

**TOWN OF SCHUYLER FALLS  
TOWN BOARD  
ORGANIZATIONAL MEETING JANUARY 3, 2011**

Supervisor Ormsby called the Organizational Meeting to order at 4:30 p.m.

	<b>PRESENT</b>	<b><u>ABSENT</u></b>
<b>MEMBERS:</b> Michael Reil	X	
Todd Rabideau	X	
George Seymour	X	
Leonard Rock	X	
Harold Ormsby	X	
 Donna Hamel		X
John Rock	X	

**Public Recognition: Mary Sorrell**

**RESOLUTION #11-1**

**MOTION BY: Mr. Reil**

**RESOLVED, that the Town Board approves the following appointments for the year 2011**

<b>SENIOR CITIZEN LAISON</b>	<b>DONNA CARTER</b>
<b>WATER SUPERINTENDENT</b>	<b>WILLARD TODD</b>
<b>WATER MAINT. MECHANIC</b>	<b>DONALD RABIDEAU</b>
<b>SEC. TO WATER MECHANIC</b>	<b>DONNA HAMEL</b>
<b>SEC. TO PLANNING BOARD</b>	<b>SANDY REIL</b>
<b>SEC. TO ZONING BOARD</b>	<b>RICHARD POTIKER</b>
<b>ATTORNEY FOR THE TOWN</b>	<b>THOMAS PLIMPTON (HARRIS BEACH)</b>
<b>CHAIRMAN BOARD OF APPEALS</b>	<b>FRANK SKLENARIK</b>
<b>APPEALS ATTORNEY</b>	<b>THOMAS MURNANE</b>
<b>PLANNING BOARD ATTORNEY</b>	<b>BRIAN SNELL</b>
<b>YOUTH DIRECTOR</b>	<b>JAMES (Sam) CAMPBELL</b>
<b>DOG CONROL OFFICER</b>	<b>CLIFTON CHRISTON</b>
<b>HISTORIAN</b>	<b>BARB BENKWITT</b>
<b>ASSISTANT HISTORIAN</b>	<b>MARGE WOOD</b>
<b>OFFICIAL NEWSPAPER</b>	<b>PRESS REPUBLICAN</b>
<b>OFFICIAL BANKS</b>	<b>TD BANK NORTH</b>
<b>OFFICIAL DOG SHELTER</b>	<b>ELMORES SPCA</b>

**TOWN BOARD MEETINGS ARE HELD ON THE 4<sup>TH</sup> MONDAY OF EACH MONTH 6:00 P.M. UNLESS NOTED ON ATTACHED CALENDER. IF THE 4<sup>TH</sup> MONDAY FALLS ON A HOLIDAY, THE MEETING WILL BE HELD ON THE TUESDAY AT 6:00 P.M.**

**TOWN BOARD WORK SESSIONS 1<sup>ST</sup> AND THIRD MONDAY AS NEEDED /5:00 P.M.**

**SECONDED BY: Mr. Seymour**

**AYES: Mr. Reil, Mr. Rabideau, Mr. Seymour, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-2**

**MOTION BY: Mr. Rock**

**RESOLVED, that the Town Board approves the following committees:**

<b>HIGHWAY</b>	<b>MICHAEL REIL/GEORGESEYMOUR</b>
<b>YOUTH</b>	<b>TODD RABIDEAU /MICHAEL REIL</b>
<b>SENIOR CITIZENS</b>	<b>GEORGE SEYMOUR /HAROLD ORMSBY</b>
<b>LANDFILL</b>	<b>TODD RABIDEAU/LEONARD ROCK</b>
<b>WATER DISTRICTS</b>	<b>GEORGE SEYMOUR/TODD RABAIDEAU</b>
<b>BUDGET/AUDIT &amp; FINANCE</b>	<b>HAROLD ORMSBY/FULL BOARD</b>
<b>PLANNING &amp; APPEALS BOARD</b>	<b>GEORGE SEYMOUR/LEONARD ROCK</b>
<b>LEGISLATURE</b>	<b>HAROLD ORMSBY/FULL BOARD</b>
<b>ASSESSMENT</b>	<b>LEONARD ROCK/MICHAEL REIL</b>
<b>FIRE &amp; AMBULANCE</b>	<b>LEONARD ROCK/FULL BOARD</b>
<b>DOG CONTROL</b>	<b>MICAH EL REIL/TODD RABIDEAU</b>
<b>SAFETY &amp; CODES</b>	<b>LEONARD ROCK/GEORGE SEYMOUR</b>
<b>BUILDING &amp; GROUNDS</b>	<b>MICHAEL REIL/FULL BOARD</b>
<b>PERSONNEL</b>	<b>HAROLD ORMSBY/GEORGE SEYMOUR</b>

**SECONDED BY: Mr. Seymour**

**AYES: Mr. Reil, Mr. Rabideau, Mr. Seymour, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-03**

**MOTION BY: Mr. Rabideau**

WHEREAS, there are times in which the Supervisor must make certain decisions concerning certain contracts other than major contracts in the day to day operations of the Town, and WHEREAS, often, these decisions have to be made before the Town Board meets to approve the signing of these documents, it is hereby

RESOLVED, that the Town Board authorizes and directs that the Supervisor may sign certain contracts, other than major contracts, on behalf of the Town Board without prior resolution.

**SECONDED BY: Mr. Reil**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Reil, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-04**

**MOTION BY: Mr. Seymour**

WHEREAS, Audit and Control has recommended that the Town Board adopt a resolution annually to pay certain bills without benefit of audit before payment, it is hereby

RESOLVED, that the Town Board authorizes payment of utilities, postage, freight, and express charges prior to Board audit, as needed.

**SECONDED BY: Mr. Rabideau**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Reil, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-05**

**MOTION BY: Mr. Rock**

WHEREAS, the Town Board has provided in the past for reimbursement to Town employees and officials for use of personally owned vehicles for Town business,

RESOLVED, that the Town Board hereby provides for reimbursement to Town employees and officers for official and approved use of personally owned vehicles at the rate of fifty cents per mile, excluding travel to and from regular workplace/office/courtroom, and be it further,

RESOLVED, that mileage is documented by individual trip to include dates, destination and miles computed, and that such request for reimbursement is made by submission of an authorized voucher submitted to the Town Board monthly.

**SECONDED BY: Mr. Reil**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Reil, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-06**

**MOTION BY: Mr. Rock**

WHEREAS, a Board of Ethics was created and three members are to be appointed, be it hereby

RESOLVED, that the Town Board appoints, Barry White, William Conway, and Anise LaMora the Board of Ethics, his/her term of office being effective immediately and expiring December 31, 2011.

**SECONDED BY: Mr. Rabideau**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Rock, Mr. Reil, Mr. Ormsby**

**RESOLUTION #11-07**

**MOTION BY: Mr. Reil**

RESOLVED, that the Town of Schuyler Falls procedures for the purchase of commodities, equipment or goods for public works projects/contracts, for professional services and consultants, for purchase order policy will be as outlined in the Procurement policy as outlined in attached and shall become the policy and procedures to be followed by Town of Schuyler Falls personnel for the year 2011.

**SECONDED BY: Mr. Seymour**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Reil, Mr. Rock, Mr. Ormsby**

**RESOLUTION #11-08**

**MOTION BY: Mr. Rock**

WHEREAS, ACCORDING TO SECTION 29(10) OF Town Law, the Supervisor must prepare and file with the Town Clerk within 30 days after the expiration of each fiscal year, and annual financial report accounting for all monies received and disbursed by him, together with the certification of the banks or trust companies where Town monies are deposited, showing the amount of monies on deposit, and

WHEREAS, in lieu of the present financial report of the Supervisor required by section 29(10) of the Town Law, the Town Board may determine by resolution that the Supervisor shall submit to the Town Clerk, within 60 days after the close of the fiscal year, a copy of his report to the State Comptroller, it is hereby

RESOLVED, that the Supervisor may submit to the Town Clerk a copy of the report to the State Comptroller in lieu of the Financial Report of the Supervisor.

**SECONDED BY: Mr. Seymour**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Rock, Mr. Christon, Mr. Ormsby**

**RESOLUTION #11-09**

**MOTION BY: Mr. Rabideau**

RESOLVED, that the Town Board has determined, after being audited by New York State Department of Audit and Control, that each department head will conduct an inventory of all equipment over \$500.00 in value and submit the completed inventory to the Town Board by March 1<sup>st</sup> of each year.

**SECONDED BY: Mr. Reil**

**RESOLUTION #11-10****MOTION BY: Mr. Reil**

**RESOLVED**, that the Town of Schuyler Falls 2011 Investment Policy be and the same as the one filed in the Town Clerk's office and hereby is approved effective this date and the Supervisor be and he Hereby is authorized and directed to implement same for the Town.

**SECONDED BY: Mr. Rabideau****AYES: Mr. Reil, Mr. Seymour, Mr. Rabideau, Mr. Rock, Mr. Ormsby****RESOLUTION #11-11****Motion By: Mr. Rock****SECONDED BY: Mr. Rabideau****AYES: Mr. Reil, Mr. Seymour, Mr. Rabideau, Mr. Rock, Mr. Ormsby****2011 Salary Schedule/Elected Officials/Appointees/Employees**

<b>Name/Title</b>	<b>Salary Hourly/Annual</b>
Harold Ormsby Town Supervisor	\$ 15,095
Michael Reil Town Councilman	\$ 5,508
Todd Rabideau Town Councilman	\$ 5,508
George Seymour Town Councilman	\$ 5,508
Leonard Rock Town Councilman	\$ 5,508
Richard Reome Justice	\$ 10,753
Philip Van Nortwick Justice	\$ 10,753
Donna Hamel Town Clerk/Tax Collector	\$ 23,530
John Rock Highway Superintendent	\$ 56,753
Jason Rock/MEO	\$ 16.58 hourly
James Staley/MEO Mechanic	\$16.22 hourly
Michael Snider MEO	\$ 16.89 hourly
Jerry Daniels MEO	\$16.58 hourly
Gregory Keith MEO	\$15.04 hourly

Please note: Annual Salary rates for the highway crew does not include overtime pay, which averages between one and two thousand dollars per year, per employee.

**APPOINTED OFFICIALS**

Mary Sorrell Town Secretary	\$ 26,991
William LaCount CEO	\$26,120
Mary Sorrell Budget Officer	\$1,140
Gary Drollette Assessor	\$ 25,375
Court Clerk (I)	\$ 11.67 hourly
Donna Hamel Court Clerk (II)	\$ 13.85 hourly
Water Dept Clerk	\$ 6,537
Town Attorney	\$100.00 hr.
Water Superintendent	\$600.00
Water Maintenance/Mechanic	\$ 13,675
David Rabideau/Laborer	\$ 11.07 hourly
Clifton Christon Dog Control Officer	\$ 8,670
J. Sam Campbell Youth Program Director	\$7,988
Zoning Clerk	\$103.00 per meeting
Planning Clerk	\$ 103.00 per meeting

Receptionist	\$12,020
Custodian	\$10.30 Hourly
Historian	\$2,500
Assistant Historian	\$600.00

**REOLUTION #11-12**

**MOTION BY: Mr. Seymour**

**RESOLVED**, that the records of the following Town officials who receive or disburse any money of the Town be accepted and approved as presented:

Donna Hamel, Town Clerk/Tax Collector  
Richard Reome, Town Justice  
Philip VanNortwick Town Justice

**DISCUSSION: Audit of Supervisor in February**

**SECONDED BY: Mr. Rabideau**

**AYES: Mr. Seymour, Mr. Rabideau, Mr. Rock, Mr. Reil, Mr. Ormsby**

**Resolution # 11-13**

**MOTION BY: Mr. Seymour**

**Travel Reimbursement // January 1, 2011—December 31, 2011**

City/Town	County	Daily Rate
Albany	Albany	\$ 56.00
Bronx/Queens		\$ 71.00
Brooklyn		\$ 71.00
Buffalo	Erie	\$ 61.00
Glens Falls	Warren	\$ 56.00
Ithaca	Tompkins	\$ 51.00
Kingston	Ulster	\$ 56.00
Lake Placid	Essex	\$ 61.00
Manhattan		\$ 71.00
Great Neck	Nassau	\$ 71.00
Niagara Falls	Niagara	\$ 51.00
Nyack/Palisades	Rockland	\$ 56.00
Owego	Tioga	\$ 46.00
Poughkeepsie	Dutchess	\$ 61.00
Rochester	Monroe	\$ 51.00
Saratoga	Saratoga	\$ 51.00
Schenectady	Schenectady	\$ 51.00
Staten Island	Richmond	\$ 71.00
Suffolk County	Suffolk	\$ 71.00
Syracuse	Onondaga	\$ 56.00
Tarrytown	Westchester	\$ 66.00
Troy	Rensselaer	\$ 46.00
Waterloo/Romulus	Seneca	\$ 51.00
Watkins Glen	Schuyler	\$ 51.00
West Point	Orange	\$ 51.00
White Plains		\$ 66.00
All Others Not listed		\$ 46.00

**If not daily rate, individual meal receipts will be required for reimbursement**

**SECONDED BY: Mr. Reil**

**AYES: Mr. Reil, Mr. Rabideau, Mr. Seymour, Mr. Rock, Mr. Ormsby**

**Mr. Rabideau made a motion to adjourn, Seconded by Mr. Reil; UNANIMOUSLY APPROVED. Adjournment/4:42 p.m.**

**Donna Hamel Town Clerk**