

**HILLSDALE TOWN BOARD
ORGANIZATIONAL MEETING
HELD AT TOWN HALL
January 9, 2014**

The meeting was called to order at 7:03PM by Supervisor Baer.

Pledge of Allegiance.

Present: Supervisor Arthur Baer, Councilpersons Jill Sims-Elster, August Sena, and Steven Tiger; and Councilman Carmen Barbato

Others Present: Town Clerk, Ruth Dodds, Robina Ward, Richard Briggs, Highway Superintendent, Frank Velez, Jeff Paige, Craig Norton, ZBA Chairman, Julie Kane, and Joe Hanselman, Tax Collector.

The Town Clerk gave the Oath of Office to newly elected Councilpersons Jill Sims-Elster and Carmen Barbato.

Budget Amendment #1 of 2014

On motion of Councilwoman Jill Sims-Elster, seconded by Councilman August Sena, the following resolution was

Adopted vote ayes 5 nays 0

Resolved that the Town Board authorizes the Supervisor to make 2014Budget adjustments to the Building Inspector Accounts #3620.1 (decrease) and #3620.4 (increase) in the amount of \$15,000

On motion of Councilman Steve Tiger, seconded by Councilman August Sena, the following resolutions were

Adopted vote ayes 5 nays 0

Resolutions for 2014:

- 1) Establish \$.55 per mile for all official town business
- 2) Give Highway Superintendent authority to purchase up to \$1,500 in new equipment without authorization of the Board
- 3) Give Highway Superintendent permission to bid, as necessary, materials such as calcium chloride and gravel
- 4) Allow the Highway Superintendent to share equipment with other municipalities as necessary
- 5) Fix salaries and time each shall be paid (Schedule attached)
- 6) All accounts must be submitted to the Board on a monthly basis
- 7) Bills must be presented no later the two working days before the regular business meeting
- 8) Regular Town Board meetings will be the third Tuesday of every month at 7:00 p.m.

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On motion of Councilman Sena, seconded by Councilwoman Jill Sims-Elster, the following resolution was

Adopted vote ayes 5 nays 0

Resolved to approve the Salaries and Appointments for 2014 as presented.

ZBA Appointment

On motion of Councilman Sena, seconded by Councilwoman Jill, the following resolution was

Adopted vote ayes 5 nays 0

Resolved to accept the recommendation of Craig Norton, ZBA Chairman and reappoint Bill Sullivan to continue on the Zoning Board of Appeals.

He is appointed for a 5 year term that will expire on December 31, 2018.

Audits

Bonadio Group has submitted a letter stating they are willing to do another audit this year. After discussion, the Board decided that because they just did an audit last year and the State will be auditing us this year, will put off until next year. The State is doing an internal financial control audit.

Highway Truck/Sander

Because we lost a truck to an accident, the Highway is short a truck. This puts time restraints on the Highway crew.

On motion of Councilman Barbato, seconded by Councilman Sena it was agreed that the Town should buy a small sander for the pick up...estimated cost \$4,000. Art will check into the fact that the truck is not available to use and see what is available for leasing a truck from Highway Superintendents and the County.

Meeting adjourned at 7:43 p.m.

Respectfully Submitted,

Ruth Dodds, Town Clerk

Appointments 2014

As former councilmember Peter Cipkowski was chair of Communications, the Board discussed who would take his place. It was decided that it needed to be someone on the Town Board. Though Peter has volunteered to continue to manage the Town website and e- newsletter, someone should to provide input for him.

Deputy Supervisor: Steven Tiger

Budget Officer: Arthur Baer

Town Attorney: Nelson Alford, Jr.

Accountant: Nelson E. Furlano, CPA

Payroll: Adirondack Payroll Services

Building Inspector/CEO: Lee Heim

Town Historian: Peter Cipkowski

Webmaster: Peter Cipkowski

Newsletter: Peter Cipkowski

Dog Control Officer: Wes Powell

Kennels: Columbia-Greene Humane Soc.

Registrar of Vital Statistics: Ruth Dodds

Highway Committee: Carmen Barbato

Sewer Committee: August Sena

Park & Rec Committee: Jill Sims-Elster

Youth Director: TBA

Communications Committee: Steven Tiger

Designation of Official Newspaper: Register Star

Designation of Bank Depository: First Niagara Bank

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SALARY SCHEDULE

Position	Incumbent	Salary/Rate of Pay	Pay Frequency
Highway Superintendent	Richard Briggs	\$ 54,754.00/annum	Bi-weekly
Highway Employees	Foreman	\$ 17.25/hour	Bi-weekly
	Deputy Hwy. Supt.	\$ 18.43/hour	Bi-weekly
	MEO	\$ 16.75/hour	Bi-weekly
	Laborer	\$ 15.95/hour	Bi-weekly
	Part-time Laborer	\$ 13.26/hour	Bi-weekly
Court Clerk & Assistant to the Assessor	Jan Keefner	\$ 29,471/annum	Bi-weekly
Accountant	Nelson Furlano, CPA	\$ 10,000/annum	Monthly
Assessor	Pamela Cook	\$ 27,800/annum	Monthly
Dog Control Officer	Wes Powell	\$ 3,152/annum	Monthly
Planning Secretary	Vivian deGeorges	3,060.00/annum	Monthly
ZBA Secretary	Ruth Dodds	\$ 1,326 /annum	Monthly
Supervisor	Arthur Baer	\$11,367/annum	Monthly
Tax Collector	Joseph Hanselman, Jr.	\$ 4,344/annum	Monthly
Building Inspector	Lee Heim	\$1,250	Monthly
Town Attorney	Nelson R. Alford, Jr.	\$200/hour, litigation; \$195/hour, non-litigation	Monthly
Town Clerk	Ruth Dodds	\$ 16,800/annum	Monthly
Deputy Clerk	Vivian DeGeorges	\$6,120/annum	Bi-weekly
Sewer Bookkeeper	Vivian DeGeorges	\$3,000/annum	Bi-weekly
Councilperson	Steven Tiger	\$ 4,102.50/annum	Quarterly
Councilperson	Jill Sims-Elster	\$ 4,102.50/annum	Quarterly
Councilperson	Carmen Barbato	\$ 4,102.50/annum	Quarterly
Councilperson	August Sena	\$ 4,102.50/annum	Quarterly
Town Justice	Mark Cawley	\$ 9,378.50/annum	Quarterly
Town Justice	Russ Immarigeon	\$9,378.50/annum	Quarterly
Youth Director	TBD	\$ 5,763/annum	Bi-weekly
Budget Officer	Arthur Baer	\$ 500/annum	Annually
Registrar of Vital Records	Ruth Dodds	\$ 200/annum	Annually
Board of Assessment Review	Craig Norton MA Foote Fred Laing	\$ 60/meeting	After grievance
Telephone	Town Hall, Garage, Justices, Emergency Line, Roe-Jan Park, Sewer District		When due
Electric	Town Hall, Garage, Street Lights, Ball Field, Roe-Jan Park, Sewer District		When due