

Town of DeKalb Organizational Board Meeting

At the organizational meeting of the Town Board of the Town of DeKalb, St. Lawrence County, New York held on the 4th day of January 2017, at the Town Hall in DeKalb Junction NY, there were present:

John Frary	Supervisor	Rae Ann Davis	Councilwoman
Michael Livingston	Councilman	Edward Newcombe	Councilman
Barbara Creazzo	Town Clerk		

Wayne and Lana Storie, representing St. Lawrence Agency, of Hammond, NY, presented the Town Board, with the Insurance Proposal for the Town of DeKalb, for the time, 01/01/2017-01/01/2018. Mr. Storie explained the proposal line for line and asked if there were any questions. This policy represents New York Municipal Insurance Reciprocal (NYMIR).

Supervisor, John Frary opened the Town of DeKalb Organization meeting at 7:15 PM.

A motion was made by Rae Ann Davis and seconded by Michael Livingston to appoint **Charles Nash** as Town Attorney. Mr. Nash will take the Oath at the regular Board Meeting.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to appoint **Sheila Gardner** as Court Clerk. Oath to be taken.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to appoint **James Pipher** as Dog Control Officer and Town Constable with a salary of \$4,100.00 A contract will be provided for Mr. Pipher to sign.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to accept the Agreement for Dog Pound Services for the Calendar Year 2017 with **Dan Moyer**. The sum of \$15.00 per day for boarding and keep per dog. The sum of \$50.00 for euthanasia and burial should it be required after any mandated time has expired and provided in Article 7 of the Agriculture & Markets Law.

Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Michael Livingston to appoint **William (Bill) Chamber** as Town Code Enforcement Officer. Oath will be taken

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to appoint **Michael Livingston** as Deputy Town Supervisor as per recommendation of the Town Supervisor.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to appoint **Bryan Thompson** as Town Historian at a salary of \$2,500.00 per year. Oath to be taken.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to keep the position of Deputy Town Historian and set the salary at \$300 per year. Oath will be taken when an appointment has been made.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to appoint **Barbara Creazzo** as Registrar of Vital Statistics. Oath to be taken.

Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Rae Ann Davis to appoint **St. Lawrence County Health Services** as the Town's Health Officer. A Resolution to Director of Public Health as a means of a contract will be sent.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to designate the **Watertown Daily Times Newspaper** as the official newspaper for all legal notices.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to designate **Community Bank, N.A.** of Hermon, as the depository for the Town Clerk, Town Supervisor and Town Justice.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to invest idle funds in any **F.D.I.C.** insured approved bank.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to pay Town Officials the Federal Mileage Rate which is presently **.535 per mile**, for use of their own vehicles while

on Town business. This rate is the new standard mileage rate as set for 2017 by the Federal Government. Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Rae Ann Davis to authorize the Highway Superintendent to purchase up to **\$2,500.00** without prior approval. Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to set the income ceiling limit at **the following** for Senior Citizens exemptions on Real Property Taxes.

Annual Income Amount	Exemption Percentage	
\$14,000.00 or less	50%	
\$14,001.00 to \$14,999.00	45%	
\$15,000.00 to \$15,999.00	40%	
\$16,000.00 to \$16,999.00	35%	
\$17,000.00 to \$17,899.00	30%	
\$17,900.00 to \$18,799.00	25%	
\$18,800.00 to \$19,699.00	20%	Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to accept the Town Clerk's recommendation of **Wanda Law** to serve as Deputy Town Clerk and to be paid at a rate of **\$11.00** per hour. Oath to be taken. Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Michael Livingston to pay part-time Highway employees at a rate of **\$10.20** per hour with no CDL and to pay **\$15.00** per hour with a CDL license. Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Rae Ann Davis to designate the **3rd Wednesday** of the month at 7:00 PM for regular Town Board meetings. Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to appoint **Hoffman, Eels & Gray** as the accounting firm to the Town of DeKalb. A three-year contract will be signed. The first year will be for \$18,000, second year \$18,600, and the third year \$19,200. Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to approve salaries for the year 2017 as follows:

Town Supervisor	\$ 8,900.00		
Town Board	\$ 2,400.00	per Member	
Code Officer	\$ 11,500.00		
Highway Supt	\$ 44,500.00		
Justice	\$ 16,050.00		
Court Clerk	\$ 16,575.00		
Town Clerk	\$ 26,500.00		
Assessor	\$ 16,850.00		Carried 4 Ayes

Board of Assessment Review:
Chairman \$ 200.00 Regulars \$ 150.00 Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Michael Livingston to approve the payment of **\$1,850.00** to the DeKalb-Hermon Senior Citizens Club. Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Rae Ann Davis to approve the payment of **\$3,120.00** for rented office space at the Town of DeKalb Historical Association Building. Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Rae Ann Davis to approve the payment of **\$300.00** for rented archival space at the Town of DeKalb Historical Association Building. Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Rae Ann Davis to approve the payment of **\$375.00** to the Village of Richville for Youth Services which are open to youth outside of the Village. Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to approve the payment of **\$1,500** to the Richville Free Library. Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to approve paying Highway Superintendent **\$500.00** per year for work done for the Sewer & Water District.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Rae Ann Davis to grant permission to the Highway Department to work with any municipality within St. Lawrence County, any School District and Not for Profit Organization in the Town of DeKalb. Any charges of services shall be arranged by the Highway Superintendent. This motion shall stay in effect until rescinded by the Town Board with notification from the Highway Superintendent.

Carried 4 Ayes

A motion was made by Rae Ann and seconded by Ed Newcombe to appoint John Frary as an authorized contact person for ACH (Automatic Clearing House) purposes at Community Bank N.A.

Carried 4 Ayes

A motion was made by Ed Newcombe and seconded by Michael Livingston that any bills/vouchers under **\$500.00** do not need individual approval and/or signatures. All vouchers will be available for any Board Member to review at each Board Meeting if they so choose.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Rae Ann Davis that the Supervisor authorize and/or pay the following either by autopay or check prior to regular Board Meetings to avoid late charges: Verizon, Justice Court Fund, National Grid, Time Warner Cable, First Bank.

Carried 4 Ayes

Members of the Board have reviewed the **Town of DeKalb Procurement Policy**. Rae Ann Davis made the motion and seconded by Ed Newcombe for Supervisor Frary to sign and date on behalf of the Board members.

Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Ed Newcombe to appoint David Hart and John Frary as marriage officiants for one year. Oath from each will be taken.

Carried 4 Ayes

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to maintain the water fee at the rate of \$2.40 per 1000 gallon.

Carried 4 Ayes

Oath of Office to be administered to the following names and titles:

Charles Nash Attorney

Sheila Gardner Court Clerk

William Chambers COE

Michael Livingston Deputy Supervisor

Bryan Thompson Town Historian

Wanda Law Deputy Clerk and Deputy Registrar of Vital Statistics

David Hart Officiant

John Frary Officiant

A motion was made by Michael Livingston and seconded by Rae Ann Davis to close the Organization Meeting.

Carried 4 Ayes

Meeting closed at 8:30 PM.

Respectfully submitted by:

Barbara A. Creazzo

Town Clerk