

ORGANIZATIONAL MEETING JANUARY 7, 2013

The Organizational meeting and Business meeting for 2013 for the Town of Northampton was held 6:00 P.M. on January 7, 2013, at the Town Hall, 412 So. Main Street, Northville, New York.

PRESENT: Supervisor Linda Kemper
Councilmen Darryl Roosa, Bob Ellsworth, and William Gritsavage
Councilman Ivar Anderson entered at 6:04 P.M.

Recording Secretary: Elaine Mihalik, Town Clerk

Also Present: Cristen Shepard, Bookkeeper
Steven Norris

Councilman Gritsavage made a motion that the minutes of the final meeting of 2012 be waived until the January 16, 2013, regular meeting, seconded by Councilman Ellsworth, and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Councilman Roosa motioned to accept the first 15 items with corrections as stated below. The motion was seconded by Councilman Ellsworth and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

1. That the Northville branch of NBT Bank to be made the co-depository of all Town of Northampton funds.
2. That the Leader-Herald be the newspaper of general circulation in the Town of Northampton for legal notices and advertising by the Town. The Gazette, Recorder and Sacandaga Express will be used as needed.
3. That Supervisor Kemper act as welfare consultant, Director of Town Police (if applicable), Director of Ambulance service and Director of Town Civil Defense.
4. That all Town Officials, both elected and appointed as well as employees of the Town attending conferences, training, conventions and other officials' duties expressly authorized by the Town Board are entitled to reimbursement per mile at the rate allowed by the Internal Revenue Service at the time the cost is incurred (currently 55.5 cents per mile); that the meals and necessary expenses be reasonable and within and not exceed the guidelines of Government agencies (State and IRS) and the Town of Northampton Travel Policy. Receipts and supporting documentation and detailed meeting agendas must be provided for conferences/training reimbursements. Reimbursements shall not be made for non-attendance. The Town shall seek reimbursement for events prepaid for by the Town, and not attended.

5. That the rules and procedures of the Town Board be the same as those of 2012 (Town Law Sections 62 & 63) as provided by the law. The first monthly meeting will be held on the third Wednesday, that being January 16, 2013, 6:30 P.M., and each third Wednesday of the month thereafter.
6. That the Supervisor is the Budget Officer and be authorized to make payment of salaries stated charges, Social Security, retirement, and certain other fixed and assumed obligations and charges without prior audit of the Town Board.
7. That the Supervisor be authorized to be the Town delegate at the NYS Association of Towns and Adirondack Association of Towns and Villages.
8. That the Supervisor be authorized to apply for grants as may be deemed to be for the benefit of the Town. Such grants will be accepted if approved by the Town Board.
9. That the Supervisor be authorized to hire and replace employees within previously approved budget allocations as necessary throughout the year subject to Town Board approval.
10. That the Town Highway Superintendent be restricted to purchases not to exceed \$2,500.00 for highway, garage and packer funds without prior authorization of the Town Supervisor and the Chairman of the Highway Committee.
11. That the Supervisor employs a confidential secretary, a court stenographer, also audit help respectively within limits of respective budget appropriations contained in 2013 budget. See Resolution 97-09.
12. That the Highway Superintendent be authorized to post weight limits on Town of Northampton roads when and if deemed necessary and to remove those limits when deemed appropriate and to place legal notices as required by law.
13. That the fee schedule for building inspection, planning and zoning and transfer station permits shall remain in effect and reviewed annually.
14. That the Registrar and Deputy Registrar be authorized to charge a fee in accordance with the Health Commissioner's Administrative Rules and Regulations under, 4. Genealogy Fee Schedule.
15. That the 2013 holidays observed will be consistent with those of the County.
A motion was presented by Supervisor Kemper that salaries in the budget appropriations for the fiscal year 2013 be as approved by the Town Board in the 2013 Budget.

Highway employees will be paid \$18.21 per hour as per Highway Contract signed in 2011; part-time help hired at the discretion of the Highway Superintendent. The motion was presented by Councilman Anderson, seconded by Roosa and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion presented by Supervisor Kemper and seconded by Councilman Anderson that transfers made within accounts to adjust budget items in the amount of \$3,000 or less be allowed to be made without the requirement of a Board Resolution for approval. The motion was passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion presented by Councilman Gritsavage and seconded by Councilman Anderson that the Supervisor be empowered to make contracts for ambulance service with neighboring towns: Town of Hope and Town of Providence. The motion was passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion presented by Councilman Gritsavage that the Election Inspectors be paid in accordance with Resolution No. 334 from the Fulton County Board. This will include the Primary Election, General Election, Schooling, Supplies and any other items that the County will now handle and which will be billed to the Town. The motion was seconded by Councilman Roosa and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion to agree to pay the Assessment Board of Review \$8.20/hr on Grievance Day and to pay the appointed Assessor, Melissa Mazzarelli, \$22,000 for 2013 was made by Councilman Roosa and seconded by Councilman Gritsavage. It passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Gail Cramer was appointed as Town Historian at a contractual rate of \$677.00 for 2013, payable one-half on the June warrant in the amount of \$338.50 and one-half on the December warrant in the amount of \$338.50, on a motion from Councilman Anderson, seconded by Councilman Gritsavage and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion to appoint Matthew Ginter as Code Enforcement Officer at \$19,133.00 for 2013 was made and Greg Ellsworth was appointed Community Enhancement Officer at a rate of \$14.50 per hour. The motion was made by Councilman Anderson, seconded by Councilman Gritsavage and passed by,

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|-------------------|---------|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Abstain | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Councilman Ellsworth abstained because of conflict with his business because of the Code Enforcement Officer inspecting his work.

A motion to appoint Gerald VanNostrand, Sr. As Cemetery Caretaker with a salary of \$860.00 bi-weekly from April 1 through November 30; Brett VanNostrand be appointed as Senior Skilled Laborer at a salary of \$11.73 per hour and Craig Warner be appointed as Junior Laborer at a salary of \$10.00 per hour. The motion was made by Councilman Roosa, and seconded by Councilman Gritsavage. It passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion to appoint Councilman Ellsworth and Councilman Gritsavage as Town Representatives to the Youth Commission, with Supervisor Kemper as an alternate, was made by Supervisor Kemper and seconded by Councilman Anderson. It passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Miller, Mannix, Schachner & Hafner Law Firm of Glens Falls was appointed as Town Legal Counsel. Other specialty attorneys may be used as deemed necessary. This was on a motion from Councilman Anderson, seconded by Councilman Ellsworth and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Supervisor Kemper presented a motion to appoint Elaine Mihalik as Registrar of Vital Statistics for 2013, with Carol Roberts being Deputy Registrar. It was seconded by Councilman Roosa and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Nay |
| Bob Ellsworth | Nay | William Gritsavage | Nay |
| Darryl Roosa | Aye | | |

Motion failed with Councilmen Gritsavage, Ellsworth, and Anderson opposing and denying the Town Clerk's recommendation of Carol Roberts as being re-appointed as Deputy Registrar of Vital Statistics for 2013.

Councilman Gritsavage presented a motion to appoint Elaine Mihalik as Registrar of Vital Statistics for 2013, seconded by Councilman Anderson, and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion to appoint Jack Farquhar as Ambulance Coordinator with a salary of \$7,500 for 2013 was made by Councilman Anderson and seconded by Councilman Gritsavage, and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Nay | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Vernon C. Duesler III was re-appointed as Animal Control Officer at \$3,600 for 2013. Back-up animal control officers Heidi Darling, Cecil Blowers and Jane Potts were appointed at \$10.00 an hour for 2013. The motion was presented by Councilman Roosa and seconded by Councilman Gritsavage and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion to appoint Ken Cramer, as Licensed Plant Operator at a salary of \$6,712.00 for water and \$7,315.00 for sewer; and as Maintenance Supervisor at a salary of \$3,334 for Water and \$7,315 for Sewer was made by Councilman Anderson, seconded by Councilman Gritsavage and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

The appointment of Elaine Mihalik as water system billing clerk at a salary of \$4,421 and Sewer system billing clerk at a salary of \$3,695 for 2013 was made on a motion by Councilman Gritsavage, seconded by Councilman Roosa, and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Supervisor Kemper presented a motion authorizing payment of the Town Association dues of \$800.00 and \$500.00 for the nutritional program to contribute for senior meals in 2013. Also, to sign a contract with Helping Paws for animal control for \$1,600.00 to be paid in quarterly payments of \$400.00. The motion was seconded by Councilman Roosa and passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion was presented by Councilman Anderson and seconded by Councilman Gritsavage that there be a continuation of a \$250.00 Petty Cash Fund in the Town Clerk's office and that this fund shall be audited quarterly by the Supervisor and/or Bookkeeper. This passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

A motion was presented by Councilman Roosa and seconded by Councilman Gritsavage that all revenues and payments received by the Town shall be deposited at the bank within 48 hours of receipt.

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| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Councilman Anderson made a motion to authorize the continued employment of Carolee Blowers for the cleaning contract at an annual amount of \$8,891 for the Bradt Building and Second Street Annex combined with the Village of Northville paying \$3,552 for their portion. It was seconded by Councilman Gritsavage and passed by

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

Cristen Shepard is hereby appointed by Supervisor Kemper as Bookkeeper (Ind. Audit) at an hourly rate of \$12.50 for 2013. Carol Roberts will continue to work as needed at her rate of \$14.05 until the AUD for 2012 is filed (which must be filed by the last day of February 2013). Thereafter, on an "as needed" basis in order to assure a smooth transition of bookkeeping for the Town.

Carol Roberts was appointed by Supervisor Kemper as Deputy Supervisor for 2013 at no compensation in the event Supervisor Kemper is incapacitated or unavailable for an extended period.

Elaine Mihalik hereby appoints Carol Roberts as Deputy Town Clerk.

Supervisor Kemper stated the Board will be assigned to each of the standing committees listed on the attached.

A motion was presented by Councilman Anderson and seconded by Councilman Roosa to adjourn until January 16, 2013 at 7:09 p.m. It was passed by,

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|-------------------|-----|--------------------|-----|
| Supervisor Kemper | Aye | Ivar Anderson | Aye |
| Bob Ellsworth | Aye | William Gritsavage | Aye |
| Darryl Roosa | Aye | | |

TOWN OF NORTHAMPTON STANDING COMMITTEE ASSIGNMENTS

2013

BUDGET

Town Board Members

HIGHWAY

Roosa*, Ellsworth, Kemper

ELECTIONS

Anderson*, Roosa, Gritsavage

TOWN ASSESSMENT

Kemper*, Gritsavage, Ellsworth

ZONING & PLANNING

Kemper*, Ellsworth, Roosa

SPECIAL DISTRICT SEWER/WATER

Roosa*, Ellsworth, Gritsavage

AMBULANCE COMMITTEE

Ellsworth*, Anderson, Gritsavage

CEMETERIES

Roosa*, Anderson, Gritsavage

SPECIAL -- DISASTER SHELTER

Gritsavage*

LIGHTING

Roosa

REFUSE

Roosa*, Anderson, Gritsavage

PUBLIC SAFETY

Kemper*, Anderson, Gritsavage

BUILDINGS AND GROUNDS

Town Board Members

YOUTH & RECREATION

Ellsworth*, Gritsavage, Roosa

PUBLIC RELATIONS

Ellsworth*, Kemper, Roosa

WEBSITE

Ellsworth*, Anderson, Gritsavage

* Denotes Committee Chairman

Discussions of January 07, 2013 Organizational meeting

Supervisor Kemper mentioned that there is no, and has never been, an agenda for the Organizational meeting. I know that was brought up in an e-mail.

Councilmen Ellsworth and Anderson having been absent for the signing of the Year-end 2012 Town Books, Ledgers and Bank Statements along with the 2011 Ambulance Bank Statements, have now signed all books presented to them at this Organizational meeting.

Councilman Gritsavage questioned, what are we getting out of the NYS Association of Towns and the Adirondack Association of Towns and Villages? Is it worth our while?

Supervisor Kemper: Absolutely, they work collaboratively together. One of the major studies we put together was the APRAP study, which gave a detailed census of everything within the Adirondacks, the schools, the need. As a result of that APRAP study, in conjunction with the Adirondack North Country Association (ANCA), they helped write a grant. In this last CFS funding they had gotten a grant for broadband for a substantial amount of money. It also has a lot to do with Economic Development and Economic Sustainability. The APRAP study is now used statewide for statistics to help to apply for grants for the entire region.

We do a lot involving the State. There is a lot of APA and DEC issues that we have gotten results on. Every year there are membership meetings and a lot of them are in conjunction with the Adirondack Partnership, which are a group of Adirondack people who are partnering together to address specific needs to do with Adirondack issues.

If you want to hear the issues I can address them to the board.

Councilman Gritsavage: You (Supervisor) talk about the NYS Association of Towns and the Adirondack Association of Towns and Villages and we on the board aren't hearing anything what is going on. The last meeting you went to, we asked for a report and we got a generic report. I think that the board would like to be aware of what's going on. I'm making a suggestion that maybe we should all have e-mail accounts.

Response: Every one of you has e-mail accounts.

Councilman Gritsavage: Well that makes my point because I never heard anything about it. We all have personnel e-mail account. Why can't we have town e-mail account so we can get town business back and forth?

Supervisor: And pull it into what computer? What's the difference if you have your own personnel e-mail account?

Councilman Gritsavage: It might have to do with Freedom of Information.

Supervisor Kemper: All e-mails concerning town business are foible, regardless of the account.

Supervisor Kemper: Every member on this board and every employee of the Town have utilized the legal assistance of the Association of Towns, with their recommendations, their research on other laws. We use them repeatedly.

The Association of Towns is having their annual meeting in New York City, which is too expensive to go to anymore. We've just received an entire packet of Resolutions and we haven't had the time to make copies for the board members. It has to do with obviously issues in front of the State, mandate relief, all things that we have worked collaboratively with a bunch of groups together to go after State Officials. All Board members receive a copy of the "Talk of the Towns & Topics" from the Association of Towns every other month.

Councilman Gritsavage: I feel board members should have official town e-mails and to make it available to the public if they want to contact us for official business.

Supervisor Kemper: Any e-mails here are brought into the town computers. We'll look into it.

Councilman Gritsavage: Why can't they be a part of the Town e-mail so they can be part of the town record? It would also be easier for us to receive information.

Councilman Anderson: In the event that one of us may try to be devious, they can come in and confiscate all of our e-mails.

Councilman Gritsavage: I've had my personnel e-mail crash.

Supervisor Kemper: You get everything that is pertinent in your boxes in the office. It's your responsibility to come in and check it. No body here could send any e-mails lately. The Clerk's computer e-mail has crashed and my computer has been crashed for over a week.

Councilman Gritsavage: Are you going to serve as a delegate?

I have been working with these people for years on all the different organizations. I'm on the Board of Directors on the AATV.

Councilman Anderson: Are you in the Adirondack Association of Towns by virtue of the County or the Town of Northampton.

Supervisor Kemper: Both the Association of Towns and the Adirondack Association of Towns and Villages (AATV) dove tails with the County appointment as well, the Adirondack Government Review Board.

Councilman Anderson: Item #8-You can stay as the County Delegate and there could be a Town Delegate.

Supervisor Kemper: That's not just the County, they dove tail together. What are you suggesting? That you want somebody else on here who hasn't participated in any of the studies, projects or any of the information in any of the fact finding; or anything else?

Councilman Gritsavage: My objection is that we are not getting any of the information. This past year we had to request it.

Supervisor Kemper: If you're referring to the e-mails, there's a pile of it.

Councilman Gritsavage: No, we would like just a summary of what's going on.

Supervisor Kemper: We usually have four business meetings a year. We've worked on interviewing people for recommendations for APA and other agency positions.

Councilman Anderson: Our board should have more participation.

Supervisor Kemper: Any board member is welcome to come to any of those meetings.

Councilman Anderson: Just attending and being a Delegate is two different things.

Councilman Gritsavage: As a Delegate, do you have a vote?

Supervisor Kemper: I'm on the Board of Directors of the AATV, they are all Supervisors. There is not one that isn't a Supervisor of a Town. If other people want to get involved, then certainly get involved in any number of things. Local Government Day, I moderate sessions, all the Supervisor do.

Councilman Anderson: I already have my application and money in for the upcoming Local Government Day.

Councilman Gritsavage: I never received that. I think that the board needs to be informed and I don't mean getting every single e-mail. If there is an issue that is particularly pertinent to this board, then they should know about it.

Supervisor Kemper: It is discussions that go back and forth and we give recommendations; or proposed Legislation, or Resolutions. You can go on the AATV website, it's readily available.

Councilman Anderson: Have we applied for any grants this past year?

Supervisor Kemper: We have renewed our existing grants. We have applied for the joint highway feasibility.

Councilman Gritsavage: I think that if we had e-mail accounts you could drop us a line saying that you're applying for this grant.

Supervisor Kemper: The Board has signed all the resolution for it.

Councilman Gritsavage: We should also know the status of the grant.

Councilman Anderson: Item #9-I don't feel that one person should be involved. This is why we have executive sessions.

Supervisor Kemper: You have a Town Board. This is all stated in Town Law. There are certain rules that a Supervisor is responsible to do. I don't hire and fire without board approval. We interview everybody.

Councilman Gritsavage: It doesn't say that here.

The board agreed to include in #9 "subject to Town Board approval".

Councilman Ellsworth: What does #14 mean?

It was explained the Town will charge the Genealogy Fee described in the schedule set forth by the State Health Commissioner's Administrative Rules and Regulations.

Councilman Anderson: #11-confidential secretary.

Supervisor Kemper: I don't have a confidential secretary now. If we need one for issues we may have to have one.

Councilman Anderson: We get an independent audit from outside, correct?

Supervisor Kemper: When they come or if the State requires different things.

Councilman Anderson: I though we are supposed to have an independent audit every year
Supervisor Kemper: The last independent audit was done approximately two years ago, I believe.

Councilman Anderson: We probably should audit them each year because if we found out that some account was having problems. It should be looked at.

Matthew Ginter has provided Local Building Permit fees comparing them between the Town of Edinburg, the Town of Northampton and the Town of Mayfield, that he would like the board to review and make comment on. Councilman Gritsavage suggested setting up a committee to meet with Mr. Ginter.

Code Enforcement:

Question: Are we done with David Curtis as Code Enforcement Officer?

Supervisor Kemper: I don't know if there is something that is being continued, than we may need Mr. Curtis' assistance. Mr. Ginter has expressed that he has been on his own for quite some time. Mr. Curtis does come in occasionally for the Village and if Mr. Ginter has a question he can call him. The salary has been included but there has been discussion before by the board that there was the possibility of eliminating the Community Enhancement Officer.

Mr. Ginter is working 20 hours for the Town of Northampton and 20 hours for the Town of Edinburg. Do you want to start Mr. Ginter at \$18,480.00 like in Edinburg and when he is certified increase his salary to \$19,133.00? Mr. Ginter is not certified yet.

Councilman Gritsavage: I don't have a problem with the way it is written at \$19,133.00.

Supervisor Kemper: He can't be paid anymore when he gets certified.

Councilman Gritsavage: That's fine, I think he'll understand. He's been doing more than his normal job.

Attorney:

Councilman Ellsworth: I would like for us to look for another Attorney. I still don't think that we need two Attorneys'. He suggested the board do some research, some interviews and pick an Attorney. I like Mr. Poulin; I don't think he's a bad Attorney. He's too into what goes on in this town, he's a citizen. When we ask for a legal opinion, we get a lot of his personal opinion. I think we need to get someone who is not in the Town, who would just look at the Law and tell us whether it's a good Law or a bad Law. Not whether we need it or the Town needs it.

Mr. Ginter has given the Supervisor a name of a recommended Attorney's the board might be interested in.

Councilman Ellsworth: Mr. Poulin has had too many conflicts when the Town needs an opinion and his help because he has so many clients in the Town.

Councilman Gritsavage suggested forming a committee and he would help look for another Attorney. He suggested any Laws that needed to be filed with the State; the Town could either mail it or e-mail it to the Attorney.

Supervisor Kemper: The Glens Falls Attorney is excellent with a lot of zoning issues, the court but you might want to think of someone closer as well.

Vital Registrar:

Councilman Gritsavage: Why can't Cristian Shepard be Deputy Registrar?

Supervisor Kemper: You need someone who understands it and Cristian Shepard is trying to learn bookkeeping right now.

Cristian Shepard: I have my letter of resignation in my purse.

Supervisor Kemper: We don't need to overwhelm her with all of this right now.

This is a procedure you can't learn over night. Carol has been doing this for 17 years. If a Funeral Director needs the Deputy Registrar's assistance in the absence of the Clerk they can call Carol.

Councilman Anderson: If the Clerk needs someone to help her tomorrow, we can start looking for somebody to help her.

Ambulance Coordinator:

Supervisor Kemper: It was my understanding and it was brought up during the Audit as well.

The Coordinator was started when there weren't enough people in the ambulance service and they were trying to recruit membership. This is not an issue anymore. This was years ago. We were asked by the Comptroller why we have a "paid" volunteer Ambulance Coordinator.

I think that is something that we need to look at.

Councilman Gritsavage: Let's call him Ambulance Chief.

Supervisor Kemper: I don't think you can pay a volunteer Ambulance Chief.

Councilman Anderson: This is something that is going to be brought up later on because this is something that Councilman Gritsavage and I have been talking about it, with everyone around us charging for Ambulance service.

Councilman Gritsavage: I think that we ought to study it.

Supervisor Kemper is opposed to the motion because there are other people that are doing the work, mainly people on the ambulance. That it's not like it used to be. It is something that has been carried every year and it was questioned during the audit. Why we are paying a volunteer Ambulance Coordinator. This has been brought up in prior meetings.

Councilman Anderson: We will be doing a study. Our taxpayers are funding for things that they don't have to be funded for.

Animal Control:

Councilman Ellsworth: Heidi Darling does a lot for the Town as Deputy Animal Control Officer. Can the Board make up a voucher for her and pay her? She just spent over a week trying to catch two dogs. She does a lot and never ever asks for any money.

Bookkeeper:

Supervisor Kemper: Part of what the board had discussed before was that you felt that Mrs. Roberts shouldn't be paid. The 2012 AUD is due in 2013.

Cristen Shepard: Mrs. Roberts has been showing me what has to be done in a little over two hours that we are here and as the paperwork is coming in.

Councilman Gritsavage: How close are we to filing? How much more work do you have to do?

Cristen Shepard: The filing is the last week in February and there is a lot more work that needs to be done. Things come in every single day that needs to be filed for this.

Councilman Gritsavage: Is this something that has been going on for awhile?

Cristen Shepard: It's from January 1st until the end of February. Once the AUD is filed then Mrs. Roberts is done. She's only here maybe six hours a week right now.

My problem is that Mrs. Roberts resigned six months ago. With all due respect, I trust your work. We've sent you and the Supervisor to school and this is your eighth one and you can't do it?

Mrs. Roberts has always done the AUD. There are two points on this. The transition Bookkeeping is much more involved than apparently what everyone seems to realize, just ask Cristian. Do you have it all down pat and you can walk in tomorrow and do it all by yourself? Some thing comes up different every day especially with the amount of things that the town has, especially Special Districts, Cemeteries, and the Health District.

Councilman Gritsavage: Haven't you been working on this for the last seven years? Wouldn't you understand it by now?

Supervisor Kemper: The Bookkeeper has been a full time position for 17 years. It was not created by me (Kemper) as a full time position. It took the Village three years that the Treasurer still had to get assistance from the previous Treasurer. The alternatives is, you can pay Harris Support at \$300 an hour to come here and assist if there are problems; \$185 on the phone. This is a process that you can't expect someone to pick it up at a minimum, even the Auditor stated that this is a full time position. To cut it down, it was Mrs. Roberts choice because she was efficient and she knew the work. I think you need to start being concerned with what is being done for the town rather than hurrying up how fast Mrs. Roberts is out. Mrs. Roberts is doing this very limited. She is coming in when there are errors made and making corrections.

Councilman Gritsavage: Wouldn't you as the Chief Financial Officer would have picked that up.
Supervisor Kemper: I have not worked as the Bookkeeping.

Councilman Gritsavage: You don't know the procedure and what has to be filed after seven years?

Supervisor Kemper: Bookkeeping is not easy when you have the Town. The Village has a full time Treasurer. I am a full time Supervisor. If you want to see my daily log, it's much more than full time. You're choosing to cripple the office and put a burden on someone who's not ready for this?

Supervisor Kemper: Cristen how prepared are you to do this?

Cristen Shepard: I know day to day things, the payroll and such. But I've never seen an AUD and I've never even heard of it until I started working here in September.

Councilman Gritsavage: How many hours are we going to have Mrs. Roberts here?

Cristen Shepard: Tomorrow, we were going to do payroll and we are waiting for some of the payroll amounts to be done, along with the final last year payroll and the 2012 W2's.

Supervisor Kemper: Along with the 941's quarterly's which Cristen needs help with. She's learning.

Councilman Gritsavage: I'm not criticizing you. I'm happy we have you.

Cristen Shepard: Tomorrow if there is nothing; Mrs. Roberts might only be here for an hour. I have called Mrs. Roberts a few times and she has answered my question over the phone. We've been closing out the books and archiving them downstairs.

Supervisor Kemper: Mrs. Roberts is in on a very limited basis. Something comes up all the time. The hours Mrs. Roberts has put in are minimal for what is needed.

Councilman Gritsavage: Are you (Cristen) telling the board that you need Mrs. Roberts?

Cristen Shepard: She **must stay**. If she doesn't stay, then I will hand in my letter of resignation.

Supervisor Kemper: I think there's a misunderstanding on the amount of complexity of the work that is done here every day. Cristen is learning.

Councilman Roosa: I didn't know what an AUD was, until she discussed that every year she has to file it. The Village doesn't do an AUD, they do it entirely different and I think it is simple.

Supervisor Kemper: It is on the same concept but it is not anywhere near as involved as what the town files because you have all the Special separate Districts. The salary of \$14.05 was approved in the 2013 Budget.

Deputy Supervisor:

Councilman Gritsavage: You're telling me that you're going to appoint Carol Roberts as the Deputy Supervisor, even though there are obviously problems here?

Supervisor Kemper: Where is the problem, how many meetings haven't I attended?

Councilman Anderson: There are a number of people in the town board do not agree with that.

Supervisor Kemper: It's the appointment of the Supervisor. In the event the Supervisor is incapacitated or unavailable for any extended period.

Councilman Anderson: I'm not saying, who you should choose. But, it should be some one elected by the people in the Town who want their representation. I'm saying it shouldn't be a Carol Roberts. Bill's in town every day and he knows everything that goes on here. Bill's retired, he's here every day.

Supervisor Kemper: I chose Carol Roberts because she knows the routine, she knows the books and she has worked with the Supervisor and the Clerk for 17 years. I want someone to jump right in and is able to carry on the normal activities. We discussed this last year. I don't think that Councilman Gritsavage knows what goes on daily.

Councilman Gritsavage: I think if got some information through some e-mails then maybe we'd all be up to date on what is going on in the town.

Councilman Anderson: We may have to challenge this some how.

Supervisor Kemper: It's the Law. Someone else who's the Supervisor can pick anyone they want. I am picking the most competent and knowledgeable person for the Town at this moment.

Respectfully submitted,

Elaine Mihalik, RMC
Town Clerk