

January 5, 2016

**CDA RESOLUTION LIST**

- CDA #1      Appoints Members & Officers of Community Development Agency**
- CDA #2      Ratifies Omnibus Resolution Relating to Requirements of the Public Authorities Accountability Act of 2005 as Amended and Updates Procurement Policy**

**TOWN BOARD RESOLUTION LIST**

- Res. #1      Sets Salaries of Various Boards for the Year 2016**
- Res. #2      Sets Salaries of Elected Officials for the Year 2016**
- Res. #3      Sets Salaries of General Town Employees for the Year 2016**
- Res. #4      Sets Salaries of Highway Department for the Year 2016**
- Res. #5      Sets Salaries of Police Officers for the Year 2016**
- Res. #6      Sets Salaries of Refuse and Garbage District for the Year 2016**
- Res. #7      Sets Salaries of Sewer/Scavenger Waste District for the Year 2016**
- Res. #8      Sets Salaries of Street Lighting District for the Year 2016**
- Res. #9      Sets Salaries of Water District Employees for the Year 2016**
- Res. #10     Riverhead Sewer District Budget Adjustment**
- Res. #11     Adopts 2016 Living Wage**
- Res. #12     Reappoints Town Historian (Georgette Case)**
- Res. #13     Accepts the Retirement of a Food Service Worker (Margaret Brown)**
- Res. #14     Appoints a Temporary Substitute Food Service Worker to the Seniors Program (Lori Siebert)**
- Res. #15     Accepts the Resignation of a Part-Time Homemaker (Yolanda Thompson)**
- Res. #16     Sets the Fees for Usage of Recreation and Other Town Facilities**
- Res. #17     Annual Review and Adoption of Procurement Policy**
- Res. #18     Designates Banks as Official Depositories for Town Funds**
- Res. #19     Approves Highway Superintendent Expenditures**

- Res. #20 Appoints Official Newspaper**
- Res. #21 Appoints Official Online Publication**
- Res. #22 Appoints Bond Counsel**
- Res. #23 Appointment and Approval of the Fee Schedule for the Raynor Group, P.E. & L.S. PLLC as Consulting Engineers and Land Surveyors**
- Res. #24 Sets Towing and Storage Fees**
- Res. #25 Authorizes the Supervisor to Execute a Renewal Agreement with Nextiraone, LLC, d/b/a Black Box Network Services Regarding Telephone Maintenance**
- Res. #26 Authorizes the Town Planning Department and Town Scavenger Waste Department to Accept Payment of Fees and Other Charges via Credit/Debit Card/Electronic Check Processing from EVO EZPAY, LLC, and Systems East, Inc.**
- Res. #27 Authorizes Payment of the Association of Towns' Annual Membership Dues for 2016**
- Res. #28 Authorizes and Approves Form of Blanket Undertaking**
- Res. #29 Sets Salaries for 2016 Call-In Personnel for the Riverhead Recreation Department**
- Res. #30 Sets Salaries of Various Recreation Employees for the Year 2016**
- Res. #31 Authorizes the Supervisor to Execute Stipulation with Riverhead Town Police Benevolent Association, Inc.**

**TOWN OF RIVERHEAD  
COMMUNITY DEVELOPMENT AGENCY**

**Resolution # 1**

**APPOINTS MEMBERS & OFFICERS OF COMMUNITY DEVELOPMENT AGENCY**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, pursuant to Article 15-A and 15-B of the General Municipal Law, and pursuant to the Town of Riverhead Municipal Home Rule Request, Assembly Bill #6115 and Senate Bill #3418, and pursuant to Law signed by the governor on July 13, 1982, Title 116 of the General Municipal Law was enacted thereby establishing the “Town of Riverhead Community Development Agency;” and

**WHEREAS**, Resolution #1 (1982) – Community Development Agency of the Riverhead Community Development Agency adopted, ratified and approved By-Laws stipulating the structure and organization of the Community Development Agency; and

**WHEREAS**, the By-Laws of the Riverhead Community Development Agency stipulate that the Agency shall consist of five (5) members, including the Supervisor, who shall be its Chairman, and the four Town Board Members, or their respective successors to office; and

**WHEREAS**, the By-Laws of the Riverhead Community Development Agency further stipulate that the officers of the Agency shall be a Chairman (Supervisor), a Vice-Chairman who shall perform the duties of the Chairman in the absence or incapacity of the Chairman, and a Secretary-Treasurer who shall also be the Director; and

**WHEREAS**, to ensure proper functioning of the Agency, in order to undertake certain Urban Renewal activities, annual clarification of those members and officers currently serving the Riverhead Community Development Agency is appropriate; and

**WHEREAS**, since 1982 the CDA has operated as the economic development agency of the Town of Riverhead and as such undertook the development of the aquarium, downtown revitalization and public improvements including the Vail Leavitt restoration, pursuant to the East Main Street Urban Renewal Plan; Railroad Station restoration and urban renewal activities on Railroad Avenue, including the solicitation of the county court room expansion for Riverhead, pursuant to the Railroad Avenue Urban Renewal Plan; affordable housing and neighborhood revitalization pursuant to the Millbrook Gables Urban Renewal Plan and the acquisition and redevelopment of the Naval Weapons Industrial Reserve Plant (Calverton Enterprise Park) based on Congressional recognition of the CDA as the town’s “economic development agency” in Public Law 103-c337 and pursuant to the Calverton Urban Renewal Plan; and

**WHEREAS**, the CDA pursued and secured among other funding \$4.8 million in funds from the New York State Department of Transportation under the American Reinvestment and Recovery Act for rehabilitation of the Calverton Rail Spur and \$1.8

million in funds from the U.S. Department of Commerce Economic Development Administration for the extension of public water to the Calverton site to increase its economic development potential, as well as additional funding to support other site improvements.

**NOW THEREFORE BE IT RESOLVED**, that the current members of the Riverhead Community Development Agency are: Sean Walter, John Dunleavy, James Wooten, Jodi Giglio and Timothy Hubbard.

**AND BE IT FURTHER RESOLVED**, that the Riverhead Community Development Agency hereby appoints the following officers of the Agency: Sean Walter as Chairman, James Wooten as Vice-Chairman and Chris Kempner as Director, Secretary-Treasurer.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, CDA resolution #1 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD  
COMMUNITY DEVELOPMENT AGENCY**

**Resolution # 2**

**RATIFIES OMNIBUS RESOLUTION RELATING TO REQUIREMENTS OF THE  
PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005 AS AMENDED AND  
UPDATES PROCUREMENT POLICY**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, the Public Authorities Accountability Act of 2005 (the "**PAAA**") as amended includes Town of Riverhead Community Development Agency (the "**CDA**") in its definition of a local authority; and

**WHEREAS**, the PAAA requires each Board of Directors (the "**Board**") of a local authority to have a Governance Committee and an Audit Committee and to adopt various policies, guidelines and procedures and to take various actions;

**NOW, THEREFORE, BE IT RESOLVED** that the CDA board hereby ratifies the Governance Committee, as described in the Charter of the Governance Committee adopted by CDA Resolution #2 on January 4, 2012, the responsibility of the members of which shall be primarily, to keep the Board informed of current best governance practices, to review corporate governance trends, to update the CDA's corporate governance principles and to advise appointing persons on the skills and experiences required of potential Board members; and

**Further RESOLVED** that there is hereby ratified an Audit Committee, as described in the Charter of the Audit Committee CDA Resolution #2 on January 4, 2012, the responsibility of the members of which shall be primarily to become familiar with corporate financial and accounting practices to the extent practicable, to recommend to the Board the hiring of an independent certified public accounting firm ("**Independent Auditor**"), to establish the compensation to be paid to the Independent Auditor and to provide direct oversight of the performance of the independent annual audit performed by the Independent Auditor; and

**Further RESOLVED** that Sean Walter and John Dunleavy are appointed to the Governance Committee and shall serve at the pleasure of the Board; and

**Further RESOLVED** that Sean Walter, Deputy Supervisor Jill Lewis and Tim Hubbard are appointed to the Audit Committee and shall serve at the pleasure of the Board; and

**Further RESOLVED** that the Town Attorney is hereby appointed as the CDA's Contracting Officer for real property dispositions; and

**Further RESOLVED** that the Financial Administrator is hereby appointed as the CDA's Chief Financial Officer as well as Contracting Officer for personal property dispositions; and

**Further RESOLVED** that the Board ratifies the following policies, procedures and guidelines previously adopted by the Board as attached to CDA Resolution #2 adopted on January 5, 2012 as follows:

- The comprehensive investment policies, procedures and guidelines;
- Policies regarding the payment of salary, compensation and reimbursements to, and rules for the time and attendance of, the President and senior management;
- CDA whistleblowing policies and procedures;
- Policies and procedures related to the acquisition and disposition of real property;
- Policies and procedures related to the disposition of personal property;
- The defense and indemnification policy for Directors;
- The code of ethics for Directors and non-salaried officers;
- CDA travel policies and procedures; and

**Further RESOLVED** that the Board updates the following policies, procedures and guidelines attached to this CDA Resolution #2 adopted on January 5, 2016 as follows:

- Policies and procedures related to the procurement of goods and services; and

**Further RESOLVED** that the CDA's salaried officers and employees shall be subject to the restrictions and standards set forth in Section 74 of the Public Officers Law, which restrictions shall serve as the code of ethics for the CDA's salaried officers and employees; and

**Further RESOLVED** that the CDA shall not, directly or indirectly, including through any subsidiary, extend or maintain credit, arrange for the extension of credit, or renew an extension of credit, in the form of a personal loan to or for any officer, Board member or employee (or equivalent thereof) of the CDA.

**RESOLVED**, that the Town Clerk is hereby authorized to forward a certified copy of this resolution to the New York State Office of State Controller, and an electronic copy to the CDA.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, CDA resolution #2 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**THE VOTE**

Hubbard  Yes  No      Giglio ABSENT  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD COMMUNITY DEVELOPMENT AGENCY  
POLICIES AND PROCEDURES RELATED TO THE PROCUREMENT OF GOODS  
AND SERVICES**

**PURPOSE:**

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money. In addition, this Procurement Policy seeks to ensure that the same sound business judgment used for the purchase of personal property (i.e. supplies and equipment) is used for the evaluation of personal property and/or assets with respect to its usefulness to the Town now or in the foreseeable future and cost effective and efficient procedures for disposition of the personal property and/or assets deemed no longer of public use to the Town.

**Guideline 1:** Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein. 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. The 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 supplies or equipment which will exceed \$20,000 in the fiscal year or public works contracts over \$35,000 shall be formally bid pursuant to General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein.

**Guideline 3:**

(1) All estimated purchases of less than \$20,000 but greater than \$3,000 shall require a written request for a proposal ("RFP") and written/fax quotes from at least three comparative vendors; less than \$3,000 but greater than \$1,000 require an oral request for proposal for the goods, equipment or supplies and oral/fax quotes from at least two vendors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(2) All estimated public works contracts of less than \$35,000 but greater than \$10,000 require a written request for proposal and fax/proposals from at least three comparable contractors; less than \$10,000 but greater than \$1,000 require a written request for proposal and fax/proposals from at least two contractors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(3) All written RFP shall describe the desired goods, quantity and details regarding delivery, including mode of delivery and time parameters for delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes 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. All responses to the RFP shall be kept confidential until such time as the contract for work or goods is awarded and thereafter all documents responsive to the RFP shall be subject to disclosure pursuant to the applicable provisions of the Public Officers Law.

**Guideline 4:** All purchasers shall make a good-faith effort 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 5:** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares 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 6:** A request for proposal and/or quotation shall not be required under the following circumstances:

(1) Contract for professional services subject to resolution of the Town Board.

(2) (a) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by other New York State political subdivisions provided that (i) the contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein; (ii) the contract must have been made available for use by other governmental entities, i.e. inclusion in the contract let by the other entity of a clause extending the terms and conditions of the contract to other governmental entities; and (iii) the contract must have been let to the lowest responsible bidder or on the basis of best value in a manner consistent with General Municipal Law § 103 and related case law. (\*Note, GML 103 (16) is scheduled to expire on August 1, 2017).

(2)(b) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by the County of Suffolk or through any county within the State of New York subject to County Law 408(a).

(3) Public emergency arising out of an accident or unforeseen occurrence or condition affecting public buildings, public property or life, health, safety or property of the inhabitants of the Town. Unless exigent circumstances exist such that time is of the essence, Purchaser shall seek to obtain approval of the Town Board prior to purchase or contract.

(4) Sole-source situations (purchaser must obtain written verification from vendor)

(5) Surplus and second-hand supplies, material or equipment from federal government, State of New York, or other political subdivisions, districts, or public benefit corporation.

(6) Purchase of goods, equipment and supplies under State contracts through the Office of General Services and subject to rules promulgated by the Office of General Services.

**Guideline 7:** The purchase of goods or services must be accompanied by a duly signed and completed purchase order or contract except a purchase order shall not be required prior to purchase/procurement under those circumstances identified in Guideline 6 and purchases or public works project less than \$1000.00. The above guideline is not intended to eliminate the requirement for a purchase order. Note, all Department Heads shall be responsible to verify the existence of a bid or contract award for the same or similar goods or services and shall be limited to purchase from such vendor/contractor.

**Guideline 8:** The Town Department responsible for personal property and/or asset(s) it wishes to have declared surplus shall complete a "Plant Asset/Office Equipment Disposal Form" including a description of the item, serial/tag #, location, condition, estimated surplus value, and reason for disposal. The Plant Asset/Office Equipment Disposal Form must be signed by the supervisor/manager of the department and filed with the Office of the Financial Administrator. Town Departments may transfer assets and equipment provided that a Plant Asset/Office Equipment Disposal Form records the transfer and same is filed with the Financial Administrator. Finally, the Office of the Financial Administrator, with the assistance of Department Heads, shall evaluate estimated surplus value of all assets and equipment disposed on a bi-annual basis and make recommendation to the Town Board regarding disposal or sale, subject to all applicable laws and procedures regarding disposition of surplus asset/equipment, including but not limited to bid procedures set forth in General Municipal Law § 103, and receipt of an "As-Is" Statement and/or Liability Waiver. Note, all Town logos or other markings identifying the property as Town property shall be removed prior to sale. This policy shall not in any way limit or prohibit the Town Board from donating an item of personal property and/or asset as permitted under the law.

For Purposes of Guideline 8: Surplus shall be defined as any Town personal property and/or asset that is no longer needed now or in the foreseeable future or that is no longer of value or use to the Town and Estimated Surplus Value shall be defined as the estimated amount of money an interested party will be willing to pay the Town for the property. This can be determined through an estimate, an appraisal, Kelly blue book value or other sources available to the responsible Department or Office of the Financial Administrator.

**Guideline 9:** This policy shall be reviewed annually by the Town of Riverhead Community Development Agency Board.

TOWN OF RIVERHEAD

Resolution # 875

**APPOINTS THE CHAIRMAN OF THE PLANNING BOARD  
OF THE TOWN OF RIVERHEAD**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**BE IT RESOLVED**, effective January 1, 2016, Stanley Carey be and is hereby appointed as Chairman to the Town of Riverhead Planning Board at a salary as determined by the Town Board, and

**BE IT FURTHER RESOLVED**, that the Town Clerk be and is hereby directed to forward a copy of this resolution to Stanley Carey, the Planning Board, the Planning Department and the Office of Accounting.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared **TABLED**

01.05.16

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #875 was **UNTABLED**, motion carried by unanimous vote. Simultaneously on a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #875 was **ADOPTED**. Motion carried.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 876

**APPOINTS THE VICE CHAIRMAN OF THE PLANNING BOARD OF THE TOWN OF RIVERHEAD**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**BE IT RESOLVED**, effective January 1, 2016, Edward Densieski be and is hereby appointed as Vice Chairman to the Town of Riverhead Planning Board at a salary as determined by the Town Board, and

**BE IT FURTHER RESOLVED**, that the Town Clerk be and is hereby directed to forward a copy of this resolution to Edward Densieski, the Planning Board, the Planning Department and the Office of Accounting.

**THE VOTE**

Giglio Yes No      Gabrielsen Yes No  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared **TABLED**

01.05.16

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #876 was **UNTABLED**, motion carried by unanimous vote. Simultaneously on a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #876 was **ADOPTED**. Motion carried by unanimous vote.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 1

**SETS SALARIES OF VARIOUS BOARDS FOR THE YEAR 2016**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that the salaries of the following board members of various boards of the Town of Riverhead for the year 2016 be and are hereby set as follows:

**TITLE**

**ANNUAL SALARY**

**ARCHITECTURAL REVIEW BOARD**

Member- Chair	\$	2,500.00
Member - Vice Chair	\$	2,500.00
Board Member	\$	2,500.00
Board Member	\$	2,500.00
Board Member	\$	2,500.00

**ASSESSMENT REVIEW BOARD**

Member	\$	1,000.00
Member	\$	1,000.00
Member	\$	1,000.00
Chairman	\$	100.00

**CONSERVATION ADVISORY COUNCIL**

Member-Chair	\$	970.00
Member-Vice Chair	\$	770.00
Member	\$	770.00

**PLANNING BOARD**

Member-Chair	\$	12,000.00
Member-Vice Chair	\$	9,750.00
Member	\$	9,000.00
Member	\$	9,000.00
Member	\$	9,000.00

	<u>TITLE</u>		<u>ANNUAL SALARY</u>
Secretary		\$	1,500.00

**ZONING BOARD OF APPEALS**

Member-Chair		\$	8,000.00
Member-Vice Chair		\$	6,000.00
Member		\$	6,000.00
Member		\$	6,000.00
Member		\$	6,000.00
Secretary		\$	1,500.00

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard  Yes  No      Giglio ABSENT  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 2

**SETS SALARIES OF ELECTED OFFICIALS FOR THE YEAR 2016**

Councilman Wooten offered the following resolution,

which was seconded by Drop Down for Councilperson

**RESOLVED**, that the salaries of the following Elected Officials of the Town of Riverhead for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
Walter, Sean	Town Supervisor	\$ 115,148.00
Wilhelm, Diane	Town Clerk	\$ 74,449.00
Woodson, George	Superintendent of Hwys	\$ 84,178.00
Hulse, Lori	Town Justice	\$ 75,093.00
Smith, Allen M.	Town Justice	\$ 75,093.00
Tennenberg, Laverne	Assessor, Chairperson	\$ 84,047.00
Haas, Mason	Assessor	\$ 74,449.00
Leszczynski, Paul	Assessor	\$ 74,449.00
Zaneski, Laurie	Receiver of Taxes	\$ 71,581.00
Dunleavy, John	Councilman	\$ 48,955.00
Hubbard, Timothy	Councilman	\$ 48,955.00
Giglio, Jodi	Councilwoman	\$ 47,598.00
Wooten, James	Councilman	\$ 48,955.00

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard  Yes  No      Giglio ABSENT  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 3**

**SETS SALARIES OF GENERAL TOWN EMPLOYEES FOR THE YEAR 2016**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
<b><u>ASSESSORS</u></b>				
Brown, Dana	5/4A	Assessment Clerk	\$ 38,125.10	
Hotchkiss, Cheryl	9/10	Sr. Assessment Clerk	\$ 49,616.11	
Wulffraat, Lisa	9/19	Account Clerk Typist	\$ 59,790.28	
<b><u>BAY CONSTABLE</u></b>				
Divan, James	6/17A	Bay Constable	\$ 87,278.74	
<b><u>BINGO INSPECTOR</u></b>				
Sweeney, Theresa		Bingo Inspector		\$ 11.00
<b><u>BUILDING DEPARTMENT</u></b>				
Murphree, Jefferson		Town Building/Planning Admin	\$ 114,444.00	
Edwards, Susan	9/11A	Account Clerk Typist	\$ 51,311.81	
Frizolowski, Frances	5/12	Head Clerk	\$ 71,079.94	
Griffin, Mark	6/11A	Building Inspector	\$ 75,831.94	
Hammond, Brad	8/5	Sr. Building Inspector	\$ 73,006.81	
Krajewski, Joanne	11/15	Sr. Account Clerk Typist	\$ 58,523.09	
Podlas, Richard	6/15A	Building Inspector	\$ 83,463.14	
<b><u>BUILDINGS &amp; GROUNDS</u></b>				
Ayala, Juan	7/13A	Maint. Mechanic II	\$ 58,380.64	
Bauerfeind, Paul	1/5	Custodial Worker I	\$ 42,619.93	
Bowe, Howard	3/5A	Groundskeeper I	\$ 44,964.49	
Cavaluzzi, Madeline	1/8A	Custodial Worker I	\$ 46,448.14	
Cawley, Guy	20/19	Town Maintenance Crew Leader	\$ 80,759.96	
Hubbard, Gary	15/15A	Maint. Mechanic V	\$ 69,887.65	
Hubbard, Robert	7/14	Maint. Mechanic II	\$ 58,995.17	
McKay, Steven	12/15	Grounds Maint. Supervisor	\$ 65,859.56	
Mottern, George	1/17	Custodial Worker I	\$ 55,745.22	

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
Niedzwiecki, Henryk	7/12A	Maint. Mechanic II	\$ 57,151.58	
Rachubka, Zygmunt	7/9A	Maint. Mechanic II	\$ 53,464.39	
Rambo, Kevin	7/4A	Maint. Mechanic II	\$ 47,319.07	
Stoddard, John	7/4A	Maint. Mechanic II	\$ 47,319.07	
Sulzer, Scott	8/12A	Maint. Mechanic III	\$ 58,195.28	
Zebrowski, David	12/9A	Maint. Mechanic IV	\$ 58,443.91	

### COMMUNITY DEVELOPMENT

Kempner, Christine		Community Dev Admin	\$ 109,673.06	
Maiorana, Joseph	7/13A	Asst Comm Dev Pro Sup	\$ 85,730.39	
Messina, Frank	4/6A	Grants Technician	\$ 56,362.59	
Thompson, Daniel		P/T Housing Inspector		\$ 29.09

### EISEP PROGRAM

Allen, Devri		P/T Homemaker		\$ 13.58
Georgoulakos, Kristina		P/T Homemaker		\$ 13.58
Shepherd, Holly		P/T Homemaker		\$ 14.83
Thompson, Yolanda		P/T Homemaker		\$ 13.58
Trent, Cynthia		P/T Homemaker		\$ 14.83

### ENGINEERING

Testa, Kenneth		Town Engineer	\$ 130,586.65	
Dillingham, Drew		Ass't. Town Engineer	\$ 99,757.20	
McKay, Margaret	9/12	Account Clerk Typist	\$ 51,877.04	
Sollazzo, Leisa	7/15	Senior Administrative Asst.	\$ 88,819.10	

### FINANCE

Rothaar, William		Chief Accountant	\$ 136,603.01	
Strahmann, Angelika		Principal Accountant	\$ 90,000.00	
Jaeger, Billie Jo	9/11	Account Clerk Typist	\$ 50,746.58	
Kozakiewicz, Cheryl	4/7A	Budget Technician	\$ 57,988.34	
Lynch, Martin	4/7A	Netwk & Sys Tech	\$ 57,988.34	
Miloski, Jean	7/11	Principal Account Clerk	\$ 80,582.55	
Mottern, Joan	11/10A	Senior Account Clerk Typist	\$ 53,157.41	
Peeker, Melissa	11/13A	Senior Account Clerk Typist	\$ 56,734.53	
Pipczynski, Lori	9/16	Computer Operator II	\$ 103,691.82	
Scelzi, Raymond	7/5	Accountant	\$ 68,227.71	
Schroeder, Kathleen	11/17	Senior Account Clerk Typist	\$ 60,907.84	
Sweeney, Theresa	4/9A	Netwk & Sys Tech	\$ 61,239.86	

### FIRE MARSHAL

Andruszkiewicz, David	6/14	Fire Marshal I	\$ 80,601.44	
Smith, Andrew	4/4	Fire Prevention Inspector	\$ 52,298.19	
Tague, Laura	9/9A	Account Clerk Typist	\$ 49,050.88	
Zitek, Craig	10/5A	Chief Fire Marshal	\$ 83,830.83	

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
		<b><u>HISTORIAN</u></b>		
Case, Georgette		Town Historian	\$ 5,000.00	
		<b><u>HUMAN RESOURCES</u></b>		
Ferris, Margaret		Town Personnel Officer	\$ 70,128.37	
		<b><u>JUVENILE AID BUREAU</u></b>		
Hobson-Womack, Evelyn		Detective Grade I	\$ 126,434.78	
Behr, Cheryl	9/6	Account Clerk Typist	\$ 45,094.26	
Maccagli, Elizabeth	4/7A	Youth Counselor	\$ 57,988.34	
		<b><u>JUSTICE COURT</u></b>		
Hazzard, Rebecca	11/4	Justice Court Clerk	\$ 45,406.97	
Manarel, Sarah	11/6A	Justice Court Clerk	\$ 48,387.91	
Morrissey, Roberta	6/7A	Justice Court Director	\$ 68,200.74	
Reyes, Tina	12/14A	Senior Justice Court Clerk	\$ 59,609.72	
Seebeck, Catherine	11/7A	Justice Court Clerk	\$ 49,580.28	
Sickler, Brenda	11/7	Justice Court Clerk	\$ 48,984.09	
Vail, Maribeth	11/6A	Justice Court Clerk	\$ 48,387.91	
Bennett, Daniel		P/T Court Officer		\$ 20.40
Eibs-Stankaitis, Jessica		P/T Court Officer		\$ 20.40
Elfein, Jennifer		P/T Court Officer		\$ 20.40
Schoberl, Anthony		P/T Court Officer		\$ 20.40
Sypher, Steven		P/T Court Officer		\$ 20.40
		<b><u>LEGISLATIVE</u></b>		
Collins, Carissa		Legislative Secretary	\$ 39,780.00	
		<b><u>MUNICIPAL GARAGE EMPLOYEES</u></b>		
Curtis, Michael	9/8A	Auto Mechanic III	\$ 54,208.22	
McGoey, Janice	9/12A	Account Clerk Typist	\$ 52,442.27	
Vance, Thomas	8/7	Auto Mechanic II	\$ 51,321.92	
Zaveski, Timothy	9/18A	Auto Mechanic III	\$ 67,026.25	
		<b><u>PLANNING DEPARTMENT</u></b>		
Gluth, Karin	9/9A	Planner	\$ 88,384.71	
Fuentes, Kim	9/10A	Account Clerk Typist	\$ 50,181.34	
Ritter, Jaimie	9/7A	Account Clerk Typist	\$ 46,789.95	
Seaman, Jeffrey		P/T Environmental Planner		\$ 32.97
		<b><u>POLICE CIVILIAN</u></b>		
Cartwright, Pamela	4/19	Clerk Typist	\$ 50,656.14	
Komosinski, Mary	7/6A	Sr. Administrative Assistant	\$ 71,316.42	
Miller, Lorraine	9/14A	Account Clerk Typist	\$ 54,703.20	

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
Bobinski, Christian	1/5A	Public Safety Dispatcher I	\$ 48,553.84	
Buyukdeniz, Deborah	1/11A	Public Safety Dispatcher I	\$ 55,941.98	
Chester, Erin	1/14	Public Safety Dispatcher I	\$ 59,020.37	
Elco, Melissa	1/8A	Public Safety Dispatcher I	\$ 52,247.91	
Kruszon-Walters, Nancy	1/5A	Public Safety Dispatcher I	\$ 48,553.84	
Miloscia, Christine	1/4A	Public Safety Dispatcher I	\$ 47,322.49	
Newman, Tanya	1/13A	Public Safety Dispatcher I	\$ 58,404.69	
Seus, John	1/5A	Public Safety Dispatcher I	\$ 48,553.84	
Ulmet, Candee	1/17A	Public Safety Dispatcher I	\$ 63,330.12	
Carragher, Deirdre		PT Public Safety Dispatcher I		\$ 19.51
Raudies, Eric		PT Public Safety Dispatcher I		\$ 19.51
Stotsky-Urevich, Catherine		PT Public Safety Dispatcher I		\$ 19.51
Vonatski, Kathleen		PT Public Safety Dispatcher I		\$ 19.51
Castantine, Kaley		PT Police Officer		\$ 21.00
Figueroa, Ryan		PT Police Officer		\$ 21.00
Hickey, Christian		PT Police Officer		\$ 21.00
Hinton, John		PT Police Officer		\$ 21.00
Hubbard, Shawn		PT Police Officer		\$ 21.00
Luigini, Luigi		PT Police Officer		\$ 21.00
Nava, Eduardo		PT Police Officer		\$ 21.00
Pendzick, Christopher		PT Police Officer		\$ 21.00
Sheridan, Patrick		PT Police Officer		\$ 21.00
Smith, Christie		PT Police Officer		\$ 21.00
Sproston, Robert		PT Police Officer		\$ 21.00
Stevens, Robert		PT Police Officer		\$ 21.00
Williams, Shawn		PT Police Officer		\$ 21.00
Daniels, Kelly		Crossing Guard		\$ 16.79
Edwards, Bruce		Crossing Guard		\$ 11.22
Galka, Madeline		Crossing Guard		\$ 11.22
Hocker, Patricia		Crossing Guard		\$ 11.22
Kleppe, John		Crossing Guard		\$ 11.00
Lynn, Marianne		Crossing Guard		\$ 11.22
Norkelun, Antoinette		Crossing Guard		\$ 11.22
Rizzuto, Frances		Crossing Guard		\$ 11.22
Shout, John		Crossing Guard		\$ 11.22
Temperino, James		Crossing Guard		\$ 11.65
Crump, Tracey		Detention Attendant		\$ 11.42
Dorfer, Patricia		Detention Attendant		\$ 11.42
Hattorff, Philip		Detention Attendant		\$ 11.42
Jaeger, Billie Jo		Detention Attendant		\$ 11.42
Kraemer, William		Detention Attendant		\$ 11.42
McGowan, Faye		Detention Attendant		\$ 11.42
Oliver, Beatrice		Detention Attendant		\$ 11.42
Taylor, Barbara		Detention Attendant		\$ 11.42
Taylor Deborah		Detention Attendant		\$ 11.00
Trent, Kiana		Detention Attendant		\$ 11.00
White, Brianna		Detention Attendant		\$ 11.42
Bell, Remy		Traffic Control Specialist		\$ 12.24
Fideli, Baycan		Traffic Control Specialist		\$ 12.24
Schoberl, Anthony		Traffic Control Specialist		\$ 12.24
Zilnicki, David		Traffic Control Specialist		\$ 12.24

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
		<b><u>PURCHASING</u></b>		
Tague, Mary Ann	7/13A	Purchasing Agent	\$ 85,730.39	

		<b><u>RECREATION</u></b>		
Coyne, Raymond		Superintendent of Recreation I	\$ 98,128.53	
Coyne, Raymond		Stipend	\$ 8,000.00	
Beatty, Diane	9/14A	Account Clerk Typist	\$ 54,703.20	
Eastwood, Colleen	4/11A	Recreation Supervisor	\$ 64,491.37	
Janecek, James	4/14	Recreation Program Coordinator	\$ 68,555.77	
King, Ashley	3/6	Ass't Recreation Prog Coordinator	\$ 50,610.16	
Strange, Doris	9/14A	Account Clerk Typist	\$ 54,703.20	
Tocci, Kelly	7/8A	Ass't. Super. Of Recreation	\$ 75,434.70	

		<b><u>REGISTRAR OF VITAL STATISTICS</u></b>		
Delvecchio, Carol		Sub-Registrar	\$ 300.00	
O'Neill, Juliann		Deputy Registrar	\$1,000.00	

<b><u>SANITATION DEPARTMENT &amp; YARD WASTE PROGRAM</u></b>				
Clarkin, James	3/12A	Laborer	\$ 52,941.93	
Darling, Ronald	6/10A	AEO	\$ 53,740.18	
Turpin, Eric	6/4	AEO	\$ 45,855.60	
Cain, Victoria		Guard-Landfill		\$ 13.16
McGoey, Janice		Guard-Landfill		\$ 13.16
Niedzweicki, Henryk		Guard-Landfill		\$ 13.16
Vance, Thomas		Guard-Landfill		\$ 13.16

		<b><u>SENIOR CITIZEN PROGRAMS ADMINISTRATION</u></b>		
Doll, Judy		Sr. Citizen Program Director	\$ 98,937.43	
Schwarz, Debra	9/12A	Senior Citizens Center Mgr	\$ 52,442.27	
Westwood, Karen	5/6	Ass't Sr. Cit. Center Manager	\$ 39,600.66	

		<b><u>SENIOR CITIZEN PROGRAMS BUS OPERATIONS</u></b>		
Brown, Penelope	4/P	Bus Driver	\$ 35,393.74	
Caccioppo, Beatrice	4/7A	Bus Driver	\$ 39,686.29	
Lassandro, Thomas	4/5A	Bus Driver	\$ 37,778.49	
White, Anthony	4/4A	Bus Driver	\$ 36,824.59	

		<b><u>SENIOR CITIZEN PROGRAMS NUTRITION</u></b>		
Greenwood, Frank	4/P	Senior Cook	\$ 35,393.74	
Johnson, Julianna	2/14	Cook	\$ 42,593.02	
Muller, Melissa	2/4	Cook	\$ 33,764.86	
Sulzer, Daryl	2/6	Senior Citizen Aide	\$ 35,530.49	

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
<b><u>SHARED SERVICES</u></b>				
O'Kula, Linda		P/T Driver Messenger		\$ 14.14
<b><u>SUPERVISOR'S OFFICE</u></b>				
Lewis, Jill		Deputy Supervisor	\$ 81,526.25	
Levy, Lawrence		Executive Assistant	\$ 75,000.00	
Sclafani, Carol		Legislative Secretary	\$ 41,991.65	
<b><u>TAX RECEIVER'S OFFICE</u></b>				
Fife, Cori		Deputy Tax Receiver	\$ 44,217.00	
<b><u>TOWN ATTORNEY</u></b>				
Kozakiewicz, Robert		Town Attorney	\$ 116,239.69	
Prudenti, Annemarie		Deputy Town Attorney	\$ 106,786.36	
McCormick, Daniel		Deputy Town Attorney	\$ 103,900.79	
Buckner, Nicole	5/7	Ordinance Inspector	\$ 62,228.85	
Downs, Richard	9/8A	Town Investigator	\$ 86,029.77	
Fagan, Joanne	9/9A	Account Clerk Typist	\$ 49,050.88	
Lenox, Laura	7/13	Paralegal Assistant	\$ 84,700.83	
McKay, Linda	4/7A	Code Compliance Coordinator	\$ 57,988.34	
Occhiogrosso, Karen		Secretary		\$ 20.40
<b><u>TOWN CLERK</u></b>				
Delveccio, Carol	9/18A	Account Clerk Typist	\$ 59,225.05	
O'Neill, Juliann	9/7A	Account Clerk Typist	\$ 46,789.95	
O'Neill, Juliann		Deputy Town Clerk Stipend	\$ 2,500.00	
<b><u>TRANSPORTATION ADMINISTRATION</u></b>				
Gajowski, Mark		Deputy Super. Of Highway	\$ 84,084.85	
Beal, Susan	7/10	Sr. Admin. Assistant	\$ 78,523.41	
Testa, Donna	9/13A	Account Clerk Typist	\$ 53,572.73	
<b><u>SENIORS HELPING SENIORS PROGRAM</u></b>				
Marsland, Frederick		P/T Maint. Mech II (Home Chore)		\$ 20.82
Lieri, Keith		P/T Maint. Mech I (Home Chore)		\$ 17.50

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 4

**SETS SALARIES OF HIGHWAY DEPARTMENT FOR THE YEAR 2016**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that the salaries of the following employees of Town of Riverhead Highway Department for the year 2016 be and are hereby set as follows:

<b><u>EMPLOYEE</u></b>	<b><u>GROUP/STEP</u></b>	<b><u>TITLE</u></b>	<b><u>ANNUAL SALARY</u></b>
Apicello, John	9/14A	C.E.O.	\$ 61,899.04
Arteaga, David	6/8A	A.E.O.	\$ 51,314.16
Atkins, Waverly	9/15	C.E.O.	\$ 62,539.94
Bates, Richard	9/14A	C.E.O.	\$ 61,899.04
Bouchard, Ray	6/7	A.E.O.	\$ 49,494.64
Bugge, Christopher	6/6A	A.E.O.	\$ 48,888.13
Caffrey, Ronald	12/19	Highway Main Crew Leader	\$ 71,252.76
Coach, Elrod	6/7	A.E.O.	\$ 49,494.64
D'Amara, Neil	6/6A	A.E.O.	\$ 48,888.13
Davis, Jeffrey	9/19	C.E.O.	\$ 67,667.16
Davis, Keith	6P	A.E.O.	\$ 44,642.59
Dick, Andrew	6/7	A.E.O.	\$ 49,494.64
Fink, Keith	6/5	A.E.O.	\$ 47,068.62
Fogal, Arthur	7/14A	H.E.O.	\$ 59,609.70
Hayes, Jarrod	7/8	H.E.O.	\$ 51,620.79
Lescenski, Christopher	6/7A	A.E.O.	\$ 50,101.15
Meyer, John	6/5	A.E.O.	\$ 47,068.62
Moreno, Joseph	6/7	A.E.O.	\$ 49,494.64
Nagy, Kenneth	7/15	H.E.O.	\$ 60,224.24
Niewadomski, John	8/17A	Maintenance Mechanic III	\$ 64,443.78
Osman, David	6/5	A.E.O.	\$ 47,068.62
Owen, Donald	12/19	Highway Main Crew Leader	\$ 71,252.76
Peeker, Robert N.	6/4	A.E.O.	\$ 45,855.60
Pipczynski, James	6/9	A.E.O.	\$ 51,920.66
Quinn, Joseph	7/18A	H.E.O.	\$ 64,525.96
Reeve, Edward	9/18A	C.E.O.	\$ 67,026.25
Renten Jr., William	7/8	H.E.O.	\$ 51,620.79
Rogers, Thomas	6/4A	A.E.O.	\$ 46,462.11
Shaw, Eric	6/4A	A.E.O.	\$ 46,462.11
Smith, Michael	7/15	H.E.O.	\$ 60,224.24
Tedesco, Robert	6/6	A.E.O.	\$ 48,281.63
Williams, Zebedee	6/7	A.E.O.	\$ 49,494.64
Witt, Jeffrey	6/6	A.E.O.	\$ 48,281.63
Zaleski, Michael	12/14A	Maintenance Mechanic IV	\$ 65,185.41

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 5

**SETS SALARIES OF POLICE OFFICERS FOR THE YEAR 2016**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>TITLE</u>		<u>ANNUAL SALARY</u>
<b><u>POLICE OFFICERS</u></b>			
Hegermiller, David	Chief	\$	180,792.15
Hegermiller, David	Emergency Services Coordinator	\$	6,000.00
Smith, Richard	Captain	\$	166,202.79
Adlah, Taleb	Police Officer	\$	115,796.36
Anderson, Jr., Richard	Police Officer	\$	115,796.36
Atkinson, Ronald	Sergeant	\$	135,807.35
Bianco, William	Police Officer	\$	115,796.36
Boden, Richard	Lieutenant	\$	145,998.45
Brogan, Ray	Police Officer	\$	115,796.36
Burns, Christopher	Police Officer	\$	90,893.83
Carey, Edward	Police Officer	\$	115,796.36
Carrieri, Michael	Police Officer	\$	115,796.36
Cavanagh, Dennis	Police Officer	\$	115,796.36
Cichanowicz, Charles	Police Officer	\$	115,796.36
Clements, Brian	Police Officer	\$	115,796.36
Cohen, Eric	Police Officer	\$	115,796.36
Crump, Ollie	Police Officer	\$	115,796.36
Davis, Kerri	Police Officer	\$	115,796.36
Devereaux, Jonathan	Probationary Sergeant	\$	125,801.86
Doscinski, John	Police Officer	\$	115,796.36
Egan, Sean	Lieutenant	\$	145,998.45
Erick, Glenn	Police Officer	\$	115,796.36
Evans, Sean	Police Officer	\$	78,442.56
Freeborn, Richard	Police Officer	\$	115,796.36
Frost, Edward	Detective -Sergeant	\$	139,231.80
Geraci, Douglas	Police Officer	\$	115,796.36
Gleason, Brian	Sergeant	\$	135,807.35
Gradischer, Kevin	Police Officer	\$	115,796.36
Groneman, Andrew	Police Officer	\$	115,796.36
Hamilton, Jeffrey	Police Officer	\$	115,796.36
Heller, Branden	Police Officer	\$	115,796.36
Hill, Harry	Sergeant	\$	135,807.35
Hogan, Daniel	Police Officer	\$	78,442.56
Isgro, Dino	Police Officer	\$	115,796.36
James, Christopher	Police Officer	\$	115,796.36
Keegan, William	Police Officer	\$	115,796.36

<u>EMPLOYEE</u>	<u>TITLE</u>		<u>ANNUAL SALARY</u>
Kubetz, Jill	Detective -Sergeant	\$	125,801.86
Laporte, Raymond	Police Officer	\$	115,796.36
Lefebvre, Dana	Police Officer	\$	115,796.36
Lennon, Patrick	Police Officer	\$	115,796.36
Lessard, David	Lieutenant	\$	145,998.45
Lessard, Thomas	Sergeant	\$	135,807.35
Lipinsky, Eric	Police Officer	\$	115,796.36
Lojko, Michael	Police Officer	\$	115,796.36
Lombardo, Michael	Police Officer	\$	115,796.36
Loszewski, Patryk	Police Officer	\$	78,442.56
Lydon, James	Police Officer	\$	115,796.36
Mackie, Sean	Police Officer	\$	115,796.36
McAllister, Timothy	Police Officer	\$	115,796.36
Mcdermott, Patrick	Police Officer	\$	115,796.36
Montalbano, Anthony	Police Officer	\$	78,442.56
Morris, John	Police Officer	\$	115,796.36
Mowdy, Michael	Police Officer	\$	115,796.36
Mudzinski, Matthew	Police Officer	\$	115,796.36
Murphy, Timothy	Police Officer	\$	115,796.36
Neknez, Matthew	Police Officer	\$	65,991.29
Oliver, Richard	Police Officer	\$	115,796.36
Palmer, Stephan	Sergeant	\$	135,807.35
Perez, Byron	Police Officer	\$	53,540.03
Purick, Michael	Police Officer	\$	115,796.36
Roberts, Mark	Police Officer	\$	115,796.36
Rosini, Giuseppe	Police Officer	\$	53,540.03
Schneider, Charles	Police Officer	\$	115,796.36
Schule, Allan	Police Officer	\$	115,796.36
Seal Jr., John	Police Officer	\$	115,796.36
Silleck, Charles	Police Officer	\$	115,796.36
Tam Christopher	Police Officer	\$	53,540.03
Troyan, Peter	Police Officer	\$	115,796.36
Vail, John	Sergeant	\$	135,807.35
VonVoigt, David	Police Officer	\$	78,442.56
VonVoigt, Richard	Police Officer	\$	53,540.03
Walther, Daniel	Police Officer	\$	65,991.29
Welsh, James	Police Officer	\$	115,796.36
Wicklund, Scott	Police Officer	\$	115,796.36
Willsey, Danielle	Police Officer	\$	115,796.36
Wilson, Timothy	Police Officer	\$	115,796.36

#### DETECTIVES

Henry, Michael	Detective Grade I	\$	126,434.78
Hernandez III, Frank	Detective Grade I	\$	126,434.78
Mauceri, Charles	Detective Grade III	\$	123,474.48
Palmer, Dixon	Detective Grade I	\$	126,434.78
Schmidt, Michael	Detective Grade II	\$	124,945.99
Stromski, Mark	Detective Grade II	\$	124,945.99
Waski, Patrick	Detective Grade II	\$	124,945.99

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 6

**SETS SALARIES OF REFUSE AND GARBAGE DISTRICT FOR THE YEAR 2016**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead Refuse and Garbage District for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
Hubbard, Gina	9/12	Account Clerk Typist	\$ 51,877.04

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 7

**SETS SALARIES OF SEWER/SCAVENGER WASTE DISTRICT FOR THE YEAR 2016**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead Sewer/Scavenger Waste District for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>% RS/SCA/CS</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	<u>HOURLY</u>
Reichel, Michael	50/50/0		Wastewater Dist. Super.	\$ 97,820.55	
Reichel, Michael	0/0/100		Calverton Sewer Superintendent	\$ 22,266.70	
Reichel, Michael			License Stipend	\$ 5,000.00	
Allen, Timothy	50/50/0		Assistant Wastewater Dist. Super.	\$ 90,047.35	
Alexander, Warren	0/100/0	14/14A	Wastewater Tmt Plant Oper II	\$ 67,341.85	
Arrigo, John	0/100/0	14/13	Wastewater Tmt Plant Oper II	\$ 65,257.49	
Attridge, Douglas	0/100/0	18/10A	Sr. WW Tmt Plant Oper 3A	\$ 65,779.00	
Cybulski, Brian	20/80/0	7/4A	Maintenance Mechanic II	\$ 47,319.07	
Densieski, Joseph	100/0/0	7/4A	Maintenance Mechanic II	\$ 47,319.07	
Gallo, Thomas	100/0/0	7/4A	Maintenance Mechanic II	\$ 47,319.07	
Hattorff, Matthew	100/0/0	18/19	Sr. WW Tmt Plant Oper 3A	\$ 78,311.54	
Lech, Michael	100/0/0	18/16A	Sr. WW Tmt Plant Oper 3A	\$ 74,625.50	
McCabe, Sean	100/0/0	14/5A	Wastewater Tmt Plant Oper II	\$ 54,835.67	
Schroeher, Christopher	100/0/0	8/14A	Maintenance Mechanic III	\$ 60,694.68	
Smith, Robert	100/0/0	14/6	Wastewater Tmt Plant Oper II	\$ 55,530.46	
Sollazzo, Jill	50/50	9/11A	Account Clerk Typist	\$ 51,311.81	
Watts, Kyle	100/0/0	7/5A	Maintenance Mechanic II	\$ 48,548.13	
Obie, Robert	0/100/0		P/T Clerk		\$ 12.8526

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard  Yes  No      Giglio ABSENT  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 8

**SETS SALARIES OF STREET LIGHTING DISTRICT FOR THE YEAR 2016**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead Street Lighting District for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>		<u>ANNUAL SALARY</u>
Commins, Michael	15/14A	Electrical Services Supervisor	\$	68,472.85
Krupski, Dennis	7/9A	Maint. Mechanic II	\$	53,464.39
Merker, William	7/9A	Maint. Mechanic II	\$	53,464.39
Merker, William		License Stipend	\$	3,000.00
Smith, James	8/9	Maintenance Mechanic III	\$	53,821.32
Smith, James		License Stipend	\$	3,000.00

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 9

**SETS SALARIES OF WATER DISTRICT EMPLOYEES FOR THE YEAR 2016**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, that the salaries of the following employees of the Town of Riverhead Water District for the year 2016 be and are hereby set as follows:

<u>EMPLOYEE</u>	<u>GROUP/STEP</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
<b><u>WATER DISTRICT</u></b>			
Conklin, Mark		Water Dist Superintendent	\$ 125,000.00
Kruger, Thomas		Assistant Water Dist Superintendent	\$ 90,000.00
Barauskas, Lynn	9/19	Account Clerk Typist	\$ 59,790.28
Benedict, Michael	17/19	Sr. Water Trmt. Plant Oper IB	\$ 77,104.93
Bokee, Paul	15/19	Water Treatment Plant Oper IIB	\$ 74,839.45
Cain, Victoria	3/10A	Water Meter Reader	\$ 50,662.66
Gablenz, Brian	15/8A	Water Treatment Plant Oper IIB	\$ 59,984.06
Halpin, Robin	9/5A	Account Clerk Typist	\$ 44,529.03
Hatcher, Alan	8/7A	Maintenance Mechanic III	\$ 51,946.77
Hubbard, Jason	15/11A	Water Treatment Plant Oper IIB	\$ 64,228.46
Kellar, John	15/8A	Water Treatment Plant Oper IIB	\$ 59,984.06
Leja, Charles	14/18	Water Maint. Crew Leader	\$ 72,205.36
Letson, John	15/13	Water Treatment Plant Oper IIB	\$ 66,350.66
Walls, Frank	8/9	Maintenance Mechanic III	\$ 53,821.32
Wulffraat, Arnold	15/12A	Water Treatment Plant Oper IIB	\$ 65,643.26

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 10**

**RIVERHEAD SEWER DISTRICT**

**BUDGET ADJUSTMENT**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Superintendent of Sewer is requesting a budget adjustment for the purchase of a new van in the Riverhead Sewer District.

**NOW THEREFORE BE IT RESOLVED**, that the Supervisor be, and is hereby authorized to establish the following budget adjustment and transfer of funds from the Riverhead Sewer District Fund Balance:

		<b><u>FROM</u></b>	<b><u>TO</u></b>
114.000000.499999	Riverhead Sewer Fund Balance	25,500	
114.081300.524175	Trucks		25,500

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Riverhead Sewer District and Accounting Department.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 11**

**ADOPTS 2016 LIVING WAGE**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**RESOLVED**, that in adherence to the Suffolk County living wage law, the hourly rate of the following part-time employee(s) of the town of Riverhead are increased effective January 1, 2016 as follows:

Devri Allen, Homemaker	\$13.58
Kristina Georgoulakos, Homemaker	\$13.58
Yolanda Thompson, Homemaker	\$13.58

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 12**

**REAPPOINTS TOWN HISTORIAN**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**BE IT RESOLVED**, that Georgette Case be, and is hereby, re-appointed to the position of Town Historian for the year 2016 at an annual salary of \$5000.00 to be paid biweekly.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 13

**ACCEPTS THE RETIREMENT OF A FOOD SERVICE WORKER**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Town has received notification from the New York State and Local Employees Retirement System of Food Service Worker Margaret Brown's intent to retire effective December 31, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that this Town Board hereby accepts the retirement of Margarete Brown.

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Margaret Brown, the Senior Citizen Program Director, the Personnel Officer and the Financial Administrator. Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device, and if needed, a certified copy of same can be obtained from the office of the Town Clerk

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 14

**APPOINTS A TEMPORARY SUBSTITUTE FOOD SERVICE WORKER TO THE SENIORS PROGRAM**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, a temporary Food Service Worker is needed at the Senior Center to substitute for an existing staff member who is on a leave of absence.

**NOW, THEREFORE, BE IT RESOLVED**, that pending the results of a successfully completed background investigation, this Town Board hereby appoints Lori Siebert to the position of temporary Food Service Worker effective today, January 5, 2016 at the hourly rate of \$15.00.

**BE IT FURTHER RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared **TABLED**

TOWN OF RIVERHEAD

Resolution # 15

**ACCEPTS THE RESIGNATION OF A PART-TIME HOMEMAKER**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the Town has received notification from Yolanda Thompson, a Part-Time Homemaker at the Riverhead Town Seniors Center, indicating her intent to resign effective January 1, 2016.

**NOW, THEREFORE, BE IT RESOLVED**, that this Town Board hereby accepts the resignation of Yolanda Thompson.

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Yolanda Thompson, the Seniors Program Director, the Personnel Officer and the Financial Administrator. Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device, and if needed, a certified copy of same can be obtained from the office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 16**

**SETS THE FEES FOR USAGE OF RECREATION AND OTHER TOWN FACILITIES**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that the Town Board does authorize the Recreation Department to set the following fees for the 2016 calendar year.

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**2016 Facility Rental Fees & Regulations**

(All applications require \$25 non-refundable application fee)

**Community Centers/Parks/Beaches**

**Park/Beach Reservations**

- *The park and beach picnic areas may be reserved on an hourly basis and fees vary depending on the day and time. All applications require a \$25 non-refundable application fee.*

Application Fee	\$25.00
Group Picnic/Beach Party**	\$10.00 per hour***
Gazebo/Pavilion Rental (residents)**	\$50.00 per hour***
Gazebo/Pavilion Rental (non-residents)**	\$100.00 per hour***

\*\*Permits cannot be issued during beach operation

\*\*\*Groups of 15+ are required to submit a \$50 park attendant & cleaning fee

**Town Buildings**

- *Alcoholic beverages may NOT be consumed on Town Property.*
- *A clean-up security deposit and/or Certification of Insurance naming the Town of Riverhead as the additional insured may be required of large groups. The applicant shall be responsible for cleanup around the area used.*
- *Facility request for the continuous use of a community center will be issued on a first-come first-served basis; however, groups which have used the facility the previous year will be priority in renewing their application. (Please see Quarterly dates Sheet)*
- *Single Usage requests will be handled in order in which they are received and according to the availability of the facility.*

### Resident Usage

Application Fee	\$25.00
Single Usage Meetings	\$15.00 per hour (Min. of 2 hours)**
Reoccurring Weekday Meetings during Business Hours	\$75.00 surcharge (every 6 months)
Weekend Events/Parties	\$70.00 per hour (Min. of 4 hours) \$100.00 Security Deposit

### Non-Resident Usage

Fees	\$100.00 per hour (Min. of 4 hours) \$100.00 Security Deposit
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\*\*\*\*Deposit will be refunded if the building guidelines are followed and there is no damage to the building.

\*\*Riverhead Meeting Organizations that contain less than 75% residents will default to the single usage meeting rate of \$15.00 per hour.

### Payment Options

**In-person-** Check, Cash, Credit Card, Money Order.

**Over the Phone-** E-check or Credit Card

*All Security Deposits must be in the form of a Check and Separate from the Final Payment.*

*\*note, there is a credit card processing fee charged to all credit card paying customers*

## 2016 Facility Rental Deadlines, Fees, & Regulations

### Ball Fields / Multi-Sport Fields

#### **Seasons:**

Spring/Summer: March – August

Fall: September – November

#### **Important Dates:**

Jan 11-22	Re-booking period for Spring/Summer 2016
Jan 25	Open booking period for Spring/Summer 2016 <i>Open booking applications will be reviewed on February 15<sup>th</sup>. Confirmations will be sent out the following week on available dates.</i>
July 5-15	Re-booking period for Fall 2016
July 16	Open booking period for Fall 2016 <i>Open booking applications will be reviewed on July 29<sup>th</sup>. Confirmations will be sent out the following week on available dates.</i>

### Tournaments

*All tournaments are booked in four (4) hour increments. All tournaments require a non-refundable deposit of \$125 at the time of booking in addition to a \$25 application fee. (Deposit will be applied to your facility rental fee total) Full-payment is due one (1) week before reserved date. Failure to make full payment on time will result in loss of field(s). The fields/dates will then open up to the next person on the waiting list.*

**\*Confirmation letter of available field rental dates will be followed by an invoice for the \$150.00 Fee, (Deposit & Application Fee), due one week after receiving. If deposit is not received during this time frame, loss of date/fields will occur and become available to next person on the waiting list.**

<b>Field Rates</b>	<b>\$125 per four (4) hour time slot/field</b>
<b>Lights &amp; Attendant</b>	<b>\$50 per hour/field</b>
<i>(Required for rentals after sunset)</i>	

*\*Tournaments that run over the allotted time slots will be charged for an additional (4) hours.*

## **Leagues/Sanctioned Games**

**\*Fees Apply to Hockey Rink**

*Weekly Leagues may be booked for up to 12 weeks at a time. Full payment is required one (1) week prior to the starting date. Leagues may not be reserved and pushed back for the purpose of holding dates. Payment must be received prior to original start date, dates may be adjusted as permitted. All organizations are required to bring their own bases and fields are reserved as is.*

*Team Sanctioned Games may be booked for up to 12 dates at a time. Full payment is required one (1) week prior to first scheduled game.*

### **Field Rates**

**\$25 per hour/field**

### **Lights & Attendant**

**\$50 per hour/field**

*(Required for rentals after sunset)*

*\*Leagues that run over the allotted time slots will be charged an additional \$35 per hour/field*

## **Practices/Recreational Use**

**\*Fees Apply to Hockey Rink**

*Weekly practices may be booked for up to twelve (12) dates at a time. Full payment required 3 days prior to the first practice date. Dates may be adjusted as permitted.*

### **Lights & Attendant Fee**

**\$10 per hour/ field**

**Residents-** *Teams who hold a roster of 75% or more Town Residents may be permitted to reserve field time with no additional charges other than the one time per season \$25 application fee. (Rosters with addresses are required for proof)*

**Non-Residents-** *Teams who hold a roster of less than 75% Town Residents may be permitted to reserve field time at a rate of **\$10 per hour** with a **minimum rental of two (2) hours**. A \$25 application fee will also be charged once PER season.*

**Non-Sanctioned/Unofficial events- RESIDENT** Corporate/Company Picnics & Tournaments.  
\$25 application fee  
\$10 per hour/per field  
\$10 per hour/per picnic area

## **Payment Options**

**In-person-** Check, Cash, Credit Card, Money Order.

**Over the Phone-** E-Check, Credit Card

## **Cancellation Policies & Procedures**

*In the event the Town of Riverhead Recreation Department requires the use of the fields during the dates and times stated in the signed contract, the Recreation Department has first preference and can cancel the permit during the said dates.*

*The Recreation Department retains the right to refuse activity in the event of bad weather. In this event, the Recreation Department will credit OR refund the agency their payment.*

### **Tournaments:**

*Tournaments may be cancelled up to seven (7) days prior to the start of the event with a credit of the \$125 deposit to renters account and Refund of any balance paid. Refunds/Credits will NOT be permitted after that.*

### **Leagues/Sanctioned Games:**

*Leagues may be cancelled up to seven (7) days prior to the start of the first scheduled date with a credit of the \$125 deposit and Refund of any balance paid. Refunds/Credits will NOT be permitted after that.*

Midweek Games- may be cancelled within 48 hours of scheduled game with a credit to renters account.  
Weekend Games- may be cancelled by Monday of that week for a credit to the renters account.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 17**

**ANNUAL REVIEW AND ADOPTION OF PROCUREMENT POLICY**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, the Town adopted a Procurement Policy to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money; and

**WHEREAS**, the Town Board, by and through the Purchasing Director, Financial Administrator and Office of the Town Attorney, reviewed the Procurement Policy and applicable provisions of the General Municipal Law and seek to re-adopt the current Procurement Policy which was adopted by Local Law on July 21, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Riverhead's existing Procurement Policy is hereby readopted to read as follows:

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same be obtained for the Office of the Town Clerk.

**TOWN OF RIVERHEAD  
PROCUREMENT POLICY**

**PURPOSE:**

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, contracts, and services are obtained efficiently and in compliance with applicable laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition and prudent and economical use of public money. In addition, this Procurement Policy seeks to ensure that the same sound business judgment used for the purchase of personal property (i.e. supplies and equipment) is used for the evaluation of personal property and/or assets with respect to its usefulness to the Town now or in the foreseeable future and cost effective and efficient procedures for disposition of the personal property and/or assets deemed no longer of public use to the Town.

**Guideline 1:** Every prospective purchase of goods or services shall be evaluated to determine the applicability of General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein. 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. The 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 supplies or equipment which will exceed \$20,000 in the fiscal year or public works contracts over \$35,000 shall be formally bid pursuant to General Municipal Law §103 inclusive of all future statutory amendments, deemed to be incorporated by reference, as if recited in its entirety herein.

**Guideline 3:**

(1) All estimated purchases of less than \$20,000 but greater than \$3,000 shall require a written request for a proposal ("RFP") and written/fax quotes from at least three comparative vendors; less than \$3,000 but greater than \$1,000 require an oral request for proposal for the goods, equipment or supplies and oral/fax quotes from at least two vendors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(2) All estimated public works contracts of less than \$35,000 but greater than \$10,000 require a written request for proposal and fax/proposals from at least three comparable contractors; less than \$10,000 but greater than \$1,000 require a written request for proposal and fax/proposals from at least two contractors and purchaser shall maintain a record of responses whether they are received by phone or in writing; less than \$1,000 are left to the discretion of the purchaser.

(3) All written RFP shall describe the desired goods, quantity and details regarding delivery, including mode of delivery and time parameters for delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes 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. All responses to the RFP shall be kept confidential until such time as the contract for work or goods is awarded and thereafter all documents responsive to the RFP shall be subject to disclosure pursuant to the applicable provisions of the Public Officers Law.

**Guideline 4:** All purchasers shall make a good-faith effort 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 5:** The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares 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 6:** A request for proposal and/or quotation shall not be required under the following circumstances:

(1) Contract for professional services subject to resolution of the Town Board.

(2)(a) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by other New York State political subdivisions provided that (i) the contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein; (ii) the contract must have been made available for use by other governmental entities, i.e. inclusion in the contract let by the other entity of a clause extending the terms and conditions of the contract to other governmental entities; and (iii) the contract must have been let to the lowest responsible bidder or on the basis of best value in a manner consistent with General Municipal Law § 103 and related case law. (\*Note, GML 103 (16) is scheduled to expire on August 1, 2017).

(2)(b) Purchase of goods, equipment or supplies or contract for services through qualifying contracts let by the County of Suffolk or through any county within the State of New York subject to County Law 408(a).

(3) Public emergency arising out of an accident or unforeseen occurrence or condition affecting public buildings, public property or life, health, safety or property of the inhabitants of the Town. Unless exigent circumstances exist such that time is of the essence, Purchaser shall seek to obtain approval of the Town Board prior to purchase or contract.

(4) Sole-source situations (purchaser must obtain written verification from vendor)

(5) Surplus and second-hand supplies, material or equipment from federal government, State of New York, or other political subdivisions, districts, or public benefit corporation.

(6) Purchase of goods, equipment and supplies under State contracts through the Office of General Services and subject to rules promulgated by the Office of General Services.

**Guideline 7:** The purchase of goods or services must be accompanied by a duly signed and completed purchase order or contract except a purchase order shall not be required prior to purchase/procurement under those circumstances identified in Guideline 6 and purchases or public works project less than \$1000.00. The above guideline is not intended to eliminate the requirement for a purchase order. Note, all Department Heads shall be responsible to verify the existence of a bid or contract award for the same or similar goods or services and shall be limited to purchase from such vendor/contractor.

**Guideline 8:** The Town Department responsible for personal property and/or asset(s) it wishes to have declared surplus shall complete a "Plant Asset/Office Equipment Disposal Form" including a description of the item, serial/tag #, location, condition, estimated surplus value, and reason for disposal. The Plant Asset/Office Equipment Disposal Form must be signed by the supervisor/manager of the department and filed with the Office of the Financial Administrator. Town Departments may transfer assets and equipment provided that a Plant Asset/Office Equipment Disposal Form records the

transfer and same is filed with the Financial Administrator. Finally, the Office of the Financial Administrator, with the assistance of Department Heads, shall evaluate estimated surplus value of all assets and equipment disposed on a bi-annual basis and make recommendation to the Town Board regarding disposal or sale, subject to all applicable laws and procedures regarding disposition of surplus asset/equipment, including but not limited to bid procedures set forth in General Municipal Law § 103, and receipt of an "As-Is" Statement and/or Liability Waiver. Note, all Town logos or other markings identifying the property as Town property shall be removed prior to sale. This policy shall not in any way limit or prohibit the Town Board from donating an item of personal property and/or asset as permitted under the law.

For Purposes of Guideline 8: Surplus shall be defined as any Town personal property and/or asset that is no longer needed now or in the foreseeable future or that is no longer of value or use to the Town and Estimated Surplus Value shall be defined as the estimated amount of money an interested party will be willing to pay the Town for the property. This can be determined through an estimate, an appraisal, Kelly blue book value or other sources available to the responsible Department or Office of the Financial Administrator.

**Guideline 9:** This policy shall be reviewed annually by the Town Board.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 18

**DESIGNATES BANKS AS OFFICIAL DEPOSITORIES FOR TOWN FUNDS**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, pursuant to Town Law, Section 64(9), it is provided that the Town Board shall designate, by written resolution, banks or trust companies as official depositories.

**NOW, THEREFORE, BE IT RESOLVED**, that for a period of one (1) year effective January 1, 2016, Suffolk County National Bank, Capital One and Empire National Bank are hereby, designated as official depositories for the Town of Riverhead.

**BE IT FURTHER RESOLVED**, that all accounts be collateralized subject to the approval of the Town Board with memoranda of agreement; and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same be obtained for the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 19**

**APPROVES HIGHWAY SUPERINTENDENT EXPENDITURES**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, New York State Highway Law §142(1)(a) provides that the Town Highway Superintendent may, with approval of the Town Board, purchase equipment, tools and other implements to be used for highway maintenance, construction, reconstruction and/or snow removal; and

**WHEREAS**, New York State Highway Law §142(1)(a) also provides that the Town Board may authorize the Highway Superintendent to purchase equipment, tools and other implements without prior approval; and

**WHEREAS**, the Superintendent of Highways has requested Town Board authorization to spend up to \$75,000.00 for equipment, tools and implements without prior Town Board approval in order to provide an opportunity to purchase used equipment at state, county and municipal auctions and other such equipment, tools and implements to be used for highway maintenance, construction, reconstruction and/or snow removal, with the condition that all such purchases comply with New York State General Municipal Law §103 and the Town of Riverhead Procurement Policy.

**NOW THEREFORE BE IT RESOLVED** that the Superintendent of Highways be and is hereby authorized to spend up to \$75,000.00 for equipment, tools and other implements at any time without prior approval of the Town Board subject to recommendation and report of Financial Administrator as to availability of funds; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 20**

**APPOINTS OFFICIAL NEWSPAPER**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, that pursuant to Section 64(1) of New York State Town Law, the Town Board of the Town of Riverhead hereby designates the Official Newspaper of the Town of Riverhead to be the News Review; and

**RESOLVED**, that pursuant to Section 64(1) of the New York State Town Law, the New York Times, Newsday, the News Review and the Community Journal are hereby designated as official publications for the Town of Riverhead; and

**BE IT FURTHER RESOLVED**, that the Town Clerk be, and hereby is authorized to forward a copy of this resolution to the News Review, P.O. Box 1500, Mattituck, NY 11952; the New York Times, 229 W 34<sup>th</sup> Street, New York, NY 10036, Newsday, 235 Pinelawn Road, Melville, NY 11747 and the Community Journal, P.O. Box 619, Wading River, NY 11792.

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 21**

**APPOINTS OFFICIAL ONLINE PUBLICATION**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, that the Town Board of the Town of Riverhead hereby designates the Official Online Publication of the Town of Riverhead to be Riverheadlocal.com; and

**BE IT FURTHER RESOLVED**, that the Town Clerk be, and hereby is authorized to forward a copy of this resolution to Riverheadlocal.com, 224 Griffing Avenue, Riverhead, NY 11901.

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**Resolution # 22**

**APPOINTS BOND COUNSEL**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**RESOLVED**, that Orrick, Herrington & Sutcliffe LLP is hereby reappointed as Bond Counsel to the Town of Riverhead and that the Town Board hereby approves the attached rate schedule.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same be obtained for the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

ORRICK, HERRINGTON & SUTCLIFFE LLP

GENERAL OBLIGATION FEE SCHEDULE

FOR

TOWN OF RIVERHEAD, NEW YORK

BOND ANTICIPATION NOTES

<u>Principal Amount</u>	<u>Fee</u>
Up to \$ 999,999	\$1,000
\$1,000,000 to \$1,999,999	\$1,000 plus 60 cents per \$1,000 on amount over \$1,000,000
\$2,000,000 to \$2,999,999	\$1,500 plus 50 cents per \$1,000 on amount over \$2,000,000
\$3,000,000 to \$3,999,999	\$2,000 plus 45 cents per \$1,000 on amount over \$3,000,000
\$4,000,000 and up	\$2,500 plus 40 cents per \$1,000 on amount over \$4,000,000
<i>PLUS</i>	\$750 for review of Official Statement, if any, and \$200 for Material Events or Continuing Disclosure certification, and \$200 for Construction Election Certificate determining to pay penalty or arbitrage rebate for construction projects. (These are broken out as they may or may not be applicable.)

**Note:** There is a one time charge of \$300 for the drafting of any bond resolution. No incidental expenses. No out of pocket charges – no add-ons. No other fees period.

CASH FLOW FINANCINGS

Budget Notes:	Base fee \$450 plus 45 cents per \$1,000.
RANs:	Base fee \$395, plus 40 cents per \$1,000 for the first \$10,000,000, 35 cents per \$1,000 thereafter.
TANs:	Base fee \$395 plus 40 cents per \$1,000 for the first \$10,000,000, 35 cents per \$1,000 thereafter.
<i>PLUS</i>	\$750 for review of Official Statement.
<i>PLUS</i>	\$200 for Material Events or Continuing Disclosure certification.

DOCSNY1:1182091.1

**BOND ISSUES (PUBLIC SALE)**

\$3,000 base fee *PLUS* (if applicable):

- 1) \$750 Review of Official Statement.
- 2) \$200 Review of bond insurance documents.
- 3) \$200 Continuing Disclosure certification (SEC compliance work).
- 4) \$200 for Construction Election Certificate determining to pay penalty or arbitrage rebate for construction projects (federal tax compliance work).
- 5) \$1.00/\$1,000 principal amount of the issue.

Note: There is a one time charge of \$300 for the drafting of any bond resolution. No incidental expenses. No out of pocket charges – no add-ons. No other fees period.

Example: \$4,000,000 publicly sold insured serial bond issue - - \$3,000 base plus \$4,000 (\$1/\$1,000) plus \$1,350 (insurance, Official Statement, continuing disclosure and tax work) = \$8,350. No other charges (except \$300 for drafting bond resolution earlier).

**SERIAL BOND ISSUES LESS THAN \$1,000,000 (PRIVATE SALE)**

The same fee schedule and billing procedure set forth for Bond Issues (Public Sale) shall apply for bond issues with a principal amount of less than \$1,000,000 sold at private sale, except that the base fee shall be \$1,500 for issues sold on a non-competitive basis (hence, no Notice of Bond Sale) and \$2,000 for issues sold on a competitive basis (necessitating a Notice of Bond Sale).

**SERIAL BOND ISSUES \$1,000,000 AND OVER (NEGOTIATED SALE)**

Same as for public sale with the exception of the elimination of the base fee charged and the addition of a negotiated-in-advance hourly \$ rate for time expended in connection with documents, conferences and other matters relating to issue. Caps to be established in advance.

**STATUTORY INSTALLMENT BONDS**

\$900 base fee, and \$1/\$1,000 principal amount of issue.

Note: There is a one time charge of \$300 for the drafting of any bond resolution. No incidental expenses. No out of pocket charges – no add-ons. No other fees period.

\* \* \* \* \*

Our fee schedule is designed simply so that you can figure out in advance what your bond counsel legal fees are likely to be for any annual cycle of borrowings, something you cannot do with hourly fees, or fee schedules which state (or fail to state) that incidental or other expenses will be added.

\* \* \* \* \*

*ORRICK'S FEE COVENANTS*

Orrick makes the following covenants with respect to its fees:

- 1) Orrick will not share any portion of its fees with any other professionals engaged by the Issuer in connection with the proposed financing; and
- 2) Orrick will not share in the fees of any other professionals engaged by the issuer in connection with the proposed financing.

Douglas E. Goodfriend  
Thomas E. Myers  
Orrick, Herrington & Sutcliffe LLP  
666 Fifth Avenue  
New York, New York 10103  
Telephone: (212) 506-5000  
Fax: (212) 506-5151

TOWN OF RIVERHEAD

Resolution # 23

**APPOINTMENT AND APPROVAL OF THE FEE SCHEDULE FOR THE RAYNOR GROUP, P.E. & L.S. PLLC AS CONSULTING ENGINEERS AND LAND SURVEYORS**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, the Raynor Group, P.E. & L.S. PLLC has submitted a fee schedule for consulting engineering and land surveying services to the Riverhead Town Board and Riverhead Planning Board for the year 2016, and

**WHEREAS**, the fee schedule submitted by the Raynor Group, P.E. & L.S. PLLC is determined to be acceptable, now

**THEREFORE BE IT RESOLVED**, that the Raynor Group, P.E. & L.S. PLLC is hereby appointed by the Town Board as consulting engineers and land surveyors to the Riverhead Planning Board, and

**BE IT FURTHER RESOLVED**, that the attached fee schedule of The Raynor, Group, P.E. & L.S. PLLC is hereby approved for the year 2016, and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to Planning Department, Accounting Department and the Raynor Group, P.E. & L.S. PLLC, P.O. Box 720, Water Mill, New York, 11976.

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same be obtained for the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

**TOWN OF RIVERHEAD**

**2016 FEE SCHEDULE**

---

Engineering and Surveying fees for The Raynor Group, P.E. & L.S. PLLC will be charged in accordance with the following fee schedule:

For the services of Principals:	\$175/hour
For the services of Professional Engineers:	\$175/hour
For the services of Professional Land Surveyors:	\$155/hour
For the services of Sr. Technicians:	\$130/hour
For the services of Technicians:	\$105/hour
For the services of Draftsmen:	\$ 95/hour
For the services of Field Crew Chiefs:	\$105/hour
For the services of Field Technicians:	\$ 95/hour
For the Services of Field Monitor	\$ 75/hour

Travel time to and from our office during the normal working day and travel time in excess of one hour beyond the normal working day will be charged in accordance with the foregoing rates.

All subcontractors (test pit excavations, test wells, materials analysts, biologists, etc.) engaged by us on behalf and as approved by the Town will be billed at cost, plus ten percent (10%).

All other out-of-pocket expenses incurred in connection with our services will be billed at cost (with the exception of subcontractors, as noted above). These expenses may include travel & subsistence (when applicable), telephone charges, reproductions, shipping charges, rental equipment (including repair), etc.

This fee schedule is valid for the current calendar year. Fees will be charged in accordance with the fee schedule in effect at the time the service is rendered.

December 17, 2015

**TOWN OF RIVERHEAD**

**Resolution # 24**

**SETS TOWING AND STORAGE FEES**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, Section 101-22 of the Riverhead Town Code requires the Town Board to set fees for the towing and storage of abandoned vehicles.

**NOW THEREFORE BE IT RESOLVED**, that effective January 1, 2015, the Town Board of the Town of Riverhead, hereby established the following fee schedule, applicable only to the town operated tow truck and storage area:

Fee for Towing      \$375.00 Flat  
Fee for Storage      \$ 35.00 Per Day

**RESOLVED**, that the Town Clerk is hereby authorized to forward a copy of this resolution to the Municipal Garage and the Financial Administrator; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard  Yes  No      Giglio ABSENT  
Wooten  Yes  No      Dunleavy  Yes  No  
Walter  Yes  No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 25

**AUTHORIZES THE SUPERVISOR TO EXECUTE A RENEWAL AGREEMENT WITH NEXTIRAONE, LLC, d/b/a BLACK BOX NETWORK SERVICES REGARDING TELEPHONE MAINTENANCE**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Town of Riverhead Town Hall, Town Hall West, Highway Department building, Municipal Garage building, Water District building, Senior Citizen Center and Parks and Recreation building require telephone maintenance service on a continuous basis due to the nature of the buildings' activities; and

**WHEREAS**, NextiraOne, LLC, d/b/a Black Box Network Services is ready, willing and able to continue to provide maintenance of the subject buildings' telephone systems for a fee of \$10,418.20 during the proposed six-month period of the first half of 2016.

**WHEREAS**, the Riverhead Town Board previously approved agreements regarding the above-stated subject matter from November 1, 2010, to December 31, 2015, inclusive; and

**NOW THEREFORE BE IT RESOLVED**, that the Supervisor is hereby authorized to execute the attached renewal agreement with NextiraOne, LLC, d/b/a Black Box Network Services, for telephone maintenance at the above referenced locations for a fee of \$10,418.20; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to NextiraOne, LLC, d/b/a Black Box Network Services, 5101 Shady Oak Road, Minnetonka, MN 55343; the Town Engineering Department; and the Office of the Town Attorney; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

## **RIDER AGREEMENT FOR CONSULTANT/PROFESSIONAL SERVICES**

This Rider Agreement made the 31st day of December, 2015, between the TOWN OF RIVERHEAD, a municipal corporation organized and existing under the laws of New York, with its office located at 200 Howell Avenue, Riverhead, New York 11901 (hereinafter referred to as "Town") and NextiraOne, LLC, d/b/a Black Box Network Services, with a principal place of business at 5050 Lincoln Drive, Suite 300, Minneapolis, MN 55436 (hereinafter referred to as "Consultant").

In consideration of the mutual promises herein contained, Town and Consultant agree as follows:

### **1. SCOPE OF SERVICES**

Town and Consultant executed an Agreement regarding telephone service and maintenance on November 1, 2010, which included a term period from November 1, 2010 to October 31, 2012. Town and Consultant extended the term period of the above-referenced Agreement from November 1, 2012 to February 28, 2013. Town and Consultant extended the term period of the above-referenced Agreement from March 1, 2013 to August 31, 2013. Town and Consultant extended the term period of the above-referenced Agreement from September 1, 2013 to February 28, 2014. Town and Consultant extended the term period of the above-referenced agreement from March 1, 2014 to December 31, 2014. Town and Consultant extended the term period of the above-referenced Agreement from January 1, 2015 to December 31, 2015. Town and Consultant hereby agree that all of the terms and conditions incorporated in the Agreement ending December 31, 2015, with the exception of the pricing for maintenance services, shall be extended and in effect during this Rider period from January 1, 2016, to June 30, 2016, and such terms and conditions are incorporated by reference herein as if recited in their entirety herein. During the term of this Agreement, Consultant shall also furnish the services set forth in Schedule A attached hereto and made a part hereof. In the event of a conflict between this Rider Agreement and the attached Schedule A, this Rider Agreement shall control. These services are to be rendered by Consultant as an independent contractor and not as an employee of the Town.

### **2. TERM OF AGREEMENT**

This Rider Agreement shall be deemed to have commenced on January 1, 2016, and terminate on June 30, 2016 (subject to the provisions of paragraph 15 herein), unless extended in writing by the mutual consent of all parties.

### **3. PAYMENT**

Town will pay Consultant in the amount of \$10,418.20 (TEN THOUSAND FOUR HUNDRED EIGHTEEN DOLLARS and TWENTY CENTS) for maintenance services payable within 60 days of receipt of a fully executed Rider Agreement and submission of a proper invoice with all attendant documentation. The Town shall not have any liability for any other expenses or costs incurred by Consultant. Invoices for services and reimbursable expenses shall contain the following statement signed by Consultant, or if this Rider Agreement is with a firm, an officer or authorized representative of the firm: "I hereby certify, to the best of my knowledge and belief, that this invoice is correct, and that all items invoiced are based upon actual costs incurred or

services rendered consistent with the terms of the professional services agreement.” Each invoice for reimbursable expenses shall be supported by: (a) an itemized description of expenses claimed; (b) pertinent information relative to the expenses; and (c) attached receipts. Invoices shall reference this Rider Agreement or otherwise be identified in such a manner as Town may reasonably require.

#### 4. RIGHTS TO DOCUMENTS OR DATA

All information and data, regardless of form, generated in the performance of, or delivered under this Rider Agreement, as well as any information provided to Consultant by Town, shall be and remain the sole property of Town. Consultant shall keep all such information and data in confidence and not disclose or use it for any purpose other than in performing this Rider Agreement, except with Town’s prior written approval. In the event that the legal right in any data and information generated in the performance of this Rider Agreement does not vest in Town by law, Consultant hereby agrees and assigns to Town such legal rights in all such data and information. Final payment shall not be due hereunder until after receipt by Town of such complete document and data file, or a certification that there is no such information created by the services performed under this Rider Agreement, and receipt of all information and data which is the property of Town. These obligations shall survive the termination of this Rider Agreement.

#### 5. PUBLICITY

Consultant shall not, without the prior written consent of Town, in any manner advertise or publish the fact that Town has entered into this Rider Agreement with Consultant. Consultant shall not, without the prior written consent of the Town, provide, release or make available for inspection any documents, data, written material of any kind without the prior written consent of at least three members of the Town board or by resolution of the Town Board.

#### 6. ASSIGNMENT AND SUBCONTRACTING

Performance of any part of this Rider Agreement may not be subcontracted nor assigned without, in each case, the prior written consent of at least three members of the Town Board or by resolution of the Town Board.

#### 7. RECORDS

Consultant shall keep accurate records of the time spent in the performance of services hereunder. The Town shall, until the expiration of seven years after final payment under this Rider Agreement, have access to and the right to examine any directly pertinent books, documents, papers and records of Consultant involving transactions related to this Rider Agreement.

#### 8. CHANGES

The Town, by resolution of the Town Board or written request by at least three members of the Town Board, within the general scope of this Rider Agreement, may, at any time by written notice to Consultant, issue additional instructions, require additional services or direct the omission of services covered by this Rider Agreement. In such event, there will be made an equitable adjustment in price and time of performance, but any claim for such an adjustment

must be made within 15 days of the receipt of such written notice. In the event that the Consultant determines that a change order is required, Consultant shall obtain written approval of the Town, by resolution or written consent of at least three members of the Town Board, and if the change shall require the payment of additional compensation, Consultant must obtain the written approval of three members of the Town Board or resolution of the Town Board for the additional compensation prior to commencement of work regarding the change order. It is agreed and understood that no oral agreement, conversation, or understanding between the Consultant and the Town, its departments, officers, agents and employees shall effect or modify any of the terms or obligations of this Rider Agreement or schedules annexed hereto and made a part hereof.

#### 9. NOTICES

Any notice shall be considered as having been given: (i) to Town of Riverhead if mailed by certified mail, postage prepaid to Town of Riverhead, Attention: Daniel P. McCormick, Esq., Deputy Town Attorney, 200 Howell Avenue, Riverhead, New York 11901; or (ii) to Consultant if mailed by certified mail, postage prepaid to NextiraOne, LLC, d/b/a Black Box Network Services, 5050 Lincoln Drive, Suite 300, Minneapolis, MN 55436, with a copy to Black Box Corporation, 1000 Park Drive, Lawrence, PA 15055, Attn: General Counsel.

#### 10. COMPLIANCE WITH LAWS

Consultant shall comply with all applicable federal, state and local laws and ordinances and regulations in the performance of its services under this Rider Agreement. Consultant will notify Town immediately if Consultant's work for Town becomes the subject of a government audit or investigation. Consultant will promptly notify Town if Consultant is indicted, suspended or debarred. With the exception of Consultant's April 30, 2006, guilty plea to one count of wire fraud in the District of South Dakota arising from its participation in the E-Rate Program, a program supervised by the Federal Communications Commission ("FCC") to provide discounted telecommunications products and services to schools and libraries, Consultant represents that Consultant has not been convicted of fraud or any other felony arising out of a contract with any local, state or federal agency. In carrying out the work required hereunder, Consultant agrees not to make any communication to or appearance before any person in the executive or legislative branches of the local, state or federal government for the purpose of influencing or attempting to influence any such persons in connection with the award, extension, continuation, renewal, amendment or modification of any contract or agreement. Consultant may perform professional or technical services that are rendered directly in the preparation, submission or negotiation activities preceding award of a Town agreement/contract or to meet requirements imposed by law as a condition for receiving the award but only to the extent specifically detailed in the statement of work. Professional and technical services are limited to advice and analysis directly applying Consultant's professional and technical discipline.

#### 11. INSURANCE, INDEMNITY AND LIABILITY

Consultant shall carry Comprehensive General Liability Insurance and, if applicable, worker's compensation insurance. Consultant hereby indemnifies and holds the Town, its departments, officers, agents and employees, harmless against any and all claims, actions or demands against Town, its departments, officers, agents and employees and against any and all damages,

liabilities or expenses, including counsel fees, arising out of the acts or omissions of Consultant under this Rider Agreement.

## 12. CONFLICT OF INTEREST

Consultant hereby represents and covenants that neither it nor any of its employees or representatives has or shall have, directly or indirectly, any agreement or arrangement with any official, employee or representative of the Town of Riverhead which any such official, employee, representative shall receive either directly or indirectly anything of value whether monetary or otherwise as the result of or in connection with any actual or contemplated application before any department of the Town, contract with the Town for sale of any product or service. Consultant further represents and covenants that neither it nor any of its employees or representatives has offered or shall offer any gratuity to the Town, its officers, employees, agents or representatives with a view toward obtaining this Rider Agreement or securing favorable treatment with respect thereto. Consultant further represents that it will not engage in any activity which presents a conflict of interest in light of its relationship with Town.

## 13. DISCLOSURE

The Town shall have the right, in its discretion, to disclose the terms and conditions of this Rider Agreement (as it may be amended from time to time), including but not limited to amounts paid pursuant hereto, to agencies of the local, state and federal government.

## 14. DISPUTES

If Consultant fails to perform any of its obligations hereunder in accordance with the terms hereof, then after reasonable notice to Consultant not to exceed thirty (30) days, and an opportunity for Consultant to cure such failure (except in case of emergency), the Town may (but shall not be obligated to) cure such failure at the expense of the Consultant, and the amount incurred by the Town on demand. Notwithstanding the above, any dispute arising under this Rider Agreement which is not settled by agreement of the parties may be settled by appropriate legal proceedings, such venue being Suffolk County, New York. Pending any decision, appeal or judgment in such proceedings or the settlement of any dispute arising under this Rider Agreement, Consultant shall proceed diligently with the performance of this Rider Agreement in accordance with the decision of Town.

## 15. TERMINATION

This Agreement may be terminated at any time by either party upon 60 days written notice to the other party. In the event of such termination, Town shall have no further obligation to Consultant except to make any payments which may have become due under this Agreement based upon actual services rendered to the point of the notice of termination. Town shall likewise be entitled to a pro rata refund from the date of termination regarding unused services.

IN WITNESS WHEREOF, the parties hereto have executed this Rider Agreement as of the date first above written.

\_\_\_\_\_  
By: Sean M. Walter, Supervisor  
Town of Riverhead

\_\_\_\_\_  
By:  
Title:  
NextiraOne, LLC,  
d/b/a as Black Box Network Services

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

TOWN OF RIVERHEAD

Resolution # 26

**AUTHORIZES THE TOWN PLANNING DEPARTMENT AND TOWN SCAVENGER WASTE DEPARTMENT TO ACCEPT PAYMENT OF FEES AND OTHER CHARGES VIA CREDIT/DEBIT CARD/ELECTRONIC CHECK PROCESSING FROM EVO EZPAY, LLC, AND SYSTEMS EAST, INC.,**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, the Town Board of the Town of Riverhead authorized the issuance of a Request for Proposals for credit card payment processing, debit card payment processing and electronic check payment processing for the benefit of the general public at various Town departments, offices and facilities; and

**WHEREAS**, the Town received numerous responses to the Request for Proposals from qualified parties; and

**WHEREAS**, by Resolution #710 adopted on October 6, 2015, the Town Board awarded EVO eZpay, LLC, and Systems East, Inc., the contract to provide credit card payment processing, debit card payment processing and electronic check payment processing for the benefit of the general public at various Town departments, offices and facilities; and

**WHEREAS**, pursuant to the terms of the executed Professional Services Agreement between the Town and EVO eZpay, LLC, and Systems East, Inc., the Town, through the Office of the Financial Administrator, may add additional town departments for credit/debit card/electronic check processing services and may create bank accounts for various Town departments to accept and record receipt of fees and payments related to the credit/debit card transactions and electronic check transactions.

**WHEREAS**, the Town Planning Department and Scavenger Waste Department desires the ability to accept the payment of fees and other charges via credit/debit card/electronic check processing, as a benefit to public interest.

**NOW THEREFORE BE IT RESOLVED** that the Town Board hereby authorizes the Town Planning Department and Scavenger Waste Department to accept the payment of fees and other charges via credit/debit card/electronic check processing and further authorizes the Building and Planning Department Administrator and Town Tax Receiver to execute the application agreement(s) in consultation with and the approval of the Town Attorney's Office and concomitantly establish the requisite bank accounts; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 27

**AUTHORIZES PAYMENT OF THE ASSOCIATION OF TOWNS'  
ANNUAL MEMBERSHIP DUES FOR 2016**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**WHEREAS**, the Association of Towns of the State of New York hosts an annual Training School and Meeting in the month of February. Attendance at this training school is permitted by Section 77-b of the General Municipal Law. Subdivision 3 of the section permits the Town Board to authorize attendance by "any of its members or any officer or employee... or other person who has been elected pursuant to law to a public office of a municipality for which the term of office has not commenced..."; and

**WHEREAS**, it is the desire of the Town Board to attend said training school and to authorize Town employees to attend this event; and

**WHEREAS**, the Town is in receipt of an invoice from the Association of Towns for the annual membership dues for the year 2016.

**NOW THEREFORE BE IT HEREBY RESOLVED**, that the Town Board of the Town of Riverhead hereby authorizes the payment of Association of Towns annual membership dues for the year 2016; and be it further

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 28

**AUTHORIZES AND APPROVES FORM OF BLANKET UNDERTAKING**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the Public Officers Law §11 states in pertinent part that every official undertaking, when required by law to be executed by any officer, shall require that he or she faithfully discharge the duties of office and promptly account for and pay over all monies or property received by him/her as such officer and that said undertaking shall pay all damages, costs and expenses in the event that said officer defaults in such duties of office; and

**WHEREAS**, the Public Officers Law §11 (2) authorizes the governing body of a municipality to procure a blanket undertaking in lieu of any individual undertaking to cover officers, clerks and employees of the municipality who would otherwise be required to post an individual undertaking; and

**WHEREAS**, such blanket undertaking must indemnify against losses through the failure of officers, clerks or employees to faithfully perform their duties or account for moneys or property received by virtue of their position or employment and through fraudulent or dishonest acts committed by officials, clerks or employees covered thereunder; and

**WHEREAS**, it is the responsibility of the Town Board to approve the form, manner, execution, and amount of surety; and

**WHEREAS**, that the Town Board of the Town of Riverhead reviewed the blanket undertaking Government Crime Policy provided by The Hanover Insurance Group, Policy Number BDC-1038174 with policy limit in the amount of \$500,000.00 per occurrence for theft and \$250,000.00 for such acts related to computer fraud, fund transfer, and alteration to cover all officers, clerks and employees required by law to post an undertaking and determines that same is adequate with an appropriate deductible and in accordance with the usual practice of the Town; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Riverhead consents and approves a blanket undertaking to cover all officers, clerks and employees required by law to post an undertaking provided by the following policy: Government Crime Policy, provided by The Hanover Insurance Group, Policy Number BDC-1038174; and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 29

**SETS SALARIES FOR 2016 CALL-IN PERSONNEL FOR THE  
RIVERHEAD RECREATION DEPARTMENT**

Councilman Wooten offered the following resolution,

which was seconded by Councilman Hubbard

**WHEREAS**, the Town of Riverhead Recreation Department needs to set salaries for the 2016 Call-in Recreation personnel,

**NOW THEREFORE BE IT RESOLVED**, that effective January 5, 2016 this Town Board sets salaries for the 2016 call-in personnel for the Recreation Department

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #29 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted



**Recreation Department  
200 Howell Avenue  
Riverhead, NY 11901  
(631) 727-5744**

**2016 Salaries  
Call-In Recreation Positions**

	Rec Aide I	Rec Aide II	Asst. Rec Leader I	Asst. Rec Leader II	Rec Leader I	Rec
<b>Leader II</b>						
Level 1	\$ 9.00	\$9.80	\$10.35	\$12.60	\$11.45	\$13.00
Level2	\$ 9.30	\$10.10	\$10.70	\$13.00	\$11.80	\$13.50
Level3	\$ 9.60	\$10.40	\$11.00	\$13.35	\$12.15	\$13.90
Level4	\$ 9.85	\$10.70	\$11.30	\$13.75	\$12.50	\$14.30
Level 5	\$10.15	\$11.00	\$11.65	\$14.20	\$12.90	\$14.70
Level 6	\$10.45	\$11.40	\$12.00	\$14.60	\$13.25	\$15.20
Level 7	\$10.75	\$11.70	\$12.35	\$15.00	\$13.70	\$15.60

	Gate Attendant	Park Attendant I	Park Attendant II	Chaperone	Rec Bus Driver
Level 1	\$10.60	\$9.00	\$10.60	\$9.30	\$15.00
Level 2	\$10.95	\$9.30	\$10.95	\$9.60	\$15.45
Level 3	\$11.25	\$9.60	\$11.25	\$9.85	\$15.90
Level 4	\$11.60	\$9.85	\$11.60	\$10.15	\$16.40
Level 5	\$11.95	\$10.15	\$11.95	\$10.45	\$16.90
Level 6	\$12.30	\$10.45	\$12.30	\$10.75	\$17.40
Level 7	\$12.70	\$10.75	\$12.70	\$11.00	\$17.90

**Recreation Specialist:** Starting minimum salary \$22.00 with a 3% raise for each level thereafter. \*\*

**NOTE:** The above salaries are listed on a per hour basis. New Hires can begin at a maximum level 3 (based on experience)  
\*\*Salary increase will be determined by reaching a minimum level of hours worked (by category) combined with a positive evaluation. Can jump (2) levels (maximum) with an outstanding evaluation.

**TOWN OF RIVERHEAD**

**Resolution # 30**

**SETS SALARIES OF VARIOUS RECREATION EMPLOYEES FOR THE YEAR 2016**

Councilman Hubbard offered the following resolution,

which was seconded by Councilman Dunleavy

**RESOLVED**, that the salaries of the following recreation employees of the Town of Riverhead for the year 2016 be and are hereby set as follows:

Name	Title	2016 Level	2016 Rate
<b>Gate/Park Attendants</b>			
Helga Guthy	Call-in Gate Attendant	11	\$ 14.30
Andrew Blackmore	Call-In Park Attendant II	6	\$ 12.30
Jason Bonne	Call-In Park Attendant II	3	\$ 11.25
Michael Conroy	Call-In Park Attendant II	7	\$ 12.70
Joann Falvey	Call-In Park Attendant II	5	\$ 11.95
Sarah Freeborn	Call-In Park Attendant II	3	\$ 11.25
Jordan Harden	Call-In Park Attendant II	3	\$ 11.25
Quinn Lewis	Call-In Park Attendant II	4	\$ 11.60
Steven Lomonaco	Call-In Park Attendant II	3	\$ 11.25
Davion Porter	Call-In Park Attendant II	2	\$ 10.95
Steven Rossin	Call-In Park Attendant II	4	\$ 11.60
Jason Sims	Call-In Park Attendant II	6	\$ 12.30
<b>Recreation Programs/Special Events/Youth Bureau</b>			
Eugene Barrow	Call-In Rec Leader II	5	\$ 15.20
Elizabeth Flood	Call-In Rec Leader II	2	\$ 13.50
Kyle Stephenson	Call-In Rec Leader I	9	\$ 14.50
Amy Bullock	Call-In Assistant Rec Leader I	13	\$ 14.40
Beatrice Caccioppo	Call-In Assistant Rec Leader II	3	\$ 13.35
Kelly Dillon	Call-In Assistant Rec Leader II	1	\$ 12.60
Jordan Harden	Call-In Assistant Rec Leader I	8	\$ 12.70
Dolores Arlene Jackson	Call-In Assistant Rec Leader I	3	\$ 11.00
Steven Lomonaco	Call-In Assistant Rec Leader I	4	\$ 11.30
Bethany Peters	Call-In Assistant Rec Leader I	3	\$ 11.00
Jessica Rachubka	Call-In Assistant Rec Leader II	2	\$ 13.00
Mark Raplee	Call-In Assistant Rec Leader I	4	\$ 11.30
Amelia Vlacich	Call-In Assistant Rec Leader II	2	\$ 13.00
Amanda Baron	Call-In Rec Aide I	5	\$ 10.15
Dezarae Brown	Call-In Rec Aide I	4	\$ 9.85
Kaitlyn Brown	Call-In Rec Aide I	1	\$ 9.00
Penelope Brown	Call-In Rec Aide II	3	\$ 10.40
Blake Carrara	Call-In Rec Aide I	2	\$ 9.30
Carolyn Carrera	Call-In Rec Aide I	5	\$ 10.15

Taylor Daniels	Call-In Rec Aide II	2	\$ 10.10
Grace Dow	Call-In Rec Aide I	3	\$ 9.60
Samantha Dunn	Call-In Rec Aide I	5	\$ 10.15
Miranda Edwards	Call-In Rec Aide I	2	\$ 9.30
Alana Fernandes	Call-In Rec Aide II	3	\$ 10.40
Cara Fernandes	Call-In Rec Aide II	3	\$ 10.40
Sarah Freeborn	Call-In Rec Aide I	2	\$ 9.30
Jaron Greenidge	Call-In Rec Aide I	2	\$ 9.30
Jordan Harden	Call-In Rec Aide I	4	\$ 9.85
Carley Hayon	Call-In Rec Aide I	5	\$ 10.15
Ryan Heins	Call-In Rec Aide I	4	\$ 9.85
Carol Janecek	Call-In Rec Aide I	5	\$ 10.15
Faith Johnson-DeSilvia	Call-In Rec Aide I	1	\$ 9.00
Quinn Lewis	Call-In Rec Aide I	4	\$ 9.85
Kimberlyn Liggon	Call-In Rec Aide I	2	\$ 9.30
Katherine McCarney	Call-In Rec Aide I	2	\$ 9.30
Mackenzie Palmer	Call-In Rec Aide I	2	\$ 9.30
Davion Porter	Call-In Rec Aide I	5	\$ 10.45
Jessica Purick	Call-In Rec Aide I	2	\$ 9.30
Adam Rempe	Call-In Rec Aide II	3	\$ 10.40
Jason Sims	Call-In Rec Aide I	5	\$ 10.15
Dajuon Strange	Call-In Rec Aide II	5	\$ 11.00
Grace Tocci	Call-In Rec Aide I	1	\$ 9.00
David Troiano	Call-In Rec Aide I	1	\$ 9.00
Courtney Troyan	Call-In Rec Aide I	4	\$ 9.85
Karla Vanston	Call-In Rec Aide II	3	\$ 10.40
Jocelyn Zaneski	Call-In Rec Aide I	5	\$ 10.15
Katelyn Zaneski	Call-In Rec Aide I	3	\$ 9.60
<b>Recreation Bus Drivers</b>			
Penelope Brown	Call-in Rec Bus Driver	1	\$ 15.00
Beatrice Caccioppo	Call-In Rec Bus Driver	4	\$ 16.40
Douglas Dewling	Call-In Rec Bus Driver	3	\$ 15.90
Robert A. Fox	Call-In Rec Bus Driver	9	\$ 18.85
Antonia Turner	Call-In Rec Bus Driver	5	\$ 16.90
Michael Zorovich	Call-In Rec Bus Driver	5	\$ 16.90
<b>Recreation Specialists</b>			
Joyce Brown	Call-In Rec Spec. (Lifeguard Training)		\$ 27.85
Amy Bullock	Call-In Rec Specialist (Youth Sports)		\$ 25.50
Jeffrey Doroski	Call-In Rec Specialist (Softball)		\$ 22.00
Maria Dounelis	Call-In Rec Specialist (Youth Sports)		\$ 24.05
Karen Fellows	Call-In Rec Specialist (Art)		\$ 25.50
Elizabeth Flood	Call-In Rec Specialist (Eng. Literature)		\$ 27.85
Kelly Fox	Call-In Rec Specialist (Softball)		\$ 23.35
Robert A. Fox	Call-In Rec Specialist (Softball/Baseball)		\$ 24.75
Joy Graf	Call-In Rec Specialist (Cooking)		\$ 26.25
Victor Guadagnino	Call-In Rec Specialist (Youth Sports)		\$ 24.75
Kristen Hordy	Call-In Rec Specialist (Youth Sports)		\$ 23.35
Susan King	Call-In Rec Specialist (Spanish/ESL)		\$ 35.00
Mary Komosinski	Call-In Rec Specialist (Dog Obedience)		\$ 27.85
Elizabeth Liggon	Call-In Rec Specialist (Exercise)		\$ 33.25
Lisa Lindsay	Call-In Rec Specialist (Arts & Crafts)		\$ 22.00
Robert Lum	Call-In Rec Specialist (Youth Sports )		\$ 24.75

Rosemary Martilotta	Call-In Rec Specialist (Yoga)		\$ 55.00
Christopher Nentwich	Call-In Rec Specialist (Youth Sports)		\$ 24.05
Alexa Nieves	Call-In Rec Specialist (Exercise)		\$ 24.05
Aimee Padavan	Call-In Rec Specialist (Spanish)		\$ 32.30
Cherie Pavaglio	Call-In Rec Specialist (Fitness)		\$ 36.35
Christine Pizzi	Call-In Rec Specialist (Arts & Crafts)		\$ 34.30
Kristin Realander	Call-In Rec Specialist (Sailing)		\$ 24.05
Marisa Sannino	Call-In Rec Specialist (Sailing)		\$ 22.65
David Spinella	Call-In Rec Specialist (Youth Sports)		\$ 27.05
Sharon Truland	Call-In Rec Specialist (Youth Sports)		\$ 22.65
Cheryl Walsh Edwards	Call-In Rec Specialist (Youth Sports)		\$ 27.85
Rebecca Winkel	Call-In Rec Specialist (Youth Sports)		\$ 24.75
<b>Chaperones</b>			
Beatrice Caccioppo	Call-In Chaperone	3	\$ 9.85
Elizabeth Flood	Call-In Chaperone	1	\$ 9.30
Cathleen Fox	Call-In Chaperone	6	\$ 11.00
Cynthia Hynds	Call-in Chaperone	3	\$ 9.85
Susan King	Call-in Chaperone	1	\$ 9.30
Lisa Lindsay	Call-In Chaperone	1	\$ 9.30
Kathleen Pantaleo	Call-In Chaperone	1	\$ 9.30
Jessica Rachubka	Call-In Chaperone	3	\$ 9.85
Kyle Stephenson	Call-In Chaperone	1	\$ 9.30

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #30 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted

TOWN OF RIVERHEAD

Resolution # 31

**AUTHORIZES THE SUPERVISOR TO EXECUTE STIPULATION  
WITH RIVERHEAD TOWN POLICE BENEVOLENT ASSOCIATION, INC.**

Councilman Dunleavy offered the following resolution,

which was seconded by Councilman Wooten

**WHEREAS**, the 2012 – 2015 contract between the Town of Riverhead and the Riverhead Town Police Benevolent Association, Inc. (“PBA”) sets forth applicable terms and conditions between the parties; and

**WHEREAS**, an issue regarding certain payments to members of the PBA has arisen; and

**WHEREAS**, the parties have reached a resolution of the matter and wish to enter into a formal stipulation reflecting their agreement.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board be and hereby approves a stipulation of agreement with the PBA and authorizes the Supervisor to execute same in a form satisfactory to the Town Attorney; and be it further

**RESOLVED**, that the Town Clerk is hereby directed to forward a copy of this resolution to Personnel Director, PBA Unit President, the Town Attorney’s Office and the Financial Administrator; and

**RESOLVED**, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

On a motion by Councilman Dunleavy, seconded by Councilman Wooten, resolution #31 was TAKEN OFF THE FLOOR, motion carried by unanimous vote. Immediately thereafter there was a motion to put to vote.

**THE VOTE**

Hubbard Yes No      Giglio ABSENT  
Wooten Yes No      Dunleavy Yes No  
Walter Yes No

The Resolution Was  Thereupon Duly Declared Adopted