

TOWN OF CONSTANTIA
MINUTES - TOWN BOARD-ORGANIZATIONAL MEETING –JANUARY 3, 2012
7:00 pm Constantia Town Hall

Present: Charles Gilkey – Supervisor
Richard Colesante, John Metzger, Thomas Moran, Frank Tomaino – Council Members
Clare Haynes – Town Clerk
Others Present: Nancy Butler - Supervisor's Clerk

CALL TO ORDER:

At 7:03 pm Mr. Gilkey called the organizational meeting to order with the pledge of allegiance.

WATER:

Mr. Parker has Amendment No. 4 to Engineering Services that needs to be signed so the in district extensions can be started for the Constantia and Toad Harbor Water Districts. Mr. Parker has spoken to Mr. Messere and at the December 14th, West Monroe Town Board meeting they passed resolutions to approve the in district extensions. At their January 11th meeting they will prioritize in which order they would like to have the roads completed. At the present time there is about \$474,000.00 grant money left over and \$561,000.00 loan money. The in district extensions will use the grant money first and then if needed go into the loan money.

Mr. Moran asked if any new people will be billed with any of these new extensions, no.

Mr. Tomaino asked if the work would be put out to bid. Yes, the construction portion will be put to bid.

Mr. Moran made the motion to have Supervisor Gilkey sign Amendment No. 4 to Engineering Services - Additional Engineering Services related to In-district Extensions, seconded by Mr. Colesante.

Carried: Moran – Yes Tomaino - Yes Colesante - Yes Metzger - Yes Gilkey – Yes

2012 Town of Constantia Appoints:

Two handouts were given to the board with appoints and pay schedule for general fund employees along with highway employees. Mrs. Haynes told the board that this sheet was for informational purposes only, usually each appointment is made separately. The board decided to approve the sheets as given with one correction, Code Enforcement Officer's Clerk, remove Expires 12/31/2011.

Mr. Colesante made the motion to accept Sheet #2 with the above referenced change as listed below:

Official newspaper - **Citizen Outlet**

Meeting nights - **3rd Tuesday 6:30 bills 7:30 meeting**

Depository - **Pathfinder**

Payroll service - **ADP**

Mileage rate - **.50**

Bookkeeper to the Supervisor -**Nancy Butler, Expires 12/31/12**

Assessor's Clerk P/T - **Lynn Hardy, Expires 12/31/12**

Dog Control Officer - **Karen Ashley, Expires 12/31/12**

Deputy Supervisor - **Frank Tomaino, Expires 12/31/12**

Deputy Town Clerk and Deputy Registrar of Vital Statistics - **Rhonda Cottet, Expires 12/31/12**

Registrar of Vital Statistics - **Clare Haynes, Expires 12/31/13**

Records Management Officer and GIS Point of Contact - **Clare Haynes, Expires 12/31/13**

Code Enforcement Officer's Clerk P/T - **Open**

Park Director - **Krista Lewis, Expires 12/31/12**

Justice Clerk to Justice Mark Simpson - **Julie Simpson, Expires 12/31/12**

Justice Clerk to Justice Stephen Pelon - **Lynn Tennant, Expires 12/31/12**

Deputy Highway Superintendent - **Edward John Whitney, Expires 12/31/13**

Town Historian - **Marilyn Darrah, Expires 12/31/12**

Town Historian - **Margaret Peck, Expires 12/31/12**

Town Attorney - **Warren Bader Expires 12/31/2013**

Director of Planning Development and Code Enforcement - **John Illingworth, Expires 12/31/13**

Board of Appeals – **Ken Macari, Expires 12/31/2016**

Planning Board – **Paul Hines, Expires 12/31/2018**

Board of Assessment Review - **Brenda Ko, Expires 9/30/2016**

Park and Recreation Commission - **Richard Colesante, Expires 12/31/2018**

Secretary Planning/Board of Appeals - **Kay Foster, Expires 12/31/2012**

HOLIDAYS:

New Years' Day	Monday, January 2nd
Dr. Martin Luther King Jr. Day	Monday, January 16th
President Day	Monday, February 20th

Memorial Day	Monday, May 28th
Independence Day	Wednesday, July 4 th
Labor Day	Monday, September 3rd
Primary Day*	September - TBA
Columbus Day	Monday, October 8 th
Election Day	Tuesday, November 6th
Veterans' Day	Monday, November 12 th
Thanksgiving Day	Thursday, November 22nd
Christmas Day	Tuesday, December 25 th

CONTRACTS/POLICYS/AGREEMENTS:

-Procurement policy Accept for 2012

-Official Undertaking

-Ambulance Contracts

- Fire Contracts (3)

- Kennel Agreement

Seconded by Mr. Tomaino.

Carried: Moran – Yes Tomaino - Yes Colesante - Yes Metzger - Yes Gilkey – Yes

SALARIES:

Salaries were listed on Sheet #1, after review, Mr. Colesante made the motion to accept Sheet #1 as listed below:

General Fund - 2012

Name - Title		Salary or Hourly Rate/ yr.
Ashley, Karen - Dog Control Officer	S	\$10,403.00
Bader, Warren - Town Attorney	S	\$11,466.00
Butler, Nancy - Supervisor's Clerk	H	\$16.48
Colesante, Richard - Councilman	S	\$3,000.00
File, Katherine - Maintenance	H	\$14.16
Gilkey, Charles - Supervisor	S	\$11,150.00
Hardy, Lynn - Assessor's Clerk	H	\$14.76
Haynes, Clare - Town Clerk	S	\$33,840.00
Illingworth, John - Code Officer	S	\$29,640.00
Cottet, Rhonda - Deputy T-Clerk	H	\$10.50
Lewis, Krista - Dir. Parks and Rec	S	\$3,278.00
Metzger, John - Councilman	S	\$3,000.00
Moran, Thomas - Councilman	S	\$3,000.00
Code Clerk	H	\$10.30
Pelon, Stephen - Judge	S	\$8,800.00
Simpson, Julie - Judge's Clerk	S	\$7,300.00
Simpson, Mark - Judge	S	\$8,800.00
Tennant, Lynn - Judge's Clerk	S	\$6,900.00
Tomaino, Frank - Councilman	S	\$3,000.00
Wheeler, Warren - Assessor	S	\$26,000.00

Highway Fund - 2012

Name - Title	Hourly Rate	Yearly Amount
Woolridge, Wayne	Salary	\$47,225.00
1 Machine Equipment Operator	\$17.00 Hourly	
3 Machine Equipment Operator	21.08 Hourly	
1 Machine Equipment Operator	22.17 Hourly	
1 Laborer	15.00 Hourly	

Boards - 2012

Pay per
meeting
attended

- 1) Planning Board
Per meeting attended \$10.00

- 2) Board of Appeals
Per meeting attended \$10.00

Board of Assessment

- 3) Review Minimum wage for each member's time served
Seconded by Mr. Moran.
Carried: Moran – Yes Tomaino - Yes Colesante - Yes Metzger - Yes Gilkey – Yes

ADJOURN:

At 7:33 pm Mr. Colesante made the motion to adjourn, seconded by Mr. Moran.
Carried: Moran – Yes Tomaino - Yes Colesante - Yes Metzger - Yes Gilkey – Yes