

ALEXANDER TOWN BOARD AGENDA
ALEXANDER TOWN HALL
JANUARY 12, 2026
ORGANIZATIONAL MEETING
REGULAR MEETING
GUESTS ARE LIMITED TO 15 MINUTES SPEAKING TIME

PRESENT:

GUESTS:

CALL TO ORDER & PLEDGE OF ALLEGIANCE:

ORGANIZATIONAL MEETING

OATH OF OFFICE – completed 1/2/2026

2026 AUTHORIZATIONS

RES. NO. : 2026 AUTHORIZATIONS

On motion by

Seconded by:

To approve authorizations for:

Town Clerk – Registrar of Vital Statistics
Administer Games of Chance licenses
Collect fees on: Town of Alexander Fee Schedule Items

Highway Superint – Authorized to purchase highway material off County bid
Authorized to make purchases up to \$2,500 without prior approval
Authorized to provide community service for non-profit organizations
Authorized to enter into Shared Services Agreements as necessary

Official Bank - Five Star Bank

Official Newspaper - Batavia Daily News and Attica PennySaver.

Official Signboard - Outside of Clerk's Office

Pay Rotation - Highway employees / Town Clerk - bi-weekly

Town officials/ Deputy Clerk/CEO – quarterly

Mileage - \$.70/mile or whatever the federal rate may be changed to.

Board meetings - 2nd Monday @ 6:00 PM. 4th Tuesday @ 9:00 AM. People wishing to speak must contact the Town Clerk. Speaking time is limited to 15 minutes.

Pre-Pay Bills - Pre-pay any invoices which would incur finance charges if paid late

Authorized Training - Supervisor, Town Board, Town Clerk, Justices, Highway Superintendent, Assessor, CEO/CEO, Planning and Zoning Board members

Ayes -

Nays -

2026 POLICIES:

RES. NO. : TO APPROVE THE POLICIES FOR 2026

On motion by: **Seconded by:** **To approve the policies for 2026:**

Code of Ethics
Freedom of Information
Records Management
Investment Policy
Alcohol & Drug Testing
Building Permit Fees Waived for Non-Profits
Smoking Policy
Parking @ Town Hall
Fund Balance Policy
Workplace Violence Prevention Program
Town Hall Keys
Computer & Internet Use Policy
Travel & Reimbursement Policy

Grievance Procedure Policy
Sexual Harassment Policy
Public Employer Health and Emergency Plan
Procurement/ Purchasing Policy
Online banking policy
Post Issuance Tax Compliance
Cash Management

Ayes -

Nays -

2026 - APPOINTMENTS:

RES. NO. : APPOINTMENTS FOR 2026

On motion by: **Seconded by:** **To approve the appointments for 2026:**

Tax Collector: Shannon Bartholomew (01/01/2026-12/31/2026)

Assessor: Rhonda Saulsbury (10/01/2025-9/30/2031)
(under agreement with Town of Batavia)

Board of Assessment Review:

Dennis Bartholomew (10/01/2024-9/30/2029)
Peter Antonucci (10/01/2020-9/30/2025)

Zoning Board of Appeals:

John Meier (1/01/2023-12/31/2027)

David Leslie (1/01/2022-12/31/2026)
Sarah Kohl (1/01/2024-12/31/2028)
Scott Wessel (1/01/2025-12/31/2029)
Shannon Bartholomew- Secretary

Planning Board:

Thomas Green (01/01/2021-12/31/2025)
Molly Meek-Grimes (01/01/2024-12/31/2028)
Jason Saile (01/01/2025- 12/31/2029)
Matthew Fernaays (01/01/2023- 12/31/2027)
Nathan Fix (01/01/2022-12/31/2026)
Shannon Bartholomew- Secretary

(All are one year appointments-the 2026 appointments are listed)

GAM representative –	All Officials
Justice liaison-	All Town Board members
Building Committee –	Laura Schmieder, Eric Wagner
Insurance Committee –	Ronald Merrill, David Miller
Highway Equipment Committee -	Jerry Krupka, David Miller, Brian Farnsworth
Code Enforcement Officer –	Greg Podsiadlo
Zoning Enforcement Officer –	Greg Podsiadlo
Code Enforcement Liaison Committee-	Jerry Krupka
Town Attorney –	DiMatteo, Roach & Kelly
Town Prosecutor –	Robert Zickl
Town Hall Custodian –	Evelyn Fouquet
Registrar of Vital Statistics –	Shannon Bartholomew
Deputy Registrar –	Danielle Riggs
Elections Monitor –	Shannon Bartholomew
Records Management Officer –	Shannon Bartholomew
Freedom of Information Officer –	Shannon Bartholomew
Town Historian -	Linda Hume
Deputy Supervisor –	Laura Schmieder
Accounting/Payroll –	Laura Landers LLC/ Paychex
Deputy Highway Superintendent –	Troy Robbins
Deputy Town Clerk –	Danielle Riggs
Court Clerk –	Ann Marie Loranty

Ayes:

Nays:

RES. NO. : APPROVAL OF OFFICIAL UNDERTAKING FOR 2026

On motion by _____, seconded by _____, the following: to approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prescribed by law.

TOWN OF ALEXANDER
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

WHEREAS, **David Miller**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Alexander, and

WHEREAS, **Shannon Bartholomew** of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Clerk of the Town of Alexander, and

WHEREAS, **Troy Robbins**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Nicholas Falcone**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Brian Farnsworth**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Highway Superintendent of the Town of Alexander, and

WHEREAS, **Laura Schmieder**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Supervisor of the Town of Alexander, and

WHEREAS, **Danielle Riggs**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Clerk of the Town of Alexander, and

WHEREAS, **Ann Marie Loranty**, of the Town of Attica, County of Wyoming, New York, has been appointed as Justice Court Clerk of the Town of Alexander, and

WHEREAS, **Greg Podsiadlo**, of the Town of Alexander, County of Genesee, New York, has been appointed as Code Enforcement Officer/Zoning Enforcement Officer of the Town of Alexander, and

WHEREAS, **Laura Landers LLC**, County of Genesee, New York, has been appointed as the Accounting of the Town of Alexander, and

WHEREAS, **Paychex**, County of Monroe, New York, has been appointed as the Payroll Specialist of the Town of Alexander, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Alexander that we will faithfully perform and discharge the duties of our office, and will promptly account for any pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Clerk; and

This undertaking of the Town Justice further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with Lawley Insurance, in the sum of \$450,000 for the Tax Collector, and Assistant to the Tax Collector \$50,000 for the Supervisor and Deputy Supervisor, to indemnify against losses through the failure of the officers, and \$50,000 for all employees covered thereunder to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: 1/12/2026

Town of Alexander

Town Supervisor

Town Clerk

Town Justice

Town Justice

Highway Superintendent

Deputy Supervisor

Deputy Town Clerk

Justice Court Clerk

CEO / ZEO

Accounting & Payroll

Ayes -

Nays -

Carried

REGULAR MEETING

ADOPTION OF MINUTES: December 8, 2025, December 29, 2025, January 2, 2026

COMMUNICATIONS: Gateway House Thank you Card
NYAOT for Newly elected Officials

OLD BUSINESS:

1. Water District #6 Update:
2. Water District #7 Update:
3. Water District #8

NEW BUSINESS:

Jessica Torrey-Alexander CSD Superintendent
Gregg Torrey-County Legislation Update

DISCUSSION:

Funding for Highway Barn Renovations
Retirement Calendar for Newly Elected Officials

REPORTS:

Insurance:
Building: Labor Department Conference call 1/6/26
CEO/ZEO:
Clerk:
Tax Collector:
Dog control:
Games of Chance: No report
Town Justice: Reports on the Table
Financial:
GAM:
Transfer Station:
H'way Superint:
H'wy Equipment:
Senior Citizen: No report
Town Historian:

PAYMENT OF BILLS: Motion by: Second by: Carried:
ADJOURNMENT: Motion by: Second by: Carried: