

2026 ORGANIZATIONAL MEETING

Town of Genesee
Little Genesee, NY 14754
January 20, 2026

ATTENDENCE: Supervisor Alexander Smith, Councilperson Loren Miller, Councilperson Colleen Estabrook; Town Councilperson Jodie Adams; Town Clerk Rhonda Faulkner, Highway Superintendent Benjamin Reynolds

Absent: Councilman Alyn Holcomb. CP Holcomb was able to “phone in” to the meeting but was not eligible to vote on any motions.

This meeting was brought to order by Supervisor Smith at 6 pm with the Pledge to the American Flag

OATHS OF OFFICE

Supervisor Smith had previously taken his Oath of Office for 2026.

The Clerk will administer oaths of office to the following as soon as possible:

Assessor Jill Roulo
Deputy Clerk Bonita Brunner
Dog Control Officer Dennis Beters

SALARIES & WAGES FOR ELECTED OFFICIALS:

SUPERVISOR:	\$ 6,000.00 Yearly
COUNCIL PERSONS	\$ 5,200.00 Yearly (4 people)
Deputy Supervisor	\$ 1,450.00 (Includes \$200 for Deputy duties)
Council Persons, 3 each	\$ 1,250.00
TOWN JUSTICE	\$ 7,500.00 Yearly
ASSESSORS:	
Lead Assessor	\$ 3,970.00 Yearly
2 nd Assessor	\$ 3,450.00 Yearly
3 rd Assessor	\$ 3,450.00 Yearly
TOWN CLERK/TAX COLLECTOR/ VITAL STATISTICS REGISTRAR	\$ 21,175.00 Yearly
Clerk	\$ 17,000.00
Collector	\$ 3,575.00
Registrar	\$ 600.00
Deputy Town Clerk	\$ 16.00 Hourly Rate
Deputy Registrar	\$ 16.00 Hourly Rate

HIGHWAY SUPERINTENDENT

\$ 52,000.00 Yearly

HIGHWAY CREW

Gregory Zegers (Dep Superintendent) \$ 27.25 per hour

Gregory LaFever \$ 27.00 per hour

Daniel Lockwood \$ 27.00 per hour

Lee Hubbard \$ 27.00 per hour

(An additional \$1.00 per hour will be added if employee has a Class A CDL)

APPOINTMENTS

DEPUTY SUPERVISOR	Loren Miller
DEPUTY TOWN CLERK	Bonita Brunner
DEPUTY TOWN REGISTRAR	Bonita Brunner
DOG CONTROL OFFICER	Dennis Peters
COURT OFFICER	Loren Miller
LEAD ASSESSOR	Carol Palidar
CODE ENFORCEMENT	MACE Contract
ELECTION CUSTODIAN	Town Clerk
TOWN HISTORIAN	Vacant
BUDGET OFFICER	Town Supervisor
CEMETERY CUSTODIAN	Scott Fuller
IT ADMINISTRATOR	Alex Smith
ACCOUNTANTS	Berry & Berry
ASSESSMENT REVIEW BOARD	Steven Dieteman
	Paul Majot
	Michael Schwabenbauer (term ends 9/2026)

DESIGNATIONS

OFFICIAL NEWSPAPER Olean Times Herald

DEPOSITORS Community Bank

MILEAGE RATE \$.725 cents per mile

REGULAR BOARD MEETINGS 3rd Tues, 7 p.m.

Motion made by Supervisor Smith that the time for the monthly Board Meetings be changed to 3rd Tuesdays at 6 p.m. Motion 2nd by Jodi Adams. Ayes all, Town Clerk will publish this change in the Olean Times Herald for town residents.

UTILITY PAYMENTS	RG&E-Electric & Street Lighting
	National Fuel-Gas
	Armstrong-Town Barns Telephone/Internet
	Armstrong- Town Hall Telephone/Internet

TOWN ATTORNEY Eric Firkel

COURT NIGHT and Thurs, 5 pm to ?

SMALL CLAIMS

DA COURT NIGHT 3rd Thurs each mo, 4 pm to ?

ASSESSOR HOURS Wed 4 – 6 p.m.

FIRE DISTRICTS Bolivar

Portville

GENESEE LIBRARY \$6,000 due March 1

HISTORICAL SOCIETY \$1,000 due March 1

PETTY CASH FUND

Justice	\$100 w/monthly report
Town Clerk	\$100 w/monthly report
Tax Collector	\$200

REVIEW OF FEES**CEMETERY SERVICES**

Cemetery Lots \$500.00 each

Payable to Town by Funeral Director

Grave opening regular	\$650.00
Cremation Opening	\$300.00
Infant grave Opening	\$200.00
Winter Opening Fee (Nov 1 – April 1)	\$100.00 extra

Payable by Town to Cemetery Custodian

Grave Opening Regular	\$550.00
Grave opening, Cremation	\$200.00
Grave opening, Infant	\$150.00
Winter Opening Fee (Nov 1 – April 1)	\$100.00 extra
Manual Labor	\$ 50.00 hr.
Equipment + Operator Fee	\$ 150.00 hr.

BUILDING PERMIT FEES

To be set, collected and retained by MACE per contract

DOG LICENSES

Unspayed/Unneutered Dog	\$19.00 per year
Spayed/Neutered Dog	\$11.00 per year
Purebred License (1-10 dogs)	\$50.00 per year
Purebred License (11-25 dogs)	\$75.00 per year
Purebred License (26+ dogs)	\$100.00 per year

CLERK'S FEES

Certified Copies	\$10.00 each
Machine Copies	\$.25 per page

COMMITTEE ASSIGNMENTS

Buildings & Repairs	Holcomb and Smith
Highway Department	Holcomb and Miller
Park	Adams and Miller
Cemeteries	Holcomb and Estabrook
Grants	Smith and Adams
Code Enforcement	Miller and Holcomb
Audit Committee	Estabrook

CP Miller made a motion that all appointments, designations and committee assignments be accepted, 2nd by CP Adams. Ayes all. Motion carried.

REVIEW OF PROCUREMENT POLICY
REVIEW OF CODE OF ETHICS
REVIEW OF WORKPLACE VIOLENCE PREVENTION PROGRAM
REVIEW OF PAYROLL POLICY FOR EMPLOYEES
REVIEW OF SEXUAL HARASSMENT PREVENTION POLICY
REVIEW OF PANDEMIC PREPAREDNESS PLAN
REVIEW OF DRUG AND ALCOHOL ABUSE POLICY
REVIEW OF RULES OF CONDUCT FOR PUBLIC MEETINGS

Discussion about the Code of Ethics policy. Supervisor will provide a copy of this policy to all employees. A signature will be required and returned to the Town Clerk for individual personnel files.

CP Miller made a motion to adjourn the 2026 Organizational Meeting, 2nd by CP Adams. Ayes all. Motion carried.

Rhonda Faulkner
Town Clerk
January 22, 2026