

Organizational Meeting, Town of Putnam, December 29th, 2010

An organizational meeting of the Town of Putnam was held on December 29th, 2010 at 5:00pm at the Putnam Town Hall. Roll Call was taken with the following members present.

Present: Supervisor John La Pointe
 Councilman Kevin Hart
 Councilwoman Shirley Randall
 Councilman Greg Harris
 Councilwoman Cathie Burke

Others Present: Patricia Wilson, Town Clerk; Gary Treadway, Highway Superintendent.

The meeting began with the Town Board auditing the bills.

Resolution #106

Pay Audited Bills

On motion of Councilwoman Cathie Burke, seconded by Councilman Greg Harris, the following resolution was Adopted Ayes 4, Nays 0

Resolved that the bills be paid on Abstract #13 in the following amounts.

General Account	#315 - 335	\$10,383.85
Highway Account	#242 - 256	\$ 1,281.35
Black Point Sewer District	#9	\$ 5.44

Resolution #107

Transfer of Funds

Councilman Kevin Hart made the motion to accept the transfer of funds to and from the following accounts, with Councilwoman Shirley Randall seconding the motion. All voted Aye. Motion Carried.

Highway

5110.4	To	9710.6	\$1,910.59
5112.4	To	9710.6	\$16,000.00
5140.4	To	9710.6	\$2,689.41
5140.4	To	9060.8	\$3,465.55

General

1990.4	To	1110.1	\$1,000.00
1440.4	To	1320.4	\$1,825.00
1440.4	To	1340.4	\$1,175.00
1910.4	To	1340.4	\$140.03
1355.4	To	1670.8	\$1,742.47
1355.4	To	7310.1	\$146.75
1355.4	To	9030.8	\$230.09
1355.4	To	1670.4	\$1,742.47

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1355.4	To	7310.4	\$232.59	
4010.8	To	1110.4	\$3,400.00	
9010.8	To	8090.4	\$1,349.00	
9010.8	To	8090.4	\$518.20	

Resolution 108 SALARIES FOR 2011

Councilman Greg Harris made the motion to accept set salaries of the Town Officials, for the year 2011. Councilwoman Shirley Randall seconded the motion. All voted Aye.
MOTION CARRIED.

Set salaries of the Town Officials for the year 2011:

Supervisor	\$17760	Pd. Monthly
Clerk to Supervisor	\$7200	Pd. Weekly
Town Justice	\$5190	Pd. Monthly
Councilperson's	\$3110	Pd. Quarterly
Cathie Burke		
Shirley Randall		
Greg Harris		
Kevin Hart		
Budget Officer	\$10277	Pd. Monthly
Town Clerk	\$17760	Pd. Monthly
Tax Collector	\$5520	Pd. Monthly
Registrar	\$200	Pd. Monthly
1 st Deputy Town Clerk	\$900	Pd. Quarterly
Highway Superintendent	\$52300	Pd. Weekly
Dept. of public works	\$6750	Pd. Weekly
Town Historian	\$250	Pd. Annually
Dog Control Officer	\$1854	Pd. Annually
Enumeration	\$1.00 / dog	Pd. Annually
Town Assessor	\$14999	Pd. Monthly
Planning Board Chairman	\$900	Pd. Annually
Planning Board Member	\$600 / each	Pd. Annually
Planning Board Clerk	\$4774	Pd. Quarterly
Town Attorney	\$8500	Pd. Quarterly
Animal Control Officer	\$500	Pd. Annually
Life Guards Senior	\$11.00 / hour	Pd. Weekly
Life Guards Junior	\$10.00 / hour	Pd. Weekly
Highway Crew	\$18.75 / hour	Pd By-Weekly Times 2
	\$19.75 / hour	Pd By-Weekly Times 1
	\$17.75 / hour	Pd By-Weekly Times 1
Code Enforcement	\$19.00 / hour	Pd Monthly

Resolution 109:

APPOINT REGISTRAR, TAX COLLECTOR AND RECORDS MANAGEMENT OFFICER FOR 2011 Appoint Patricia Wilson as Registrar, Tax Collector and Records Management Officer for the year 2011.

Resolution #110:**APPOINT DEPUTY TOWN CLERK**

Authorize the Town Clerk, Tax Collector and Registrar to appoint as Deputy, Mary Jane Dedrick for the year 2011

Resolution 111:**DESIGNATE BANK**

Designate the Glens Falls National Bank, Ticonderoga Branch, as depository for the Town Clerk and Tax Collector for the year 2011.

Resolution 112:**AUTHORIZE THE SUPERVISOR**

Authorize the Supervisor to deposit all Town of Putnam moneys into the savings account and to withdraw savings as needed from Glens Falls National Bank and MBIA Municipal Investors Service Corporation for the year 2011

Resolution 113:**DESIGNATE OFFICIAL NEWSPAPER**

Designate The Times of Ti to be the official newspaper for the Town of Putnam for the year 2011.

Resolution 114:**APPOINT BUDGET OFFICER**

Appoint John LaPointe as Budget Officer for the year 2011.

Resolution 115:**AUTHORIZE TOWN JUSTICE**

Authorize the Town Justice, Dennis Kane to deposit all Town money in the Glens Falls National Bank of Glens Falls for the year 2011

Resolution 116:**APPOINT TOWN ATTORNEY**

Appoint John C. Breitenbach Jr., Town Attorney for the year 2011.

Resolution 117**DESIGNATE MEETING DAY**

Designate the second Thursday of each month at 7:00pm, for The Town Board to audit bills and to hold the regular monthly meetings immediately following the audit for the year 2011.

Resolution 118**RUN BOARD MEETINGS AND PUBLIC HEARINGS ACCORDING TO ROBERTS RULES AND ORDERS**

Run Town Board Meetings and Public hearings according to the parliamentary procedures of Roberts Rules and Orders. Any person will be given courtesy of the floor during a Regular Meeting to give their opinion or statement for not more than five minutes.

Resolution 119**APPOINT DEPUTY SUPERVISOR**

Authorize the Supervisor to appoint Cathie Burke Deputy Supervisor for the year 2011.

Resolution 120:**AUTHORIZE MILEAGE PAYMENT**

Set reimbursement for mileage at 50 cents per mile to all authorized persons for town business for the year 2011

Resolution 121:**APPROVE BLANKET BOND POLICY**

Approve the Blanket Bond Policy covering all town officials plus excess for the Supervisor, Town Clerk and Tax Collector for the year 2011.

Resolution 122:**APPOINT DOG SHELTER**

Enter into a contract for the year 2011 with James Mack, DVM to use his facilities as a dog shelter for a base fee of \$225.00 per year. Sheltering seized animals \$7.50 per day, euthanasia \$10.00, burial \$20.00 – larger animals \$30.00. Contract to include rabies clinic (s) for the fee of \$150.00 as well as reimbursement for any supplies and vaccine used.

Resolution 123:**AUTHORIZE SUPERVISOR**

Authorize the Supervisor to set up an investment policy for the Town of Putnam Moneys so as assets are safeguarded (collateralization of deposits of \$250,000.00) investments will mature when cash is required to finance operations and there will be a competitive rate of return on all investments for 2011

Resolution 124:**APPOINT PLANNING BOARD CLERK**

Appoint Paula Wilson Clerk to the Planning Board for the year 2011.

Resolution 125:**APPOINT DOG CONTROL OFFICER**

Appoint Steve Peters Jr the Dog Control Officer for the year 2011.

Resolution 126:**CONTRACT FOR FIRE PROTECTION**

Enter into a contract with the Putnam Volunteer Fire Company for fire protection for a fee of \$75000 for the year 2011 paid quarterly.

Resolution 127**AMBULANCE SERVICE**

Enter into a contract with the Ticonderoga Emergency Squad for Ambulance Service for the fee of \$5000 for the year 2011 paid annually

Resolution 128:**APPOINT SOLE ASSESSOR**

Appoint June Maniacek, sole assessor and Paul Maniacek Deputy sole assessor for the year 2011.

Resolution 129:**APPOINT TOWN HEALTH OFFICER**

Appoint Richard McKeever, Town Health Officer for the year 2011.

Resolution 130:**APPOINT REPUBLICAN AND DEMOCRAT INSPECTORS**

Appoint Mary Jane Dedrick and Sandra Granger Republican Election Inspectors. Judy Forgette alternate Republican Inspector. Eileen Greely and Shirley Beeman Democratic Election Inspectors.

Resolution 131:**AUTHORIZE SUPERVISOR**

Authorize the Supervisor to apply for matching state aid, which would not exceed \$1100.00 for the year 2011.

Resolution 132:**APPOINT SAFETY OFFICER AND HEAD OF PUBLIC WORKS**

Appoint Gary Treadway, to the position of Safety Officer and Head of Public Works for the year 2011.

Resolution 133:**AUTHORIZE HIGHWAY SUPERINTENDENT**

Authorize the Highway Superintendent to appoint Donald Treadway, Deputy Highway Superintendent for the year 2011.

Resolution 134:**APPOINT WILD LIFE OFFICER**

Appoint James Hebert, Wildlife Officer for the year 2011.

Resolution 135:**APPOINT TOWN HISTORIAN**

Appoint Rose Blood to the position of Town Historian for the year 2011.

Resolution 136:**APPOINT PLANNING BOARD CHAIRMAN**

appoint Galen Seerup, Planning Board Chairman for the year 2011.

Resolution 137

CONTRACT WITH TI YOUTH COMMISSION

Enter into a contract with Ticonderoga Youth Commission for the sum of \$1000.00 annually for the year 2011.

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Resolution 138

APPOINT DELEGATE AND ALTERNATE

Appoint Supervisor John LaPointe as Delegate and Gary Treadway as alternate Delegate to the Association of Towns in New York City, in February 2011.

Resolution 139:

APPOINT CODE ENFORCEMENT OFFICER

Appoint William Ball Code Enforcement Officer for the Town of Putnam in 2011.

Resolution140:

BLANKET MOTION TO COVER RESOLUTIONS 108-140 FOR THE ORGANIZATIONAL BOARD MEETING HELD ON December 29th

Councilman Kevin Hart made the motion to create a blanket motion to cover resolutions 108-140 for the Organizational Board Meeting held on December 29th 2011. Councilwoman Cathie Burke seconded the motion.

Resolution141:

Increase Highway Employee Sick Time Hours

Councilman Greg Harris made the motion to allow Harlan Granger to increase his sick time hours to 160 hours. Councilwoman Cathie Burke seconded the motion. All voted Aye Motion Carried.

Motion to adjourn by Councilwoman Cathie Burke, seconded by Councilman Shirley Randall. All voted Aye. MOTION CARRIED. Time 5:30 pm.

Respectfully submitted:

Patricia Wilson Town Clerk

Greg Harris _____ Councilmen

Cathie Burke _____ Councilwomen

Shirley Randall _____ Councilwomen

Kevin Hart _____ Councilmen

John LaPointe _____ Supervisor