

**SPECIAL MEETING-DAY TOWN BOARD
APPROVED MINUTES
FEBRUARY 27, 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 the Day Town Hall, 1650 North Shore Road, Hadley, NY 12835 on February 27, 2024.

The meeting was called to order by Supervisor Diana Edwards at 9:30am with the following answering roll call: Councilman George Lembo, Councilwoman Cheryl Allen, Councilman Harry Brennan, Supervisor Diana Edwards and Highway Superintendent Leonard Allen.

Supervisor Diana Edwards spoke about adding a new position for a Laborer for the Highway Department. Full-time starting pay \$19.00/per hour with benefits. A special workshop was held on February 20, 2024 with the Town Board members and the Finance Committee members to determine if adding a position is warranted and that we have the funds available as it was not provided for in the 2024 budget. Councilman Harry Brennan asked if the Finance Committee had a chance to look into the funds again to make sure it was okay. Supervisor Diana Edwards said that it was discussed at the workshop meeting and the funds are available and the Highway Superintendent Leonard Allen will budget accordingly for 2025. Councilwoman Cheryl Allen asked the Highway Superintendent if the starting pay was correct at the \$19.00 an hour, Leonard did confirm that was correct.

Councilman George Lembo did thank Highway Superintendent Leonard Allen for his patience and professionalism on needing the additional Laborer for the town. Also, for answering all the questions that he was asked by the Town Board. Councilman Lembo said he appreciated Christina Siebert as well from the Finance Committee who put time in to help figure out the financial part for the Laborer position.

Public Input: None

Resolution #2024-35 to request approval to add a full-time Laborer position at the Town Highway Department at \$19.00 per hour plus benefits.

Motion, made by Councilwoman Cheryl Allen to move forward and adopt **Resolution #2024-35** and add a full-time Laborer position at the Town Highway Department, 2nd by Councilman George Lembo.

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

Carried: 4-0

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Resolution #2024-36 to approve Highway Fund balance transfer in the amount of \$27,435.00 to account DA5142.1 Personal Services and DA5140.1 to provide funds for the salary for the Laborer position for the remainder of 2024.

Motion, made by Councilman Harry Brennan to move forward and adopt **Resolution #2024-36** to approve the fund balance transfer in the amount of \$27,435.00 2nd by Councilman George Lembo.

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

Carried: 4-0

At 10:00am the yearly auditing of the books kept by the Town Justice Kenneth Johnsen was reviewed by the Town Board.

The Town Board reviewed the Justice books using the New York State Comptrollers check list. Judge Kenneth Johnsen was present to answer any questions and explain the procedure.

Resolution #2024-37 Yearly Audit of Justice Books

Motion, made by Councilwoman Cheryl Allen to move forward and adopt **Resolution #2024-37**, 2nd by George Lembo that the financial books of the Town Justice was found satisfactory.

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

Carried: 4-0

Resolution #2024-37 Yearly Audit of Justice Books

WHEREAS, The Town Board of the Town of Day has audited the financial books of the Court as it does yearly, therefore be it

RESOLVED, that after reviewing the financial information of the Day Town Court, with the Justice for the Town of Day, that everything was found to be satisfactory.

At 11:00am interviews by the Town Board for the General Office Clerk position and Cemetery Clerk took place.

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Chester Johnson was the Cemetery Clerk for the Town of Day for several years and resigned a couple months ago. Chester would like to be reappointed as the Cemetery Clerk and continue to serve the town. Councilman George Lembo did thank Chester for the years he did serve the town and wanting to come back as the Cemetery Clerk.

Chester did mention that a third person needs to be appointed to the Cemetery Committee.

Motion, made by Councilman George Lembo to **appoint** Chester Johnson as the Cemetery Clerk for the Town of Day, 2nd by Councilwoman Cheryl Allen.

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

Carried: 4-0

Motion, made by Councilwoman Cheryl Allen to **appoint** Amanda Prescott as the General Office Clerk, 2nd by Supervisor Diana Edwards.

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

Carried: 4-0

Councilwoman Cheryl Allen said she feels that interviews and applications reviewed by a full Town Board present for the General department. Councilwoman Allen said the applications were picked through prior and feels the Board had no say. Supervisor Diana Edwards said that as a Supervisor she will set up a pre-interview and will continue to do so to weed out some of the applicants.

Resolution #2024-38 to have a full Town Board present and involved for all applicants applying for a General Department position.

Motion, made by Councilwoman Cheryl Allen to move forward and adopt **Resolution #2024-38**, 2nd by Councilman George Lembo to have a full Town Board present and involved in the hiring process for any General Department position.

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

Carried: 4-0

Motion, made by Councilwoman Cheryl Allen to **adjourn** the Special Meeting, 2nd by Councilman George Lembo at 12:20pm.

Tracy Ladd
Town Clerk