

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
MONDAY, JANUARY 5, 2026**

An Organizational Meeting of the Victor Town Board was held on January 5, 2026 prior to the regular Town Board meeting in the Main Meeting Room beginning at 6:30 PM.

All joined in a salute to the flag.

The Newly Elected and Re-Elected candidates; Councilwoman Jen Tipton, Councilman Dave Condon, and Highway Superintendent Mark Years were sworn in by Town Clerk Karen Bodine. Town Clerk Karen Bodine was sworn in by Councilwoman Alexis Ogra who is a notary.

Roll Call: Jack Marren, Dave Condon, Drew Cusimano, Alexis Ogra, and Jen Tipton all present.

OTHERS PRESENT: Karen Bodine-Town Clerk; Mark Years-Highway Superintendent; Wes Pettee and Steve Metzger-LaBella Associates; Rich O'Donnell-Finance Director; Keith Maynard-Project Manager; Suzy Mandrino-IT; David Nankin

RESOLUTION NO. 1-2026
TOWN BOARD MEETING NIGHTS

On motion of Councilwoman Ogra, seconded by Councilman Condon, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the Victor Town Board Meetings will be held the second and fourth Mondays of each month at 7:00 PM *with the exceptions of June, July, August, November and December, where there is one meeting on the 4th Monday (On the 2nd Monday of those months, there will be a quorum to pay bills only at 8:00AM)*. In the event that the second or fourth Mondays fall on a holiday, the meeting will be held on Tuesday of the same week.

Note: Exceptions will be made for Tuesday, May 26, 2026, and October 13, 2026.

RESOLUTION NO. 2-2026
RULES OF ORDER

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that Roberts Rules of Order, Newly Revised, 12th Edition will govern such meetings when not in conflict with the laws of the State of New York.

RESOLUTION NO. 3-2026
OFFICIAL NEWSPAPER

On motion of Councilman Cusimano, seconded by Councilman Condon, the following resolution was adopted.

4 Ayes (Marren, Condon, Cusimano, Tipton) 1 Nays (Ogra)

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RESOLVED that the Daily Messenger be designated as the official publication for the Town of Victor.

Councilwoman Ogra opposed because she does not feel the Daily Messenger is a well suited paper for the Town any longer. She feels the Rochester Business Journal would be a better fit.

RESOLUTION NO. 4-2026

OFFICIAL DEPOSITORY

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the Town of Victor may do business with any bank or trust company licensed to do business in the State of New York.

RESOLUTION NO. 5-2026

2026 ESTABLISHMENT OF PETTY CASH ACCOUNTS

On motion of Councilman Cusimano, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, Pursuant to Town Law, 64(1-a), the Victor Town Board does hereby establish petty cash accounts for the following officers in the amounts indicated below:

Town Clerk	\$200.00
Receiver of Taxes	\$300.00
Sewer Drawer	\$100.00

RESOLVED that the fiscal responsibility for the petty cash accounts is the responsibility of the Town officer.

RESOLUTION NO. 6-2026

2026 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONIES

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, pursuant to New York Highway Law Section 284, the Victor Town Board and the Victor Town Highway Superintendent are annually required to execute an agreement which governs the expenditure of monies on the Town of Victor highways; and

WHEREAS, the Town Board and the Town Highway Superintendent have reviewed a proposed agreement entitled "Agreement for the Expenditure of Highway Monies" to govern the expenditure of monies for the year 2026 on Town highways; and

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WHEREAS, the monies identified in the Agreement for the Expenditure of Highway Monies is consistent with the 2026 Town budget; now, therefore be it

RESOLVED that the Town Board hereby adopts, approves, and ratifies the Agreement for the Expenditure of Highway Monies identified as Schedule "A" and kept in the subject file in the Town Clerk's office and hereby authorizes the Town Supervisor to enter into and execute the same; and further

RESOLVED that a copy of this Resolution be forwarded to the Town Clerk, the Town Highway Superintendent, Ontario County Highway Superintendent, and the Finance Director.

RESOLUTION NO. 7-2026

AUTHORIZED FINANCIAL INSTITUTIONS AND INVESTMENT LIMITS

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, Chapter 32, Section 10, of the Victor Town Code requires the Town "shall maintain a list of financial institutions approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution"; and

WHEREAS, the intent of this Policy is to maintain cash controls and accountability for Town funds; and

WHEREAS, the proposed limits account for the total sum deposits and transfers from Real Property tax collection, average collected balances and bond monies; and

WHEREAS, the Finance Director has proposed the following Financial Institutions and Investment Limits:

Financial Institution	Investment Limits
Canandaigua National Bank	\$40 million
Lyons National Bank	\$15 million
NY Municipal Trust	\$5 million

now, therefore be it

RESOLVED that the Financial Institution and Investment Limits recommended by the Finance Director be approved and reviewed annually at each Town Board Organizational Meeting; and further

RESOLVED that a copy of this resolution be sent to the Finance Director, Senior Account Clerk, Finance Clerk, Human Resources, Town Clerk, Canandaigua National Bank, Lyons National Bank, and Five Star Bank.

RESOLUTION NO. 8-2026
APPOINT MARRIAGE OFFICER

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On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the Domestic Relations Law Section 11-c authorizes the governing body of any village, town, or city to appoint one or more Marriage Officers who have the authority to solemnize a marriage; now, therefore, be it

RESOLVED that the Town Board hereby appoints Supervisor Jack Marren as a Marriage Officer of the Town of Victor to run concurrently with his elected term of office; and further

RESOLVED that a certified copy of this resolution be filed at the appropriate state agency as required by law; and further

RESOLVED that a copy of this resolution be forwarded to Supervisor Jack Marren, and the Town Clerk.

RESOLUTION NO. 9-2026
APPOINT TOWN CONSTABLE

On motion of Councilman Cusimano, seconded by Councilman Condon, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that Tamara Vienna be appointed Town Constable at a rate of Thirty dollars and Forty-eight cents \$31.70 per hour, plus stipend.

RESOLVED that a copy of this resolution be forwarded to Tamara Vienna.

RESOLUTION NO. 10-2026
ASSIGNMENT OF TEMPORARY JUSTICES - 7TH JUDICIAL DISTRICT

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, towns and villages within the Seventh Judicial District for more than twenty years have consented to the temporary assignment of its justices to other town/village courts within the Seventh Judicial District should the need arise; and

WHEREAS, said assignment procedures administered by the Unified Court Systems have been very successful in streamlining this process when necessary; and

WHEREAS, the Unified Court System Seventh Judicial District is again requesting the consent of the town/villages within this District to the temporary assignment of its justices to provide in other town/village courts within the District as the need arises during the year 2026; and

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WHEREAS, both Town Justice Holter and Town Justice Kocher support and encourage the town to consent to this assignment procedure; now, therefore, be it

RESOLVED that the Victor Town Board does hereby consent to take part in the temporary assignment of its justices to other town/village courts within the Seventh Judicial District should the need arise; and further

RESOLVED that a copy of this resolution be forwarded to the Unified Court System Seventh Judicial District, Town Clerk, Town Justice Reid Holter and Town Justice William Kocher.

RESOLUTION NO. 11-2026

2026 HANDICAP PARKING PERMIT ISSUING AGENT

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, Pursuant to Vehicle and Traffic Law, §1203-a (1), the Victor Town Board does hereby designate the Town Clerk and Deputy Town Clerks as the Town of Victor handicap parking permit issuing agents;

WHEREAS, the Town Clerk shall post this designation and information on how to obtain a handicap parking permit on the Town's website.

RESOLUTION NO. 12-2026

TOWN BOARD 2026 LIAISON ASSIGNMENTS

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the 2026 Town Board liaison assignments are as follows:

Boughton Park Commission	Jack Marren/Dave Condon
Cemetery Preservation & Restoration Committee	Drew Cusimano
Conservation Board	Alexis Ogra (Jan-June)/Jen Tipton (July-Dec)
Emergency Services (Fire Departments, Ambulance, Emergency Preparedness/Services)	Jack Marren
Finance/Audit	Jack Marren/Dave Condon
Highway Department	All Town Board members

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Highway Facility Capital Project	All Town Board members
Historic Advisory Committee	Dave Condon
Library	Jack Marren
Parks and Recreation Citizens Advisory Committee	Drew Cusimano
Personnel/Compensation	Jack Marren/Dave Condon
Planning Board	Dave Condon (Jan-Apr) / Jen Tipton (May-August) Drew Cusimano (Sept-Dec) <i>4-month rotations</i>
Transfer Station	Dave Condon
Victor Central School Board	Jack Marren
Village Board of Trustees	Alexis Ogra
Zoning Board of Appeals	Drew Cusimano (Jan-Apr) / Alexis Ogra (May-Aug) Dave Condon (Sept-Dec) <i>4-month rotations</i>
Climate Smart Committee	Jen Tipton

Liaison Expectations

- ✓ Attend monthly and special interest meetings, activities, and events
- ✓ Work cooperatively with Victor community groups and businesses that could work in partnership with the Board/Committee
- ✓ Interview, and recommend appointments for members
- ✓ Provide insight and assistance, when needed, to further the Board/Committee along on projects and goals
- ✓ Provide periodic update/report at Town Board meetings
- ✓ Report back to the Liaison group on pertinent Town Board information

RESOLUTION NO. 13-2026

FIDELITY BOND

On motion of Councilwoman Ogra, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the following Town Officials will be bonded:

	<u>Current Coverage</u>
Town Clerk	\$1,000,000
Deputy Tax Receiver	\$1,000,000

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Finance Director	\$1,000,000
Supervisor	\$100,000
Deputy Town Supervisor	\$30,000
Town Justices (2)	\$100,000
Court Clerks (2)	\$100,000
Court Account Clerk	\$100,000
Deputy Town Clerks (1)	\$30,000
Senior Account Clerk	\$300,000
Senior Account Clerk	\$100,000
Highway/Transfer Station Clerks (2)	\$100,000
Parks and Rec Director	\$30,000
Parks & Rec Clerks (1)	\$100,000
Recreation Supervisors (2)	\$30,000
Town Councilmen (4)	\$100,000; and further

A \$30,000 Bond is carried on all public employees.

RESOLVED that a copy of this resolution be sent to Eastern Shore Associates.

RESOLUTION NO. 14-2026
DESIGNATION OF FULL-TIME EMPLOYEES

On motion of Councilman Cusimano, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the designation of full-time employees will be as follows:

- Sole Assessor
- Assessor's Aide
- Code Enforcement Officer (3)
- Fire Marshal
- Secretary to Zoning Board of Appeals
- Secretary to Planning Board
- Stormwater Program Manager
- Project Manager
- Court Clerks (2)
- Court - Account Clerk (2)
- Deputy Town Clerks (2)
- Town Clerk
- Highway Superintendent
- Deputy Highway Superintendent
- Hourly Highway Employees (11) working 40 hours per week
- Highway Mechanics (2)
- Transfer Station Manager/Waste Diversion Coordinator
- Highway/Stormwater Motor Equipment Operator
- Recycling Motor Equipment Operator (1)
- Town Supervisor

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Manager of Technology Support
Finance Director
Senior Account Clerks (2)
Human Resources Director
Cleaner
Parks Maintenance Assistant
Parks Motor Equipment Operators – MEO (1)
Parks Motor Equipment Operators Light – (2)
Trails Motor Equipment Operator Parks & Recreation Director
Recreation Supervisors (2)
Recreation Leader (1)
Account Clerk – Typist – Parks & Recreation
Director of Economic Development
Typist – Economic Development

RESOLUTION NO. 15-2026
ACCEPT ORGANIZATIONAL CHART

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

4 Ayes (Marren, Condon, Cusimano, Tipton) 1 Nay (Ogra)

WHEREAS, on January 9, 2023 Resolution No. 16 – Acceptance of the Town of Victor Organizational Chart – was approved; and

WHEREAS, a new organizational chart was developed to document Town employees and reporting relationships in Town offices; and

WHEREAS, the organizational chart, previously adopted by Resolution No. 16 on January 9, 2023 shall be amended; now, therefore, be it

RESOLVED that the Town Board accepts the Town of Victor Organizational Chart listed as Schedule "A" dated January 5, 2026 and kept in the subject file in the Town Clerk's Office; and further

RESOLVED that the organizational chart will be placed on the agenda for every Town Board Organizational Meeting; and further

RESOLVED that a copy of this resolution be forwarded to Department Heads, Town Clerk, Finance Director, Town Board, and the Human Resources Department.

Councilmember Ogra voted no due to the Town Board not being put on the organizational chart after it was discussed last year.

RESOLUTION NO. 16-2026
DESIGNATION OF PAY DAYS

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On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED all personnel employed by the Town of Victor be paid bi-weekly, except for the following who will be paid annually on the second pay day in December:

1. Planning Board Members (5)
2. Zoning Board of Appeals Members (5)
3. Assessment Board of Review (5)
4. Conservation Board Members (5)

RESOLUTION NO. 17-2026

APPROVE MILEAGE RATE

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the Town of Victor pays mileage at a rate in accordance with Internal Revenue Service regulations.

RESOLUTION NO. 18-2026

BENEFIT PACKAGE EMPLOYEE POLICY

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

4 Ayes (Marren, Condon, Cusimano, Tipton) 1 Nay (Ogra)

RESOLVED the HOLIDAY SCHEDULE FOR 2026 be adopted as follows:

Martin Luther King Day	Monday	January 19, 2026
President's Day	Monday	February 16, 2026
Memorial Day	Monday	May 25, 2026
Juneteenth Day	Friday	June 19, 2026
Independence Day	Friday	July 3, 2026
Labor Day	Monday	September 7, 2026
Columbus Day/Indigenous Day	Monday	October 12, 2026
Veterans' Day	Wednesday	November 11, 2026
Thanksgiving Day	Thursday	November 26, 2026
Day after Thanksgiving	Friday	November 27, 2026
Christmas	Friday	December 25, 2026
New Year's Day 2027	Friday	January 1, 2027
Birthday Holiday		

Councilmember Ogra wanted to give the Town Employees Christmas Eve off. She noted it is not uncommon to see places that have this day off. Christmas Eve day Councilwoman Ogra went over to the Transfer Station to drop off small chocolates for the employees with her daughter.

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She explained at the Transfer Station, there was a table out full of gifts for children to take as well as dog bones, pig ears for dogs, etc. The employees did this all on their own. Her daughter picked up a full size Care Bear. There were many gifts to be given out. She complemented the employees that they go above and beyond throughout the year even on Christmas Eve. She feels strongly that the Town Board should give the employees Christmas Eve off. Supervisor Marren was openminded to other perspectives. Councilman Cusimano noted he was comfortable with the thirteen holidays that the employees have. Councilwoman Ogra also noted that the town did away with the employee rewards program this year and haven't replaced it with anything, noting this would be a good fit to replace the rewards program.

RESOLUTION NO. 19-2026
APPOINT NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS),
NIMSCAST POINT OF CONTACT

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the National Incident Management System (NIMS) ensures that all government agencies are prepared to protect against, respond to and recover from any incident; and

WHEREAS, the Federal Emergency Management Agency's National Integration Center developed NIMS Compliance Assistance Support Tool (NIMSCAST) to help State and local jurisdictions to maintain their national baseline compliance, and requires the selection of one person to be a Point of Contract for NIMS in our jurisdiction; now, therefore, be it

RESOLVED that Robert Graham, Fire Marshal, be appointed as Point of Contact for NIMSCAST; and further

RESOLVED that a copy of this resolution be forwarded to Robert Graham, Town Clerk, and the Ontario County Fire Coordinator.

RESOLUTION NO. 20-2026
APPOINT COMPREHENSIVE EMERGENCY MANAGEMENT PLAN ADVISORY BOARD

On motion of Councilwoman Ogra, seconded by Councilman Condon, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the Town Board annually appoints a Comprehensive Emergency Management Plan Committee consisting of the Village Clerk Pam Hogenes, Village Mayor Sean McAdoo, Town Highway Representative Mark Years, Town Supervisor Jack Marren, Village Deputy Emergency Manager Gerry Sensabaugh, and Fire Marshal Robert Graham; and

WHEREAS, Robert Graham will be appointed as the Emergency Manager for the Comprehensive Emergency Management Plan Advisory Board; now therefore, be it

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RESOLVED that a copy of this resolution be forwarded to Pam Hogenes, Sean McAdoo, Jack Marren, Gerry Sensabaugh, Mark Years, Robert Graham, and the Town Clerk.

RESOLUTION NO. 21-2026

EASEMENT AGREEMENTS AND SEQRA CLASSIFICATION

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, upon the Town of Victor Planning Board approval of final site plans/subdivision plans routinely said approval upon the applicant providing certain easements for the control of storm water, access, conservation, and utility services; and

WHEREAS, said easement agreements are necessary to the proper function of public services; and

WHEREAS, the easements, accompanying plans, and agreements have been approved by the Town Engineer and recommended by the Town Attorney; and

WHEREAS, the proposed action is an unlisted action pursuant to 6 NYCRR 617; and

WHEREAS, the acceptance of easement agreements in and of itself has no impact upon the environment; now, therefore, be it

RESOLVED that the Town Board determines the acceptance of easement agreements to be Type II action pursuant to the State Environmental Quality Review Act; and further

RESOLVED that the Town Board authorizes the Supervisor to execute the Easement Agreements, including Storm Water Facility Maintenance Agreements required by the Planning Board for development projects; and further

RESOLVED that a copy of this resolution be forwarded to the applicant, the Planning Department, Town Clerk, and that the executed agreement be recorded with the Ontario County Clerk's Office.

RESOLUTION NO. 22-2026

TOWN SUBJECT MATTER LIST

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the New York State Record Retention and Disposition Schedule LGS-1 be maintained as the Town Subject Matter List for Freedom of Information requests.

RESOLUTION NO. 23-2026

PAYMENT OF BILLS PRIOR TO AUDIT

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On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED as allowed by Town Law Section 118(2), the Town Board hereby authorizes the Town Supervisor to make payments of all bills without prior audit for public utility services such as gas, electricity, water, sewer, fuel oil, and telephone services as well as postage, freight, and express charges.

RESOLUTION NO. 24-2026
2027 ORGANIZATIONAL MEETING

On motion of Councilman Cusimano, seconded by Councilman Condon, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the Victor Town Board Organizational Meeting for the year 2027 will be held on Monday, January 4, 2027.

RESOLUTION NO. 25-2026
SET PUBLIC HEARING – PROPOSED LOCAL LAW TO OVERRIDE THE NY TAX LEVY LIMIT
FOR 2027 – TOWN OF VICTOR

On motion of Councilmember Condon, seconded by Councilman Cusimano, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the Town Board of the Town of Victor recognizes that the Town has continued to experience rapid growth; and

WHEREAS, the Town Board further recognizes that with such growth, along with development in technology, increases in health care costs, etc., the Town is facing increased costs including, but not limited to, costs related to sewer and water infrastructure, highway costs, employee payroll and benefits costs, technology costs, etc.; and

WHEREAS, in part because of the Town's historically low tax rate, the Town's ability to increase revenues via taxation is severely limited due to the NYS Tax Levy Limit (which limits increase in taxation to a percentage of historic taxes); and

WHEREAS, the Town Board finds that, in order to maintain the high level of services and the high standard of living in the Town of Victor, it may be necessary to increase taxation beyond the level otherwise permitted by the NYS Tax Cap at NY General Municipal Law Section 3-c; and

WHEREAS, a draft Local Law has been submitted to the Town Board implementing the provision for such override of the Tax Levy Limit for 2027, said draft Local Law is on file with the Town Clerk where it is available for public review; now, therefore, be it

RESOLVED by the Town Board of the Town of Victor, that a Public Hearing shall be had on the 26th day of January, 2026 at 7:00 p.m., at the Victor Town Hall, 85 East Main St., Victor, NY, for

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the purpose of considering the adoption of such Local Law to override the Tax Levy Limit; and be it further

RESOLVED that the Town Clerk advertise for said Public Hearing in a manner consistent with law.

RESOLUTION NO. 26-2026
ADOPTION OF THE 2026 FEE SCHEDULE

On motion of Councilman Cusimano, seconded by Councilman Condon, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, The Town Board of the Town of Victor has reviewed the updated fee schedule for the Town of Victor for the year 2026; and

RESOLVED, The Town Board has determined that the fees identified in the 2026 Fee Schedule are reasonable and hereby adopts it effective January 1, 2026.

RESOLUTION NO. 27-2026
ALLOCATE FUNDS - VICTOR LOCAL DEVELOPMENT CORPORATION

On motion of Councilman Cusimano, seconded by Councilwoman Tipton, the following resolution was adopted.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the Victor Local Development Corporation requested and was granted funding for 2026 in the 2026 budget; now therefore be it

RESOLVED that the Supervisor be authorized to allocate funds to the Victor Local Development Corporation (VLDC), for their annual Town contribution to the VLDC, in the amount Twenty-Four Thousand Four Hundred Seventy Five dollars (\$24,475.00) to be paid from the 2026 Budget Line item A6420.400 Economic Development. Contractual to provide their services to the residents of the Town of Victor for the 2026 fiscal year; and further

RESOLVED that a copy of this resolution be forwarded to the Executive Director VLDC, Town Clerk, and Town Finance Dept.

PUBLIC COMMENT

No Public Comment at this time.

Councilman Condon asked to get a copy of the Fee Schedule for Board members.

Supervisor Marren also noted he received notice that the Town of Farmington will be increasing the Sewer Fee from \$93.00 to \$95.00 per sewer unit.

ADJOURNMENT

On motion by Councilwoman Ogra, seconded by Councilwoman Tipton, the organizational meeting was closed at 6:56 PM, followed by a short break.

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Supervisor Marren called to order the regular Town Board Meeting of January 5, 2026 @ 7:01PM.

All joined in a salute to the flag and a moment of silence for Fred Salsbury who passed away and was a long time member of the Zoning Board of Appeals for the Town.

Roll Call Vote: Jack Marren, Dave Condon, Drew Cusimano, Alexis Ogra, and Jen Tipton all present.

OTHERS PRESENT: Karen Bodine-Town Clerk; Mark Years-Highway Superintendent; Wes Pettee and Steve Metzger-LaBella Associates; Rich O'Donnell-Finance Director; Keith Maynard-Project Manager; Suzy Mandrino-IT; David Nankin.

PUBLIC HEARING begins at 7:00PM

- LOCAL LAW TO AMEND CHAPTER 211 ZONING CODE AND ZONING MAP TO EXTEND THE EASTVIEW MALL MIXED USE OVERLAY DISTRICT

Keith Maynard Project Manager gave a brief overview and explained the area that was being incorporated into the mixed use overlay district where BJ's Wholesale Club is located.

MOTION TO CLOSE THE PUBLIC HEARING:

Motion was made by Councilman Cusimano, seconded by Councilwoman Jen Tipton to close the Public Hearing.

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

APPROVAL OF MINUTES

On motion of Councilwoman Ogra, seconded by Councilman Condon, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the minutes for December 22, 2025 be accepted as presented to the Board by the Town Clerk.

PAYMENT OF BILLS

On motion of Councilmember Ogra, seconded by Councilmember Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

RESOLVED that the bills be approved for Manifest #1 in the amount of \$1,148,374.10. Documentation for these expenditures can be found on vouchers filed by numbers #20260002-202600084.

Manifest No. 1

General Townwide	\$608,269.29
General Outside Village	161,892.52
Highway Townwide	312,276.22
Victor Fire Protection	55,366.94

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Lighting Districts	6,544.65
SS Consolidated Sewer	4,024.48

Supervisor Marren reviewed the following expenditures for Manifest No. 1 that were in the range of or exceeded \$5,000.00.

- American Rock Salt – Salt for Town roads - \$37,536.41
- Chalifoux Law – Legal Services for Assessor - \$6,172.00
- Eastern Shores – 2026 Annual Insurance - \$214,380.28
- Edmunds Gov – 2026 Software renewal - \$5,385.10
- Excellus – January Retiree Healthcare - \$7,922.42
- Lincoln Financial – Employee Dental for January - \$5,269.34
- Mirabito Energy – Deisel Fuel for December - \$5,875.89
- MVP Heath – January Healthcare - \$88,170.00
- New York State Retirement – 2025 Funding - \$662,698.00
- NYS Controllers - November Court fees - \$21,571.00
- RG&E – Townwide Gas and Electric - \$26,701.46
- Three Plus One – Financial services renewal - \$14,900.00

The total of the above-mentioned expenditures is \$1,096,581.90

Total Town expenditures minus the previously mentioned expenditures equals \$51,792.20

NO PRIVILEGE OF THE FLOOR - None

PUBLIC COMMENTS - None

SUPERVISOR VERBAL REPORT:

- All town facilities will be closed on Monday January 19th for Martin Luther King Day
- Next Town Board Meeting will be January 26th at 7:00PM
- The annual Menorah lighting was held on December 16th with a very good turnout. He thanked the NYS Police and Ontario County Sheriff's Department for extra coverage provided. Thank you to Parks Department for help with the lighting of the Menorah.
- Thank you from the Victor Farmington Food Cupboard for the employee donation.
- New Years Eve Day the Town of Victor closed on the Parks and Recreation facility and the 3.1 acres next door.

REPORTS OF TOWN OFFICIALS:

Councilwoman Ogra noted that the Menorah lighting was the biggest turnout she has seen for the third year. She also attended the Noon Years Eve celebration that Parks and Recreation put on, and it was very well attended for the first year.

Councilman Cusimano gave a shout out to the Highway Crew for their job salting the roads.

ACTION ITEMS:

RESOLUTION NO. 28-2026

APPOINTMENT OF CONFIDENTIAL SECRETARY TO THE TOWN SUPERVISOR

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
MONDAY, JANUARY 5, 2026**

On motion of Councilwoman Ogra, seconded by Councilman Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, a vacancy exists for the position of Confidential Secretary to the Town Supervisor;
and

WHEREAS, the Town Supervisor has reviewed the qualifications of Shea Kinsella and finds them suitable for this position; now, therefore be it

RESOLVED, that the Victor Town Board hereby appoints Shea Kinsella to the position of Confidential Secretary to the Town Supervisor, effective January 7, 2026; and be it further

RESOLVED, that Ms. Kinsella shall be compensated at a rate of Twenty-Two dollars and Thirty-Three cents (\$22.33) per hour, to be charged to the 2026 Town Budget account #A.1220.100 – Supervisor. Personal Services, and be it further

RESOLVED that a copy of this resolution be sent to Shea Kinsella, Supervisor Marren, Finance Department, and Human Resources.

RESOLUTION NO. 29-2026

VICTOR TOWN BOARD HEREBY APPOINTS THE FOLLOWING RESIDENTS TO BOARD AND COMMITTEE POSITIONS

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

Pursuant to Town Code §211-8, §211-9, §15-2, §29-5, §36-2 the Victor Town Board hereby appoints the following residents to the boards and committees as identified below:

Tim Norman	Chair - Conservation Board	December 31, 2027
Beata Golec	Board of Assessment Review	September 30, 2030

Now, therefore be it

RESOLVED that a copy of this resolution shall be forwarded to the Human Resources Director, Manager of Technology Support, appointed board member, board chairs, department heads and Town Clerk.

RESOLUTION NO. 30-2026

AGREEMENT – PAMELA WARREN

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
MONDAY, JANUARY 5, 2026**

WHEREAS, it is the intention of the Department of Parks and Recreation to enter into agreement with Pamela Warren for instruction in ice skating for preschool age children, youth and adults; and

WHEREAS, the Contractor has provided the Town with all the appropriate documents to support the proposed service agreement; now, therefore, be it

RESOLVED that the Town Board authorizes the Town Supervisor and the Director of Parks and Recreation to enter into agreement with Pam Warren under the terms and conditions as provided for in the contract kept in the subject matter file in the Town Clerk's Office for a sum of Eighty Percent (80%) of the recreation program revenues allocated to the Contractor and Twenty Percent (20%) of the recreation program revenues allocated to the Town to be paid from the 2026 Budget Line item A.7020.400 Recreation Programs - Contractual; and further

RESOLVED that this resolution is conditioned upon receiving approvals from the Town's Insurance Broker, or an insurance waiver from the Town Board, and the Attorney for the Town; and further

RESOLVED that a copy will be forwarded to the Director of Parks and Recreation, Finance Director, Town Clerk, and Pamela Warren.

RESOLUTION NO. 31-2026

AGREEMENT – YELENA SHAPIRO

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, it is the intention of the Department of Parks and Recreation to enter into agreement with Yelena Shapiro for instruction in music for preschool age children and families; and

WHEREAS, the Contractor has provided the Town with all the appropriate documents to support the proposed service agreement; now, therefore, be it

RESOLVED that the Town Board authorizes the Town Supervisor and the Director of Parks and Recreation to enter into agreement with Yelena Shapiro under the terms and conditions as provided for in the contract kept in the subject matter file in the Town Clerk's Office for a sum of Seventy Percent (70%) of the recreation program revenues allocated to the Contractor and Thirty Percent (30%) of the recreation program revenues allocated to the Town to be paid from the 2026 Budget Line item A.7020.400 Recreation Programs Contractual; and further

RESOLVED that this resolution is conditioned upon receiving approvals from the Town's Insurance Broker, or an insurance waiver from the Town Board, and the Attorney for the Town; and further

RESOLVED that a copy will be forwarded to the Director of Parks and Recreation, Finance Director, Town Clerk, and Yelena Shapiro.

RESOLUTION NO. 32-2026

REQUEST FOR CERTIFICATE OF LIABILITY INSURANCE WAIVERS

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
MONDAY, JANUARY 5, 2026**

WHEREAS, the Town Board adopted the Resolution # 234 – Town of Victor Contract Procedures on June 13, 2016; and

WHEREAS, per the Contract Process, contractors and vendors who cannot obtain a Certificate of Liability Insurance which is in accordance with the Town’s insurance requirements in order to perform their contracted service for the Town of Victor may appeal to the Victor Town Board for a Waiver of the Certificate of Liability Insurance; and

WHEREAS, the Town wishes services to be provided by the following vendors, who are requesting the waiver of providing a Certificate of Liability Insurance to the Town of Victor:

<u>Vendor</u>	<u>Activity / Event</u>	<u>Location of Event</u>	<u>Amount of Contract</u>	<u>Duration of Contract</u>	<u>Reason for Exemption</u>
Yelena Shapiro	Music Together	Victor Recreation Center	70%/30%	December 31, 2026	Insufficient Coverage

Now, therefore, be it

RESOLVED that the Town Board grants the Certificate of Liability Insurance Waivers for the following service provider:

<u>Vendor</u>	<u>Activity / Event</u>	<u>Location of Event</u>	<u>Amount of Contract</u>	<u>Duration of Contract</u>	<u>Reason for Exemption</u>
Yelena Shapiro	Music Together	Victor Recreation Center	70%/30%	December 31, 2026	Insufficient Coverage

And be it

RESOLVED that a copy of this resolution be sent to Director of Parks and Recreation, Town Clerk, and Yelena Shapiro.

RESOLUTION NO. 33-2026

AUTHORIZATION FOR THE PURCHASE OF (2026) FORD F 150 XL SUPERCAB 4 X 4 PICK-UP TRUCK FOR THE DEPARTMENT OF PARKS AND RECREATION PROGRAM PIGGYBACKING FROM ONONDAGA BID #0010808 AND DECLARING (2019) FORD F 150 XL SUPERCAB 4 X 4 PICK-UP TRUCK (VIN# 1FTFX1E55KFC12456) AS SURPLUS

On motion of Councilman Condon, seconded by Councilwoman Ogra, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, the Department of Parks and Recreation has the need to purchase a (2026) Ford F 150 XL Supercab 4 x 4 pick-up truck; and

WHEREAS, this vehicle is available for purchase from Van Bortel Ford by piggybacking from Onondaga Bid #0010808 at a cost of Forty-Four Thousand, One Hundred and Twenty-Nine

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
MONDAY, JANUARY 5, 2026**

Dollars and Twenty-Five Cents (\$44,129.25) and declare a (2019) Ford F 150 XL Supercab 4 x 4 pick-up truck (VIN# 1FTFX1E55KFC12456) as surplus; and

WHEREAS, funds are available in the 2026 Budget line-item A.7110.200 Parks and Trails Operations – Equipment for the purchase of a (2026) Ford F 150 XL Supercab 4 x 4 pick-up truck; now therefore, be it

RESOLVED that the Town Board authorizes the Director of Parks and Recreation to purchase a (2026) Ford F 150 XL Supercab 4 x 4 pick-up truck from Van Bortel Ford by piggybacking from Onondaga Bid #0010808 at a cost of Forty Four Thousand, One Hundred and Twenty Nine Dollars and Twenty Five Cents (\$44,129.25) and declare a (2019) Ford F 150 XL Supercab 4 x 4 pick-up truck (VIN# 1FTFX1E55KFC12456) as surplus, and said funds are available in the 2026 Budget line item A.7110.200 Parks and Trails Operations - Equipment; and further

RESOLVED that a copy of this resolution be forwarded to Director of Parks and Recreation; Town Clerk; Director of Finance; and George Lunney, Fleet Sales / Van Bortel Ford.

RESOLUTION NO. 34-2026

APPROVAL OF ACQUISITION OF AN EASEMENT BY THE MONROE COUNTY WATER AUTHORITY PURSUANT TO §1096(6-a) OF NEW YORK'S PUBLIC AUTHORITIES LAW

On motion of Councilman Condon, seconded by Councilman Cusimano, the following resolution was adopted:

5 Ayes (Marren, Condon, Cusimano, Ogra, Tipton) 0 Nays

WHEREAS, The Monroe County Water Authority ("Authority") intends to provide public water service to 400-441 Commerce Drive, Part of 826 County Road 9 and 0 Strong Road located in the Town of Victor; and

WHEREAS, the acquisition of the easement is necessary for operation, maintenance and the future replacement of the water main which will allow the Authority to continue to reliably provide potable water supply to the area; and

WHEREAS, the easement is located along the frontage of 400-441 Commerce Drive (Tax Acct. No. 6.04-1-78, which is owned by Main Street Shop LLC and easement along the frontage of Part of 826 County Road 9 (Tax Acct. No. 16.0-1-7.1), which is owned by Mauro Polidori and easement along the frontage of 0 Strong Road (Tax Acct. No. 26.00-1-43.12), which is owned by Jamie L. Day Revocable Trust; and

WHEREAS, §1096(6-a) of New York's Public Authorities Law requires the Authority to obtain the prior approval of the Town Board for the above-referenced acquisition; now therefore be it

RESOLVED, that the Town hereby approves of the Authority's acquisition of the frontage easement located at 400-441 Commerce Drive, Part of 826 County Road 9 and 0 Strong Road in accordance with §1096(6-a) of the New York Public Authorities Law and be it further

**VICTOR TOWN BOARD ORGANIZATIONAL/REGULAR MEETING
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RESOLVED that a copy of this resolution be provided to the Authority.

PUBLIC COMMENT: None

ADJOURNMENT:

With no further business to come before the Board motion was made by Councilwoman Ogra, seconded by Councilman Condon to adjourn the meeting at 7:16PM

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen C. Bodine".

Karen C. Bodine
Town Clerk