

**TOWN OF KNOX  
ORGANIZATIONAL MEETING  
JANUARY 1, 2014**

**PRESENT:** Supervisor Hammond  
Councilman Viscio  
Councilwoman Pokorny  
Councilman Barber  
Councilman Decker

**ALSO:** Town Clerk Murphy  
Highway Superintendent Salisbury  
Town Attorney Dorfman

Supervisor Michael Hammond, Town Clerk Tara Murphy, Town Justice Jean Gagnon, Town Highway Superintendent Gary Salisbury, Councilwoman Amy Pokorny, Councilman Nicholas Viscio and Tax Collector Diane Champion took oath of office, officiated by Justice James Corigliano.

The meeting was called to order at 11:35 a.m. with the Pledge of Allegiance to the Flag.

Supervisor Hammond presented the Town's financial books to the Board for their review, and noted that they are up to date, with the exception of December 2013 expenses, to be added.

**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 Barber, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 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, 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 2014.

**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 Viscio, seconded by Councilman Decker, the following resolution was  
ADOPTED AYES 5 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 Viscio, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 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	
Dennis Decker	Emergency Preparedness Coordinator	
Nicholas Viscio	Deputy Supervisor	
Edward 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	
Joseph Adriance	Landfill Attendant	
Richard Dexter	Landfill Attendant	
Carol Barber	Minutes Recorder for Zoning Board	
Pamela Fenoff	Minutes Recorder for Planning Board	
Charles Crary	Highway Dept. Equipment Operator 1	19.42 hr
Dean Schanz	Highway Dept. Equipment Operator 1	18.06 hr + .50hr
Matthew Schanz	Highway Dept. Equipment Operator 1	17.95 hr
Loren Shafer	Highway Dept. Equipment Operator 11	20.09 hr + .50hr
Donald White	Highway Dept. Equipment Operator 1	19.98 hr
Donald Wagner	Highway Dept. Equipment Operator 1	15.92 hr
Joseph Adriance	Highway Dept. Laborer PT	15.55 hr

and be it further,

RESOLVED, that the amount of salaries for the following Town offices and frequency of payment during fiscal year 2014 be established as follows:

Supervisor	\$16,672.00 - Quarterly
Superintendent of Highways	55,358.00 - Bi-Weekly
Town Clerk	12,585.00 – Quarterly
Deputy Town Clerk	12.87- Hourly
Tax Collector	5,000.00 - Quarterly
Assessor	12,608.00 - Quarterly
Data Collector	4,202.00- Quarterly
Councilmen (4)	3,825.00 - Quarterly
Justices (2)	10,143.00 - Quarterly
Registrar of Vital Statistics	1,188.00 - Quarterly
Emergency Preparedness Coor.	222 .00 - Quarterly
Deputy Supervisor	No Salary
Building/Sanitary Insp.& ZA	9,522.00 - Quarterly
Assistant Building Insp.	4,096.00 - Quarterly
Court Officer	1,900.00 - Quarterly
Dog Warden PT	6,687.00 - Quarterly
Park Laborer	14.67- Hourly
Landfill Attendants	12.08 - Hourly
Court Clerk	16.71 - Hourly
Account Clerk I PT	20.97 - Hourly
Deputy Hwy. Superintendent	\$0.50 additional an hour
Deputy Tax Collector	12.87 - Hourly
Minutes Recorder Zoning/Planning BDS	12.87 – Hourly
Highway Dept. Laborer	15.55 – Hourly (Starting hourly rate 2014)
Highway Dept. Operator 1	15.95 - Hourly (Starting hourly rate 2014)
Highway Dept. Operator 11	16.39 – Hourly (Starting hourly rate 2014)
Court Officer	1,900.00 - Quarterly

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

On motion of Councilman Decker seconded by Councilman Viscio the following resolution was  
ADOPTED AYES 5 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 \$18,094.00 per year, and that John Dorfman be and hereby is appointed Town Attorney for the term beginning January 1, 2014.

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

On motion of Councilwoman Pokorny, seconded by Councilman Decker, the following resolution was ADOPTED AYES 5 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 Barber, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Roberts Edwards be appointed Chairman of the Zoning Board of Appeals for the fiscal year 2014.

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

On motion of Councilman Viscio, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 NAYS 0

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

Susan Mason	December 31, 2020
Kenneth Kirik	December 31, 2019
Robert Edwards, Chairman	December 31, 2018
Jay Baumstein	December 31, 2017
Gail Burgess	December 31, 2016
James McDonald	December 31, 2015
John DeMis	December 31, 2014

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

On motion of Councilwoman Pokorny, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Robert Price be appointed the Chairman of the Planning Board for fiscal year 2014.

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

On motion of Councilman Decker, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 NAYS 0

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

Thomas Wolfe	December 31, 2020
Robert Price, Chairman	December 31, 2019
Brett Pulliam	December 31, 2018
Earl Barcomb Jr.	December 31, 2017
Betty Ketcham	December 31, 2016
Daniel Driscoll	December 31, 2015
Robert Gwinn	December 31, 2014

**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 Decker, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED, that Mr. Timothy Frederick be appointed as the Chairman of the Board of Assessment review for the fiscal year 2014 and,

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

Jocelyn Farrar	September 30, 2018
Vall Pulliam	September 30, 2017
Howard Zimmer	September 30, 2016
Tim Frederick - Chairman	September 30, 2015
Gerald Irwin	September 30, 2014

#### **RESOLUTION #11 - APPOINT YOUTH COMMITTEE FOR 2014**

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to appoint the following members to the Knox Youth Committee for 2014

Jean Gagnon	Jean Forti	Chasity McGivern	Karin Kuck
Glen Humphrey	Ann Payne	MaryEllen Nagengast, Chairperson	Thomas Payne

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

On motion of Councilman Decker, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 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 Decker, seconded by Councilwoman Pokorny, the following resolution was ADOPTED AYES 5 NAYS 0

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

VACANT	December 31, 2020
Patricia Irwin	December 31, 2019
Cheryl Frantzen	December 31, 2018
VACANT	December 31, 2017
Hank Donnelly	December 31, 2016
Stephanie Siciliano	December 31, 2015
Nathan Giordano	December 31, 2014

and be it further,

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

On motion of Councilman Barber, seconded by Councilman Decker, and unanimously approved, the meeting was adjourned at 11:52am.

Respectfully Submitted,  
January 1, 2014

Tara Murphy  
Town Clerk