

STUYVESANT TOWN BOARD ORGANIZATIONAL MEETING – JANUARY 2011

<p>Official Depository: National Union Bank of Kinderhook; First Niagara Bank</p>	<p>Official Newspaper: The Register Star / The Columbia Paper</p>
<p>Official Meeting Night: 2nd Thursday of each Month @ 7:00pm</p>	<p>Official Working Night: 1st Thursday of each month</p>
<p>Official Mileage: \$.50 per mile</p>	<p>Deputy Supervisor: Councilman Ronald Knott</p>
<p>Attorney for the Town: Tal Rappleyea, Esq.</p>	<p>Building Inspector: Gerald Ennis</p>
<p>Zoning Enforcement Officer: Gerald Ennis</p>	<p>Town Engineer: Morris Associates @ \$85.00/hour</p>
<p>Budget Director: Supervisor Valerie Bertram</p>	<p>Deputy Highway Superintendent: Jeffrey Altomer</p>
<p>Deputy Town Clerk:</p>	<p>Registrar of Vital Statistics: Melissa Naegeli, Town Clerk</p>
<p>Deputy Registrar of Vital Statistics: Catherine Knott</p>	<p>Records Management Officer: Melissa Naegeli, Town Clerk</p>
<p>Town Historian: Juanita Knott</p>	<p>Sole Assessor: Howard Gleason, Jr. Assessor Clerk: Catherine Knott</p>
<p>Dog Control Officer: Wes Powell</p>	<p>Deputy Dog Control Officer:</p>
<p>Columbia Co. Traffic Safety Board:</p>	<p>Columbia Co. Council of Aging Delegate: Mary Leighton</p>
<p>Assessment Board of Review:</p>	<p>Chairman Planning Board: Gale Bury</p>
<p>Member – Planning Board: Sean Cummings</p>	<p>Alternate Member Planning Board:</p>
<p>Chairman – Zoning Board of Appeals: William Vick</p>	<p>Member of Zoning Board: Jeffrey Jensen</p>
<p>Alternate Member of Zoning Board:</p>	<p>Secretary to Planning & Zoning Boards: Shirley Narzynski</p>
<p>Custodian of Town Office: George Knott</p>	<p>Emergency Coordinator:</p>
<p>Town Accountant and Bookkeeper: Mark Fitzgerald</p>	<p>Highway Superintendent: Allowed to purchase tools and equipment under \$1000 without prior Town Board approval</p>
<p>Highway Superintendent: Allowed to purchase sand and gravel at prevailing rates</p>	<p>Highway Superintendent: Allowed to rent County equipment at prevailing rate</p>
<p>Supervisor: Ability to invest idle funds in CDs and Money Market Accounts</p>	<p>Supervisor: Upon recommendation of Town Accountant, transfer funds between General & Highway Funds</p>
<p>Supervisor: Able to pay utility and health insurance bills without prior approval of Town Board</p>	<p>Official Polling Places: St. Joseph’s Parish; Town Hall</p>
<p>Salaries: Elected & appointed officials to be paid as indicated in the Budget.</p> <ul style="list-style-type: none"> 1) Sr. MEO: \$19.65/hour 2) MEO-1: \$18.32/hour 3) MEO-2: \$18.32/hour 4) Per Diem: \$13.46 	<p>Gasoline & Fuel Oil: County Bids</p>
<p>Rules of Procedure at Board Meetings: Adopt current procedures</p>	<p>Compensatory Time for the Highway Department: Not more than 120 hours can be accumulated per year</p>
<p>Supervisor Appoint Town Board Committee Chairpersons: Recreation Committee: Valerie Bertram Highway Committee: Brian Chittenden Public Safety: Brian Chittenden, Tim Trowbridge, Valerie Bertram Town Hall Committee: Edward Scott, Ronald Knott Cemetery Committee: Edward Scott Greenway Committee: Ronald Knott Railroad Restoration Committee: Ronald Knott Trails Committee: Edward Scott</p>	<p>Policy Adoptions:</p> <ol style="list-style-type: none"> 1. Procurement Policy 2. Investment Policy 3. Code of Ethics 4. Standard Workday 5. Type Reserve – Highway 6. Special Reserve – Town Hall 7. Capital Reserve – Town Hall

Dated: January 6, 2011

**Melissa A. Naegeli
Town Clerk**

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