

Minutes of the Organizational Meeting held by the LaFayette Town Board on January 5, 2010 at 6:00 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette

Present: Adrian Shute, Supervisor
 David Knapp, Councilman
 William McConnell, Councilman
 Andrew Ohstrom, Councilman
 Gerry Doolittle, Councilman

Recording Secretary: Mary Jo Kelly, Town Clerk

Others Present: Leon & Beverly Cook
 Jack & Peggy Sutton
 Megan Skinner
 Carleen LaRonde
 Judy Walrath
 John & Kathy Greeley
 Jim & Anne Nakas
 Sheila, Ashley & Shelby Ohstrom
 David & Janine Baker
 Mary Doster
 Sharlene Doolittle
 Pete Paul
 John Dunkle, Dunn & Sgromo
 Scott Kushner
 Jim & Pat Keefe
 Tom & Kathy Rezsnyak,
 Kevin Gilligan
 Regina Reinschmidt
 Tom Chartrand
 Herb & Bea Salladin
 Jim & JoAnne Moore
 Pat Hurd
 John & Merikay Harper
 Arlington & Eva Palmer
 Judi Brocke
 Bruce Donohue
 Mason & Morgan Shute
 Barb Lasky
 Greg Titus
 Mary & Bill Turner
 Rich Stach
 Tom Bailey
 Mackenzie & Julie Cook
 Michael Forte

Malcolm & Bettye Knapp
Katherine Rienhardt
Cheryl Jepson
Jeremy Southwick
Claire Watson
Carol Watson
Nancy Mueller
Albert Miller
Stephen & Susan Beggs
Carol Forte
Ralph Lamson

1. Supervisor Scammell called the Organizational Meeting to order at 6:10 p.m.
2. The Town Clerk took the Roll. All present.
3. Pledge to the U.S. Flag led by Ashley & Shelby Ohstrom.
4. Oath of Office was administered by Town Justice Malcolm Knapp for following:
Supervisor Adrian Shute
Town Councilor Andrew Ohstrom
Town Councilor Gerry Doolittle
Tax Collector Katherine Rienhardt
Assessor William Turner
Highway Superintendent Leon Cook
Town Clerk Mary Jo Kelly

Supervisor Shute said before we get started there are a couple of certificates we would like to do for a couple of employees who are leaving the Town's service this year.

Councilor Knapp said the Board would like to give a Certificate of Appreciation to Herb Salladin. "The Town of LaFayette, New York erected April 15, 1825, by the New York State Legislature issues this Certificate of Appreciation for years of service to the Town of LaFayette as a Physical Plant Deputy. Resolved, on behalf of the residents and Town Board of the Town of LaFayette, New York, with respect and appreciation recognizes the time and effort Herbert Salladin has provided the community with his many years of service to the Town. Passed unanimously on January 5, 2010."

Herb Salladin was present to accept his certificate.

Councilor McConnell said the Board would like to present the next Certificate to Tom Bailey.

"CERTIFICATE OF APPRECIATION
FROM
THE TOWN OF LAFAYETTE, NEW YORK
TO
COUNCILOR THOMAS BAILEY

The Town of LaFayette wishes to extend its gratitude to Councilor Tom Bailey for his service as a Town Councilor from the year of 2001 through 2009.

Tom's dedication and persistence as the Chairman of the Emergency Action Committee during his eight year tenure has brought significant improvements to our entire community.

Tom singlehandedly authored a Federal Grant in the amount of \$200,000 from the Assistance to Firefighters Group that allowed the LaFayette Volunteer Fire Department to renovate the Department's interior air ventilation system and to also purchase several new Automatic External Defibrillators for the Fire Department. This Grant not only provided the means to extend critically needed services to our Community but it also assisted in stabilizing the Town's tax rate.

Tom's single most admired contribution during his two terms in office was his staunch advocacy to stabilize yearly tax rates. His collaborative efforts were instrumental in assisting the Town Board to consistently work as an Executive Body with the focus of providing exceptional services to our Community at the lowest of tax burdens to our Citizens.

On this day of December 14, 2009, The Town of LaFayette, New York proudly salutes Councilor Tom "Irish" Bailey for his dedicated service."

Tom Bailey was present to accept this certificate.

Supervisor Shute said there are quite a few people here tonight that have served the Town in the past. He asked them to stand up for everyone to give them a quick round of applause.

5. Motion to accept prior meeting minutes.

- **Councilmen Knapp moved and Ohstrom seconded the motion to accept the December 14, 2009, Regular Town Board Meeting Minutes as submitted by the Town Clerk. Voting was as follows:**

Supervisor Shute	Aye
Councilman Knapp	Aye
Councilman McConnell	Abstain
Councilman Ohstrom	Aye
Councilman Doolittle	Aye

Motion carried.

- 6. Councilmen McConnell moved and Knapp 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 (2010 unless otherwise stated).**

A. Councilmen Knapp moved and Ohstrom seconded the motion to appoint Costello, Cooney & Fearon as the Town Attorney. Motion passed unanimously.

- B. Councilmen McConnell moved and Knapp seconded the motion to appoint the Town Engineer as Dunn & Sgromo Engineers for all town matters and O'Brien & Gere Engineers for SPDES matters. Motion passed unanimously.**
- C. Councilmen Knapp moved and McConnell seconded the motion to make the following appointments for the Board of Assessors:**
- **Chair: Shawn Adam**
 - **Clerk: Marshall Taylor**
- Motion passed unanimously.**
- D. Councilmen Knapp moved and Ohstrom seconded the motion to make the following appointments for Dog Control:**
- **Officer: Jim Moore.**
 - **Deputy: Doug Scholes.**
- Motion passed unanimously.**
- E. Councilmen Knapp moved and Ohstrom seconded the motion to make the following appointments to the Assessment Grievance Board of Review:**
- **Chair: Norman Paul**
 - **Member: Richard Stach 10/01/10-09/30/15.**
- Motion passed unanimously.**
- F. Councilmen McConnell moved and Ohstrom seconded the motion to make the following appointments to the Board of Ethics:**
- **Chair: Ray Schwenn.**
 - **Member: Eva Palmer.**
 - **Member: Sumner Palmer.**
- Motion passed unanimously.**
- G. Councilmen Knapp moved and Ohstrom seconded the motion to make the following appointments to the Code Enforcement (Building Inspection & Zoning) Department:**
- **Officer: Ralph Lamson.**
 - **Deputy: Jack Sutton.**
- Motion passed unanimously.**
- H. Councilmen McConnell moved and Ohstrom seconded the motion to approve the Collector of Taxes appointments as follows:**
- **Deputy: Kitty Reinhardt.**
 - **Deputy: Mary Jo Kelly**
- Motion passed unanimously.**
- I. Councilmen Knapp moved and McConnell seconded the motion to appoint Harrison Homer as Constable.**
- J. Councilmen Knapp moved and McConnell seconded the motion to make the following appointments to the Environmental & Conservation Advisory Board:**

- **Chair: Dr. Rainer Brocke.**
 - **Member: Mark Distler 1/1/10-12/31/14.**
- Motion passed unanimously.**

- K. **Councilmen Knapp moved and McConnell seconded to approve the Highway Superintendent's appointment as John Greeley for Deputy Highway Superintendent. Motion passed unanimously.**
- L. **Councilmen McConnell moved and Knapp seconded the appointment of Historian Emeritus to J. Roy Dodge. Motion passed unanimously.**
- M. **Councilmen McConnell moved and Ohstrom seconded the appointment of Information Officer to Pat Keefe. Motion passed unanimously.**
- N. **Councilmen McConnell moved and Knapp seconded the following appointments to Justice Court:**
- **Court Clerk: Eva Palmer.**
 - **Deputy Clerk: Carleen LaRonde.**
 - **Deputy Clerk: Judy Walrath.**
- Motion passed unanimously.**
- O. **Councilmen McConnell moved and Knapp seconded the following appointments to Physical Plant:**
- **Deputy: Phil DeSaw.**
 - **Deputy: JoAnne Moore.**
 - **Deputy: Jim Moore**
 - **LaFayette Nature Preserve & Ropes Course Manager & Scheduler: Sandy Smith.**
 - **LaFayette Facilities, Scheduler: Mary Jo Kelly.**
- Motion passed unanimously.**
- P. **Councilmen McConnell moved and Knapp seconded the motion to make the following appointments to the Planning Board:**
- **Chair: Jim Nakas.**
 - **Member: Shawn Adam, 01/01/10-12/31/14.**
 - **Alternate: Bill Turner.**
 - **Secretary: Mary Jo Kelly.**
 - **Deputy Secretary: Peg Sutton.**
- Motion passed unanimously.**
- Q. **Councilmen Knapp moved and Ohstrom seconded the motion to appoint Tom Rezsnyak as Safety Officer. Motion passed unanimously.**
- R. **Councilmen McConnell moved and Knapp seconded the motion to accept the following Town Clerk appointments:**
- **Deputy: Mary Doster.**
 - **Deputy: Peg Sutton.**

- **Deputy: Carleen LaRonde.**
- Motion passed unanimously.**

S. Councilmen Knapp moved and McConnell seconded the motion to make the following appointments to the Zoning Board of Appeals:

- **Chair: Steve Beggs.**
 - **Alternate: Jim Butkus.**
 - **Secretary: Mary Jo Kelly.**
 - **Deputy Secretary: Peg Sutton.**
- Motion passed unanimously.**

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9. Town Supervisor appointments.

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

- **Deputy Supervisor: David Knapp.**
- **Confidential Secretary: Town Clerk Mary Jo Kelly.**
- **Bookkeeper: Thomas Chartrand Accounting.**
- **Historian: Greg Titus.**

Motion passed unanimously.

10. Councilmen Doolittle moved and Knapp seconded the motion to make the following Town Committee appointments:

A. Community Development.

- **Chair: Town Councilor Bill McConnell.**
- **Town Supervisor Adrian Shute.**

B. Emergency Response.

- **Chair: Town Councilor Bill McConnell**
- **Tom Bailey**

C. Employee Policies & Benefits.

- **Town Clerk Mary Jo Kelly.**
- **Town Councilor Adrian Shute.**
- **Mary Doster.**

D. Highway.

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

E. Physical Plant.

- **Chair: Town Councilor Bill McConnell**
- **Physical Plant Deputy Phil DeSaw**
- **Physical Plant Deputy JoAnne Moore.**
- **Physical Plant Deputy Jim Moore.**
- **Town Councilor Gerry Doolittle**

F. Recreation & Youth.

- **Town Councilor Dave Knapp.**
- **Town Councilor Andy Ohstrom.**
- **Recreation Director Regina Reinschmidt.**

G. Safety.

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

H. Service Awards.

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

I. SOTS & OCRRA Liaison.

- **Chair: Town Councilor Dave Knapp.**
- **Member: Town Councilor Bill McConnell.**

J. 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.**

Voting on the above motion was as follows:

Supervisor Shute	Voted	Yes
Councilman Knapp	Voted	Yes
Councilman McConnell	Voted	Yes
Councilman Doolittle	Voted	Yes
Councilman Ohstrom	Voted	Yes

Motion passed unanimously.

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

- **Jamesville-DeWitt: Supervisor Adrian Shute.**
 - **LaFayette: Town Councilman Bill McConnell and Supervisor Adrian Shute.**
- 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: Mary Doster**
- **Former town officials, employees & retirees.**
This was done earlier in the meeting
- **Newly elected officials:**
 - **Kitty Rienhardt, Tax Collector**
 - **Gerry Doolittle and Andy Ohstrom as Town Councilmen.**

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

15. Councilmen Doolittle moved and Ohstrom seconded the Resolution fixing salaries and payment schedules of all elected and appointed officers in accordance with the 2010 Town Budget.

Town Clerk, Deputy	\$11.00/hour
Justice Court, Deputy Clerk	\$11.25/hour
Physical Plant, Deputy1	\$11.00/hour
Physical Plant, Deputy2	\$ 8.50/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

Motion passed unanimously.

16. Councilmen Knapp moved and Doolittle seconded the Resolution setting reasonable amount for specified officers and employees for mileage compensation (current 2010 IRS rate is \$.50/mile). Motion passed unanimously.

17. Councilmen Knapp moved and McConnell seconded the motion to authorize the supervisor to sign the 2010 contract with the SPCA and set seizure/impoundment fees for dogs at \$150. Motion passed unanimously.

18. Councilmen Knapp moved and McConnell 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 2010, at the Town Hall, Town Commons Office Building. Town Board meetings will not be held on: June 28th (summer hours), July 26th (summer hours), August 23rd (summer hours), October 11th (Columbus Day) December 27th (Christmas holiday).

Motion passed unanimously.

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

- **Federal holidays (10): 1/18/10 - Monday (Martin Luther King, Jr. Day), 2/15/10 – Monday (President’s Day), 5/31/10 - Monday (Memorial Day), 7/4/10 - Sunday (Independence Day - Observed Mon. 7/5/10), 9/6/10 – Monday (Labor Day), 10/11/10 – Monday (Columbus Day), 11/11/10 - Thursday (Veterans Day), 11/25/10 – Thursday (Thanksgiving Day) and 12/25/09 – Saturday (Christmas Day observed Friday 12/24/10) and 1/01/10 – Saturday (Observed Friday 12/31/10).**
- **Town (floating) holidays (3): carried over from prior town holiday policies for Lincoln’s Birthday, Good Friday and Election Day.**

Motion passed unanimously.

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

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

Councilmen Knapp moved and McConnell seconded the motion granting HSBC account access to Supervisor Shute, Dep. Supervisor Knapp and Tax Collector Rienhardt. Motion passed unanimously.

22. Councilmen Knapp 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 Knapp moved and Doolittle seconded the motion to accept the Town Procurement Policy. Motion passed unanimously.

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

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

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

Councilmen McConnell moved and Ohstrom seconded the motion to appoint Shari Wheatley to clean Community Center and Donna Knapp to clean Town Offices for 2010. Motion passed unanimously.

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

28. Suggestions for improvement and positive contributions.

Supervisor Shute asked for any comments from the residents. There were none.

Supervisor Shute thanked everyone for coming and told them to feel free to stop into his office anytime.

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

The Special Organizational Meeting adjourned at 6:34 p.m.

Respectfully submitted,

Mary Jo Kelly
Town Clerk

Adopted 1/11/10