

MEREDITH TOWN BOARD
January 5, 2010
Organizational Meeting 2010

The 2010 Organizational Meeting of the Meredith Town Board was held on January 5, 2010 at the Town Hall. The following were in attendance:

Supervisor: Keitha Capouya

Council Members: Ronald Bailey
Daniel Birnbaum
John Janiszewski
Paul Menke

Clerk: Penelope R. King

Townsppeople: 4

Town Justice William Field administered the Oath of Office to all newly-elected and reelected Town officials before the start of the meeting.

The Supervisor called the meeting to order at 7:14 p.m.

Town Clerk Penelope R. King read the Public Notice announcing the Organizational meeting.

RESOLUTION # 1 – 2010. Regular Meeting

BE IT RESOLVED that the Meredith Town Board shall meet on the second Tuesday of each month, except in November, when the 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.

D. Birnbaum moved to adopt Resolution 1 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski – aye
P. Menke – aye

RESOLUTION # 2 – 2010. 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 2010.

P. Menke made a motion to adopt Resolution 2 – 2010. The motion was seconded by Ron Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey –aye
D. Birnbaum – aye
J. Janiszewski –aye
P. Menke – aye

RESOLUTION # 3 – 2010. 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.

D. Birnbaum made a motion to adopt Resolution 3 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski --aye
P. Menke – aye

RESOLUTION # 4 – 2010. 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 the 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.

R. Bailey moved to adopt Resolution 4 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum –aye
J. Janiszewski --aye
P. Menke – aye

RESOLUTION # 5 – 2010. Annual Report

WHEREAS it is required that the Supervisor deliver 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 2009 shall be the official report of the year and a copy shall be available in the Town Clerk's office for public review.

D. Birnbaum made a motion to adopt Resolution 5 – 2010. The motion was seconded by J. Janiszewski and passed by the following vote:

K. Capouya –aye
R. Bailey –aye
D. Birnbaum – aye
J. Janiszewski –aye
P. Menke –aye

RESOLUTION # 6 – 2010. 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.

R. Bailey made a motion to adopt Resolution 6 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski – aye
P. Menke – aye

RESOLUTION # 7 – 2010. Attorney for the Town

BE IT RESOLVED that Leonard E. Sienko, Jr., shall be retained as Attorney for the Town of Meredith for all legal advice or action during 2010.

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.

D. Birnbaum made a motion to adopt Resolution 7 – 2010. The motion was seconded by R. Bailey and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski – aye
P. Menke – aye

RESOLUTION # 8 – 2010. Chair of the Planning Board

BE IT RESOLVED that Will Outsen be appointed Chair of the Planning Board for 2010. The term appointment begins January 1, 2010, and expires December 31, 2010.

P. Menke made a motion to adopt Resolution 8 – 2010. The motion was seconded by D. Birnbaum and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski – aye
P. Menke – aye

RESOLUTION # 9 – 2010. Code Enforcement Officer & Code Enforcement Officer of Local Law # 1 of 1995.

BE IT RESOLVED that Diane Lutz is hereby appointed Code Enforcement officer and Code Enforcement officer of Local Law #1 of 1995 for the Town of Meredith for 2010. The term appointment begins January 1, 2010 and expires December 31, 2010.

R. Bailey made a motion to adopt Resolution 9 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya –aye
R. Bailey –aye
D. Birnbaum – aye
J. Janiszewski –aye
P. Menke –aye

RESOLUTION # 10 – 2010. Registrar of Vital Statistics

BE IT RESOLVED that Penelope R. King is hereby appointed Registrar of Vital Statistics for the Town of Meredith, term to coincide with that of the Town Clerk.

P. Menke made a motion to adopt Resolution 10 – 2010. The motion was seconded by J. Janiszewski and passed by the following vote:

K. Capouya –aye
R. Bailey – aye
D. Birnbaum –aye
J. Janiszewski –aye
P. Menke –aye

RESOLUTION # 11 – 2010. Historian

BE IT RESOLVED that Bernice Telian is hereby appointed Historian for the Town of Meredith, and shall serve at the pleasure of the Town Board for one year beginning January 1, 2010 and ending December 31, 2010.

D. Birnbaum moved to adopt Resolution 11 – 2010. The motion was seconded by J. Janiszewski and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum –aye
J. Janiszewski –aye
P. Menke – aye

RESOLUTION # 12 – 2010. Dog Control Officer

BE IT RESOLVED that Donald Buel is hereby appointed Dog Control Officer for the Town of Meredith for 2010.

R. Bailey made a motion to adopt Resolution 12 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey –aye
D. Birnbaum – aye
J. Janiszewski –aye
P. Menke – aye

RESOLUTION # 13 – 2010. Salaries

BE IT RESOLVED that for 2010 the salaries for 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)	\$3,000.00 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	\$35/inspection	Paid Quarterly
Code Enforce. Officer – Local Law 1/1995	\$35/visit	Paid Quarterly
Planning Board Secretary	\$10/hour	Paid Quarterly
Assessment Data Gathering	\$10/hour	Paid Quarterly

D. Birnbaum made a motion to adopt the above salaries, Resolution 13 – 2010. The motion was seconded by P. Menke and passed by the following vote:

K. Capouya – aye
R. Bailey –aye
D. Birnbaum –aye
J. Janiszewski – aye
P. Menke – aye

RESOLUTION # 14 – 2010. Bookkeeper

The following appointment is made by the Supervisor:

Bookkeeper to Supervisor – Sandra Whittaker

BE IT RESOLVED that for 2010 the fee for the bookkeeper's services shall be not over \$5,040.00 annually, to be paid monthly.

R. Bailey made a motion to adopt Resolution 14 – 2010. The motion was seconded by J. Janiszewski and passed by the following vote:

K. Capouya – aye
R. Bailey –aye
D. Birnbaum –aye
J. Janiszewski – aye
P. Menke –aye

The following appointments are made by the Supervisor:

Deputy Supervisor – Daniel Birnbaum
Highway Committee – John Janiszewski and Paul Menke
Planning Committee – Paul Menke and Ron Bailey
Insurance Committee – John Janiszewski and Daniel Birnbaum
Building & Grounds Committee – Paul Menke and John Janiszewski
Records Management Adviser Councilman – Daniel Birnbaum
Personnel Negotiating Committee – Paul Menke and Daniel Birnbaum
Communications Committee – Ron Bailey and Daniel Birnbaum

In her capacities as Town Clerk and Registrar of Vital Statistics, Penelope R. King appointed Michelle LeChanteur Deputy Town Clerk and Deputy Registrar of Vital Statistics.

RESOLUTION # 15 – 2010. 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:

The assumption of 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.

P. Menke made a motion to adopt Resolution 15 – 2010. The motion was seconded by D. Birnbaum and passed by the following vote:

K. Capouya –aye
R. Bailey –aye

D. Birnbaum –aye
J. Janiszewski –aye
P. Menke – aye

RESOLUTION # 16 – 2010. Highway Superintendent’s Health Insurance

BE IT RESOLVED that Highway Superintendent William Jester be paid \$5,000 per year in lieu of the health insurance that is normally provided to the Town Highway Superintendent.

D. Birnbaum made a motion to adopt Resolution 16 – 2010. The motion was seconded by J. Janiszewski and passed by the following vote:

K. Capouya – aye
R. Bailey – aye
D. Birnbaum – aye
J. Janiszewski – aye
P. Menke –aye

RESOLUTION # 17 – 2010

BE IT RESOLVED THAT Town Supervisor Keitha Capouya be authorized to oversee litigation and to direct the Attorney for the Town.

P. Menke moved to adopt Resolution 17 – 2010. The motion was seconded by R. Bailey and passed by the following vote:

K. Capouya –aye
R. Bailey –aye
D. Birnbaum –aye
J. Janiszewski –aye
P. Menke –aye

A motion to adjourn the Organizational Meeting was made by J. Janiszewski at 7:39 p.m. The motion was seconded by D. Birnbaum and was approved unanimously.

Respectfully submitted,

Penelope R. King
Meredith Town Clerk