



# TOWN OF DAY

COUNTY OF SARATOGA

1650 NORTH SHORE ROAD, HADLEY, NY 12835

PHONE: (518) 696-3789

FAX: (518) 696-5311

## **Public Hearing, April 10, 2023:**

- Open Public Hearing
- Pledge of Allegiance
- Roll Call
- Local Law Enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Works Pursuant to Section 466-a of the Real Property Tax Law.
- Public Input
- Close Public Hearing

## **REGULAR TOWN BOARD MEETING AGENDA**

**Motion to approve** the Town Board meeting minutes of March 13, 2023

### **Motion to approve abstracts March 2023:**

Highway Fund voucher # 122-134 \$26,267.18

General Fund voucher # 135-155 \$14,097.59

Bank reconciliations for General, Highway, Payroll, A/P, and Town Clerk/Tax Collector

**Motion to approve** March 2023 reports from Town Clerk, Town Justice, Town Supervisor, Assessor, Dog Control Officer.

### **REPORTS OF COMMITTEES:**

HRBR Regulating District, Dave Cox

Highway Superintendent

Veterans Committee

**CORRESPONDENCE:** None

### **OLD BUSINESS:**

Food Pantry update

Zoning Board of Appeals Board Member

### **NEW BUSINESS:**

- Code Enforcement Office
- Planning Board re-appointment – Ellen Taylor
- Building Committee Town Hall: appointment of Joe Flacke to committee
- Day In the Park
- Town Historian
- Buildings & Grounds/Recycle Center

OTHER BUSINESS:

RESOLUTIONS (by roll call vote)

- A. **Resolution** to reallocate \$20,000.00 from Highway budget DA9730.7 Interest Bond Anticipation to DA9950.9 Capital Reserve Project. Since we will not be moving forward with the culvert project on Sand Hill Road we do not anticipate a securing bond in 2023.
- B. **Resolution** to reallocate \$5,000.00 from Highway budget DA9730.7 Interest/Bond Anticipation to DA9089.8 Employee Benefits to cover the costs of the new vision/dental plan.
- C. **Resolution** to reallocate \$8,000 from General Fund Contingent A1990.4 to Safety Inspection A3620.4 Contractual Expense. This is for interim Code Enforcement consulting services provided to us Garry Robinson, P.E.
- D. **Resolution** to eliminate the hourly position of Cleaning Service for Town Hall and continue using Buildings & Grounds employees to provide upkeep and cleaning of the Town Hall and Museum.
- E. **Resolution** to reallocate \$1,576.24 from Buildings A1620.1.1 Cleaning to Buildings A1620.1 Personal Services.
- F. **Resolution** to increase hourly pay rate for Building & Grounds/Recycle from current pay rate of \$16.90 to \$ \_\_\_ hour.
- G. **Resolution** to increase hourly pay rate for Recycle Center attendant (works Saturday, Sunday and Wednesday) from current pay rate of \$16.77 to \$ \_\_\_ hour.
- H. **Resolution** to purchase new software program for new Code Enforcement Officer. This is the Integrated Property System from Edmunds GovTech with a one-time fee for software package bundle and implementation in the amount of \$7,750.00 and yearly support services maintenance fee of \$3,000.00.

PUBLIC INPUT

Please check [www.townofday.com](http://www.townofday.com) for final agenda and updates. Each Regular Meeting of the Town Board will have fifteen (15) minutes set aside for public input, to allow members of the public to address the Board on matters relating to the Town of Day. This timeframe may be extended at the discretion of the Board. Each speaker shall state their name prior to addressing the Board and shall be granted the floor for a single time frame of up to five (5) minutes. All remarks shall be directed to the Town Board as a body and not at a specific individual, staff or member of the public. The Board asks that members of the public respect the opportunity of the speaker at the podium to be heard, and asks that the public refrain from conducting side meetings within the meeting room. The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the Town decision making process.

VOTE ON RESOLUTIONS:

MOTION to adopt all resolutions

EXECUTIVE SESSION

MOTION to Adjourn

**Local Law No. \_\_ of 2023**  
**A Local Law Enacting a Property Tax Exemption**  
**for Volunteer Firefighters and Ambulance Workers**  
**Pursuant to Section 466-a of the Real Property Tax Law**

**Be it enacted by the Town Board of the Town of Day, as follows:**

**§1. Intent and Authority.**

It is the intention of the Town Board to enact a partial exemption from real property taxation for enrolled members of an incorporated volunteer fire company, fire department or incorporated volunteer ambulance service located in the Town of Day for primary residences of such members and workers [ , and the spouses of such members and workers]. This local law is enacted in accordance with New York Real Property Tax Law Section 466-a.

**§2. Grant of exemption.**

An exemption of [state an amount not to exceed 10%] % of assessed value of property owned by an enrolled member as set forth below, or such enrolled member and their spouse, is hereby granted from taxation with respect to the real property taxes of the Town of Day as long as eligibility requirements are met.

**§3. Eligibility requirements.**

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service provided that:

- A. The property is owned by the volunteer firefighter or volunteer ambulance worker;
- B. The property is the primary residence of the volunteer firefighter or volunteer ambulance worker;
- C. The property is used exclusively for residential purposes by such volunteer firefighter or volunteer ambulance worker;
- D. The volunteer firefighter or volunteer ambulance member resides in the Town of Day and the Town of Day is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;
- E. The volunteer firefighter or volunteer ambulance member is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, [MUNICIPALITY CAN ADD] REQUIREMENTS- EXAMPLE- where such enrollment and continued enrollment includes minimum participation of no less than fifty percent (50%) of meetings and emergency or fire calls or matters acceptable to the Town Board, or we have had some clients require the person to meet the LOSAP-length of service award program- requirements if you have this in Day; and
- F. The volunteer firefighter or volunteer ambulance member meets the minimum service requirement established by the Town of Day which is hereby established as [INSERT NUMBER BETWEEN 2 AND 5] years.

**§4. Application.**

A volunteer firefighter or volunteer ambulance worker must annually, on or before the applicable taxable status date, file an application for such property tax exemption with the assessor responsible for preparing the assessment roll for the Town of Day, on a form as prescribed by the New York State Commissioner of Taxation and Finance. The Town of Day must maintain written guidelines, available upon request, as to the requirements of an enrolled volunteer member relating to this exemption.

**§5. Certification.**

The applicable incorporated volunteer fire company, fire department or incorporated voluntary ambulance service of such enrolled member must annually file with the assessor, prior to the applicable taxable status date, a list of the active volunteer members who are certified to meet the minimum service requirement. Such list must provide, as of the applicable taxable status date, the number of years of service served by each such enrolled member and such enrolled member's address of residence, and a certification that such enrolled member remains in good standing and current on all applicable training, membership and appearance criteria of this local law.

**§6. No diminution of benefits.**

An applicant who is receiving any benefit pursuant to Article 4 of the Real Property Tax Law as of the effective date of this article shall not have any of those benefits diminished because of this article.

***[NOTE THAT SECTIONS 7, 8 AND 9 ARE ALL OPTIONAL]***

**§7. Grant of lifetime exemption.**

Any eligible enrolled member who accrues more than 20 years of active volunteer service (as certified by the authority having jurisdiction) shall be granted the 10% exemption as authorized by this article for the remainder of his or her life as long as his or her primary residence is located within the [Village/Town of \_\_\_\_].

**§8. Un-remarried spouse of enrolled member killed in the line of duty.**

The un-remarried surviving spouse of a deceased enrolled member killed in the line of duty, as certified by the authority having jurisdiction, is qualified to continue to receive an exemption, as long as the deceased volunteer had been an enrolled member for at least five years and had been receiving the exemption at the time of his or her death.

**§9. Un-remarried spouse of deceased enrolled member.**

The un-remarried surviving spouse of a deceased enrolled member, as certified by the authority having jurisdiction, is qualified to continue to receive an exemption, as long as the deceased volunteer had been an enrolled member for at least 20 years and the deceased volunteer and un-remarried spouse had been receiving the exemption at the time of his or her death.

**§10. Severability.** If any clause, sentence, paragraph, subdivision, section, or part of this Local Law or the application thereof to any person, individual, corporation, firm, partnership, entity, or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part of this Local Law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

**§11. Effective Date.** This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Municipal Home Rule Law Section 27.

**Supervisors Report**  
**3/31/23**

Assets

**Checking**

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|              |            |
|--------------|------------|
| General Fund | 739,790.03 |
| Highway Fund | 609,930.28 |

**Savings Intrafi MM**

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|              |              |
|--------------|--------------|
| General Fund | 1,288,113.34 |
| Highway Fund | 600,658.16   |

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|                               |                     |
|-------------------------------|---------------------|
| <b>Total Checking/Savings</b> | <b>3,238,491.81</b> |
|-------------------------------|---------------------|

**2023 Budget Total Appropriations**

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|              |              |
|--------------|--------------|
| General Fund | 1,031,097.00 |
| Highway Fund | 1,319,887.00 |

**3-1/23 to 3/31/23**

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**From Saratoga County**

|                       |            |
|-----------------------|------------|
| Mortgage Tax Received | 1,361.50   |
| Sales Tax Received    | 103,093.00 |

| Account#  | Account Description | Fee Description  | Qty                                 | Local Share                      |               |
|---|---------------------|------------------|-------------------------------------|----------------------------------|---------------|
| A2130   | Recycling           | Tv and monitor   | 2                                   | 20.00                            |               |
|   | Recycling Permits   | Recycling Permit | 13                                  | 260.00                           |               |
|   |                     |                  | <b>Sub-Total:</b>                   | <b>\$280.00</b>                  |               |
| A2544   | Dog Licensing       | Female, Unspayed | 1                                   | 10.00                            |               |
|   |                     |                  | <b>Sub-Total:</b>                   | <b>\$10.00</b>                   |               |
|   |                     |                  | <b>Total Local Shares Remitted:</b> | <b>\$290.00</b>                  |               |
| Amount paid to: NYS Ag. & Markets for spay/neuter program |                     |                  |                                     | 3.00                             |               |
| <b>Total State, County &amp; Local Revenues:</b>          |                     |                  | <b>\$293.00</b>                     | <b>Total Non-Local Revenues:</b> | <b>\$3.00</b> |

To the Supervisor:  
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Carol Vaillancourt, Town Clerk, Town of Day, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Diana Edwaul 4/6/23  
Supervisor Date

Carol Vaillancourt 04/06/23  
Town Clerk Date

# Day Town Justice Monthly Report

Judge: HON. K.O. JOHNSON

Date: 04-05-23


Arraignments Completed 0

| V&T       | Cases Heard: | Cases Completed: | Cases continued. |
|-----------|--------------|------------------|------------------|
| Nav.      | _____        | _____            | <u>3</u>         |
| Ecl.      | _____        | _____            | _____            |
| Criminal  | <u>1</u>     | <u>1</u>         | _____            |
| Civil     | _____        | _____            | <u>6</u>         |
| Town Ord. | _____        | _____            | _____            |

Fines or Civil Fees Collected \$ 450.00  
 Surcharges \$ \_\_\_\_\_  
 Motor Veh. \$ \_\_\_\_\_  
 Nav. \$ \_\_\_\_\_  
 Ecl. \$ \_\_\_\_\_  
 Criminal \$ \_\_\_\_\_  
 Civil \$ \_\_\_\_\_  
 Town Ord. \$ \_\_\_\_\_

Weddings Officiated: \_\_\_\_\_

Notes: 03-01-23 1 CASE, 6 ADJOURNED (NO SHOW)  
03-08-23 NO ACTIVITY  
03-15-23 NO ACTIVITY - PAPERWORK  
03-13-23 - ANNUAL AUDIT W/ TOWN BOARD  
03-31-23 & 04-01-23 NYSMA MEETINGS, OSWEGO 03-3  
SYRACUSE & UTICA 04-01-23

 Town Justice



Date: 4/1/2023

To: Day Town Board

From: Peter L. Dziedzic, Assessor

RE: Monthly Activity Report for the period of 3/1/2023 to 3/31/2023.

The senior renewals for the 2023 Assessment Roll are completed and all renewed on time.

The review of new and incomplete building permits have been completed for the 2023 assessment roll. I have found more improvements to camps/home this past year without permits than any past year I've been the assessor. The new Code Officer I'm sure will help to bring people in to get permits once the word is out that enforcement of this issue is known. I will travel the Town with the new Code officer to show him where current outstanding permits are. I will also give him a list of those who need to apply for a permit that I know need one.

All properties that have a requirement for an annual exemption renewal have submitted applications on time. On one I am waiting for additional information to finish this years' renewal process. Should I not receive the complete renewal prior to the filing of the tentative assessment roll I will inform the owner they may apply to the BAR for the exemption.

Again please pass the word along that any new year round residents who may be eligible for the star exemption need to call 518-457-2036 and not the Assessor's office to be enrolled. They may also apply on line at <http://www.tax.ny/pit/property/exemption/seniorexempt'htm>. All other exemption are processed through the Assessor's office.



# TOWN OF DAY

COUNTY OF SARATOGA  
1650 NORTH SHORE ROAD, HADLEY, NY 12835  
PHONE: (518) 696-3789 FAX: (518) 696-5391

## Dog Control Officer Report January 2023 – April 2023

**January :** 01.16.23 – Female Dachshund – Hollow Rd – Stray – Taken to Saratoga County Animal Shelter

**February :** No activity to report.

**March :** 03.06.23 – 2 Female Beagles – North Shore Rd - Stray – Taken to Saratoga County Animal Shelter

**April :** 04.02.23 – German Shepard/Hound Mix – Yates Hill Rd/North Shore Rd – Stray – Taken to Saratoga County Animal Shelter

Submitted by: Garrett Metzler, Dog Control Officer

# Integrated Property System

Service Levels For Every Need



*Edmunds GovTech offers customizable solutions to meet your IPS needs*

|                                     | BASIC | ADVANCED | COMPLETE |
|-------------------------------------|-------|----------|----------|
| PERMITTING                          | ✓     | ✓        | ✓        |
| COMPLAINT TRACKING/CODE ENFORCEMENT | ✓     | ✓        | ✓        |
| ASSESSMENT INTEGRATION              | ✓     | ✓        | ✓        |
| PERIODIC INSPECTIONS                |       | ✓        | ✓        |
| PLANNING & ZONING                   |       | ✓        | ✓        |
| MOBILE APP                          |       | ✓        | ✓        |
| CITIZEN WEB PORTAL                  |       |          | ✓        |

## Optional Add-On Modules Available



**WORKFLOW  
AUTOMATION**



**ACTIVE DIRECTORY  
INTEGRATION**



**OUTLOOK &  
EXCHANGE**

## All IPS solutions include the following features:

- Comprehensive Parcel History
- Document Management
- Batch Printing
- Consolidates Property Data
- Efficient and Easy
- Granular Security Controls



## New York State's Historians

New York is the only State requiring a public historian in every municipality. Other states typically rely on Historical Societies, history teachers, and independent historians to preserve their history and genealogical resources.

### New York State Historian's Law 57.07

This law, adopted by the New York State Legislature in 1919, mandates that a historian be appointed for every municipality and defines your responsibilities. If you haven't read the law, take a few minutes to do so.

#### The New York State Historian's Law 57.07

[http://www.archives.nysed.gov/records/mr\\_laws\\_acal5707.shtml](http://www.archives.nysed.gov/records/mr_laws_acal5707.shtml)

<http://www.nysm.nysed.gov/common/nysm/files/duties-functions-local-government-historians.pdf>

A public historian is an officer of the municipality who is appointed each year by the Supervisor or Mayor of the municipality.

After your appointment is announced, you need to sign the oath of office book, typically held by the Town Clerk.

You are required to serve all constituents of the municipality without regard to partisan politics.

#### **New York State has:**

- 61 City Historians
- 567 Village Historians
- 938 Town Historians
- 57 County Historians
- 5 Borough Historians
- 12 Community Historians (Manhattan)
- 1 State Historian

1641\* Historians across the State

\* This number changes as municipalities merge or are established.

### Combining Multiple Positions

The job of municipal historian has clearly defined responsibilities that differ from those of a records management clerk or an elected town clerk.

In some municipalities one person is both Historian and Records Management Clerk. In others, one person fills the positions of Town Clerk and Historian.

While the law allows these combined positions, the responsibilities of each require different skills, education, and time constraints. You should carefully consider the responsibilities of each job before accepting a combined position.

# Role of the Municipal Historian

## A Brief Summary of the Four State-defined Responsibilities

### 1. Research and Writing:

The first, and primary, responsibility of the Local Government Historian is interpretation of the past. This involves research and writing on aspects of your muni for publishing in books, magazines, and newspapers.

From the law: "The best local historians have upheld high standards of gathering and evaluating evidence, making thoughtful and appropriate generalizations, writing well-organized and readable narratives, and sharing their work with others through the most appropriate mediums."

### 2. Teaching and Public Presentations

As historian, you may teach courses in local and regional history, serve as a resource to teachers in the fourth and seventh grade local history curriculum, serve as a content consultant, speak and lecture to community groups, and participate in radio and TV talk shows to disseminate local history.

### 3. Historic Preservation

Historians are advocates for historic preservation and a resource to your appointing authority on questions relating to history and preservation. The historian may be asked to prepare a cultural resource survey, identify historic structures and prepare nominations to the State and National Register of Historic Places and to develop and manage historic marker programs.

### 4. Organization, Advocacy and Tourism Promotion

Historians are asked to organize and direct the commemoration of historical anniversaries and to participate in other civic or patriotic observations. The historian may be asked to act as a fund raiser or grant writer for historical programs. Appointing authorities may ask you to support local tourism.

### As the Historian you are NOT:

- ◆ An antiquarian—simply a collector of facts
- ◆ An archivist or Records Management Officer
- ◆ A genealogist for hire
- ◆ A part of a historical agency staff.