

TOWN OF DAY 2004 ORGANIZATIONAL MEETING

The Organizational Meeting of the Town Board of the Town of Day, New York was held in Town Hall on January 2, 2004 at 10:00 A.M.

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

Deputies for 2004:

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: 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: 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

Salaries:

Registrar: \$620.00 per year
Deputy Town Clerk; \$25.00 per meeting, \$ 9.82 hour
Clerk Board of Review: \$ 9.82 per hour
Planning and Zoning Clerk: \$ 9.82 per hour
Assessor: \$18,000.00 per year
Code Enforcement Officer: \$24,833.00 per year
Office of the Aging Coordinator: \$1,030.00
Town Attorney: \$14,938.00 per year
Litigation Attorney: \$100.00 per hour
Dog Control Officer: \$3,198.00 per year
Deputy Tax Collector: \$ 7.96 per hour
Deputy Supervisor: \$25.00 per meeting
Board of Review: \$ 7.96 per hour
Part-time Cleaning Person: \$ 10.80 per hour

Town Employees:

Highway Laborers: \$ 11.01
Laborers: Step 2 \$ 11.01, Step 3 \$ 11.85, Step 4 \$ 12.90,
Step 5 \$ 13.62.
Machinery Equipment Operators: \$ 15.64
Deputy Superintendent of Highways: \$ 15.95
Part-time Sanitation Laborer: \$ 13.47
Part-time MEO Sanitation: \$ 13.85
Part-time Laborer Highway: \$ 9.97
MEO - Light: \$ 14.43
Part-time Laborer Refuse/Recycling: \$ 13.47
Temporary Laborer Buildings: \$ 9.68
Temporary MEO: \$ 13.13

Paid by Voucher:

Voting Machine Custodian: \$100.00 per set up

Election Inspectors: \$ 7.96 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

Motion made by Cheryl Allen, seconded by Neil Allen, **to approve above appointments** and salaries for 2004. Ayes: Cheryl Allen, Percy 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 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: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

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

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

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

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: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Motion made by Percy Allen, seconded by Cheryl 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: Cheryl Allen, Percy 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
Grant for Recycling Center - Cheryl
(Chair)
Highway Garage Heating - Neil
(Chair)
Medical Insurance Review - Mary
Ann Johnson (Chair)
Purchase of Property - Preston Allen
(Chair)

**Senior Van - Percy Allen (Chair), 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 19, 2004

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: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

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: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Resolution 2004-1 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, 2004, 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: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Resolution 2004-2 introduced by Neil Allen, seconded by Cheryl Allen, to pay the Planning Board and Zoning Board of Appeals members a monthly stipend, the amount to be determined at the Organizational Meeting. The Board members must submit a voucher and may choose to be paid either monthly or yearly. Ayes: Cheryl Allen, Percy Allen, Neil Allen, Supervisor Johnson. **Carried 4-0**

Supervisor Johnson appointed Ruby Marcotte as **Town Historian for 2004** at an annual salary of \$676.00, payable monthly.

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

477 - # 490 \$11,497.95 'A' Fund \$ 3,963.99 'DA' Fund
\$ 7,533.96

Ayes Neil Allen, Cheryl Allen, Percy Allen, Supervisor Johnson.

Carried 4-0

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

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

Adjourned: 10:35