

TOWN OF DAY 2017 ORGANIZATIONAL MEETING
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The Organizational Meeting of the Town Board of the Town of Day, New York was held in Town Hall on January 02, 2017, at 10:00AM.

The meeting was called to order by Supervisor Preston Allen and the following answered roll call, Town Council: Councilwoman April Schmick and Councilwoman Judy Traeger.

Deputies for 2017:

Deputy Supervisor: Ken Metzler
Deputy Highway Superintendent: Lehman Allen, Jr.
Deputy Tax Collectors: Sally Allen
Deputy Town Clerks: Sally Allen
Deputy Registrar: Sally Allen

Other Appointments:

Office of the Aging Board: June Dixon
Saratoga County Youth Advisory Board: April Schmick
Registrar of Vital Statistics: Carol A. Vaillancourt
Town Attorney: Meyer & Fuller Law Firm

Litigation Attorney: Meyer & Fuller Law Firm
Planning and Zoning Attorney: Meyer & Fuller Law Firm
Budget Officer: Preston Allen
Health Officer: Saratoga County
Official Newspaper: Post Star
Depositories: Glens Falls National Bank, Evergreen Bank
NBT (Northville)
Dog Control Officer: Francis Allen
Code Enforcement Officer: Kenneth J. Metzler
Records Access Officer: Carol A. Vaillancourt
Planning and Zoning Clerk: Dawn Graham
Secretary to the Board of Review: Dawn Graham
Chairman Planning Board: Ted Mirczak
Chairman Zoning Board: Dave Davidson
Fair Housing Officer: Kenneth J. Metzler
P/T Court Clerk: Gary Wheeler
NIMS Representative: National Incident Management
Bookkeeper: John Gaetani
Historian: Dave Davidson

Pay Rates: General Fund Employees

Registrar: 855.78per year
Deputy Registrar: \$ - 0 - per hour
Board of Assessment Review Clerk: \$13.88 per hour
Planning and Zoning Clerk: \$13.88 per hour
Assessor: \$25,890.66 per year
Code Enforcement Officer: \$37,990.92 per year
Town Attorney: \$21,000.00 per year
Bookkeeper: \$10,200.00 per year (John Gaetani)

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Litigation Attorney: \$100.00 per hour
Historian \$1,302.54 per year
Budget Officer: \$4,335.00 per year
Town Justices: \$14,212.00 per year
(Holding court first three Wednesdays of month)
Dog Control Officer: \$4,541.00 per year
Deputy Town Clerk / Tax Collector: \$13.88 per hour
Deputy Supervisor: \$25.00 per meeting
Board of Review Members: \$11.55 per hour
P/T Cleaning Person: \$14.28 per hour
P/T Zoning Enforcement Officer: \$ - 0 - per hour
P/T Court Clerk: \$15.00 per hour

Town Employees: Highway & Refuse/Recycling

Highway Laborers: \$ 15.61 per hour
Machinery Equipment Operators: \$21.37 per hour (base pay)
Deputy Superintendent of Highways: \$22.58 per hour
Part-time Refuse / Recycling Laborer: \$13.46/\$14.61 per hour
Part-time MEO Sanitation: \$19.83 per hour
Temporary Laborer Highway: \$13.73 per hour (wingman)
MEO - Light: \$19.57 per hour (base pay)
MEO/Mechanic: \$21.00 per hour (base pay)
Part-time Maintenance Person Buildings: \$13.00 per hour

Paid By Voucher:

Planning Board & Zoning Board Chairman: \$40.00 per meeting
Planning Board & Zoning Board Members: \$30.00 per meeting
Youth Commission: \$4,800.00 per year
Town of Corinth EMS: \$50,000.00 per year
Luzerne-Hadley Fire District: \$35,000.00 per year
Edinburg Fire District: \$23,868.00 per year

Motion made by April Schmick, seconded by Judy Traeger, **to approve above appointments** and salaries for 2017.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by Judy Traeger, seconded by April Schmick, **to approve the following:**

Dates for the **monthly Town Board Meetings** will be the second Monday of every month, 6:45 PM for audit of bills, 7:00 PM meeting time, Day Town Hall. Meeting dates falling on legal holidays will be held on the first Thursday following the holiday.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Treager.

Carried 3-0

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Motion made by April Schmick, seconded by Judy Traeger, **authorizing the Supervisor to pay advance** of Town Board audit, public utility services, solid waste disposal, postage, salaries, bid contract vouchers when presented, bonds, interest and insurance premiums due.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by April Schmick, seconded by Judy Traeger, **to set per diem allowance** not to exceed \$100.00 per day for meal expenses for attendees at training classes and meetings related to the Town. All expenses are to be paid out of pocket by attendee and will be reimbursed after submission of a voucher and receipts itemizing expenses. No alcohol expenditures, tips, gratuities, or sales tax are allowed for reimbursement. Reasonable lodging accommodations may be made in advance and purchased on the Town credit card with permission of the Supervisor. The Town credit card may not accompany anyone except the Supervisor off Town premises.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by Judy Traeger, seconded by April Schmick, **authorizing Superintendent of Highways to rent highway equipment to or from 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: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by April Schmick, seconded by Judy Traeger, **authorizing the Supervisor to sign** annual renewal permits, and annual contracts entered into by the Town, after review and approval by the Town Attorney.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by Judy Traeger, seconded by April Schmick, that the following officials be paid as follows:

Bi-Weekly – Dog Control Officer, Code Enforcement Officer, Supervisor, Budget Officer, Town Clerk, Highway Superintendent, Attorney, Highway and Sanitation, Maintenance/Laborer, Clerk of Planning and Zoning, Court Clerk, Cleaner, Accounting clerk, Councilmen, Justice, Tax Collector, Assessor, Historian and Registrar

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

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Motion made by April Schmick, seconded by Judy Traeger, to **approve** the following committee members:

Committees: Buildings - Curt Schreiner (Roof, doors & NYSERDA review)

Cemeteries -Sally Allen, Chair, Chester Johnson & Gary Newton

Highways - Jeff Gray - Equipment Review

Personnel - All Board Members

Senior Van - Ken Metzler

Public Safety –Judy Traeger - Emergency Services

Community Awareness – April Schmick - website

Review of Playground - Town Board

Review of Private Contractor doing Recycling and

Refuse - Town Board

Review and Update of Personnel Manual and Policies and Procedures – Town Board

The Supervisor sits as a member of all committees.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by April Schmick, seconded by Judy Traeger, 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 Day Town Board.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Treager.

Carried 3-0

Motion, made by Judy Traeger, seconded by April Schmick, to pay Town officials 53.5 per mile when **using their own vehicles for Town business.**

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried

Motion made by Judy Traeger, seconded by April Schmick, 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 or there is a stipulation that it can't be an interest bearing account.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Resolution 2017 - 01 To cast vote at Assoc. of Towns meeting, made by April Schmick, seconded by Judy Traeger.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

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Resolution #2017 – 02 To designate Preston Allen **to attend the Annual Business Session of the Association of Towns** of the State of New York, to be held on February 17, 2016, and to cast the vote of the aforesaid Town made by Judy Traeger, seconded by April Schmick.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Motion made by April Schmick, seconded by Judy Traeger **to adjourn** the 2017 Organizational Meeting was made at 11:03am.

Ayes: Supervisor Preston Allen, Councilwoman April Schmick and Councilwoman Judy Traeger.

Carried 3-0

Carol Vaillancourt
Town Clerk