

**TOWN OF KNOX
ORGANIZATIONAL MEETING
JANUARY 1, 2011**

PRESENT: Supervisor Hammond
Councilman Viscio
Councilman Stevens
Councilwoman Nagengast

Councilwoman Gage

ALSO: Town Clerk Swain
Highway Superintendent Salisbury

The meeting was called to order at 9:02 a.m. with the Pledge of Allegiance to the Flag.

Supervisor Hammond presented the Town's and the Town Clerk's financial books to the Board for their review, and noted that they are up to date, with the exception of December 2010 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 Stevens, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 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 2011.

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 Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 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 Councilwoman Nagengast, seconded by Councilwoman Gage, the following resolution was ADOPTED AYES 5 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 |
| Ed Nicholson | Data Collector |
| Robert Delaney | Building/Sanitary Inspector & Zoning Administrator |
| Daniel Sherman | Assistant Building Inspector |
| John Norray | Dog Warden PT |
| Louis Saddlemire | Park Laborer |
| Mary Ellen Nagengast | 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 |
| Lisa Chase | 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 2011 be established as follows:

- | | |
|----------------------------|-------------------------|
| Supervisor | \$16,346.00 - Quarterly |
| Superintendent of Highways | 52,180.00 - Bi-Weekly |

Town Clerk	12,338.00 - Quarterly
Deputy Town Clerk	12.62- Hourly
Tax Collector	4,676.00 - Quarterly
Assessor	12,360.00 - Quarterly
Data Collector	4,120.00- Quarterly
Councilmen (4)	3,750.00 - Quarterly
Justices (2)	9,944.00 - Quarterly
Registrar of Vital Statistics	1,164.00 - Quarterly
Emergency Preparedness Coor.	218 .00 - Quarterly
Deputy Supervisor	No Salary
Youth Director	No Salary
Building/Sanitary Insp.& ZA	9,336.00 - Quarterly
Assistant Building Insp	4,015.00 - Quarterly
Town Historian	712.00 - Quarterly
Court Officer	1,862.00 - Quarterly
Dog Warden PT	6,556.00 - Quarterly
Park Laborer	13.96- Hourly
Landfill Attendants	11.17 - Hourly
Court Clerk	16.38 - Hourly
Account Clerk I PT	20.56 - Hourly
Deputy Hwy. Superintendent	subject to negotiation with union
Deputy Tax Collector	12.62 - Hourly
Minutes Recorder Zoning/Planning BDS	12.62 - Hourly

RESOLUTION #4 - APPOINTMENT AND COMPENSATION OF TOWN ATTORNEY

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 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 \$17,732.00 per year, and that John Dorfman be and hereby is appointed Town Attorney for the term beginning January 1, 2011.

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

On motion of Councilman Stevens, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 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 Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Roberts Edwards be appointed Chairman of the Zoning Board of Appeals for the fiscal year 2011.

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

On motion of Councilman Viscio, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

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

- Amy Pokorny December 31, 2017
- Gail Burgess December 31, 2016
- James McDonald December 31, 2015
- Dennis Barber December 31, 2014
- Sue Mason December 31, 2013
- Kenneth Kirik December 31, 2012
- Robert Edwards, Chairman December 31, 2011

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

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Robert Price be appointed the Chairman of the Planning Board for fiscal year 2011.

RESOLUTION #9 - COMPOSITION AND TERMS OF THE PLANNING BOARD

On motion of Councilman Stevens, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0

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

- 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
- Robert Price, Chairman December 31, 2012
- Brett Pulliam December 31, 2011

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 Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Timothy Frederick be appointed as the Chairman of the Board of Assessment review for the fiscal year 2011 and,

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

Tim Frederick - Chairman	September 30, 2015
Gerald Irwin	September 30, 2014
Joycelyn Farrar	September 30, 2013
Vall Pulliam	September 30, 2012
Howard Zimmer	September 30, 2011

RESOLUTION #11 - APPOINT YOUTH COMMITTEE FOR 2011

On motion of Councilman Viscio, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to appoint the following members to the Knox Youth Committee for 2011:

Anne Payne	Grace Cunningham	Jean Gagnon	MaryEllen Nagengast
Jean Forti	Rich Matlock	Brett Pulliam	Laurie Picinich
Ed Schmidt	Sue VonHaugg	Janet Viscio	

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

On motion of Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that the Ex-Officio member to the Youth Committee be Councilwoman Nagengast.

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

On motion of Councilman Stevens, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

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

Xena Pulliam	December 31, 2017
Hank Donnelly	December 31, 2016

Stephanie Baron	December 31, 2015
Nathan Girondo	December 31, 2014
Vacant	December 31, 2013
Patricia Irwin	December 31, 2012
Cheryl Frantzen, Chairperson	December 31, 2011

and be it further,

RESOLVED, that the Ex-Officio member be Councilwoman Gage.

RESOLUTION # 14 - TOWN BOARD OF THE TOWN OF KNOX INSPECTED THE JUSTICE COURT'S CASH BOOK AND DOCKET FOR DECEMBER 2009 THROUGH NOVEMBER 2010

On motion of Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED that the Town Board has reviewed the Justice Court's cash book and docket for December 2009 through November 2010 and all funds due to Supervisor are accounted for.

On motion of Councilman Viscio, seconded by Councilman Stevens, and unanimously approved, the meeting was adjourned at 10:12 a.m.

Respectfully Submitted,
January 1, 2011

Kimberly D. Swain
Town Clerk