

**TOWN OF DELHI  
ORGANIZATIONAL MEETING**

**January 4, 2010**

Supervisor Peter Bracci called the meeting to order at 3:05 pm

Michele DeFreece led the Pledge of Allegiance.

Present: Council members Richard Maxey, James Bracci, Allan Reed and Margaret Reinmann

A motion was made by Allan Reed and seconded by Michele DeFreece to approve the agreement with the Delaware County Planning Board. The fee is \$3,500.00. Motion carried.

**APPOINTMENT OF MARGARET REINMANN AS DEPUTY SUPERVISOR**

Supervisor Peter Bracci announced the appointment of Margaret Reinmann as Deputy Supervisor, term January 1, 2010 to December 31, 2010 with a salary of \$1,655.00. Michele DeFreece made the motion to accept this appointment seconded by Allan Reed and carried.

**APPOINTMENT OF ALAN BROWN AS DEPUTY HIGHWAY SUPERINTENDENT**

Highway Superintendent, Robert Howard, announced the appointment of Alan Brown as Deputy Highway Superintendent term January 1, 2010 to December 31, 2010 with a salary of \$1,493.00 contingent upon the Deputy Highway Superintendent attending Town Board Meetings. Allan Reed made the motion to accept this appointment seconded by Michele DeFreece and carried.

**APPOINTMENT OF DEBORAH CORCORAN AS DEPUTY TOWN CLERK/TAX  
COLLECTOR/RVS**

Town Clerk, Nancy J. Lee, announced the appointment of Deborah Corcoran as Deputy Town Clerk/Tax Collector/ RVS, term January 1, 2010 to December 31, 2010 with a salary of \$11.68 per hr. x 15 hrs. per week. Margaret Reinmann made the motion to accept this appointment seconded by Michele DeFreece and carried.

**MONTHLY MEETING**

Motion made to hold the monthly meeting of the Delhi Town Board on the second Monday of each month at the Delhi Town Hall Building 5 Elm Street, Delhi New York at 7:30 p.m. unless otherwise stated or advertised was made by Michele DeFreece seconded by Margaret Reinmann and carried.

**OFFICIAL DEPOSITORY**

Motion that the official depository for the funds of the Supervisor, Justice Court, and the Town Clerk Tax Collector shall be the Delaware National Bank of Delhi was made by Allan Reed seconded by Margaret Reinmann and carried.

### **OFFICIAL NEWSPAPERS**

Motion that the official newspapers for the Town of Delhi shall be The Delaware County Times and The Reporter Company was made by Margaret Reinmann seconded by Allan Reed and carried.

### **APPOINTMENT OF RICHARD MOSTERT AS CHAIRMAN OF ZONING BOARD OF APPEALS**

Motion to appoint Richard Mostert as Chairman of the Town of Delhi Zoning Board of Appeals for the term January 1, 2010 thru December 31, 2010 was made by Margaret Reinmann seconded by Michele DeFreece and carried.

### **APPOINTMENT OF FRANK BOVEE AS CHAIRMAN OF ASSESSORS**

Motion to appoint Frank Bovee as Chairman of the Town of Delhi Board of Assessors for the term January 1, 2010 thru December 31, 2010 was made by Margaret Reinmann seconded by Michele DeFreece and carried.

### **APPOINTMENT OF \_\_\_\_\_ AS ACCOUNTANT**

Motion to appoint an Accountant for the Town of Delhi for the term January 1, 2010 thru December 31, 2010, was tabled until the regular January Board meeting.

### **APPOINTMENT OF CLARA STEWART AS TOWN HISTORIAN**

Motion to appoint Clara Stewart as Town Historian for the year January 1, 2010 thru December 31, 2010 with a salary of \$785.00 was made by Michele DeFreece seconded by Margaret Reinmann and carried.

### **APPOINTMENT OF YOUNG, SOMMER, WARD, RITZENBERG, BAKER & MOORE, LLC, COUNSELORS AT LAW, AS TOWN ATTORNEY**

The motion to appoint Young, Sommer...LLC as Town Attorney, January 1, 2010 thru December 31, 2010, at a professional fee of \$135 per hour as outlined in the contract, was made by Michele DeFreece seconded by Allan Reed and carried.

### **APPOINTMENT OF CATHERINE FLETCHER AS JUSTICE COURT CLERK**

Motion to appoint Catherine Fletcher as Court Clerk for the Town Justice Court for the year January 1, 2010 thru December 31, 2010 with a salary of \$38,448.00, and to authorize the court clerk to sign checks for the justice court, thereby facilitating court business was made by Margaret Reinmann seconded by James Bracci and carried.

### **APPOINTMENT OF THOMAS GLASS AS JUSTICE COURT BAILIFF**

Motion to appoint Thomas Glass as Justice Court Bailiff for the Town Justice Court for the year January 1, 2010 thru December 31, 2010 with a salary of \$15.41 per hr. x 3 hrs. per week, was made by Margaret Reinmann seconded by Michele DeFreece and carried.

### **APPOINTMENT OF JOHN MATHIESEN AS BUILDING CODE ENFORCEMENT OFFICER**

Motion to appoint John Mathiesen as Town of Delhi Building Code Enforcement Officer for the year January 1, 2010 thru December 31, 2010, with a salary of \$34,798.00 was made by Allan Reed seconded by Margaret Reinmann and carried.

**APPOINTMENT OF DAVID WAKIN AS ADMINISTRATIVE ASSISTANT TO PLANNING BOARD**

Motion to appoint David Wakin as Administrative Assistant to the Planning Board for the Town of Delhi for the year January 1, 2010 thru December 31, 2010, with a salary of \$1,170.00 was made by Allan Reed seconded by Margaret Reinmann and carried.

**APPOINTMENT OF REGINA KRZYSTON AS HEALTH OFFICER**

Motion to appoint Regina Krzyston as Town of Delhi Health Officer for the year January 1, 2010, thru December 31, 2010, with a salary of \$372.00 was made by Margaret Reinmann seconded by Michele DeFreece and carried.

**APPOINTMENT OF JOHN TAYLOR AS CHAIRMAN OF PLANNING BOARD**

Motion to appoint John Taylor as the Chairman of the Town Planning Board for the year January 1, 2009 thru December 31, 2009, motion was made by Allan Reed seconded by Margaret Reinmann and carried.

**APPOINTMENT OF DONALD DEKOEYER AS DOG CONTROL OFFICER**

Motion to appoint Donald DeKoeyer as Town of Delhi Dog Control Officer for the year January 1, 2010 thru December 31, 2010, with a salary of \$2,338.00, and that Mr. DeKoeyer be paid \$10.00 per dog delivered to the humane society, and reimbursed mileage at a rate of county rate per mile motion was made by Michele DeFreece seconded by Margaret Reinmann and carried.

**APPOINTMENT OF NANCY J. LEE AS RECORDS MANAGEMENT OFFICER AND REGISTRAR OF VITAL STATISTICS**

Motion to appoint Nancy J. Lee, Town Clerk, as Records Management Officer and Registrar of Vital Statistics for the year January 1, 2010 thru December 31, 2010, motion was made by Allan Reed seconded by Margaret Reinmann and carried.

**APPOINTMENT OF SCOTT OLES TO THE TOWN PLANNING BOARD**

Motion to appoint Scott Oles to the Town Planning Board for the term January 1, 2010 thru December 31, 2015 was made by Michele DeFreece seconded by Margaret Reinmann and carried.

## **TOWN OF DELHI SALARY SCHEDULE**

Motion that the following Town of Delhi salary schedule be approved in the 2010 budget was made by Michele DeFreece seconded by Allan Reed and carried.

SUPERVISOR	\$ 11,033
TOWN CLERK (Clerk \$23,800; Tax Collector \$6,353; RVS \$4,100; Dog Control \$3,415)	\$ 39,175
SUPERINTENDENT OF HIGHWAY	\$ 43,885
TOWN JUSTICE	\$ 21,844
TOWN JUSTICE	\$ 16,227
TOWN BOARD MEMBERS (4 @ \$2,735)	\$ 10,940
ASSESSORS (2 @ \$12,802)	\$ 24,164
ASSESSOR CHAIRMAN	\$ 14,421

### **\*\*\*\*\*APPOINTED OFFICIALS\*\*\*\*\***

CODE ENFORCEMENT OFFICER	\$ 34,798
HEALTH OFFICER	\$ 372
DEPUTY SUPERVISOR	\$ 1,655
HISTORIAN	\$ 785
DEPUTY CLERK (Clerk \$1,352; Tax Collector \$218; RSV \$418; Codes Clerical \$6,653; Dogs \$468; \$11.68 per hour x 15 hours per week x 52 weeks)	\$ 9,109
SUPERVISOR CLERICAL SUPPORT	\$ 2,500
BOOKKEEPER (\$18.10 per hour x 15 hours per week x 52 weeks)	\$ 14,106
TOWN ATTORNEY	\$ 30,000
ACCOUNTANT	\$ 2,000
COURT CLERK	\$ 38,448
COURT BAILIFF (15.41 per hour x 3 hrs X 52 weeks)	\$ 2,404
BOARD OF ASSESSMENT REVIEW (3 @ \$298)	\$ 894
DOG CONTROL OFFICER	\$ 2,338
ADMINISTRATIVE ASSISTANT TO PLANNING BOARD	\$ 1,170
JANITORIAL SERVICES	\$ 5,196
BUILDING MAINTENANCE	\$ 2,500
DEPUTY SUPERINTENDENT OF HIGHWAYS	\$ 1,493

### **\*\*\*\*\*SALARIES OF HIGHWAY EMPLOYEES\*\*\*\*\***

MECHANIC (1 @ \$17.55 per hour)	\$ 40,663
OPERATORS (1 @ \$16.95; 1 @ \$17.10; 4 @ \$17.15 per hour)	\$285,356

TOTAL \$659.396

### **INVESTMENT OF IDLE FUNDS**

Motion to authorize the Supervisor for the Town of Delhi to responsibly invest all idle funds of the Town of Delhi as it is recommended by the Department of Audit and Control and The State of New York was made by Margaret Reinmann seconded by Allan Reed and carried.

### **APPROVAL OF BLANKET FUNDS**

Motion that the Town Board of Delhi authorize the Supervisor, Deputy Supervisor, Town Justice, Town Clerk/Tax Collector, Superintendent of Highways, Accountant, and other appointed and elected officials of the town to be bonded, thereby approving the Sufficiency of Securities was made by Michele DeFreece seconded by Allan Reed and carried.

### **DESIGNATION OF COUNTERSIGNATURES**

Motion for the following officials Supervisor Peter J. Bracci, Deputy Supervisor Margaret Reinmann and Councilman James Bracci to sign Town of Delhi checks and Town Clerk/Tax Collector Nancy J. Lee and Deputy Clerk/Tax Collector Deborah Corcoran to sign Town Clerk and Tax Collector checks was made by Allan Reed seconded by Margaret Reinmann and carried.

### **AUTHORIZATION FOR HIGHWAY SUPERINTENDENT TO SPEND FUNDS LESS THAN \$2,500**

Motion that the Superintendent of Highways is hereby authorized to spend amounts not to exceed the sum of \$2,500 without first approval of the Supervisor or Deputy Supervisor was made by Michele DeFreece seconded by Margaret Reinmann and carried.

### **AUTHORIZATION TO PLOW SNOW**

Motion that the Superintendent of Highways is hereby authorized to plow snow for the American Legion, Delaware Academy, Delaware County Museum, Humane Society and Delhi Joint Fire District upon request was made by Allan Reed seconded by Margaret Reinmann and carried.

### **ADVERTISING**

Motion that the Superintendent of Highways is hereby authorized subject to Board approval to advertise for items and materials when needed was made by Michele DeFreece seconded by Margaret Reinmann and carried. It was noted that the Town of Delhi may "piggy back" with the County for highway materials.

### **AUTHORIZATION TO PARTICIPATE IN DELAWARE COUNTY DRUG & ALCOHOL TESTING PROGRAM**

Motion authorizing the Town Board to participation in the Delaware County Drug & Alcohol Testing of Town Highway Employees as federally mandated was made by Margaret Reinmann seconded by Michele DeFreece and carried.

### **SUMMER RECREATION PROGRAM**

Motion authorizing the Supervisor to participate in the summer youth program with the Village of Delhi as coordinator and to sign all necessary applications was made by James Bracci seconded by Margaret Reinmann and carried.

**APPOINTMENT OF COMMITTEES BY THE SUPERVISOR:**

Highway/Machinery Committee: Margaret Reinmann, Allan Reed

Building Committee: James Bracci, Michele DeFreece

Health Committee: Margaret Reinmann

Records Advisory: Michele DeFreece, James Bracci

Economic Development\Shared Services: Allan Reed, Michele DeFreece

Budget: Margaret Reinmann, Allan Reed

**ADJOURN**

Motion to adjourn by Allan Reed seconded by Michele DeFreece and carried. Meeting adjourned at 3:30 p.m.

Respectfully submitted

Nancy J. Lee  
Town Clerk