

**Organizational Meeting
January 8, 2015**

The Town Board of the Town of Stuyvesant held their yearly organizational meeting on Thursday, January 8, 2015 at 6:30pm at the Town Hall. In attendance were Supervisor Ron Knott, Councilman Brian Chittenden, Councilman Edward Scott, Councilman Tom Burrall, Attorney for the Town Tal Rappleyea, Town Clerk Melissa Naegeli and Highway Superintendent Kowalski. Councilwoman Kelley Williams was not in attendance.

Supervisor Knott called the meeting to order at 6:30pm and asked the Town Clerk to read the public notice as published in the newspaper. He then reviewed the following proposed organizational chart:

ORGANIZATIONAL MEETING – JANUARY 2015	
Official Depository: National Union Bank of Kinderhook; First Niagara Bank	Official Newspaper: The Register Star
Official Meeting Night: 2 nd Thursday of each Month @ 7:00pm	Official Working Night: 1 st Thursday of each month
Official Mileage: \$.50 per mile	Deputy Supervisor: Councilman Edward Scott
Attorney for the Town: Tal Rappleyea, Esq.	Building Inspector: Gerald Ennis
Zoning Enforcement Officer: Gerald Ennis	Town Engineer: Morris Associates @ \$85.00/hour
Budget Director: Supervisor Ron Knott	Deputy Highway Superintendent: Charles Stiffler
Deputy Town Clerk:	Registrar of Vital Statistics: Melissa Naegeli, Town Clerk
Deputy Registrar of Vital Statistics: Catherine Knott	Records Management Officer: Melissa Naegeli, Town Clerk
Town Historian: Juanita Knott	Sole Assessor: Howard Gleason, Jr. Assessor Clerk: Catherine Knott
Dog Control Officer: Wes Powell	
Columbia Co. Traffic Safety Board:	Columbia Co. Council of Aging Delegate: Ida Leiser Richard Moran
Assessment Board of Review: Paul Chittenden (5 year)	Chairman Planning Board: Gale Bury
Member – Planning Board: Tom Shanahan (7 year)	Alternate Member Planning Board: Charlene Leach
Chairman – Zoning Board of Appeals: Pat Casey	Member of Zoning Board: Pat Casey (7 year)
Deputy Chairman-Zoning Board of appeals: Margaret Pino	Deputy Chairman Planning Board: Harold Leiser
Alternate Member of Zoning Board: Steve Montie	Secretary to Planning & Zoning Boards:
Custodian of Town Office: Margaret Pino	Emergency Coordinator: Edward Scott
Town Accountant and Bookkeeper: Mark Fitzgerald	Highway Superintendent: Allowed to purchase tools and equipment under \$3000 without prior Town Board approval
Highway Superintendent: Allowed to purchase sand and gravel at prevailing rates	Highway Superintendent: Allowed to rent County equipment at prevailing rate
Supervisor: Ability to invest idle funds in CDs and Money Market Accounts	Supervisor: Upon recommendation of Town Accountant, transfer funds between General & Highway Funds
Supervisor: Able to pay utility and health insurance bills without prior approval of Town Board	Official Polling Places: Town Hall
Salaries: Elected & appointed officials to be paid as indicated in the Budget. 1) Sr. MEO: \$21.05/hour 2) MEO-1: \$19.65/hour 3) MEO-2: \$19.65/hour 4) Per Diem: \$14.57/hour (driver) 5) Labor: \$12.50/hour	Gasoline, Fuel Oil & Propane- 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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<p>Rules of Procedure at Board Meetings: Adopt 2015 procedures</p>	<p>Compensatory Time for the Highway Department: Not more than 120 hours can be accumulated per year</p>
<p>Supervisor Appoint Town Board Committee Chairpersons: <i>Recreation Committee:</i> Kelley Williams <i>Public Safety:</i> Brian Chittenden, Tim Trowbridge <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></p>	<p>Policy Adoptions: 1. Procurement Policy 2. Investment Policy 3. Standard Workday 4. 5. 6. Type Reserve – Highway 7. Special Reserve – Buildings 8. Capital Reserve – Buildings</p>

A motion to adopt the proposed Organizational Chart as Town Resolution #2015-01 was made by Councilman Edward Scott. The motion was seconded by Councilman Brian Chittenden and was passed by unanimous vote.

A motion to adjourn the Organizational Meeting was made by Councilman Edward Scott, seconded by Councilman Brian Chittenden and was passed by unanimous vote.

Respectfully submitted

Melissa A. Naegeli, RMC
Town Clerk