

**TOWN OF KNOX  
ORGANIZATIONAL MEETING  
JANUARY 1, 2012**

**PRESENT:** Supervisor Hammond  
Councilman Viscio  
Council - VACANT  
Councilman Decker  
Councilman Barber

**ALSO:** Town Clerk Swain  
Highway Superintendent Salisbury

The meeting was called to order at 8:10 a.m. with the Pledge of Allegiance to the Flag.

**RESOLUTION #1 - ESTABLISH OFFICIAL NEWSPAPER AND BANK OF TOWN,  
AUTHORIZE SUPERVISOR TO INVEST FUNDS IN INTEREST BEARING ACCOUNTS,  
ESTABLISH SCHEDULE OF MONTHLY BOARD MEETINGS, AND ALLOW TOWN TO  
RECEIVE ITS DISTRIBUTIVE SHARE OF SALES TAX PROCEEDS**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was ADOPTED        AYES 4        NAYS 0

RESOLVED, that the Altamont Enterprise, being the newspaper of general circulation, in the Town of Knox, be and it hereby is designated the official newspaper of the Town and that notices by law to be published, be published therein; and be it further;

RESOLVED, that the Key Bank, the Bank of America, the Bank of New York, and First Niagara Bank be designated depository of all Town funds; and be it further;

RESOLVED, that the Town Supervisor be empowered to invest funds in designated depositories in the form of interest bearing accounts as authorized by General Municipal Law section 11 and Education Law section 1604 and 1723-A and reserve funds as authorized by General Municipal Law section 86-F, Local Finance Law section 165.00 and Education Law section 36.52; and be it further;

RESOLVED, that regular meetings of the Town Board be held the second Tuesday of each month at 7:30 p.m., except for the November meeting, which shall be held on the first Wednesday following Election Day, and that the meeting shall be held at the Knox Town Hall; and be it further;

RESOLVED, that the Supervisor, in accordance with Section 1262 of the Tax Law as amended from time to time, and such other requirements as may be imposed by the Albany County Legislature, be empowered to implement the resolution adopted on April 25, 1970, by the Town Board, in relation to the Town's election to receive its distributive share of the proceeds of the additional sales tax during fiscal year 2011.

**RESOLUTION #2 - AUTHORIZE SUPERINTENDENT OF HIGHWAYS TO PURCHASE  
EQUIPMENT, MATERIALS AND TOOLS FOR DEPARTMENT USE NOT TO EXCEED  
\$1,500.00 WITHOUT BOARD APPROVAL**

On motion of Councilman Decker, seconded by Councilman Barber, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED, that the Town Superintendent of Highways be and hereby is authorized to purchase equipment, materials and tools for Department use in an amount not to exceed \$1,500.00 for each such purchase, without prior Board approval.

**RESOLUTION #3 - APPOINTMENT OF INDIVIDUALS TO TOWN POSITIONS AND COMPENSATION OF SAID POSITIONS**

On motion of Councilman Barber, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 4 NAYS 0

RESOLVED that the following individuals be appointed to Town positions:

Mary Alice Geel	Deputy Town Clerk
Helen Quay	Registrar of Vital Statistics
Deborah Liddle	Deputy Registrar of Vital Statistics
Lee Martin	Deputy Tax Collector
Cheryl Frantzen	Town Historian
Dennis Decker	Emergency Preparedness Coordinator
Nicholas Viscio	Deputy Supervisor
Ed Nicholson	Data Collector
Robert Delaney	Building/Sanitary Inspector & Zoning Administrator
Daniel Sherman	Assistant Building Inspector
Louis Saddlemire	Dog Warden PT
Louis Saddlemire	Park Laborer
Dennis Barber	Ex-Officio to Youth Committee
Deborah Liddle	Court Clerk
John McGivern	Court Officer
Loren Shafer, Jr.	Deputy Highway Superintendent
Catherine Bates	Account Clerk I PT
David Quay	Landfill Attendant
Louis Tubbs	Landfill Attendant
Richard Dexter	Landfill Attendant
Carol Barber	Minutes Recorder for Zoning Board
Joan Bentley	Minutes Recorder for Planning Board

and be it further,

RESOLVED, that the amount of salaries for the following Town offices and frequency of payment during fiscal year 2012 be established as follows:

Supervisor	\$16,346.00 - Quarterly
Superintendent of Highways	52,180.00 - Bi-Weekly
Town Clerk	12,338.00 - Quarterly
Deputy Town Clerk	12.62- Hourly
Tax Collector	4,676.00 - Quarterly

Assessor	12,360.00 - Quarterly
Data Collector	4,120.00- Quarterly
Councilmen (4)	3,750.00 - Quarterly
Justices (2)	9,944.00 - Quarterly
Registrar of Vital Statistics	1,164.00 - Quarterly
Emergency Preparedness Coord.	218 .00 - Quarterly
Deputy Supervisor	No Salary
Building/Sanitary Insp.& ZA	9,336.00 - Quarterly
Assistant Building Insp	4,015.00 - Quarterly
Town Historian	712.00 - Quarterly
Court Officer	1,862.00 - Quarterly
Dog Warden PT	6,556.00 - Quarterly
Park Laborer	13.96- Hourly
Landfill Attendants	11.17 - Hourly
Court Clerk	16.38 - Hourly
Account Clerk I PT	20.56 - Hourly
Deputy Hwy. Superintendent	subject to negotiation with union
Deputy Tax Collector	12.62 - Hourly
Minutes Recorder Zoning/Planning BDS	12.62 - Hourly

#### **RESOLUTION #4 - APPOINTMENT AND COMPENSATION OF TOWN ATTORNEY**

On motion of Councilman Decker, seconded by Councilman Barber, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that pursuant to subdivision 2 (a) of Section 20 of the Town Law, the office of TOWN ATTORNEY of the Town of Knox is hereby established with a salary at the rate of \$17,732.00 per year, and that John Dorfman be and hereby is appointed Town Attorney for the term beginning January 1, 2012.

#### **RESOLUTION #5 - SUBMITTAL OF COPY OF SUPERVISOR'S REPORT TO THE STATE COMPTROLLER'S OFFICE FROM SUPERVISOR TO TOWN CLERK**

On motion of Councilman Barber, seconded by Councilman Viscio, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that the Supervisor shall submit to the Town Clerk within 60 days after close of the last fiscal year, a copy of the report he makes to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of her receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section of the Town Law;

#### **RESOLUTION #6 - APPOINTMENT OF CHAIRMAN TO THE ZONING BOARD OF APPEALS**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that Mr. Roberts Edwards be appointed Chairman of the Zoning Board of Appeals

for the fiscal year 2012.

**RESOLUTION #7 - COMPOSITION AND TERMS OF THE ZONING BOARD OF APPEALS**

On motion of Councilman Decker, seconded by Councilman Barber, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that the composition of the Zoning Board of Appeals and the terms of it's appointees be as follows:

Amy Pokorny	December 31, 2017
Gail Burgess	December 31, 2016
James McDonald	December 31, 2015
VACANT(D.Barber)	December 31, 2014 (advertise for position, Mike read ad)
Sue Mason	December 31, 2013
Kenneth Kirik	December 31, 2012
Robert Edwards, Chairman	December 31, 2018

**RESOLUTION #8 - APPOINTMENT OF THE CHAIRMAN OF THE PLANNING BOARD**

On motion of Councilman Viscio, seconded by Councilman Barber, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that Mr. Robert Price be appointed the Chairman of the Planning Board for fiscal year 2012.

**RESOLUTION #9 - COMPOSITION AND TERMS OF THE PLANNING BOARD**

On motion of Councilman Barber, seconded by Councilman Decker, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that the composition of the Planning Board and terms of it's appointees, are as follows:

Earl Barcomb Jr.	December 31, 2017
Betty Ketcham	December 31, 2016
Daniel Driscoll	December 31, 2015
Robert Gwinn	December 31, 2014
Thomas Wolfe	December 31, 2013
Robert Price, Chairman	December 31, 2012
Brett Pulliam	December 31, 2018

**RESOLUTION #10 - APPOINTMENT OF THE CHAIRMAN OF THE BOARD OF ASSESSMENT REVIEW, THE COMPOSITION AND TERMS OF THE BOARD OF ASSESSMENT REVIEW**

On motion of Councilman Viscio, seconded by Councilman Barber, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that Mr. Timothy Frederick be appointed as the Chairman of the Board of Assessment review for the fiscal year 2012 and,

RESOLVED, that the composition of the Board of Assessment review, and the terms of its appointees are as follows:

Tim Frederick - Chairman	September 30, 2015
Gerald Irwin	September 30, 2014
Joycelyn Farrar	September 30, 2013
Vall Pulliam	September 30, 2012
Howard Zimmer	September 30, 2016

#### **RESOLUTION #11 - APPOINT YOUTH COMMITTEE FOR 2012**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED to appoint the following members to the Knox Youth Committee for 2012:

Anne Payne	Grace Cunningham	Jean Gagnon	
Jean Forti	Rich Matlock	Brett Pulliam	Laurie Picinich
Ed Schmidt	Sue VonHaugg	Janet Viscio	

#### **RESOLUTION #12 - APPOINTMENT OF EX-OFFICIO MEMBERS TO YOUTH COMMITTEE**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that the Ex-Officio member to the Youth Committee be Councilman Barber.

#### **RESOLUTION #13 - COMPOSITION AND TERMS OF THE CONSERVATION ADVISORY COUNCIL AND APPOINTMENT OF EX-OFFICIO MEMBER**

On motion of Councilman Viscio, seconded by Councilman Barber, the following resolution was ADOPTED      AYES 4      NAYS 0

RESOLVED, that the Conservation Advisory Council consist of the following, and the terms of it's appointees be as follows:

Xena Pulliam	December 31, 2017
Hank Donnelly	December 31, 2016
Stephanie Baron	December 31, 2015
Nathan Gironde	December 31, 2014
<b>Vacant</b>	December 31, 2013(Advertise for vacant position)
Patricia Irwin	December 31, 2012
Cheryl Frantzen, Chairperson	December 31, 2018

and be it further,

RESOLVED, that the Ex-Officio member be Councilman Decker.

**RESOLUTION #14 – AUTHORIZE TOWN CLERK TO ADVERTISE FOR TWO POSITIONS  
STATED, ON ZONING BOARD AND CAC**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution  
was ADOPTED      AYES 4      NAYS 0

RESOLVED to authorize the Town Clerk to advertise the two vacant positions.

On motion of Councilman Barber, seconded by Councilman Decker, and unanimously approved,  
the meeting was adjourned at 8:32 a.m.

Respectfully Submitted,  
January 1, 2012

Kimberly D. Swain  
Town Clerk