

Organizational Meeting

The organizational meeting of the Waddington Town Board was held on Monday, January 6, 2014 @ 7PM in the Municipal Building.

Present were: Supervisor Sandra Wright and Councilor Members: Travis McKnight, Shaun Prentice, and Patricia VanPatten.

Also Present: Carol A. Burns, Town Clerk, Robert Dalton, Highway Superintendent, Amanda Purcell, Ogdensburg Journal, Mark Scott, Janet Salton, Janet Cassada, Jim Pipher, and Shirley Robinson.

Call to order: Supervisor Wright called the meeting to order @ 7PM.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Letter of Resignation: Supv. Wright read a letter of resignation from the position of Councilman from Robert Dalton due to him being elected the new Highway Superintendent.

Resolution #1

Motioned by: McKnight

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board does hereby accept the resignation of Councilor Robert Dalton. Ayes: All

Oaths of Office: Oaths of office were taken by the Town Supervisor, Town Councilors, Highway Superintendent, and Town Clerk.

Vacancy: Supv. Wright noted that due to Mr. Dalton's resignation there is a current vacancy on the town board.

Resolution #2

Motioned by: Wright

Seconded by: McKnight

RESOLVED, that the Waddington Town Board does hereby appoint Shirley Robinson to fill the unexpired term of Robert Dalton as Town Councilor. Shirley will have to run in the next November general election to fulfill the rest of the term.

Roll Call Vote:

Supervisor Wright: Aye Councilor Prentice: Aye

Councilor McKnight: Aye Councilor VanPatten: Aye

Supervisor's Appointments:

Delegate to Recreation Department: Patty VanPatten

Delegate to Rescue Squad: Sandy Wright

Delegate to Library: Shirley Robinson

Committees:

Recreation & Tourism: Patty VanPatten

Agriculture/Cemeteries/Campground: Travis McKnight

Energy Working Group: Shaun Prentice

Business & Economic Development: Shirley Robinson

Audit: Patty VanPatten & Shirley Robinson

2014 Annual Appointments

Resolution #3

Motioned by: VanPatten

Seconded by: McKnight

Records Management Officer(RMO)	Carol Burns
Registrar of Vital Statistics	Carol Burns
Deputy Registrar of Vital Statistics	Kerri O'Bryan
Tax Collector	Carol Burns
Deputy Town Clerk	Kerri O'Bryan
Court Clerk	Kerri O'Bryan
Dog Control Officer	James E. Pipher
Bookkeeper	Darlene Ellis
Deputy Supervisor	Travis McKnight

2014 Salary Schedule

Resolution #4

Motioned by: Prentice
 Seconded by: VanPatten

Supervisor	\$10,500 Per year- pay bi-weekly
Bookkeeper	16,619 Per year – pay bi-weekly
Town Justice	12,000 Per year – pay quarterly
Court Clerk	10,710 per year- pay bi-weekly
Councilman	3,090 Per year- pay quarterly
Town Clerk	27,010 Per year- pay bi-weekly
Deputy Clerk	5,953 Per year– pay bi-weekly (10 hrs per wk)
Town Attorney	3,000 Per year- pay quarterly
Assessor	14,524 Per year- pay bi-weekly
Supt of Highways	46,000 Per year- pay bi-weekly
Grievance Bd of Review	100.00 Per day + mileage + school
Municipal Building Janitor	8.56 per hour – pay bi-weekly (4 hours per week)
Dog Control Officer	5,100 Per year- pay monthly
Historian	825 Per year- pay qtrly
Code Enforcement Officer	4,245 Per year- pay monthly
Librarian	18,008 Per year – pay bi-weekly
Librarian Substitute(Renee)	8.00 Per hour- (\$3880 Budget)
(Janet)	8.15 per hour
Librarian Custodian	3,850. Per year - pay bi-weekly
Rink Attendant	3,800 Per year – pay bi-weekly
HEO Per Contract	21.75 Per hour – pay bi-weekly
MEO Per Contract	21.05 Per hour – pay bi-weekly

Mileage Allowance

Resolution #5

Motioned by: McKnight
 Seconded by: Robinson

RESOLVED, that all Town Officials are allowed compensation not in excess of .48 ½ mile for use of their automobiles in performance of their duties. Ayes: All

Designation of Bank

Resolution #6

Motioned by: Robinson
 Seconded by: VanPatten

RESOLVED, that Community Bank N.A. of Waddington, N.Y. is hereby designated as depositor, in which the Supervisor, Town Justice, Town Clerk, and Tax Collector of the Town of Waddington will deposit monies coming into their hands by virtue of their offices. Ayes: All

Meeting Schedule

Resolution #7

Motioned by: Prentice
 Seconded by: Robinson

RESOLVED, that the Regular Meeting of the Waddington Town Board will be held the second Monday of month at 7:00PM except in November when it will be the 1st Monday of the month but not later than the Thursday following the General Election. Meetings will be held in the Municipal Building unless a larger crowd is anticipated and then it will be held in the Community Room @ Library. Advance notice will be given to the public of the change. Ayes: All

Newspaper Designation

Resolution #8

Motioned by: McKnight

Seconded by: VanPatten

RESOLVED, that the Ogdensburg Journal a newspaper published in Ogdensburg, N.Y. is hereby designated the official newspaper of the Town of Waddington. Ayes: All

Signature Authorization

Resolution #9

Motioned by: Robinson

Seconded by: Prentice

RESOLVED, that Sandra Wright, Supervisor of the Town of Waddington is authorized to sign all checks on all funds of said town on deposit in Community Bank without a counter signature. Ayes: All

Investment Policy

Resolution #10

Motioned by: VanPatten

Seconded by: McKnight

RESOLVED, that the Waddington Town Board agrees to continue with its current investment policy for the year 2014. (Copy is attached for details) Ayes: All

Purchase Authorization

Resolution #11

Motioned by: Robinson

Seconded by: VanPatten

RESOLVED, that the Town of Waddington Highway Superintendent be authorized to purchase equipment not to exceed \$1,500 without prior board approval. Ayes: All

Signature of Checks

Resolution #12

Motioned by: Prentice

Seconded by: Robinson

RESOLVED, that the Deputy Town Supervisor, Travis McKnight, has approval to sign any necessary checks during the case of the Supervisor's absence. In the case of both the Supervisor & Deputy Supervisor the Town Clerk, Carol A. Burns, is appointed to sign checks. Ayes: All

Association of Towns:

Resolution # 13

Motioned by: VanPatten

Seconded by: McKnight

RESOLVED, that the Waddington Town Board hereby authorizes all interested elected and appointed officials to attend the Association of Town Annual Meeting in New York City in February 2014;

BE IT FURTHER RESOLVED, that actual expenses of rooms and registration along with a \$35.00 per diem allowance for meals and a maximum of \$100.00 for travel allowance is provided;

AND FURTHER RESOLVED, that all attendees must present a written report of the meetings attended at the March 2014 regular Town Board Meeting. All reports will become

part of the minutes. Failure to present such a report will be sufficient reason to deny payment of all meeting expenses. Ayes: All

Procurement Policy

Resolution #14

Motioned by: McKnight

Seconded by: Prentice

RESOLVED, that the Waddington Town Board agrees to continue with its current procurement policy, with modifications, for the year 2014. (Copy is attached for details)

Returned Check Fees

Resolution # 15

Motioned by: Prentice

Seconded by: VanPatten

RESOLVED, that the Town will impose a \$20 fee for every check tendered for payment that has been returned for insufficient funds. Ayes: All

Citizen's Comments: Mayor Cassada welcomed the new board members and supervisor on behalf of the Village of Waddington. She stated that she looks forward to a good working relationship as we have had in the past. The Board thanked her.

Executive Session: A motion was made by McKnight, seconded by Robinson @ 7:20PM to enter into executive session to discuss the ongoing negotiations with the New York Power Authority. Councilor Prentice recused himself from the discussion and left the meeting. A motion was made by McKnight, seconded by VanPatten to return to regular session @ 8:50PM. No action was taken during executive session.

Task Force Appointment:

Resolution #16

Motioned by: McKnight

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board does hereby appoint Sandra Wright as the Town's representative on the NYPA Task Force;

BE, IT FURTHER RESOLVED, that the appointment for alternate to the NYPA Task Force will be Shirley Robinson. Ayes: All

Adjournment: A motion was made by McKnight, seconded by Robinson to adjourn the meeting @ 9:52 PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk