

## ***TOWN OF DAY 2005 ORGANIZATIONAL MEETING***

The Organizational Meeting of the Town Board of the Town of Day, New York was held in Town Hall on January 4, 2005 at 9:00 A.M.

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

### **Deputies for 2005:**

Deputy Supervisor: Cheryl Allen  
Deputy Highway Superintendent: Frank Allen  
Deputy Tax Collector:  
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: Bud Johnson  
Budget Officer: Mary Ann Johnson  
Health Officer: Dr. Bell/Glens Falls Hospital  
Official Newspaper: Post Star  
Depositories: Glens Falls National, Marine Midland,  
NBT Bank (Northville)  
Dog Control Officer: Connie Eno  
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: Kearney Mason  
Fair Housing Officer: Ken Metzler  
P/T Zoning Enforcement Officer:  
P/T Court Clerk:

**Salaries:**

Registrar: \$ 623.00 per year  
Deputy Town Clerk; \$25.00 per meeting, \$ 10.16 per hour  
Clerk Board of Review: \$ 10.16 per hour  
Planning and Zoning Clerk: \$ 10.16 per hour  
Assessor: \$18,630.00 per year  
Code Enforcement Officer: \$25,704.00 per year  
Office of the Aging Coordinator: \$1,066.00  
Town Attorney: \$15,460.00 per year  
Litigation Attorney: \$100.00 per hour  
Bookkeeper: \$8,797.00 per year  
Dog Control Officer: \$3,312.00 per year  
Deputy Tax Collector: \$ 10.16 per hour  
Deputy Supervisor: \$25.00 per meeting  
Board of Review Members: \$ 8.24 per hour  
Part-time Cleaning Person: \$ 11.12 per hour  
P/T Zoning Enforcement Officer: \$ 14.00 per hour  
P/T Court Clerk: \$10.16 per hour

**Town Employees:**

Highway Laborers: \$ 12.04  
Machinery Equipment Operators: \$ 16.19  
Deputy Superintendent of Highways: \$ 16.51  
Part-time Refuse/Recycling Laborer: \$ 13.87  
Part-time MEO Sanitation: \$  
Part-time Laborer Highway: \$ 10.02  
MEO - Light: \$ 14.94  
Part-time Laborer Recycling: \$ 13.94  
Temporary Laborer Buildings: \$ 10.02  
Temporary MEO: \$ 13.59  
Part-time Laborer Buildings - \$13.87

**Paid by Voucher:**

Voting Machine Custodian: \$100.00 per set up  
Election Inspectors: \$ 8.25 per hour  
Party Representatives: \$5.00 per inspection  
Planning Board & Zoning Board Chairman: \$35.00 per month  
Planning Board & Zoning Board Members: \$25.00 per month  
Health Officer: \$750.00

**Motion** made by Cheryl Allen, seconded by Neil Allen, **to approve above appointments** and salaries for 2005. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

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. Meeting dates falling on legal holidays will be held on the first Thursday following the holiday

**Motion** made by Preston Allen, seconded by Percy Allen, **authorizing the Supervisor to pay in advance** of audit public utility services, solid waste disposal, postage, salaries, bid contract vouchers when presented, bonds, interest and insurance premiums due. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Percy Allen, seconded by Cheryl Allen, to pay Town officials \$.35 per mile when **using their own vehicle for Town business**. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Cheryl Allen, seconded by Neil Allen, to set per diem allowance at \$75.00 per day for meal expenses for attendees at the Association of Towns Annual Meeting. A voucher or receipt must be provided itemizing daily meal expenses. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Preston Allen, seconded by Cheryl Allen to increase the allowance from \$800.00 to \$1,000.00 per person to attend the Association of Towns Meeting in New York City. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Percy Allen seconded by Neil 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: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Neil Allen, seconded by Cheryl 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: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

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

<b>Monthly</b>	Councilmen, Justice, Tax Collector, Assessor, Historian
<b>15<sup>th</sup> &amp; last day</b>	DCO, Code Enforcement Officer, Bookkeeper, Supervisor, Budget Officer, Town Clerk, Office for Aging, Highway Superintendent, Attorney
<b>Bi-weekly</b>	Highway and Sanitation, Maintenance/Laborer, Clerk of Planning and Zoning, Part-time Court Clerk, Part-time Zoning Enforcement Officer, Cleaner
<b>Yearly</b>	Ambulance Services, Health Officer, Registrar, Youth Commission, Fire Districts.

Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

The following were appointed by the Supervisor:

<b>Committees</b>	<b>Buildings - Cheryl</b> (chair), Pres, Percy <b>Cemeteries - Jack Vaillancourt</b> (chair), Ron Allen, Sam Johnson <b>Highways - Pres</b> (chair), Scott, Neil <b>Personnel - Neil</b> (chair), Cheryl, Pres, Percy <b>Medical Insurance Review - Mary Ann Johnson</b> (Chair)
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**Purchase of Property - Preston Allen (Chair)**  
**Senior Van - Percy Allen / Pres Allen (Co-Chair)**  
**Property Maintenance Review - Ken Metzler**  
(Chair) David Cox, Ted Mirczak  
**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 Dwyer, Justice Krom and the Planning/Zoning Clerk to submit their financial and/or educational and attendance records to the Board on or before January 10, 2005.

**Motion** made by Cheryl Allen, seconded by Neil 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: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** made by Percy Allen, seconded by Neil 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: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Resolution 2005-01** introduced by Cheryl Allen, seconded by Percy 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 15, 2005, and to cast the vote

of the aforesaid Town, and further, in the absence of Supervisor Johnson, Attorney David Avigdor is designated to cast the vote of said Town. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

Supervisor Johnson appointed Ruby Marcotte as **Town Historian for 2005** at an annual salary of \$676.00, payable monthly.

**Motion** made by Preston Allen, seconded by Cheryl Allen to **approve December audited claims** as follows:

# 465 - # 479 \$ 4,559.85 'A' Fund

Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** by Preston Allen, seconded by Cheryl Allen to enter into Executive Session at 9:45 A.M. to discuss a Personnel matter. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Motion** by Percy Allen, seconded by Cheryl Allen to return to regular session at 10:00 A.M. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

**Resolution #2005-02** offered by Neil Allen, seconded by Preston Allen to appoint Scott York to the position of Highway Superintendent, effective January 19, 2005. Roll Call: Aye - Preston Allen, Aye - Neil Allen, Aye - Supervisor Johnson, No - Percy Allen, Abstain - Cheryl Allen.

**Carried 3-1 - 1 abstention.**

**Motion** made by Percy Allen, seconded by Cheryl Allen, to adjourn the meeting. Ayes: Preston Allen, Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 5-0**

Adjourned: 10:05 A.M.