

MEREDITH TOWN BOARD
January 6, 2009
Organizational Meeting 2009

A special meeting of the Meredith Town Board was held on January 6, 2009 at the town hall. The following were in attendance:

Supervisor: Keitha Capouya
Council Members: Ronald Bailey
Daniel Birnbaum
Roger Hamilton
Paul Menke
Clerk: Betsy K. Clark
Townsppeople: 3

Before the meeting started Justice William Field swore in Lori Swift, Town Tax Collector.

The Supervisor called the meeting to order at 7:21 p.m.

RESOLUTION # 1 – 2009. Regular Meeting

BE IT RESOLVED that the Meredith Town Board shall meet on the second Tuesday of each month, except in November in which such meeting shall be held on or before the Thursday immediately following Election Day. Unless otherwise notified, the regular meeting will be held at the town hall at 7:00 p.m.

Dan Birnbaum motioned to adopt resolution 1 – 2009. The motion was seconded by Roger Hamilton and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 2 – 2009. Official Newspaper

BE IT RESOLVED that the Delaware County Times and The Daily Star be named the official newspapers for the Town of Meredith for 2009.

Roger Hamilton motioned to adopt resolution 2 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 3 – 2009. Bonded Officials

BE IT RESOLVED that the following officials be bonded in sufficient amount to safeguard against any loss from unauthorized use, deposition, or lack of faithful performance of duties: town supervisor, town clerk, tax collector and town justices. This bonding may be obtained through a blanket bonding.

Ron Bailey motioned to adopt resolution 3 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 4 – 2009. Investment Policy

BE IT RESOLVED that the Town of Meredith will conform to all federal, state, and all other legal requirements concerning town funds to adequately safeguard principal, to provide sufficient liquidity and to obtain a reasonable rate of return for all town funds.

BE IT RESOLVED that Keitha Capouya, supervisor, be designated to make investments on behalf of the town, maintain a satisfactory level of accountability based on records incorporating description and amounts of investments and all other relevant information.

BE IT RESOLVED that the deputy supervisor be authorized to make deposits and disburse funds in the absence of the supervisor.

BE IT RESOLVED that all moneys collected by any town official be transferred to the town supervisor in a timely fashion.

BE IT RESOLVED that the Town of Meredith authorizes the supervisor to invest moneys not required for immediate expenditure in special time deposit accounts, certificates of deposit, New York state counties, or obligations of the United States of America.

BE IT RESOLVED that the following bank is authorized for deposit of town funds:

Wilber National Bank

BE IT FURTHER RESOLVED that all funds in excess of the amount insured by the Federal Deposit Insurance Corp. (F.D.I.C.) be secured by a pledge of securities or letters of credit equal to those amounts. These funds are to be held by a third party bank as agreed to in a security agreement between the town and the custodial bank. The agreement or contract shall conform to requirements as set forth by the Comptroller of the State of New York.

Dan Birnbaum motioned to adopt resolution 4 – 2009. The motion was seconded by Roger Hamilton and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 5 – 2009. Annual Report

WHEREAS it is required that the supervisor submit to the town clerk, within sixty days after the close of the fiscal year, a copy of the report sent to the state comptroller, and the town clerk shall duly advertise the filing of such report in the town clerk's office, to be published in a form approved by the state comptroller, in the town's official newspapers within 10 days after receipt thereof,

BE IT RESOLVED that the Annual Financial Report for 2008 shall be the official report of the year and a copy shall be available in the town clerk's office for public review.

Roger Hamilton motioned to adopt resolution 5 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

Town Clerk Betsy Clark read the public notice about the Organizational Meeting.

RESOLUTION # 6 – 2009. Mileage Rate

BE IT RESOLVED that \$.50 (fifty cents) per mile be paid, after audit of properly submitted claims to town officials.

BE IT FURTHER RESOLVED that town officials will not be paid mileage for travel to and from meetings of the town board, planning board, or committees thereof, nor to and from the town hall.

Roger Hamilton motioned to adopt resolution 6 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 7 – 2009. Attorney for the Town

BE IT RESOLVED that Leonard Sienko Jr. shall be retained as Attorney for the Town of Meredith for all legal advice or action during 2009.

AND BE IT FURTHER RESOLVED that payment for such counsel shall be on the basis of a fee determined by the amount of legal work performed at the rate of \$150.00 per hour.

Roger Hamilton motioned to adopt resolution 7 – 2009. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 8 – 2009. Chair of the Planning Board

BE IT RESOLVED that Krystine Hilton-Hadley be appointed as chair of the planning board for 2009. The term appointment begins January 1, 2009 and expires December 31, 2009.

Dan Birnbaum motioned to adopt resolution 8 – 2009. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 9 – 2009. Budget Officer

BE IT RESOLVED that Keitha Capouya is appointed budget officer for the Town of Meredith for 2009.

Roger Hamilton motioned to adopt resolution 9 – 2009. The motion was seconded by Dan Birnbaum and passed by the following vote:

K. Capouya – abstain
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 10 – 2009. Code Enforcement Officer & Code Enforcement Officer of Local Law # 1 of 1995.

BE IT RESOLVED that Diane Lutz is hereby appointed as code enforcement officer and code enforcement officer of Local Law #1 of 1995 for the Town of Meredith for 2009. The term appointment begins January 1, 2009 and expires December 31, 2009.

Paul Menke motioned to adopt resolution 10 – 2009. The motion was seconded by Roger Hamilton and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 11 – 2009. Registrar of Vital Statistics

BE IT RESOLVED that Betsy K. Clark is hereby appointed as registrar of vital statistics for the Town of Meredith, term to coincide with that of the town clerk.

Roger Hamilton motioned to adopt resolution 11 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 12 – 2009. Historian

BE IT RESOLVED that Bernice Telian is hereby appointed as historian for the Town of Meredith, and shall serve at the pleasure of the town board for one year beginning January 1, 2009 and ending December 31, 2009.

Roger Hamilton motioned to adopt resolution 12 – 2009. The motion was seconded by Paul Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 13 – 2009. Dog Control Officer

BE IT RESOLVED that Donald Buel is hereby appointed as dog control officer for the Town of Meredith for 2009.

Roger Hamilton motioned to adopt resolution 13 – 2009. The motion was seconded by Dan Birnbaum and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 14 – 2009. Salaries

BE IT RESOLVED that for 2009 the salaries for the town officials and schedule of payment of such salaries shall be as follows:

Supervisor	\$6,400.00	Paid Quarterly
Budget Officer	\$640.00	Paid Quarterly
Town Clerk	\$13,000.00	Paid Bi-Weekly
Highway Superintendent	\$40,000.00	Paid Bi-Weekly
Town Justice (2)	\$2,900.00 each	Paid Quarterly
Council Members (4)	\$1,650.00 each	Paid Quarterly
Tax Collector	\$2,900.00	Paid Bi-Annually
Sole Appointed Assessor	\$18,100.00	Paid Bi-Weekly
Health Officer	\$40.00/visit	Paid Quarterly

Historian	\$600.00	Paid Quarterly
Dog Control Officer	\$1,600.00	Paid Quarterly
Election Inspectors	Per County rate	Paid Annually
Election Custodians	Per County rate	Paid Annually
Assessment Review Board (3)	\$30/session each	Paid Annually
Deputy Town Clerk	\$10/hour	Paid Quarterly
Custodian – Town Hall	\$10/hour	Paid Monthly
Code Enforcement Officer	\$30/inspection	Paid Quarterly
Code Enforce. Officer – Local Law 1/1995	\$30/visit	Paid Quarterly
Planning Board Secretary	\$10/hour	Paid Quarterly
Assessment Data Gathering	\$10/hour	Paid Quarterly

Roger Hamilton motioned to adopt the above salaries, resolution 14 – 2009. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 15 – 2009. Bookkeeper

The following appointment is made by the Supervisor:

Bookkeeper to Supervisor – Sandra Whittaker

BE IT RESOLVED that for 2009 the fee for the bookkeeper’s services shall be not over \$5,040.00 annually, to be paid monthly.

Dan Birnbaum motioned to adopt resolution 15 – 2009. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

The following appointments are made by the supervisor:

Deputy Supervisor – Daniel Birnbaum
Highway Committee – Roger Hamilton and Paul Menke
Planning Committee – Roger Hamilton and Ron Bailey
Insurance Committee – Roger Hamilton and Daniel Birnbaum

Building & Grounds Committee – Paul Menke and Roger Hamilton
Records Management Adviser Councilman – Daniel Birnbaum
Personnel Negotiating Committee – Roger Hamilton and Daniel Birnbaum
Communication Committee – Ron Bailey and Daniel Birnbaum

No appointment was made for Deputy Town Clerk.

No appointment was made for Deputy Registrar of Vital Statistics

RESOLUTION # 16 – 2009. Duties of Deputy Highway Superintendent

The following appointment is made by the highway superintendent:

Deputy Highway Superintendent – Darrell Gesell

BE IT RESOLVED that the duties of the deputy highway superintendent are assigned by the town board to include:

Assume the duties of the highway superintendent in the absence of the highway superintendent. The stipend for the deputy highway superintendent shall be per the union agreement. The term of this appointment shall coincide with the highway superintendent's term and may be reaffirmed annually.

Roger Hamilton motioned to adopt resolution 16 – 2009. The motion was seconded by Dan Birnbaum and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 17 – 2009. Highway Superintendent Health Insurance

William Jester and his wife are covered by a health insurance policy from another source. Therefore, because William Jester declines the health insurance normally provided to the town highway superintendent, which includes eyeglass and dental coverage,

BE IT RESOLVED that Highway Superintendent William Jester and his wife shall be reimbursed for eyeglass and dental expenses, which reimbursement shall not exceed a combined maximum amount of \$3,000 per year.

Dan Birnbaum motioned to adopt resolution 17 – 2009. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 18 – 2009

A resolution by motion was made by Paul Menke for the supervisor to oversee litigation and direct the Attorney for the Town. The motion was seconded by Dan Birnbaum and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

Other minutes:

A motion to appoint Sandy Schmidt as Town Clerk was made by Roger Hamilton and seconded by Paul Menke. The motion did not pass by the following vote:

K. Capouya – nay
R. Bailey – nay
D. Birnbaum – nay
R. Hamilton – aye
P. Menke – aye

RESOLUTION # 19 – 2009

A resolution by motion was made by Ron Bailey and seconded by Dan Birnbaum to advertise the Town Clerk vacancy by posting legal notices in the Delaware County Times on January 9, 2009 and The Daily Star on January 9, 2009 and January 10, 2009, and to interview candidates for the Town Clerk position at the next Town Board meeting, January 13, 2009. The motion passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
R. Hamilton – aye
P. Menke – aye

A motion to adjourn the organizational meeting was made by Dan Birnbaum at 9:03 p.m. The motion was seconded by Paul Menke and was approved unanimously.

Respectfully submitted,

Betsy Clark
Meredith Town Clerk