

TOWN OF DAY 2003 ORGANIZATIONAL MEETING

The Organizational Meeting of the Town Board of the Town of Day, New York was held in Town Hall on January 2, 2003 at 7:00 P.M..

The meeting was called to order by Supervisor Johnson and the following answered roll call, Town Council: Preston Allen, Percy Allen, Neil Allen

Deputies for 2003:

Deputy Supervisor: Cheryl Allen
Deputy Highway Superintendent: Frank Allen
Deputy Tax Collector: Josephine MacDuff
Deputy Town Clerk: Becky D'Allaird
Deputy Registrar: Becky D'Allaird

Other Appointments:

Saratoga County Youth Advisory Board:
Registrar of Vital Statistics: Suzanne Denn
Town Attorney: David B. Avigdor
Litigation Attorney: David B. Avigdor
Planning and Zoning Attorney: David B. Avigdor
Voting Machine Custodian: Kenneth J. Metzler
Budget Officer: Mary Ann Johnson
Health Officer: Dr. Bell/Evergreen Health Center
Official Newspaper: Post Star
Depositories: Glens Falls National, Marine Midland,
NBT Bank (Northville)
Dog Control Officer: Charles Krom
Code Enforcement Officer: Kenneth J. Metzler
Records Access Officer: Suzanne Denn
Planning and Zoning Clerk: Becky D'Allaird
Secretary to Board of Review: Becky D'Allaird
Chairman Planning Board: David Cox
Chairman Zoning Board: Judy Manzo

Salaries:

Registrar: \$602.00 per year
Deputy Town Clerk; \$25.00 per meeting, \$ 9.53 hour
Voting Machine Custodian: \$100.00 per set up
Clerk Board of Review: \$ 9.53 per hour
Planning and Zoning Clerk: \$ 9.53 per hour
Election Inspectors: \$ 7.73 per hour
Party Representatives: \$5.00 per inspection
Assessor: \$17,476.00 per year
Code Enforcement Officer: \$24,993.00 per year
Town Attorney: \$14,503.00 per year
Litigation Attorney: \$100.00 per hour
Dog Control Officer: \$3,105.00 per year
Deputy Tax Collector: \$ 7.73 per hour
Deputy Supervisor: \$25.00 per meeting
Board of Review: \$ 7.73 per hour
Part-time Cleaning Person: \$ 10.65 per hour

Town Employees:

Laborers: Beginning Laborer \$ 10.12
Laborers: Step 2 \$ 10.96, Step 3 \$ 11.90, Step 4 \$ 12.71,
Step 5 \$ 13.15.
Machinery Equipment Operators: \$ 15.11
Deputy Superintendent of Highways: \$ 15.41
Part-time Sanitation Laborer: \$ 12.95
Part-time MEO Sanitation: \$ 10.60
Temp-Laborer: \$ 9.40
MEO - Light: \$ 13.94
Laborer: \$ 13.08

Motion made by Preston Allen, seconded by Percy Allen, **to approve above appointments** and salaries for 2003. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Dates for the **monthly Town Board meetings** will be the second Monday of every month, 6:45 p.m. for audit of bills, 7:00 p.m. meeting time, Day Town Hall. Date of meetings falling on holidays to be determined at prior month's meeting.

Motion made by Neil Allen, seconded by Preston Allen, **authorizing the Supervisor to pay in advance** of audit public utility services, solid waste disposal, postage, salaries, Town Credit Card bill, bid contract vouchers when presented, bonds, interest and insurance premiums due.

Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson.

Carried 4-0

Motion made by Percy Allen, seconded by Neil Allen, to pay Town officials \$.32 per mile when **using their own vehicle for Town business**. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Preston Allen, seconded by Percy Allen, to set per diem allowance to \$75.00 per day for meal expenses for attendees at Association of Towns Annual Meeting. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Neil Allen, seconded by Preston Allen, authorizing Superintendent of Highways to **rent highway equipment to other towns and County** at the State Rate and to purchase highway machinery items not to exceed the sum of \$2,000.00 without Board approval. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Percy Allen, seconded by Neil Allen, **authorizing Supervisor to sign** annual renewal permits, and annual contracts entered into by the Town, after review and approval by the Town Attorney. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Neil Allen, seconded by Percy Allen, that the following officials be paid as follows:

- | | |
|---------------------------------------|--|
| Monthly | Councilmen, Justice, Tax Collector, Assessor, Historian |
| 15th & last day | DCO, Code Enforcement Officer, Bookkeeper, Supervisor, Budget Officer, Town Clerk, Highway Superintendent, Attorney, |

Bi-weekly Highway and Sanitation, Maintenance/Laborer,
Clerk of Planning and Zoning, Cleaner

Yearly Ambulance Services, Health Officer, Registrar,
Office for Aging, Youth Commission, Fire Districts.

Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson.
Carried 4-0

The following were appointed by the Supervisor:

Committees

- Buildings - Percy** (chair), Pres, Cheryl
- Cemeteries - Jack Vaillancourt** (chair), Ron Allen,
Sam Johnson
- Highways - Pres** (chair), Danny, Neil
- Personnel - Neil** (chair), Cheryl, Pres, Percy
- Permit Fee for Recycling Center - Cheryl** (Chair)
- Highway Garage Heating - Neil** (Chair)
- Grants, Master Plan - Mary Ann Johnson** (Chair)
- Purchase of County Property - Preston Allen**
(Chair)
- Senior Van - Percy Allen** (Chair), **Pres Allen** (Co-
Chair)
- Property Maintenance - Ken Metzler** (Chair)
David Cox, Jack Vaillancourt, Norman Hotz

The Supervisor sits as a member of all committees.

Supervisor Johnson asked the Town Board members to be more Pro-active on their committees, talk to people and find out how our constituents think we are doing.

Supervisor Johnson stated that within 30 days after notice given by the Town Clerk, all Town officials must bring any and all books and records in their possession before the Town Board for inspection and review. She instructed the Town Clerk to notify Justice Hotz , Justice Krom and the Planning/Zoning Clerk to submit their financial

and/or educational and attendance records to the Board on or before January 19, 2003.

Motion made by Percy Allen, seconded by Preston Allen that the Town Board directs the **filing of quarterly reports to the Town Board by all persons receiving monies** on behalf of the town if such persons do not file monthly reports with the Town Board. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Neil Allen, seconded by Preston Allen, that the Town Board directs that all monies received by town employees on behalf of the town shall be deposited forthwith in **interest bearing accounts**, unless such sum shall be less than \$500.00. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Resolution 2003-1 introduced by Percy Allen, seconded by Preston Allen, that the Town Board of the Town of Day hereby **designates Supervisor Mary Ann Johnson to attend the Annual Business Session of the Association of Towns** of the State of New York, to be held in New York City, on February 17, 2003, and to cast the vote of the aforesaid Town, and further, in the absence of Supervisor Johnson, Justice Krom is designated to cast the vote of said Town. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Supervisor Johnson appointed Ruby Marcotte as **Town Historian for 2003** at an annual salary of \$656.00, payable monthly.

Citizens attending the meeting were recognized and given an opportunity to be heard.

Motion made by Percy Allen, seconded by Neil Allen, to adjourn the meeting. Ayes: Percy Allen, Preston Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Adjourned: 7:15 PM