

**SPECIAL MEETING-DAY TOWN BOARD
APPROVED MINUTES
AUGUST 19, 2024
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A SPECIAL MEETING of the Town Board of the Town of Day, County of Saratoga State of New York, was held in Day Town Hall, 1650 North Shore Rd Hadley, NY 12835 of August 19, 2024.

The meeting was called to order by Supervisor Diana Edwards at 10:00am with the following roll call: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.

Councilman Harry Brennan requested a few things from the lowest bidder on the roofing project, the Town Clerk will reach out to them and request the information. Supervisor Diana Edwards stated that Councilman Brennan checked each companies references and thanked him for all the work he has done. Councilman Brennan said he will reach out to get additional information from Full Coverage Contracting, Inc. that's needed.

Motion, made by Councilwoman Cheryl Allen, 2nd by Councilman George Lembo to move forward and award the roofing project to the lowest bidder to Full Coverage Contracting, Inc.

Ayes: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.

Carried: 5-0

Supervisor Diana Edwards said the new Highway department's sanitation truck has arrived. Once the voucher was received the Board approved the funds to be transferred at that time.

Motion, made by Councilman Harry Brennan, 2nd by Councilman Joseph Flacke to approve the voucher for payment in the amount of \$275,000.00 for the new 2024 Western Star sanitation truck.

Ayes: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.

Carried: 5-0

Supervisor Diana Edwards stated that the General Clerk position is currently vacant, and the Town Clerk is covering that position until it's filled. The Supervisor asked the Board if the Town Clerk could be paid for covering that position meanwhile.

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Motion, made by Councilwoman Cheryl Allen, 2nd by Councilman George Lembo to approve the Town Clerk to be paid \$18.00 an hour for the General Clerk duties until the position is filled.

Ayes: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.

Carried: 5-0

The Board reviewed the applications for the General Clerk position that were submitted. They agreed to set up a zoom interview with Councilman Joseph Flacke, Supervisor Diana Edwards and Town Clerk Tracy Ladd. If the Board would like to have an additional interview afterwards that will be arranged. Supervisor Diana Edwards mentioned having an HR committee next year to help with the hiring process. Councilman Joseph Flake said that adding additional hours to that position next year should be thought about since the budget will be happening soon for next year.

Councilwoman Cheryl Allen that the Town needs an inhouse bookkeeper. Supervisor Diana Edwards said it would be best to wait and do the transition from December to January.

The Board agreed that a full-time Code Buildings Zoning officer is needed. Supervisor Diana Edwards said she will speak to the Code/Buildings enforcer to see if he would be willing to take some Zoning training to stay on with the Town. Councilman Harry Brennan said the Towns Zoning Law is simple and wouldn't take much to learn and understand it. Councilman George Lembo said he would like to get things back to how it used to be when Kenneth Metzler was in that position. The Board agreed that two part-time employees could cause more confusion and more of a chance for mistakes. They said it would make since to have one full-time employee to do Code Buildings and Zoning officer. Councilwoman Cheryl Allen said if someone is hired for that position, they best be fair to everyone. Councilman Joseph Flacke said it could be 3-6 months to find someone. Councilman Flacke also suggested on subbing it out to a Engineering firm.

Councilwoman Cheryl Allen mentioned that a lot of hard feelings was caused between some Board members and the Town Judge over the budget being short. Councilman Allen explained that not one Board member told her to put a hold on the Judge's Town credit card. All that was said was they wanted a breakdown from the accountant to see what was going on. Supervisor Diana Edwards explained that she requested a breakdown from the accountant and found that there were a few things documented wrong. Once the accountant fixed her mistakes the budget was fine and the Judge had more money in his budget, so the account wasn't over budget. Supervisor Edwardds explained it wasn't a mistake on our end but its fixed now. Councilwoman Cheryl Allen

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said with an in-house bookkeeper we would know right away if there was an issue with an account.

Councilman George Lembo said he feels they are trying to be fair and feels the wrong information got back to the Judge. Councilman Harry Brennan said he feels the system is messed up; the accountant has made too many mistakes. Councilwoman Cheryl Allen said she has asked several times in the Judge's budget was okay and was told by Supervisor Diana Edwards that there was plenty enough money.

Councilman George Lembo asked Supervisor Diana Edwards how she felt on continuing being the budget officer. Supervisor Edwards said she is fine doing it, and she is involved in the budget and finances as well, so it makes it easier for her to continue with it. Councilman Lembo mentioned he is sick of people making hand gestures and mocking certain Board members during meetings and it needs to stop.

Councilman George Lembo asked about the cameras at the Town Hall, if anyone has access to them on their cell phones. Councilman Lembo said it should be sent to an outside database. Supervisor Diana Edwards said no one has access to the cameras on their cell phones and the recordings do go to an outside database which is stored for two weeks. Councilwoman Cheryl Allen said the Town Clerk last year mentioned how there is a camera pointing into her office, which confidential paperwork should not be seen by anyone besides her.

Councilman George Lembo mentioned that the museum could use some cleaning from having the windows opened and dust getting in. Supervisor Diana Edwards said she will let the cleaning person know. Councilman Lembo said the Town was known for hunting, fishing, trapping and outdoor sports and would like some things in the museum. The Town Clerk offered to put a post in the Edinburg newsletter to see if anyone may have some historical items they would like to donate to the Town. Councilman Lembo thought that would be a great idea.

Councilman Harry Brennan said he would like to set a day for residents to come into the Town Hall to state any concerns etc. This would be from 6pm-8pm with two Board members, this would allow some concerns to be heard and brought back to the whole Town Board. Councilman Brennan said nothing can be done during that time, but people can and will be heard. The Board thought that was a great idea.

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Motion, made by Councilman George Lembo, 2nd by Councilman Harry Brennan to send the additional \$296.66 payment to FNBO for the Judge's Town credit card bill.
Ayes: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.
Carried: 5-0

Motion, made by Councilman Harry Brennan, 2nd by Councilman George Lembo to adjourn this special meeting at 11:38am.
Ayes: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Councilman Joseph Flacke and Supervisor Diana Edwards.
Carried: 5-0

Tracy Ladd
Town Clerk