Vouchers through #05 totaling \$73,407.93. A motion was made by Mr. Ahl, seconded by Mr. Herman to approve the payment of the Highway Fund bills. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl. Noes [0] Carried

Supervisor May requested a motion to approve the 2025. General Funds bills: Abstract #1 Vouchers #01 to #10, totaling \$19,434.00. A motion was made by Mr. Herman seconded by Mr. Flint to approve the payment of the General Fund bills. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl. Noes [0] Carried

The meeting was adjourned at 8:46pm on a motion by Mr. Herman, seconded by Mr. Flint to adjourn. Ayes [5] ☒ May ☒ Boxler ☒ Flint ☒ Herman ☒ Ahl. Noes [0] Carried

Respectfully submitted

*Rosann A. Lowder, RMC*

Rosann A. Lowder, Registered Municipal Clerk  
Town of Orangeville