Minutes of the Organizational Meeting held by the LaFayette Town Board on January 6, 2009 at 6:30 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette

Present: Gregory Scammell, Supervisor
David Knapp, Councilman
Thomas Bailey, Councilman
William McConnell, Councilman
Adrian Shute, Councilman

Recording Secretary: Mary Jo Kelly, Town Clerk

Others Present: Leon & Beverly Cook
David & Janine Baker.
Mary Doster
Jerry & Sharlene Doolittle
Pete Paul
Connie Foote
John Dunkle, Dunn & Sgromo
Greg Sgromo, Dunn & Sgromo
Michele Pirro Bailey
Scott Kushner
Jim & Pat Keefe
Tom Rezsnyak,
Kevin Bailey
Kevin Gilligan
Regina Reinschmidt
Tom Chartrand
Jim & Anne Nakas,
Herb & Bea Salladin
Jim & JoAnne Moore
Jack & Peggy Sutton
Megan Skinner
Pat Hurd
Judy Walrath
John & Merikay Harper
Arlington & Eva Palmer
Rainer & Judi Brocke
Claire Bailey
Ray Schwenn
Tom Dadey, Jr.
Christina Shute, Amy, Mason & Morgan
Barb Lasky
Beverly Oliver
Greg Titus
Jeremiah Southwick

Chris Keenan
Mary & Bill Turner
Amelia Kinzie
Carleen LaRonde
Rich Stach
Bob DeMore
Sumner Palmer
Tom & Bobbi Turner

1. Supervisor Scammell called the Organizational Meeting to order at 6:35 p.m.

2. The Town Clerk took the Roll. All present**.**

3. Pledge to the U.S. Flag led by Kevin Bailey & Claire Bailey.

4. Oath of Office was administered by Onondaga County Family Court Judge Michel Pirro Bailey:

Tax Collector	Mary Doster
Assessor	William Turner

5. **Motion to accept prior meeting minutes.**
   - **Councilmen Mc Connell moved and Knapp seconded the motion to accept the December 8, 2008, Regular Town Board Meeting Minutes as submitted by the Town Clerk. Motion passed unanimously.**

6. **Councilmen Knapp moved and Bailey seconded the motion to adopt Rules of Procedure for Organizational Meeting & Town Board Meetings. Motion passed unanimously.**

7. **Appointments to vacant elected offices.** None**.**

8. **Town Board appointments/approvals (2009 unless otherwise stated).**

   Councilmen Knapp moved and Shute seconded the motion to approve the following appointments:

   A. **Town Attorney: Costello, Cooney & Fearon, PLLC. Kevin Gilligan, John Langey, & associates.**

   B. **Town Engineer: Dunn & Sgromo Engineers. Greg Sgromo, John Dunkle & associates. SPDES: O'Brien & Gere Engineers.**

   C. **Board of Assessors.**
      - **Chair: Shawn Adam**
      - **Clerk: Marshall Taylor.**

D. Dog Control.

- **Officer: Jim Moore.**
- **Deputy: Doug Scholes.**

E. Assessment Grievance Board of Review.

- **Chair: vacant**
- **Member: Richard Stach 10/01/08-09/30/10 (Filling vacancy).**
- **Member: Pete Paul 10/01/08 – 09/30/13 (Filling vacancy).**
- **Member: vacant (Filling prior vacancy). Undated – 9/30/09**

F. Board of Ethics.

- **Chair: Ray Schwenn.**
- **Member: Eva Palmer.**
- **Member: Sumner Palmer.**

G. Code Enforcement (Building Inspection & Zoning).

- **Officer: Ralph Lamson.**
- **Deputy: Jack Sutton.**

H. Collector of Taxes.

- **Deputy: Kitty Reinhardt.**
- **Deputy: Mary Jo Kelly**

I. Constable: Harrison Homer.

J. Environmental & Conservation Advisory Board.

- **Chair: Dr. Rainer Brocke.**
- **Member: Eileen Gilligan, 01/01/09-12/31/13.**

K. Highway Superintendent, Deputy: John Greeley.

L. Historian Emeritus: J. Roy Dodge.

M. Information Officer: Pat Keefe.

N. Justice Court.

- **Court Clerk: Eva Palmer.**
- **Deputy Clerk: Carleen LaRonde.**
- **Deputy Clerk: Judy Walrath.**

O. Physical Plant.

- **Deputy: Herb Salladin.**
- **Deputy: JoAnne Moore.**
- **Deputy: Jim Moore**

- **LaFayette Nature Preserve & Ropes Course Manager & Scheduler: Sandy Smith.**
- **LaFayette Community Center, Scheduler: Mary Jo Kelly.**
- **LaFayette Community Center, Manager: Greg Scammell**

P. Planning Board.
- **Chair: Jim Nakas.**
- **Member: Jim Nakas, 01/01/09-12/31/13.**
- **Alternate: Bill Turner.**
- **Secretary: Mary Jo Kelly.**
- **Deputy Secretary: Peg Sutton.**

Q. Safety Officer: Tom Rezsnyak.

R. Town Clerk.
- **Deputy: Mary Doster.**
- **Deputy: Peg Sutton.**
- **Deputy: Carleen LaRonde.**

S. Zoning Board of Appeals.
- **Chair: Steve Beggs.**
- **Member: Dan Kuhns, 01/01/09-12/31/13.**
- **Alternate: Jim Butkus.**
- **Secretary: Mary Jo Kelly.**
- **Deputy Secretary: Peg Sutton.**

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

9. Town Supervisor appointments.

Councilmen McConnell moved and Knapp seconded the motion to affirm the following Town Supervisor appointments:

- **Deputy Supervisor: N. F. "Pete" Paul.**
- **Confidential Secretary: Town Clerk Mary Jo Kelly.**
- **Bookkeeper: Thomas Chartrand Accounting.**
- **Historian: Greg Titus.**

Voting on the above motion was as follow:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

10. Councilor Knapp moved and Councilor Bailey seconded the motion to affirm the following LaFayette Public Library appointments:

- **Trustee Katie Whitney, 01/01/09-12/31/13.**
- **Trustee Judy Brocke (Filling Teresa Mech's term) 01/01/09-12/31/13.**

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

11. Town Committees.
Councilmen Bailey moved and Knapp seconded the motion to approve the following Town Committee appointments:

A. Agriculture.
- **Town Clerk Mary Jo Kelly.**
- **Town Councilor Dave Knapp.**

B. Communications & Technology.
- **Webmaster Mike Forte.**
- **Information Officer Pat Keefe.**
- **Town Clerk Mary Jo Kelly.**
- **Town Assessor Marshall Taylor.**
- **Town Supervisor Greg Scammell.**

C. Economic Development.
- **Chair: Town Councilor Bill McConnell.**
- **Town Supervisor Greg Scammell**

D. Emergency Response.
- **Town Councilor Tom Bailey.**
- **Town Councilor Bill McConnell.**
- **Dep. Town Supervisor N.F. "Pete" Paul.**

E. Employee Policies & Benefits.
- **Town Clerk Mary Jo Kelly.**

- **Town Councilor Adrian Shute.**
- **Town Assessor Mary Doster.**

F. Highway.
- **Chair: Deputy Supervisor N. F. "Pete" Paul.**
- **Member: Highway Superintendent Leon Cook.**
- **Member: Town Councilor Dave Knapp.**
- **Member: Former Town Supervisor Summer Palmer.**
- **Member: Deputy Highway Superintendent John Greeley.**

G. Insurance.
- **Chair: Town Councilor Adrian Shute.**
- **Member: Town Councilor Bill McConnell.**

H. Physical Plant.
- **Physical Plant Deputy Herb Salladin.**
- **Physical Plant Deputy JoAnne Moore.**
- **Physical Plant Deputy Jim Moore.**
- **Town Councilor Dave Knapp.**
- **Town Councilor Bill McConnell.**

I. Recreation & Youth.
- **Town Councilor Dave Knapp.**
- **Town Councilor Adrian Shute.**
- **Recreation Director Regina Reinschmidt.**

J. Safety.
- **Chair: Safety Officer Tom Rezsnyak.**
- **Member: Town Councilor Adrian Shute.**
- **Member: Highway Superintendent Leon Cook.**
- **Member: Recreation Director Regina Reinschmidt.**

K. Service Awards.
- **Chair: Town Councilor Bill McConnell.**
- **Member: Town Councilor Dave Knapp.**
- **Member: LaFayette Fire Department Larry Paige.**
- **Member: LaFayette Fire Department John Harper.**

L. SOTS & OCRRA Liaison.
- **Chair: Town Councilor Dave Knapp.**
- **Member: Town Councilor Bill McConnell.**

M. SPDES (State Pollutant discharge Elimination System).
- **Chair and SPDES Management Officer: Town Councilor Bill McConnell.**

- **Member and Assistant SPDES Management Officer: Town Councilor Dave Knapp.**
- **Member: Environmental & Conservation Advisory Board Nancy Mueller.**
- **Member: Planning Board Chair Jim Nakas.**
- **Member: Zoning Board of Appeals Chair Steve Beggs.**
- **Member: Town SPDES Engineer Mark Parrish.**
- **Member: Town Attorney Kevin Gilligan.**

N. Water.

- **Chair: Town Supervisor Greg Scammell.**
- **Member: Deputy Town Supervisor N.F. "Pete" Paul.**

O. Zoning Review.

- **Chair: Town Clerk, Planning & Zoning Board of Appeals Secretary Mary Jo Kelly.**
- **Member: Code Enforcement Officer Ralph Lamson.**
- **Member: Town Supervisor Greg Scammell.**

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

12. Councilor's Knapp moved and Bailey seconded the motion to appoint the following liaisons to local school districts:

- **Jamesville-DeWitt: Deputy Supervisor N.F. "Pete" Paul.**
- **LaFayette: Town Councilors Bill McConnell and Adrian Shute.**

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

13. Special Recognition.

- **Longest serving public servants:**

  - **Malcolm Knapp (since 1971) - Town Justice Malcolm Knapp,**
  - **Bob Drumm (since 1971) - ZBA member & former Environmental & Conservation Advisory Board member,**

- **Steve Beggs (since 1976) - ZBA Chair, and**
- **Eva Palmer (since 1978) - Court Clerk & Ethics Board.**

- **Retirements:** None.

- **Former town officials, employees & retirees.**
  Supervisor Scammell noted past Town Councilor Tom Dadey, Jr. was here earlier. Past Supervisor Sumner Palmer was here.

- **Newly elected officials:** **Mary Doster, Tax Collector and Bill Turner , Town Assessor.**

- **New employees:** **Steve Robson, Highway Dept.**

14. Councilmen McConnell moved and Knapp seconded the motion for approval and instructed the Town Clerk to execute the filings. Motion passed unanimously.

15. Councilmen McConnell moved and Knapp seconded the Resolution fixing salaries and payment schedules of all elected and appointed officers in accordance with the 2009 Town Budget.

Town Clerk, Deputy	**$11.00/hour**
Justice Court, Deputy Clerk	**$11.00/hour**
Physical Plant, Deputy1	**$11.00/hour**
Physical Plant, Deputy2	**$ 8.00/hour**
Tax Collector, Deputy	**$11.00/hour**
Planning Board and Zoning Board of Appeals, members & alternate members	**$250.00/year**
Planning Board and Zoning Board of Appeals, Chairs	**$500.00/year**
Grievance Board of Review, members	**$100.00/year**
Grievance Board of Review, Chair	**$150.00/year**

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

16. Councilmen Bailey moved and Knapp seconded the Resolution setting reasonable amount for specified officers and employees for mileage compensation (current 2009 IRS rate is $ .550/mile). Motion passed unanimously.

17. Councilor's Bailey moved and Knapp seconded the motion to authorize the supervisor to sign the contract with the SPCA and set seizure/impoundment fees for dogs at 150. Motion passed unanimously.

18. Councilmen Shute moved and Bailey seconded the motion to set regular Town Board meetings. The LaFayette Town Board will meet at 6:30 P.M. on the 2nd and 4th Mondays of the month throughout 2009, at the Town Hall, Town Commons Office Building. Town Board meetings will <u>not</u> be held on: May 25th (Memorial Day) June 22nd (summer hours), July 27th (summer hours), August 24th (summer hours), October 12th (Columbus Day) and December 28th (Christmas holiday).

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

19. Councilmen McConnell moved and Knapp seconded the motion to set the Town holiday schedule as follows:

- **Federal holidays (10): 1/19/09 - Monday (Martin Luther King, Jr. Day), 2/16/09 – Monday (Washington's Birthday/President's Day), 5/25/09 - Monday (Memorial Day), 7/3/09 - Friday (Independence Day), 9/7/09 – Monday (Labor Day), 10/12/09 – Monday (Columbus Day), 11/11/09 - Monday (Veterans Day), 11/26/09 – Thursday (Thanksgiving Day) and 12/25/09 – Friday (Christmas Day) and 1/01/10 – Thursday (New Year's Day, 2010).**

- **Town (floating) holidays (3): carried over from prior town holiday policies for Lincoln's Birthday, Good Friday and Election Day.**

Voting on the above motion was as follows:

Supervisor Scammell	**Voted**	**Yes**
Councilman Knapp	**Voted**	**Yes**
Councilman Bailey	**Voted**	**Yes**
Councilman McConnell	**Voted**	**Yes**
Councilman Shute	**Voted**	**Yes**

Motion passed unanimously.

20. Councilmen Knapp moved and McConnell seconded the motion to designate Official Newspaper as The Post-Standard. Motion passed unanimously.

21. Councilmen Shute moved and Bailey seconded the motion to designate Official Bank as HSBC Bank. Motion passed unanimously.

22. Councilmen Bailey moved and McConnell seconded the motion to establish Petty Cash funds as follows:

- **Tax Collector. $100.00.**
- **Town Clerk. $50.00.**

Motion passed unanimously.

23. Councilmen Bailey moved and McConnell seconded the motion to accept the Town Procurement Policy. Motion passed unanimously.

24. Councilmen Knapp moved and McConnell seconded the motion to establish Standard Work Hours per Day for NYS retirement purposes – 6 hours. Motion passed unanimously.

25. Councilmen Knapp moved and Bailey seconded the Motion that the Board reviewed and approved the Investment Policy. Motion passed unanimously.

26. Councilmen McConnell moved and Knapp seconded the motion to authorize the Supervisor to make an application to the youth program. Motion passed unanimously.

27. Questions & comments from the residents. There were none.

28. Suggestions for improvement and positive contributions.

Marshall Taylor said he and his wife have offered to donate $300 for a flat at the park. They hope this will be done this year.

Councilor Knapp said the flag pole has been ordered and will be here in the spring.

29. **Councilmen McConnell moved and Knapp seconded the motion to audit and pay the following bills.**

HIGHWAY FUND	**#3043 - 3065**
GENERAL FUND	**#3066 - 3107**
SPECIAL DISTRICT FUND	**# 3108-3109**
TRUST & AGENCY FUND	**#3110**

Motion passed unanimously.

30. Councilmen Knapp moved and McConnell seconded the motion to adjourn. Motion passed unanimously.

The Special Organizational Meeting adjourned at 6:47 p.m.

Respectfully submitted,

Mary Jo Kelly
Town Clerk

Adopted 1/12/09