

**DRAFT**

State of New York  
County of Fulton  
Town of Stratford

Minutes of the Stratford Town Reorganizational Board meeting held on Thursday, January 3, 2013 at the municipal building located at 120 Piseco Rd.

Present:

Robert Johnson Jr.	---	Supervisor
Allan Perkins	---	Councilman
Bernard Leavitt,	---	Councilman
Lorraine Rumrill	---	Councilwoman
Bernard Leavitt	---	Councilman
Dawn Youker	---	Councilwoman
Diana Massicotte	---	Town Clerk

Absent

Mark Snowman	---	Superintendent
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Supervisor Johnson called the meeting to order at 6:37 pm with the Pledge to the Flag.

Residents in attendance: Allicia Rice and Ken Thompson

**RESOLUTION #1-13**

**RESOLUTION TO MAKE NECESSARY 2012 YEAR-END BUDGET TRANSFERS AS FOLLOWS:**

<b>To:</b>	<b>A1410.4 – Town Clerk C.E.</b>	<b>\$ 15.42</b>	
<b>From:</b>	<b>A1410.11 – Deputy Town Clerk P.S.</b>		<b>\$ 15.42</b>
<b>To:</b>	<b>A1450.4 – Elections C.E.</b>	<b>\$ 98.08</b>	
<b>From:</b>	<b>A1910.4 – Unallocated Insurance</b>		<b>\$ 98.08</b>
<b>To:</b>	<b>A1620.1 – Buildings P.S.</b>	<b>\$ 240.70</b>	
<b>From:</b>	<b>A1910.4 – Unallocated Insurance</b>		<b>\$ 240.70</b>
<b>To:</b>	<b>A5132.4 – Highway Garage C.E.</b>	<b>\$ 6,741.53</b>	
<b>From:</b>	<b>A1990.4 – Contingent</b>		<b>\$ 4,000.00</b>
<b>From:</b>	<b>A8090.1 – BTI P.S.</b>		<b>\$ 2,741.53</b>
<b>To:</b>	<b>DA5110.1 – General Repairs P.S.</b>	<b>\$ 767.30</b>	
<b>From:</b>	<b>DA5142.1 – Snow Removal P.S.</b>		<b>\$ 767.30</b>
<b>To:</b>	<b>DA5130.2 – Machinery E. Q.</b>	<b>\$30,000.00</b>	
<b>From:</b>	<b>DA9950.9 – Capital Projects</b>		<b>\$30,000.00</b>

<b>To:</b>	<b>DA5130.2 – Machinery E.Q.</b>	<b>\$12,000.00</b>	
<b>From:</b>	<b>DA5142.4 – Snow Removal C.E.</b>		<b>\$12,000.00</b>
<b>To:</b>	<b>DA5130.2 –Machinery E.Q.</b>	<b>\$ 2,129.00</b>	
<b>From:</b>	<b>DA5130.4 – Machinery C.E.</b>		<b>\$ 2,129.00</b>
<b>To:</b>	<b>DA5130.2 – Machinery E.Q.</b>	<b>\$18,000.00</b>	
<b>From:</b>	<b>DA9010.8 – Retirement</b>		<b>\$18,000.00</b>

**Offered by: Councilwoman Rumrill, seconded by Councilman Perkins**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #2-13 TO AMEND THE 2012 HIGHWAY FUND BUDGET TO RAISE REVENUES AND APPROPRIATIONS TO USE EXCESS CHIPS AID & SURPLUS SCRAP SALES MONIES TOWARD EQUIPMENT COSTS AS FOLLOWS:**

<b>DA510 – Estimated Revenues</b>	<b>\$17,100.00</b>
(DA3501 – CHIPS Aid - \$7,100.00)	
(DA2650 – Surplus Scrap Sales - \$10,000.00)	
<b>DA960 – Appropriations</b>	<b>\$17,100.00</b>
(DA5130.2 – Machinery E.Q. - \$17,100.00)	

**Offered by: Councilwoman Rumrill, seconded by Councilman Leavitt**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #3-13 TO CONTRIBUTE \$34,901.00 FROM THE 2012 GENERAL FUND BUDGET LINE ITEM OF ASSESSMENT UPDATE (A1355.41 NOT EXPENDED TO THE HIGHWAY FUND BUDGET LINE ITEM OF MACHINERY E.Q. (DA5130.2))**

**Offered by: Councilwoman Rumrill, seconded by Councilman Leavitt**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #4-13 TO AMEND THE 2012 HIGHWAY FUND BUDGET TO USE UNAPPROPRIATED FUND BALANCE TOWARD HIGHWAY EQUIPMENT EXCAVATOR PURCHASE AS FOLLOWS:**

<b>DA599 – Unappropriated Fund Balance</b>	<b>\$25,000.00</b>
<b>DA960 – Appropriations</b>	<b>\$25,000.00</b>
(DA5130.2 – Machinery E.Q.)	

**Offered by: Councilman Perkins, seconded by Councilwoman Rumrill**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #5-13 Naming Appointed Positions for the year 2013**

**WHEREAS**, the Stratford Town Board held its Reorganizational meeting on January 3, 2013 and

**WHEREAS**, the following information was examined and reviewed by the Stratford Town Board, now therefore be it

**RESOLVED**, that the following persons are hereby appointed as officials in the Town of Stratford for the year 2013:

Code Enforcement Officer	--	To be determined
Registrar of Vital Statistics	--	Diana Massicotte
Health Officer	--	To be determined
Historian	--	Carolyn Walker
Building Maintenance Staff	--	Leo Aubin
Building Janitorial Staff	--	Lorraine Rumrill
Sole Assessor	--	Leigh Anne Loucks
Attorney to the Town	--	Allen R. Day
Assessor Clerk	--	Donna Loucks
Deputy Town Supervisor	--	Allen Perkins
Deputy Highway Superintendent	--	Earl J. Youker Jr.
Deputy Town Clerk/Tax Collector/ Sub-Registrar	--	Margaret Klages

**Offered by: Councilwoman Rumrill, seconded by Councilman Perkins**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #6-13 Naming Elected Officials and their Positions for the year 2013**

**WHEREAS**, the Stratford Town Board held its Reorganizational meeting on January 3, 2013 and

**WHEREAS**, the Stratford Town Board did examine and review the list of the elected officials and their titles, now therefore be it

**RESOLVED**, that the following are hereby listed as the elected officials, in the Town of Stratford for the year 2013 as follows:

Supervisor	--	Robert E. Johnson Jr.
Highway Superintendent	--	Mark Snowman
Town Clerk/Tax Collector/Registrar/ Records Management Officer	--	Diana Massicotte
Town Justice	--	Douglas Gardner

Councilman	--	Bernard Leavitt
Councilman	--	Allan R. Perkins
Councilwoman	--	Lorraine Rumrill
Councilwoman	--	Dawn R. Youker

**Offered by: Councilwoman Rumrill, seconded by Councilman Leavitt**  
**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

**RESOLUTION #7-13 to set yearly salaries and hourly rates for the year 2013**

**WHEREAS**, the Stratford Town Board held its Reorganizational meeting on January 3, 2013 and

**WHEREAS**, the town board desires to set the salaries of Elected, and Appointed Officials in the Town of Stratford, Now therefore be it

**RESOLVED**, that the following yearly salaries and hourly rates as amended for elected and appointed officials, in the Town of Stratford for the year 2013:

**Salary Elected & appointed Officials to be paid monthly**

(1) Supervisor	\$ 9,064.00
(1) Town Clerk/Tax Collector	\$ 10,000.00
(4) Town Board Members	\$ 1,400.00 ea.
(1) Budget Officer/Bookkeeper to Supervisor	\$ 4,538.00
(1) Payroll Clerk	\$ 1,756.00
(1) Town Justice	\$ 5000.00
(1) Dog Control Officer	\$ 2,700.00
(1) Code Enforcement Officers	\$ 7,200.00

**Salary Appointed Officials to be paid bi-annually:**

(1) Attorney to the Town (paid by voucher)	\$ 4,500.00
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**Salary Appointed Officials to be paid annually:**

(1) Historian	\$ 175.00
(1) Assessment Review Board Chairman (paid by voucher)	\$ 235.00
(4) Assessment Review Board Members (paid by voucher)	\$ 165.00 ea.
(1) Deputy Superintendent of Highways	\$ 1,000.00
(1) Registrar of Vital Statistics	\$ 530.00
(1) Deputy Supervisor	\$ 700.00

**Salary Elected & appointed Officials to be paid weekly:**

(1) Sole Assessor	\$ 14,710.00
(1) Superintendent of Highways	\$ 33,500.00

**Appointed Employees to be paid hourly:**

Motor Equipment Operators (Highway; full-time)	\$ 14.72
Laborers per hr (Highway; full-time)	\$ 9.00
Senior Mechanic	\$ 16.36
Senior Equipment Operator	\$ 16.36
(1) Deputy Town Clerk -Not to exceed \$3,000.00 per year	\$ 10.30
(1) Laborer (Janitorial & Maintenance Staff)	\$ 10.30
(1) Assessor clerk-Not to exceed \$2,000.00 per year	\$ 10.30

**Offered by: Councilman Perkins, seconded by Councilwoman Rumrill**

**ADOPTED: Ayes 4 Johnson, Perkins, Rumrill, Youker**

**Nays 1 Leavitt**

**RESOLUTION ON #8-13 stating Organizational Business - Miscellaneous for the year 2013**

**WHEREAS**, the Stratford Town Board held its Reorganizational meeting on January 3, 2013 and

**WHEREAS**, the following information was examined and reviewed by the Stratford Town Board, now therefore be it

**RESOLVED**, that the following information is hereby offered for the purpose of conducting business in the Town of Stratford for the year 2013:

**Financial Institution:**

Supervisor- Adirondack Bank Little Falls, NY 13365

Town Clerk/Tax Collector- M&T Dolgeville, NY 13329

That the Regular meeting of the Town Board of the Town of Stratford will be held on the second Thursday of each month at 6:30 p.m. at Town Hall 120 Piseco Road.

Official newspapers are the Times and the Leader Herald.

That the Supervisor is authorized to do the following: Invest money anytime that there is money to invest. Pay fixed bills such as telephone, electric, gasoline, oil, salaries, contract, insurance etc. when due. Pay monthly salaries of elected officials on the Thursday following the Board Meeting.

That Gas Mileage for the year 2013 will be \$0.50 per mile.

**Offered by: Councilman Perkins, seconded by Councilwoman Rumrill**

**ADOPTED: Ayes 5 Johnson, Perkins, Leavitt, Rumrill, Youker**

**Nays 0**

**RESOLUTION #9-13 TO APPOINT ANIMAL CONTROL OFFICER, KAREN JAQUAY, FOR A PROBATIONARY PERIOD OF SIXTY DAYS AND THEN REVISIT JOB PERFORMANCE**

**Offered by: Councilwoman Rumrill, seconded by Councilman Perkins**

**ADOPTED: Ayes 5            Johnson, Perkins, Leavitt, Rumrill, Youker**  
**Nays 0**

A discussion followed regarding the duties of the Animal Control Officer. It was suggested that when a delinquent report was sent to the Animal Control Officer, the Town Clerk should also provide a copy to the Town Board. The Board felt they should have a report from the Animal Control Officer quarterly. Supervisor Johnson said he would invite Karen Jaquay to the next meeting to go over the procedure for dog licenses.

It was decided not to reappoint Dave Rackmyre as Code Enforcement Officer. The Board had meetings with the CEO during 2012 to air their concerns were still not satisfied with his job performance.

Motion made by Councilman Leavitt, seconded by Councilwoman Rumrill to not appoint Dave Rackmyre as the Code Enforcement Officer for 2013.

Ayes - 5            Leavitt, Johnson, Rumrill, Perkins and Youker  
Nays - 0

Supervisor Johnson suggested that a meeting between the Board and the new appointee should take place to explain what the job requires. He suggested that the appointee could work for a 30, 60 or 90 day probationary period. At the end of this time, the Board would have a second meeting with the appointee to discuss any input or problems.

**AUDIT OF CLAIMS**

Motion made by Councilwoman Rumrill, seconded by Councilman Leavitt to approve the bills on Abstract #1

Ayes - 5            Leavitt, Johnson, Rumrill, Perkins and Youker  
Nays - 0

General Fund            Voucher Nos. 1 through 9            \$3,041.10

Supervisor Johnson will contact Judge Gardner to have him bring his books to the next Board Meeting so the Board can audit them.

With no further business, on a motion by Councilman Perkins, seconded by Councilwoman Rumrill, the meeting was adjourned at 8:20 pm.

Respectfully submitted,

Diana Massicotte, Town Clerk