

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION # 1

TITLE: APPOINTMENT OF HIGHWAY SUPERINTENDENT

Offered by Don Airey, who moved its adoption;

Seconded by Anne Mattice-Strauch

WHEREAS: New York State Town Law requires that all Towns have a highway superintendent; and

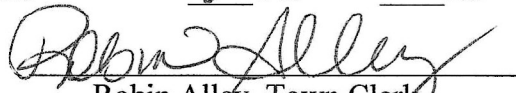
WHEREAS: The Town of Blenheim currently fills the position of highway superintendent by way of appointment by the Town Board; now therefore be it

RESOLVED: the Town Board of the Town of Blenheim hereby appoints **Dave Mattice** as the Blenheim Highway Superintendent at an annual salary in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #1

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION # 2

TITLE: DESIGNATING THE TOWN ASSESSOR

Offered by Don Airey, who moved its adoption;

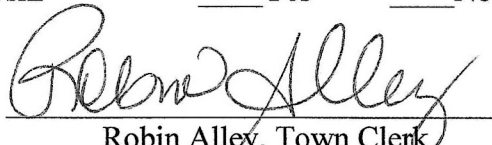
Seconded by Anne Mattice-Strauch

RESOLVED: The Town of Blenheim does hereby designate **Robert Mann, Sr.** as Town of Blenheim's Town Assessor, paid monthly until June 30, 2023 in accordance with the amount budgeted in the Town's 2023 adopted budget. Position may be extended at Town's option.

ROLL CALL VOTE ON RESOLUTION #2

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #3

TITLE: DESIGNATING THE BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER

Offered by Don Airey, who moved its adoption;

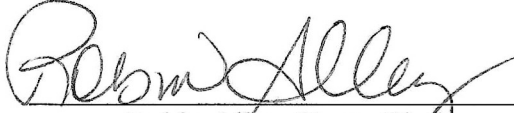
Seconded by Anne Mattice-Strauch

RESOLVED: The Town of Blenheim does hereby designate **Brian Caron** as Town of Blenheim's Building Inspector / Code Enforcement Officer in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #3

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION # 4

TITLE: DESIGNATING THE TOWN DEPUTY SUPERVISOR

Offered by Don Airey, who moved its adoption;

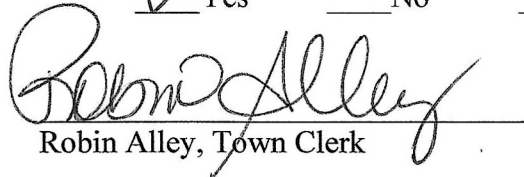
Seconded by Chet Keyser.

RESOLVED: The Town of Blenheim does hereby designate Anne Mattice Strauch Town of Blenheim's Deputy Supervisor to serve at the pleasure of the Town Board for a term of one year.

ROLL CALL VOTE ON RESOLUTION # 4

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #5

TITLE: DESIGNATING THE TOWN HISTORIAN

Offered by Don Airey, who moved its adoption;

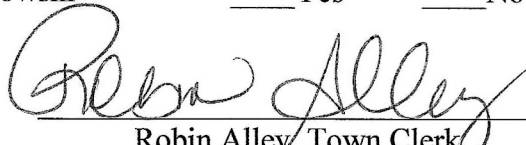
Seconded by Chet Keyser.

RESOLVED: The Town of Blenheim does hereby designate **Elizabeth Arrandale** as Town of Blenheim's Town Historian at an annual salary in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #5

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #6

TITLE: DESIGNATING THE TAX COLLECTOR

Offered by Don Airey, who moved its adoption;


Seconded by Chet Kuiper.

RESOLVED: The Town of Blenheim does hereby designate **Robin Alley** as Town of Blenheim Tax Collector at an annual salary in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #6

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023



Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #7

TITLE: DESIGNATING THE REGISTRAR OF VITAL STATISTICS

Offered by Don Airey, who moved its adoption.

Seconded by Anne Mattice-Strauch

RESOLVED: The Town of Blenheim does hereby designate **Robin Alley** as Registrar of vital statistics at an annual salary in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #7

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023

Robin Alley
Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #7-A

**TITLE: DESIGNATING THE DEPUTY REGISTRAR OF VITAL STATISTICS AND
DEPUTY TAX COLLECTOR**

Offered by Don Airey, who moved its adoption.

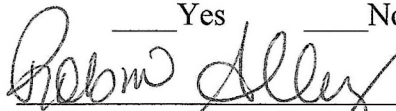
Seconded by Anne Mattice-Strauch

RESOLVED: The Town of Blenheim does hereby designate **Renee Grabowski** as Deputy Registrar of Vital Statistics and Deputy Tax Collector to serve at the pleasure of the Town Board for a term of one year.

ROLL CALL VOTE ON RESOLUTION #7-A

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Recuse

Date: January 4, 2023



Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION # 8

TITLE: DESIGNATING THE TOWN DOG CONTROL OFFICER

Offered by Don Airey, who moved its adoption;

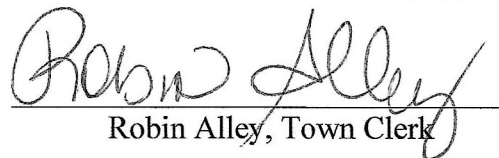
Seconded by Anne Mattice-Strauch

RESOLVED: The Town of Blenheim does hereby designate **Joseph Durma** as Town of Blenheim's Town Dog Control Officer at an annual salary in accordance with the amount budgeted in the Town's 2023 adopted budget for a term of one year.

ROLL CALL VOTE ON RESOLUTION #8

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #9

TITLE: CODE OF ETHICS

Offered by Don Airey, who moved its adoption.

Seconded by Renee Grabowski

RESOLVED: that The Town of Blenheim hereby adopts and establishes the following Code of Ethics to take effect immediately:

SECTION A - INTRODUCTION

Pursuant to the provisions of Section 806 of the General Municipal Law, the Town of Blenheim recognizes that there are rules of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in our unit of local government. It is the purpose of this resolution to promulgate these rules of ethical conduct for the officers and employees of the Town of Blenheim. These rules shall serve as a guide for official conduct of the officers and employees of the Town of Blenheim. The rules of ethical conduct of this resolution as adopted, shall not conflict with, but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of municipal officers and employees.

SECTION B - DEFINITIONS

- (a) "MUNICIPAL OFFICER OR EMPLOYEE" means an officer or employee of the Town of Blenheim, whether paid or unpaid, including members of any administrative board, commission or other agency thereof. No person shall be deemed to be a municipal officer or employee solely by reason of being a volunteer fireman, volunteer committee chair / person or civil defense volunteer.
- (b) "INTEREST" means a pecuniary or material benefit accruing to a municipal officer or employee unless the context otherwise requires.

SECTION C - STANDARDS OF CONDUCT

Every officer or employee of the Town of Blenheim shall be subject to and abide by the following standards of conduct:

- (a) GIFTS. He shall not directly or indirectly, solicit any gift; or accept or receive any gift having a value of twenty-five dollars or more, whether in form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be expected to influence him, in the performance of his official duties or was intended as a reward for any official action on his part.

- (b) CONFIDENTIAL INFORMATION. He shall not disclose confidential information acquired by him in the course of his official duties or use such information to further his personal interest(s).
- (c) REPRESENTATION BEFORE ONE'S OWN AGENCY. He shall not receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any municipal agency of which he is an officer, member or employee or of any municipal agency over which he has jurisdiction or to which he has the power to appoint any member, officer or employee.
- (d) REPRESENTATION BEFORE ANY AGENCY FOR A CONTINGENT FEE. He shall not receive, or enter into any agreement, express or implied for compensation for services to be rendered in relation to any matter before any agency of his municipality, whereby his compensation is to be dependent or contingent upon any action by such agency with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.
- (e) DISCLOSURE OF INTEREST IN LEGISLATION. To the extent that he knows thereof, a member of the Town Board of Blenheim and any officer or employee of the Town of Blenheim, whether paid or unpaid, who participates in the discussion or gives official opinion to the Town Board any legislation before the Town Board shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he has in such legislation.
- (f) INVESTMENTS IN CONFLICT WITH OFFICIAL DUTIES. He shall not invest or hold any investment directly or indirectly in any financial, business, commercial or other private transaction, which creates a conflict with his official duties.
- (g) PRIVATE EMPLOYMENT. He shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict with or impairs the proper discharge of his official duties.
- (h) FUTURE EMPLOYMENT. He shall not, after the termination of service or employment with such municipality, appear before any board or agency of the Town of Blenheim in relation to any case, proceeding or application in which he personally participated during the period of his service or employment or which was under his active consideration.

SECTION D - DISTRIBUTION OF CODE

The Supervisor of the Town of Blenheim shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the Town of Blenheim within 10 days after the effective date of this resolution. Each officer elected or appointed thereafter shall be furnished a copy of the Code of Ethics by the Town Clerk. Each employee shall be furnished a copy of the Code of Ethics by the department head of the particular department within which such person is employed.

SECTION E – ENFORCEMENT

Upon receipt of a written complaint alleging a violation of this code of ethics the Supervisor shall convene a special town board meeting, such board meeting shall be held within 20 days of receipt of the complaint. In the case that the allegations involve the Town Supervisor, The Town Clerk shall be authorized to cause public notice of the meeting to be advertised and the senior Town Councilman shall run the meeting. The purpose of the meeting shall be to inform the legislative body of the allegations, and to begin an investigation of the complaint.

Upon completion of the investigation a report shall be filed with the Town Clerk and the conclusion must be noted. If the complaint is found to be valid, the violator will be notified in writing and a disciplinary hearing shall be scheduled. The Hearing shall be in executive session of the Town Board, the Violator shall be present and may bring a representative and any evidence they deem necessary. The purpose of the hearing is to consider and impose penalties. The Town Attorney must be present at any disciplinary hearing.

SECTION F - PENALTIES

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of this Code may be fined, suspended or removed from office or employment, as the case may be, in the manner as provided by law.

SECTION G - EFFECTIVE DATE

This resolution shall take effect January 5, 2022.

ROLL CALL VOTE ON RESOLUTION #9

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk

**TOWN OF BLENHEIM
SCHOHARIE COUNTY, NEW YORK**

RESOLUTION #10

TITLE: DESIGNATING THE TOWN ATTORNEY

Offered by Don Airey, who moved its adoption;

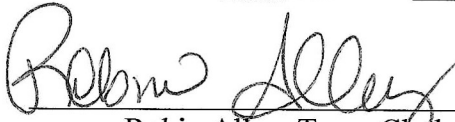
Seconded by Chet Keyser.

RESOLVED: The Town of Blenheim does hereby designate **Michael West** as Town of Blenheim's Town Attorney.

ROLL CALL VOTE ON RESOLUTION #10

Supervisor:	Don Airey	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Carolee Russell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilman:	Chester Keyser	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Anne Mattice-Strauch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Councilwoman:	Renee Grabowski	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

Date: January 4, 2023


Robin Alley, Town Clerk