

ORGANIZATIONAL MEETING

January 3, 2013

Supervisor Peter Bracci called the meeting to order at 3:10 pm

James Bracci led the Pledge of Allegiance.

Present: Council members James Bracci, Rodney Decker, Al Perkins; Reporter Glen Graves.

Absent: Kevin Lee

APPOINTMENT OF KEVIN LEE AS DEPUTY SUPERVISOR

Supervisor Peter Bracci announced the appointment of Kevin Lee as Deputy Supervisor, term January 1, 2013 to December 31, 2013 with a salary of \$1,705.00. Allan Perkins made the motion to accept this appointment seconded by Rodney Decker and carried.

APPOINTMENT OF DAREN EVANS AS DEPUTY HIGHWAY SUPERINTENDENT

Highway Superintendent, Stanley Pawlikowski III, announced the appointment of Daren Evans as Deputy Highway Superintendent term January 1, 2013 to December 31, 2013 with a salary of \$1,800.00. Allan Perkins made the motion to accept this appointment seconded by Rod Decker and carried.

APPOINTMENT OF DONNA ANDERSON AS DEPUTY TOWN CLERK/TAX COLLECTOR/RVS/RMO

Town Clerk, Nancy J. Lee, announced the appointment of Donna Anderson as Deputy Town Clerk/Tax Collector/ RVS/RMO, term January 1, 2013 to December 31, 2013 with a salary of \$12.38 per hr. x 15 hrs. per week Al Perkins made the motion to accept this appointment seconded by Rod Decker and carried.

MONTHLY MEETING

Motion made to hold the monthly meeting of the Delhi Town Board on the second Monday of each month during January through April, the second Tuesday of each month during May through September and the second Monday of each month during October through December, 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 Al Perkins seconded by Rod Decker 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 Al Perkins seconded by Rod Decker 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 Al Perkins seconded by Rod Decker and carried.

BUDGET AMENDMENTS

Motion was made by Rod Decker and seconded by James Bracci to accept the 2013 budget amendments attached. Motion 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, 2013 thru December 31, 2013 was made by Al Perkins seconded by James Bracci 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, 2013 thru December 31, 2013 was made by Al Perkins seconded by James Bracci and carried.

APPOINTMENT OF MARGARET REINMANN AS BOOKKEEPER

Motion to appoint Margaret Reinmann as Bookkeeper for the Town of Delhi for the term January 1, 2013 thru December 31, 2013 with a salary of \$17,518.28 was made by Rod Decker seconded by Al Perkins and carried.

APPOINTMENT OF MARIANNE GREENFIELD AS TOWN HISTORIAN

Motion to appoint Marianne Greenfield as Historian for the Town of Delhi for the term January 1, 2013 thru December 31, 2013 with a salary of \$830.34 was made by Al Perkins seconded by Rod Decker 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, 2013 thru December 31, 2013, at a professional fee of \$135 per hour as outlined in the contract, was made by James Bracci seconded by Rod Decker 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, 2013 thru December 31, 2013 with a salary of \$42,946.02, and to authorize the court clerk to sign checks for the justice court, thereby facilitating court business was made by Rod Decker seconded by Al Perkins and carried.

APPOINTMENT OF THOMAS GLASS AS TOWN CONSTABLE/COURT BAILIFF

Motion to appoint Thomas Glass as Town Constable/Court Bailiff for the Town of Delhi for the year January 1, 2013 thru December 31, 2013 with a salary of \$16.29 per hr. x 3 hrs. per week for Court Bailiff and \$16.29 per hr. x 20 hours per year for Constable was made by Rod Decker and seconded by Al Perkins and carried.

APPOINTMENT OF JOHN MATHIESEN AS BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

Motion to appoint John Mathiesen as Town of Delhi Building Inspector/Code Enforcement Officer for the year January 1, 2013 thru December 31, 2013, with a salary of \$35,737.78 was made by Al Perkins seconded by Rod Decker and carried.

APPOINTMENT OF ALLAN ALWINE AS DOG CONTROL OFFICER

Motion to appoint Allan Alwine as Town of Delhi Dog Control Officer for the year January 1, 2013 thru December 31, 2013, with a salary of \$2,473.12, and \$10.00 per dog delivered to the humane society, and reimbursed mileage at a rate of county rate per mile was made by Al Perkins seconded by Rod Decker 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, 2013 thru December 31, 2013, with a salary of \$1,238.00 was made by Al Perkins seconded by Rod Decker 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, 2013 thru December 31, 2013, with a salary of \$382.00 was made by Rod Decker seconded by James Bracci 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, 2013 thru December 31, 2013, was made by Alan Perkins seconded by Rodney Decker 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, 2013 thru December 31, 2013, was made by Al Perkins seconded by Rod Decker and carried.

APPOINTMENT OF PART-TIME HIGHWAY EMPLOYEES TO PLOW SNOW ON AN EMERGENCY BASIS AS NEEDED

If part-time employees are needed for other than plowing snow, approval must first be granted from the Supervisor or Deputy Supervisor. Motion to appoint David Swantak, Alan Brown, Robert Burgin and Shawn Ackerly for the year January 1, 2013 through December 31, 2013, was made by Al Perkins seconded by Rod Decker and carried.

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 Rod Decker seconded by James Bracci 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, Bookkeeper, and other appointed and elected officials of the town to be bonded, thereby approving the Sufficiency of Securities was made by Al Perkins seconded by Rod Decker and carried.

DESIGNATION OF COUNTERSIGNATURES

Motion for the following officials Supervisor Peter J. Bracci, Deputy Supervisor Kevin Lee and Council members James Bracci, Rodney Decker and W. Alan Perkins to sign Town of Delhi checks; and Town Clerk/Tax Collector Nancy J. Lee and Deputy Clerk/Tax Collector Donna Anderson and Town Supervisor Peter Bracci to sign Town Clerk and Tax Collector checks was made by Al Perkins seconded by Rod Decker 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 James Bracci seconded by Rod Decker and carried.

AUTHORIZATION FOR TOWN BOARD REPRESENTATIVE TO RECREATION COMMITTEE TO SPEND FUNDS LESS THAN \$2,500

Motion that the Recreation Committee with the approval of the Town Board representative 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 Al Perkins seconded by Rod Decker 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 Al Perkins seconded by Rod Decker 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 Al Perkins seconded by Rod Decker 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 Rod Decker seconded by James Bracci 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 Al Perkins seconded by Rod Decker and carried.

DELAWARE COUNTY PLANNING DEPARTMENT

A motion was made by Rod Decker seconded by James Bracci to approve the agreement with the Delaware County Planning Board. The fee is \$3,500.00. Motion carried.

APPOINTMENT OF COMMITTEES BY THE SUPERVISOR

Highway: Alan Perkins, Rodney Decker

Personnel: James Bracci

Building: Kevin Lee

Health/Youth: Kevin Lee

Economic Development/Shared Services: Rodney Decker, Alan Perkins

Recreation: Alan Perkins

A motion was made by Al Perkins seconded by Rod Decker to approve committee assignments.
Motion carried.

TOWN OF DELHI SALARY SCHEDULE

ELECTED OFFICIALS

SUPERVISOR	\$ 11,364.00
TOWN CLERK	\$ 26,185.64
TOWN CLERK – TAX COLLECTOR	\$ 6,988.80
TOWN CLERK – REGISTRAR OF VITAL STATISTICS	\$ 4,510.74
TOWN CLERK – CONTROL OF DOGS	\$ 3,718.78
SUPERINTENDENT OF HIGHWAYS	\$ 47,392.80
TOWN JUSTICE	\$ 22,433.84
TOWN BOARD MEMBERS (4 @ \$2,817.50)	\$ 11,270.00
ASSESSORS (1 @ \$12,444.00 and 1 @ 13,211.12)	\$ 25,655.12
ASSESSOR CHAIRMAN	\$ 15,255.24

APPOINTED OFFICIALS

CODE ENFORCEMENT OFFICER	\$ 35,737.78
TOWN HISTORIAN	\$ 830.34
SUPERVISOR – DEPUTY	\$ 1,705.00
SUPERVISOR – BOOKKEEPER	\$ 17,518.28
SUPERVISOR – INDEPENDENT AUDITOR	\$ 3,000.00
DEPUTY TOWN CLERK	\$ 4,055.69
DEPUTY TOWN CLERK – TAX COLLECTOR	\$ 1,158.00
DEPUTY TOWN CLERK – REGISTRAR OF VITAL STATISTICS	\$ 1,738.00
DEPUTY TOWN CLERK – CONTROL OF DOGS	\$ 1,158.00
SAFETY INSPECTOR – CLERICAL SUPPORT	\$ 3,476.00
DOG CONTROL OFFICER	\$ 2,473.12
COURT CLERK	\$ 42,946.02
COURT BAILIFF (\$16.29/hr.)	\$ 2,445.00
CONSTABLE (\$16.29/hr.)	\$ 320.00
ASSESSORS – SUMMER YOUTH	\$ 1,600.00
ADMINISTRATIVE ASSISTANT TO THE PLANNING BOARD	\$ 1,238.00
JANITORAL SERVICES	\$ 6,984.38

HIGHWAY EMPLOYEES

DEPUTY SUPERINTENDENT OF HIGHWAYS	\$ 1,800.00
MECHANIC (\$.45/hr.)	\$ 500.00
HIGHWAY – General Repairs – 6 full time & 3 part time	\$129,336.00
SNOW REMOVAL – 6 full time & 3 part time	\$159,212.00

TOTAL \$594,006.57

A motion was made by Al Perkins seconded by James Bracci to approve salaries. Motion carried.

ADJOURN

Motion to adjourn was made by Al Perkins and seconded by Rod Decker. Motion carried. Meeting adjourned at 3:35 pm.

Respectfully submitted,

Nancy J. Lee
Town Clerk