

**Danby Town Board
Organizational Meeting Minutes
January 4, 2010**

Present:

Supervisor: Ric Dietrich
Councilpersons: Leslie Connors, Dan Klein
Absent: Kathy Halton, Dylan Race (both attending training)

Others Present:

Pamela Goddard Town Clerk
Susan Beeners Code Enforcement Officer
Roy Casterline West Danby Water District Superintendent

Members of the Public:

Joel Gagnon, Ted Crane, Robert Roe, Ronda Roaring

Call to Order

Supervisor Dietrich called the meeting to order at 6:30pm

In an opening statement, the Supervisor explained that some portions of the 2010 Organizational Resolutions would wait until the Regular Board Meeting on January 11, when all of the Councilpersons will be in attendance. In addition, a comprehensive long term "Work List" and the structure and meetings times of the Town Board will be reviewed at the Regular meeting. Additional meeting times may be scheduled.

Privilege of the Floor:

Ronda Roaring is compiling a history of the correspondence between the NYS DEC and herself, regarding the Traver Road Quarry, which she will bring to the Jan. 11 meeting. She also thanked the Town Board for 100% attendance at Council of Government meetings in 2009.

Discussions:

Agenda Addition - Dan Klein requested an agenda item to formally ask the Highway Department to prepare a statement regarding the potential impact of extended heavy truck use (for example, due to gas drilling operations) on Town roads. Such a report might include an objective description of current road construction and condition, and an estimate of potential damage and repair costs. The estimate might be based on information contained in similar reports prepared by other municipalities and states. Carl Seamon, Highway Superintendent, is to be invited to the Jan. 11 meeting to summarize information from a forum presented through the Association of Towns.

A general discussion ensued, regarding the development of road cut and culvert laws, methods of testing the roads, traffic regulations, other potential impacts (such as “Thumper Truck” damage to water wells), and how to keep costs from reverting to local taxpayers.

Rough Draft of Long Term Work List - Code Enforcement Officer Sue Beeners has asked the Supervisor to add his priorities to this list. The Town Clerk will distribute this list to the Town Board. A general discussion followed, about how to address these issues, structure the work, and set priorities, goals, and expectations. Dietrich sees this as a “major challenge for the new year.”

SPCA Animal Control - Comments have been submitted to Supervisor Dietrich. A contract has been prepared, but will not be signed until he has an opportunity to meet with them to discuss changes (relative to the previous contract) and ambiguities in the new contract.

Wood Boiler Grant - Dan Klein asked about the status of this grant. Dietrich explained that the Town applied too late for funding. A second grant, for insulation and other things, has been submitted. The possibility of resubmitting the original Wood Boiler Grant needs to be explored.

Councilperson Klein informed the Board that he will be absent from the February meetings, as he will be out of the country on vacation.

Clerk's Report - The keys to the Town Clerk's office were transferred from Carol Sczepanski to Pamela Goddard on January 1, 2010. Kathy Halton and Ric Dietrich were given their Oaths of Office that afternoon, and Dylan Race received his on January 2. Minutes of the December meetings were also received from Sczepanski. A preliminary inventory of Town Clerk files, for working purposes, will begin in January. An independent, external audit of the Town Clerk's books will begin on January 6 (the Town Board has allocated \$3,000 for this audit).

Organizational Resolutions: January 4, 2010

Supervisor's Statement to the Board:

- Robert's Rules of Order will be followed at all Town Board Meetings, except when special roll call vote is necessary. Roll call will be alphabetical with the Supervisor voting last.
- All meetings will begin and end at times to be specified during January's Regular Meeting.
- Method of claims for payment of all bills will be by voucher. Vouchers and items for the agenda must be submitted to the Supervisor or the Town Clerk.
- The Town Board will audit all bills. Research will determine which section of Town Law requires this supervision.
- All personnel matters will be discussed in executive session.

Resolution No. 1 of 2010 - Approval to Invest Idle Funds

Resolved, that the Town Board of the Town of Danby authorize the Supervisor to invest idle funds.

Moved by Klein, Second by Connors. The motion passed.

In favor: Connors, Klein, Dietrich

Resolution No. 2a and 2b of 2010 - Approval of Year 2010 Salaries

Town Board, councilpersons, total	9,274.28 (4x 2318.57)
Town Supervisor	20,000.
Deputy Town Supervisor	50.
Assistant to Supervisor	10,000.
Bookkeeper	20,944.82
Town Justice	21,379.20 (2x 10,689.60)
Court Clerk	13,260.
Highway Superintendent	50,660.44
Highway Secretary	26,410.02
Zoning / Code / Fire Enforcement Officer	44,554.25
Town Clerk	27,846.
Water Plant Operator (West Danby)	11,271.31
Water Plant Operator Assistant (West Danby)	3,154.13
Water Clerk (West Danby)	4,066.77
Swimming Area Director	1,000.
Total	263,871.22

Resolved, That the Town Board of the Town of Danby authorizes the Supervisor to pay the above salaries. The salaries shall be paid prior to the first Town Board meeting of each month, and December payrolls will be adjusted to meet all budget requirements.

Moved by Dietrich, Second by Klein. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 3 of 2010 - Payment of Bills

Resolved, That the Town Board of the Town of Danby approves a blanket resolution to authorize the Town Supervisor to pay utility bills, freight, postage, contracts, and to conduct other normal proceedings, such as payroll, in advance of audit in order to keep affairs moving on a timely basis, and be it further

Resolved, That a contract is not a bid award.

Moved by Connors, Second by Klein. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 4 of 2010 - 2009 Financial Report

Resolved, that the Town of Danby Town Supervisor, in lieu of preparing a financial report under NYS Town Law Article 3, §29.10, shall submit to the Town Clerk by March 1, 2010 a copy of the report submitted to the State Comptroller required by Section 30 of Municipal Law.

Moved by Klein, Second by Connors. The motion passed.

In Favor: Connors, Klein, Dietrich

The citation of Section 30 should be researched.

Resolution No. 5 of 2010 - Town of Danby Official Newspaper and Bank Depository

Resolved, That the Town Board of the Town of Danby names the Ithaca Journal as its Official Newspaper and HSBC as bank for the depository of Town Funds.

Moved by Klein, Second by Connors. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 6 of 2010 - Town of Danby Attorneys

Resolved, That the Town Board of the Town of Danby names the firms of Miller Mayer, LLP and Thaler and Thaler as law firms to represent the Town of Danby in all Zoning, Planning Board, and General Town of Danby business. The Town Board reserves the right to seek other legal aid if it deems necessary.

Moved by Connors, Second by Klein. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 7 of 2010 - Mileage Reimbursement for Town Mileage

Resolved, That the Town Board of the Town of Danby authorizes reimbursements for private automobile mileage incurred on Town Business to be paid at the rate of fifty cents (\$0.50) per mile.

Moved by Connors, Second by Dietrich. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 8 of 2010 - Appointment of Water Commissioner

Resolved, That the Town Board of the Town of Danby appoints John Finley as Water Commissioner for the West Danby Water District for a five term, as recommended by the Board of Danby Water Commissioners. Term of office begins January 1, 2010 and expires December 31, 2014.

Moved by Klein, Second by Connors. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 9 of 2010 - Acknowledgment of Deputy Town Clerk

Resolved, That the Town Board of the Town of Danby acknowledges the Town Clerk's appointment of Robert Roe as her Deputy Town Clerk.

Moved by Klein, Second by Dietrich. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 10 of 2010 - Reaffirmation of Town of Danby Procurement Policies and Procedures (as approved in Resolution No. 24 of 1993)

Resolved, That the Town Board of the Town of Danby reaffirms the Town of Danby Procurement Policies and Procedures as established in Resolution No. 24 of 1993.

Moved by Klein, Second by Connors. The motion passed.

In Favor: Connors, Klein, Dietrich

Resolution No. 11 of 2010 - Appreciation of Roy Casterline

Resolved, That the Town Board of the Town of Danby thanks Roy Casterline for 35 years of wet and muddy service to the West Danby Water District.

Moved by Klein, Second by Dietrich. The motion passed.

In Favor: Connors, Klein, Dietrich

Adjournment

A motion to adjourn the Organizational Meeting was made at 8:20pm.

Moved by Connors, Second by Klein. The motion passed.

In Favor: Connors, Klein, Dietrich

Pamela S Goddard, Town Clerk