

Organizational Meeting  
January 9, 2014

The Town Board of the Town of Stuyvesant held their yearly organizational meeting on Thursday, January 9, 2014 at 6:30pm at the Town Hall. In attendance were Supervisor Ron Knott, Councilman Brian Chittenden, Councilman Edward Scott, Councilwoman Kelley Williams, Attorney for the Town Tal Rappleyea, Town Clerk Melissa Naegeli and Highway Superintendent Kowalski. Councilman Tom Burrall was not in attendance.

Supervisor Knott called the meeting to order at 6:40pm and reviewed the proposed organizational chart:

<b>ORGANIZATIONAL MEETING – JANUARY 2013</b>	
<b>Official Depository:</b> National Union Bank of Kinderhook; First Niagara Bank	<b>Official Newspaper:</b> The Register Star
<b>Official Meeting Night:</b> 2 <sup>nd</sup> Thursday of each Month @ 7:00pm	<b>Official Working Night:</b> 1 <sup>st</sup> Thursday of each month
<b>Official Mileage:</b> \$.50 per mile	<b>Deputy Supervisor:</b> Councilman Edward Scott
<b>Attorney for the Town:</b> Tal Rappleyea, Esq.	<b>Building Inspector:</b> Gerald Ennis
<b>Zoning Enforcement Officer:</b> Gerald Ennis	<b>Town Engineer:</b> Morris Associates @ \$85.00/hour
<b>Budget Director:</b> Supervisor Ron Knott	<b>Deputy Highway Superintendent:</b> Charles Stiffler
<b>Deputy Town Clerk:</b>	<b>Registrar of Vital Statistics:</b> Melissa Naegeli, Town Clerk
<b>Deputy Registrar of Vital Statistics:</b> Catherine Knott	<b>Records Management Officer:</b> Melissa Naegeli, Town Clerk
<b>Town Historian:</b> Juanita Knott	<b>Sole Assessor:</b> Howard Gleason, Jr. <b>Assessor Clerk:</b> Catherine Knott
<b>Dog Control Officer:</b> Wes Powell	
<b>Columbia Co. Traffic Safety Board:</b>	<b>Columbia Co. Council of Aging Delegate:</b> Ida Leiser
<b>Assessment Board of Review:</b> Derrick LaTorre	<b>Chairman Planning Board:</b> Gale Bury
<b>Member – Planning Board:</b> Howard Gibbons	<b>Alternate Member Planning Board:</b> Charlene Leach
<b>Chairman – Zoning Board of Appeals:</b> Pat Casey	<b>Member of Zoning Board:</b> Steve Taylor
<b>Deputy Chairman-Zoning Board of appeals:</b> Margaret Pino	<b>Deputy Chairman Planning Board:</b> Harold Leiser
<b>Alternate Member of Zoning Board:</b>	<b>Secretary to Planning &amp; Zoning Boards:</b> Yvonne Main
<b>Custodian of Town Office:</b> Louise Sacco	<b>Emergency Coordinator:</b> Valarie Bertram
<b>Town Accountant and Bookkeeper:</b> Mark Fitzgerald	<b>Highway Superintendent:</b> Allowed to purchase tools and equipment under \$3000 without prior Town Board approval
<b>Highway Superintendent:</b> Allowed to purchase sand and gravel at prevailing rates	<b>Highway Superintendent:</b> Allowed to rent County equipment at prevailing rate
<b>Supervisor:</b> Ability to invest idle funds in CDs and Money Market Accounts	<b>Supervisor:</b> Upon recommendation of Town Accountant, transfer funds between General & Highway Funds
<b>Supervisor:</b> Able to pay utility and health insurance bills without prior approval of Town Board	<b>Official Polling Places:</b> Town Hall
<b>Salaries:</b> Elected & appointed officials to be paid as indicated in the Budget. 1) Sr. MEO: \$20.65/hour 2) MEO-1: \$19.25/hour 3) MEO-2: \$19.25/hour 4) Per Diem: \$14.28	<b>Gasoline, Fuel Oil &amp; Propane-</b> County Bids Planning and zoning board members salaries; Chairs-----\$50.00 per meeting Members-----\$30.00 per meeting BAR members----- \$11.00 per hour After 4hrs \$7.00 per hour

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<i>Rules of Procedure at Board Meetings:</i> Adopt 2013 procedures	<i>Compensatory Time for the Highway Department:</i> Not more than 120 hours can be accumulated per year
<i>Supervisor Appoint Town Board Committee Chairpersons:</i> <i>Recreation Committee:</i> Kelley Williams <i>Public Safety:</i> Brian Chittenden, Tim Trowbridge, Valerie Bertram <i>Town Hall Committee:</i> Edward Scott, Tom Burrall <i>Cemetery Committee:</i> Edward Scott <i>Railroad Restoration Committee:</i> Ronald Knott Co-chair- Marilyn Burch <i>Trails Committee:</i> Sean Cummings	<i>Policy Adoptions:</i> 1. Procurement Policy 2. Investment Policy 3. Standard Workday 4. Workplace Violence Policy 5. Sexual Harassment Policy 6. Type Reserve – Highway 7. Special Reserve – Buildings 8. Capital Reserve – Buildings

Councilman Edward Scott asked what the mileage covered. Supervisor Knott explained it was for people who delivered Meals on Wheels and when someone had to travel for training.

A motion to accept the Organizational Plan was made by Councilman Edward Scott and seconded by Councilman Brian Chittenden. The motion was passed by unanimous vote.

Lee Jamison asked why Kathy Schneider and the Environmental Management Council was not listed under the Committees. Supervisor Knott explained that the Council is a County Committee and her appointment is a County Appointment. The Town recommends her and it isn't a yearly appointment.

A motion to adjourn the Organizational Meeting was made by Councilman Brian Chittenden and seconded by Councilwoman Kelley Williams. The motion was passed by unanimous vote and the meeting adjourned at 6:50pm.

*Respectfully submitted*

Melissa A. Naegeli, RMC  
Town Clerk