

ORGANIZATIONAL MEETING JANUARY 02, 2019

The Organizational meeting and Business meeting for 2019 for the Town of Northampton was held 6:30 P.M. on Tuesday, January 02, 2019, at the Town Hall, 412 So. Main Street, Northville, New York. Supervisor Groff led the salute to the flag.

PRESENT: Supervisor James Groff
Councilmen: Ivar Anderson, Art Simmons, Darryl Roosa and
William Gritsavage entered at 7:00 p.m.

Recording Secretary: Elaine Mihalik, Town Clerk

Other Town department representative in attendance: Attorney Michael Albanese
Excused: Nathaniel Matthews-Bookkeeper

Councilman Simmons motioned to waive approving the minutes of the final meeting of 2018 until the January 16, 2019 regular meeting. Seconded by Councilman Anderson and passed by a motion

4 Ayes-Groff, Roosa, Simmons, Anderson 0 Nays

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

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Nay – on #2 and #11		

1. That the Gloversville branch of KeyBank to be made the co-depository of all Town of Northampton funds.
2. That the Leader-Herald be the official newspaper of general circulation in the Town of Northampton and for legal notices and advertising by the Town. The Gazette, Recorder and Sacandaga Express will be used as needed.
3. That Supervisor Groff 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: 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 must be provided for reimbursements.
5. That the rules and procedures of the Town Board be the same as those of 2013 (Town Law Sections 62 & 63) as provided by the law. The first monthly meeting will be held on the third Wednesday and each third Wednesday of the month thereafter at 7 P.M.
6. That the Supervisor 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 with approval of the Town Board 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 employ a confidential secretary, a court stenographer, also audit help respectively within limits of respective budget appropriations contained in 2019 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 2019 holidays observed will be consistent with those of the County.
A motion was presented by -- that salaries in the budget appropriations for the fiscal year 2019 be as approved by the Town Board in the 2019 Budget.

A motion presented by Councilman Simmons and seconded by Councilman Roosa that the Supervisor with approval of the Town Board be empowered to make contracts for ambulance service with neighboring towns. The motion was passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Simmons will check if the Town of Hope has received a contract.

A motion presented by Councilman Anderson and seconded by Councilman Roosa that transfers made within accounts to adjust budget items in the amount of \$3,000.00 or less be allowed to be made without the requirement of a Board Resolution for approval. The motion was passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion presented by Councilman Simmons 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 Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to agree to pay the Assessment Board of Review \$11.80/hr. on Grievance Day for 2019 was made by Councilman Anderson and seconded by Councilman Roosa. It passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Gail Cramer was reappointed as Town Historian for 2019, the Village of Northville will pay one half and the Town of Northampton the remaining one half of the rate, on a motion from Councilman Roosa. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to reappoint Matthew Ginter as Town of Northampton Code Enforcement Officer for 2019 was made by Councilman Anderson. Seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to rehire Gerald VanNostrand Sr. as Cemetery Caretaker for 2019 was made by Councilman Simmons. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to appoint Councilman Roosa and Councilman Gritsavage as 2019 Town Representatives to the Youth Commission, with Supervisor Groff as an alternate, was made by Councilman Simmons. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Attorney Michael Albanese was appointed as Town Legal Counsel. Other attorneys may be used as deemed necessary. This was on a motion from Councilman Anderson. Seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Roosa presented a motion to reappoint Elaine Mihalik as Registrar of Vital Statistics for 2019, seconded by Councilman Anderson, and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Simmons presented a motion to reappoint Elaine Mihalik as Records Management Officer for 2019, seconded by Councilman Anderson, and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Anderson presented a motion to reappoint Nathaniel Matthews as Budget Officer for 2019, seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Simmons motioned to reappoint Jack Farquhar as Ambulance Coordinator for 2019. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to reappoint Vernon C. Duesler III as Animal Control Office for 2019 was presented by Councilman Anderson and seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to reappoint Ken Cramer, as Licensed Plant Operator for Water and Sewer and as Maintenance Supervisor for Water and for Sewer for 2019 was made by Councilman Simmons. Seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to reappoint of Elaine Mihalik as Water System and Sewer System Administrator for 2019 was made by Councilman Simmons. Seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion to appoint of Nathaniel Matthews as Water System and Sewer System Administrator for 2019 was made by Councilman Anderson. Seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Simmons presented a motion authorizing payment of the Town Association dues of \$800.00 and \$600.00 for the nutritional program to contribute for senior meals in 2019. The motion was seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
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Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion was presented by Councilman Roosa and seconded by Councilman Anderson 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 motion was passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

A motion was presented by Councilman Anderson and seconded by Councilman Simmons that all revenues and payments received by the Town that exceed \$1,000.00 shall be deposited at the bank within two business days of receipt and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Nathanial Matthews is hereby reappointed by Supervisor Groff as Bookkeeper (Ind. Audit) as per Inter-municipal agreement with the Village of Northville; Town pays 50% of Northville’s rate of pay for the year 2019. Councilman Anderson approved the motion and Councilman Roosa seconded the motion and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Wendy Reu is hereby reappointed by Supervisor Groff as Secretary to the Supervisor as per Inter-municipal contract with the Village of Northville; Town pays 20% of Northville’s rate of pay for the year 2019. Councilman Roosa approved the motion and seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Nay		

Yvonne Woodruff is hereby reappointed by Town Clerk Elaine Mihalik as Deputy Clerk to the Town Clerk for the year 2019. Councilman Simmons approved the motion and seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Anderson motioned to continue with Matthew Ginter as Building Maintenance Supervisor at a rate of \$20.00 per hour, seconded by Councilman Roosa and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Simmons motioned to continue with Margaret Young as webmaster at an agreed rate of \$75.00 a month per verbal agreement for 2019. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Roosa motioned to rehire Edward Morgan as Landfill Attendant for 2019. Seconded by Councilman Anderson and passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Resolution #2019-01: 2019 Town of Northampton Procurement Policy

Councilman Anderson offered the following resolution and moved its adoption
Councilman Roosa seconded the motion.

ROLL CALL VOTE

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

MOTION ON 2019 Town of Northampton Investment Policy

Councilman Simmons moved the adoption of the 2019 Investment Policy of the Town of Northampton. Seconded by Councilman Anderson and

ROLL CALL VOTE:

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Absent
Art Simmons	Aye		

Councilman Roosa motioned approval of Councilman Gritsavage as reappointed by Supervisor Groff as Deputy Supervisor for 2019 at no compensation in the event Supervisor Groff is incapacitated or unavailable for an extended period. Seconded by Councilman Simmons and passed by

A Vote of 4-Ayes 0Nays

Cleaning contract for the Bradt Building and Second Street Annex combined with the Village of Northville paying forty percent (40%) for their portion.

MOTION: Councilman Roosa motioned Candee Harrington as cleaner for 2019 at a salary of \$10,000 annually for the cleaning of the Town of Northampton Bradt Building and the Second Street Annex combined with the Village of Northville paying 40% for their portion. Seconded by Councilman Simmons and passed by

A Vote of 4-Ayes: 0-Nays

MOTION: Councilman Roosa motioned to approve James Harrington as a substitute cleaner at a cost of \$50.00 per diem. Seconded by Councilman Anderson and passed by

A Vote of 4-Ayes: 0-Nays

This motion was tabled so Supervisor Groff can check with Christopher (Kip) Richardson to see if he wanted to continue as a Laborer on the Highway Department.

We no longer need to appoint a Town of Northampton Consolidated Health Officer for the year 2019 stated Supervisor Groff.

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

After review a motion was made as follows:

MOTION: Councilman Roosa motioned to approve the standing committee assignments as presented on the attached page. Seconded by Councilman Simmons and passed by

A Vote of 4-Ayes

0-Nays

TOWN OF NORTHAMPTON STANDING COMMITTEE ASSIGNMENTS

2019

BUDGET

Town Board Members

HIGHWAY

Roosa*, Simmons, Groff

ELECTIONS

Simmons*, Roosa, Gritsavage

TOWN ASSESSMENT

Anderson*, Gritsavage, Simmons

ZONING & PLANNING

Groff*, Anderson, Roosa

SPECIAL DISTRICT SEWER/WATER

Roosa*, Groff, Gritsavage

AMBULANCE
COMMITTEE

Gritsavage*, Anderson, Simmons

CEMETERIES

Roosa*, Simmons, Gritsavage

SPECIAL -- DISASTER SHELTER

Gritsavage*

LIGHTING

Roosa

REFUSE

Anderson*, Simmons, Gritsavage

PUBLIC SAFETY

Groff*, Anderson, Gritsavage

BUILDINGS AND GROUNDS

Town Board Members

YOUTH & RECREATION

Gritsavage*, Roosa, Groff

PUBLIC RELATIONS

Simmons*, Groff, Roosa

WEBSITE

Anderson*, Gritsavage, Simmons

INTER-MUNICIPAL

Gritsavage*, Roosa

* Denotes Committee Chairman
Discussion taken place during the Organizational meeting.

It was suggested to meet on Tuesday, January 8, 2019 at 3 p.m. to review the contract with Supervisor Groff, Councilman Simmons, Nathaniel Matthews and the Attorney.

Discussion on the new ambulance.

Councilman Simmons explained the situation with new ambulance to the board and attorney. After receiving the new ambulance, immediately after the gentleman who delivered the ambulance left, the crew was having a problem with the locks not opening the doors to the rig. On the 28th of November 2018 the gentleman who sold us the ambulance from Connecticut came here picked up the new ambulance and took it back to Connecticut to fix it. Meanwhile the old ambulance was taken out of service. It has been over 1 month since we have answered any calls. The Town had talked about selling the old ambulance. I have since have spoken with the Ambulance Coordinator and was told that the new ambulance has not been fixed. It has been brought to the Ford Dealer and it is not fixed. The Ambulance Coordinator has stated that he asked to have the new ambulance be brought back here if it not fixed by next week. So they can remove everything from the new ambulance that was from the old ambulance. They will then put it back in the old ambulance which is now back inside and they are getting ready to put it back in service again. He's mentioning this tonight for the board to discuss so if this isn't resolved further down the road.

Councilman Gritsavage has entered the meeting at 7:00 p.m. Is there an ambulance they can send us another ambulance until they fix the new one asked Councilman Gritsavage?

Discussion ensued.

After the discussion it was decided to have Jack Farquhar come to the next regular January 16, 2019 meeting.

A motion was presented by Councilman Gritsavage and seconded by Councilman Anderson to adjourn at 7:21 p.m. until January 16, 2019 at 7 p.m. It was passed by,

Supervisor Groff	Aye	Ivar Anderson	Aye
Darryl Roosa	Aye	William Gritsavage	Aye
Art Simmons	Aye		

Respectfully submitted,

Elaine Mihalik
Town Clerk