

**TOWN OF KNOX
ORGANIZATIONAL MEETING
JANUARY 1, 2013**

PRESENT: Supervisor Hammond
Councilman Viscio
Councilwoman Pokorny
Councilman Barber

ABSENT: Councilman Decker

ALSO: Town Clerk Swain
Highway Superintendent Salisbury
Town Attorney Dorfman

The meeting was called to order at 9:03 a.m. with the Pledge of Allegiance to the Flag.

Councilwoman Pokorny took oath of office, officiated by Justice Jean Gagnon.

Supervisor Hammond presented the Town's financial books to the Board for their review, and noted that they are up to date, with the exception of December 2012 expenses, to be added.

**RESOLUTION #1 - ESTABLISH OFFICIAL NEWSPAPER AND BANK OF TOWN,
AUTHORIZE SUPERVISOR TO INVEST FUNDS IN INTEREST BEARING ACCOUNTS,
ESTABLISH SCHEDULE OF MONTHLY BOARD MEETINGS, AND ALLOW TOWN TO
RECEIVE ITS DISTRIBUTIVE SHARE OF SALES TAX PROCEEDS**

On motion of Councilman Barber, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Altamont Enterprise, being the newspaper of general circulation, in the Town of Knox, be and it hereby is designated the official newspaper of the Town and that notices by law to be published, be published therein; and be it further;

RESOLVED, that the Key Bank, the Bank of America, the Bank of New York, and First Niagara Bank be designated depository of all Town funds; and be it further;

RESOLVED, that the Town Supervisor be empowered to invest funds in designated depositories in the form of interest bearing accounts as authorized by General Municipal Law section 11 and Education Law section 1604 and 1723-A and reserve funds as authorized by General Municipal Law section 86-F, Local Finance Law section 165.00 and Education Law section 36.52; and be it further;

RESOLVED, that regular meetings of the Town Board be held the second Tuesday of each month at 7:30 p.m., except for the November meeting, which shall be held on the first Wednesday following Election Day, and that the meeting shall be held at the Knox Town Hall; and be it further;

RESOLVED, that the Supervisor, in accordance with Section 1262 of the Tax Law as amended from time to time, and such other requirements as may be imposed by the Albany County Legislature, be empowered to implement the resolution adopted on April 25, 1970, by the Town Board, in relation to

the Town's election to receive its distributive share of the proceeds of the additional sales tax during fiscal year 2013.

RESOLUTION #2 - AUTHORIZE SUPERINTENDENT OF HIGHWAYS TO PURCHASE EQUIPMENT, MATERIALS AND TOOLS FOR DEPARTMENT USE NOT TO EXCEED \$1,500.00 WITHOUT BOARD APPROVAL

On motion of Councilman Viscio, seconded by Councilman Barber, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Town Superintendent of Highways be and hereby is authorized to purchase equipment, materials and tools for Department use in an amount not to exceed \$1,500.00 for each such purchase, without prior Board approval.

RESOLUTION #3 - APPOINTMENT OF INDIVIDUALS TO TOWN POSITIONS AND COMPENSATION OF SAID POSITIONS

On motion of Councilman Barber, seconded by Councilman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED that the following individuals be appointed to Town positions:

- | | |
|-------------------|--|
| Mary Alice Geel | Deputy Town Clerk |
| Helen Quay | Registrar of Vital Statistics |
| Deborah Liddle | Deputy Registrar of Vital Statistics |
| Lee Martin | Deputy Tax Collector |
| Cheryl Frantzen | Town Historian |
| Dennis Decker | Emergency Preparedness Coordinator |
| Nicholas Viscio | Deputy Supervisor |
| Edward Nicholson | Data Collector |
| Robert Delaney | Building/Sanitary Inspector & Zoning Administrator |
| Daniel Sherman | Assistant Building Inspector |
| Louis Saddlemire | Dog Warden PT |
| Louis Saddlemire | Park Laborer |
| Dennis Barber | Ex-Officio to Youth Committee |
| Deborah Liddle | Court Clerk |
| John McGivern | Court Officer |
| Loren Shafer, Jr. | Deputy Highway Superintendent |
| Catherine Bates | Account Clerk I PT |
| David Quay | Landfill Attendant |
| Louis Tubbs | Landfill Attendant |
| Richard Dexter | Landfill Attendant |
| Carol Barber | Minutes Recorder for Zoning Board |
| Pamela Fenoff | Minutes Recorder for Planning Board |

and be it further,

RESOLVED, that the amount of salaries for the following Town offices and frequency of payment during fiscal year 2013 be established as follows:

Supervisor \$16,672.00 - Quarterly

Superintendent of Highways	53,745.00 - Bi-Weekly
Town Clerk	12,585.00 - Quarterly
Deputy Town Clerk	12.87- Hourly
Tax Collector	5,000.00 - Quarterly
Assessor	12,608.00 - Quarterly
Data Collector	4,202.00- Quarterly
Councilmen (4)	3,825.00 - Quarterly
Justices (2)	10,143.00 - Quarterly
Registrar of Vital Statistics	1,188.00 - Quarterly
Emergency Preparedness Coor.	222 .00 - Quarterly
Deputy Supervisor	No Salary
Building/Sanitary Insp.& ZA	9,522.00 - Quarterly
Assistant Building Insp	4,096.00 - Quarterly
Town Historian	726.00 - Quarterly
Court Officer	1,900.00 - Quarterly
Dog Warden PT	6,687.00 - Quarterly
Park Laborer	14.24- Hourly
Landfill Attendants	11.39 - Hourly
Court Clerk	16.71 - Hourly
Account Clerk I PT	20.97 - Hourly
Deputy Hwy. Superintendent	\$0.50 additional an hour
Deputy Tax Collector	12.87 - Hourly
Minutes Recorder Zoning/Planning BDS	12.87 – Hourly

A three (3) percent increase for highway employees, an additional \$.50 per hour to one designated highway employee for mechanic services.

RESOLUTION #4 - APPOINTMENT AND COMPENSATION OF TOWN ATTORNEY

On motion of Councilwoman Pokorny, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that pursuant to subdivision 2 (a) of Section 20 of the Town Law, the office of TOWN ATTORNEY of the Town of Knox is hereby established with a salary at the rate of \$18,094.00 per year, and that John Dorfman be and hereby is appointed Town Attorney for the term beginning January 1, 2013.

RESOLUTION #5 - SUBMITTAL OF COPY OF SUPERVISOR'S REPORT TO THE STATE COMPTROLLER'S OFFICE FROM SUPERVISOR TO TOWN CLERK

On motion of Councilman Barber, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Supervisor shall submit to the Town Clerk within 60 days after close of the last fiscal year, a copy of the report he makes to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of her receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section of the Town Law;

RESOLUTION #6 - APPOINTMENT OF CHAIRMAN TO THE ZONING BOARD OF

APPEALS

On motion of Councilman Viscio, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that Mr. Roberts Edwards be appointed Chairman of the Zoning Board of Appeals for the fiscal year 2013.

RESOLUTION #7 - COMPOSITION AND TERMS OF THE ZONING BOARD OF APPEALS

On motion of Councilwoman Pokorny, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the composition of the Zoning Board of Appeals and the terms of it's appointees be as follows:

Kenneth Kirik	December 31, 2019
Robert Edwards, Chairman	December 31, 2018
VACANT	December 31, 2017
Gail Burgess	December 31, 2016
James McDonald	December 31, 2015
John DeMis	December 31, 2014
Sue Mason	December 31, 2013

RESOLUTION #8 - APPOINTMENT OF THE CHAIRMAN OF THE PLANNING BOARD

On motion of Councilman Viscio, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that Mr. Robert Price be appointed the Chairman of the Planning Board for fiscal year 2013.

RESOLUTION #9 - COMPOSITION AND TERMS OF THE PLANNING BOARD

On motion of Councilman Barber, seconded by Councilman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the composition of the Planning Board and terms of it's appointees, are as follows:

Robert Price, Chairman	December 31, 2019
Brett Pulliam	December 31, 2018
Earl Barcomb Jr.	December 31, 2017
Betty Ketcham	December 31, 2016
Daniel Driscoll	December 31, 2015
Robert Gwinn	December 31, 2014
Thomas Wolfe	December 31, 2013

RESOLUTION #10 - APPOINTMENT OF THE CHAIRMAN OF THE BOARD OF ASSESSMENT REVIEW, THE COMPOSITION AND TERMS OF THE BOARD OF ASSESSMENT REVIEW

On motion of Councilman Viscio, seconded by Councilwoman Pokorny, the following resolution

was ADOPTED AYES 4 NAYS 0

RESOLVED, that Mr. Timothy Frederick be appointed as the Chairman of the Board of Assessment review for the fiscal year 2013 and,

RESOLVED, that the composition of the Board of Assessment review, and the terms of its appointees are as follows:

Vall Pulliam	September 30, 2017
Howard Zimmer	September 30, 2016
Tim Frederick - Chairman	September 30, 2015
Gerald Irwin	September 30, 2014
Jocelyn Farrar	September 30, 2013

RESOLUTION #11 - APPOINT YOUTH COMMITTEE FOR 2013

On motion of Councilman Barber, seconded by Councilman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED to appoint the following members to the Knox Youth Committee for 2013:

Jean Gagnon	Jean Forti	Chasity McGivern
Sue VonHaugg	Ann Payne	MaryEllen Nagengast

RESOLUTION #12 - APPOINTMENT OF EX-OFFICIO MEMBER TO YOUTH COMMITTEE

On motion of Councilman Viscio, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Ex-Officio member to the Youth Committee be Councilman Barber.

RESOLUTION #13 - COMPOSITION AND TERMS OF THE CONSERVATION ADVISORY COUNCIL AND APPOINTMENT OF EX-OFFICIO MEMBER

On motion of Councilwoman Pokorny, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Conservation Advisory Council consist of the following, and the terms of it's appointees be as follows:

Patricia Irwin	December 31, 2019
Cheryl Frantzen, Chairperson	December 31, 2018
VACANT	December 31, 2017
Hank Donnelly	December 31, 2016
Stephanie Baron	December 31, 2015
Nathan Giordano	December 31, 2014
VACANT	December 31, 2013

and be it further,

RESOLVED, that the Ex-Officio member be Councilman Decker.

On motion of Councilwoman Pokorny, seconded by Councilman Barber, and unanimously approved, the meeting was adjourned at 9:24 a.m.

Respectfully Submitted,
January 1, 2013

Kimberly D. Swain
Town Clerk