

Supervisor Johnson explained that before the meeting begins he would like to recognize Jasmine Rose Fisher and Margarite Annette Fisher for their help with the coat drive.

Public Hearing:**Town of Wilton Code (Electrical Inspection Code)**

The following Notice of Public Hearing was legally advertised in the Dialy Gazette, The Post Star and the Saratogian newspapers:

PLEASE TAKE NOTICE that the Town Board of Wilton, New York, County of Saratoga, will hold a public hearing to amend the Town of Wilton Code Chapter 43 (Building Construction Administration).

SAID PROPOSED AMENDMENT would amend Article IV, Electrical Inspections §43-18 through §43-25 in the Town of Wilton Code. These amendments are necessary because our present code identifies one inspection agency, New York Board of Fire underwriters to perform third party electrical inspections within the Town. This Company no longer performs inspections in this area. The Town presently has a list of five agencies that perform such inspections and a contractor or property owner can chose any of those on the list.

SAID PUBLIC HEARING will be held on Thursday January 6, 2011 at 7:00 p.m., at Wilton Town Hall on 22 Traver Rd. in said town at which time all persons will be given an opportunity to be heard.

BY RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WILTON

At 7:01 p.m., Supervisor Johnson called the public hearing to order and asked the Town Clerk to read the public hearing notice aloud, she did so. Supervisor Johnson asked if anyone would like to speak regarding the public hearing. There were no comments. Supervisor Johnson than closed the public hearing at 7:02 p.m..

REGULAR TOWN BOARD MEETING

Immediately following the public hearing, Supervisor Johnson called the regular town board meeting to order at 7:03 p.m..

Pledge of Allegiance

Supervisor Johnson led the board and the audience in reciting the Pledge of Allegiance to the Flag.

Roll Call

Roll Call by the Town Clerk showed all board members present:

Arthur Johnson-Supervisor
Raymond O'Connor-Deputy Supervisor
Robert Rice-Councilman
Robert Pulsifer-Councilman
Charles Gerber-Councilman

Also present were Town Attorney Richard DeVall, Town Comptroller Jeffrey Reale and Director of Planning and Engineering Keith Manz.

Supervisor Johnson explained that before the meeting begins he wanted to express the Town Boards' heartfelt sympathy to the Naumkin Family for the loss of their son Nicholas and his grandfather.

Public Comment

Supervisor Johnson asked if anyone had signed up to speak under the public comments. No comments.

Wilton Wildlife Preserve and Park

Supervisor Johnson introduced Margo Olson who is the new Executive Director of the Wilton Wildlife Preserve and Park replacing Sarah Clarkin and is here to present the first report of the year.

Margo Olson went over some of the highlights of the outreach and education programs with all the school districts associated with the Town of Wilton. Ms. Olson mentioned some of the recreation programs that have been scheduled and gearing up for the opportunities that the installation of the Historic Fire Tower will bring once it officially opens in the spring. Ms. Olson also mentioned that in conservation there was a whole project that was done at Scout Road creating more habitat for the Karner Blue Butterfly, that has been completed as scheduled. A grant has been received for the purchase of part of the Farley property which borders on Ruggles and King Road. There is a website people can go to for additional information www.wiltonpreserve.org. The board thanked Margo and wished her good luck in her position.

Organizational Resolutions #1-57

Supervisor Johnson stated that this was the first meeting of 2011 and in past years with our numerous organizational resolutions to be adopted were sent out to all the board members a few days ago and does the board have any questions about the resolutions. The Supervisor went on to say that resolution #6 The Personnel Policy which is being reviewed by Councilman Rice, Nancy Reily and Comptroller Reale will have some amendments to it. So we will adopt the current one now and when the new one is finished make the new one retroactive to January. Councilman Gerber asked if the board appointments for Zoning Board, Planning Board and Independent Board of Assessment and Review should have something in the resolutions stating that the members of those boards must be town residents. After some discussion the board decided to bring it up under the Personnel Policy review process. After some minor housekeeping adjustments Supervisor Johnson entertained a motion to adopt resolutions 1-57 with the amendments mentioned as follows:

RESOLUTION #1: **REGULAR MEETINGS-RESOLVED**, pursuant to Town Law §62 that all regular meetings of the Wilton Town Board shall be held at the Wilton Town Hall, 22 Traver Road on the first (1st) Thursday of each month beginning at 7:00 p.m., except that additional meetings will be scheduled as deemed necessary by the board.

RESOLUTION #2: **CONDUCT OF MEETINGS-RESOLVED**, pursuant to Town Law §63, that "Robert's Rules of Order" shall prevail as the source of clarification for any questions as to Parliamentary Procedure.

RESOLUTION #3: **PLEDGE OF ALLEGIANCE-RESOLVED**, pursuant to Resolution #67 adopted January 3, 1991 that all official town meetings shall be opened by reciting the Pledge of Allegiance to the Flag.

RESOLUTION #4: **COMMITTEES-RESOLVED**, pursuant to Town Law §63, that the Supervisor shall appoint committees of Town Board members and others to aid the full Board.

RESOLUTION #5: **OFFICIAL NEWSPAPERS-RESOLVED**, pursuant to Town Law §64 (11), to designate The Saratogian as the Official Newspaper of the Town of Wilton. Legal advertising will also be placed in the Daily Gazette and the Post Star newspapers.

RESOLUTION #6: **EMPLOYEE BENEFITS-RESOLVED**, to provide employee benefits to all General Fund and Highway Fund employees as outlined in the Town's Personnel Policies under separate cover, except health insurance benefits see resolution # 57.

RESOLUTION #7: **EMPLOYEE SALARIES-RESOLVED**, to pay Management and Hourly Appointed employees according to the Wage & Salary Schedule effective 1/1/11-12/31/11 under separate cover. (See Attached)

RESOLUTION # 8: STANDARD WORKDAY AND REPORTING RESOLUTION

BE IT RESOLVED, that the Town of Wilton hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Elected Officials					
Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Employer Record of Time worked (Y/N)	Days/Month (based on sample Record of Activities)
Supervisor	Arthur Johnson	6	01/01/2010-12/31/2011		N/A
Councilman	Robert Pulsifer	6	01/01/2010-12/31/2013	No	10.99
Councilman	Robert Rice	6	01/01/2010-12/31/2013	No	5.37
Councilman	Charles Gerber	6	01/01/2008-12/31/2011	No	8.25
Councilman	Raymond O'Connor	6	01/01/2008-12/31/2011	No	5
Town Clerk	Carol Maynard	7	01/01/2010-12/31/2011	No	20
Town Justice	Gerald Worth	6	01/01/2010-12/31/2013		N/A
Town Justice	John Wood	6	01/01/2008-12/31/2011		N/A
Hway. Super.	Kirklin Woodcock	8	01/01/2010-12/31/2011		N/A
Appointed Officials					
Comptroller	Jeffrey Reale	7		Yes	20
Engineer	Keith Manz	7		Yes	20
Assessor	Kathy Austin	7		Yes	20

RESOLUTION #9: **REIMBURSEMENT FOR TRAVEL-RESOLVED**, to establish the rate of reimbursement for travel on town business at the prevailing annual rate established by the Internal Revenue Service.

RESOLUTION #10: **HOLIDAYS (PAID)-RESOLVED**, pursuant to Gen Mun Lw §90 and §92, that the following dates be designated as paid holidays for

all full-time employees and all town offices shall be closed in observance of these holidays:

December 31, 2010	(Friday)	New Year's Day
January 17, 2011	(Monday)	Martin Luther King Day
February 11, 2011	(Friday)	Lincoln's Birthday
February 21, 2011	(Monday)	Washington's Birthday
May 30, 2011	(Monday)	Memorial Day
July 4, 2011	(Monday)	Independence Day
September 5, 2011	(Monday)	Labor Day
October 10, 2011	(Monday)	Columbus Day
November 11, 2011	(Friday)	Veterans Day
November 24, 2011	(Thursday)	Thanksgiving Day
November 25, 2011	(Friday)	Post Thanksgiving Day
December 26, 2011	(Monday)	Christmas Day

RESOLUTION #11:

PETTY CASH-RESOLVED, pursuant to Town Law §64(1a) To allocate the following amounts of Petty Cash to the department heads indicated:

Town Clerk	200
Town Justices (2) (\$50 each)	100
Planning Board Chairman	50
Zoning Board Chairman	25
Tax Collector	150
Recreation Director	200
Dog Control Officer	50

TOTAL PETTY CASH ALLOCATED \$ 775

RESOLUTION #12:

CELLULAR PHONES-RESOLVED, that the following employees are authorized to use cellular telephones:

Kirklin Woodcock, Highway Superintendent
Michael Monroe, Working Foreman
Frank Holden, Working Supervisor
Richard McCane, Working Supervisor 5/1/08
Ronald Stunzi, Dog Control Officer
Keith R. Manz, Town Engineer
Roger Blauvelt, Assistant Building Inspector
Steve Porto, Recreation Director
John King, Super. Maint. Worker 4/3/08
Arthur J. Johnson, Supervisor
Larry Gordon, Emergency Services Coordinator

Jeff Reale, Comptroller
Lori Olson, Highway Clerk (amended 6/7/07)
Kathy Austin, Town Assessor
Robert Pulsifer, Councilman

RESOLUTION #13: **LIAISONS-RESOLVED**, that the following will serve as liaisons to the departments indicated:

Keith Manz	Wilton Water & Sewer Authority
Nancy Riely	Insurance
Robert Pulsifer	Highway Department
Charles Gerber	Parks & Recreation
Charles Gerber	Americans w/Disabilities Committee
Arthur Johnson	Wilton Emergency Squad
Robert Rice	Justice Department
Robert Rice	Safety Review Committee
Raymond O'Connor	Historian's Office

RESOLUTION #14: **HIGHWAY DEPARTMENT (4-TON ROAD LIMIT)-RESOLVED**, to post all town roadways at a 4-ton road limit until further notice.

RESOLUTION #15: **HIGHWAY SUPERINTENDENT SPENDING (TOWN ROADWAYS) RESOLVED**, pursuant to Hwy Lw §284, that the Town Board and the Town Highway Superintendent shall enter into an Agreement for the Expenditure of Highway Funds for the repair and improvement of town highways **AND, BE IT RESOLVED**, that these funds shall be expended at such places and in such manner as may be agreed upon by the Town Board and the Town Highway Superintendent **AND, BE IT FURTHER RESOLVED**, that this Agreement is to be executed and signed by a majority of the Town Board members and the Highway Superintendent.

NOTE: Chapter 173 of the Laws of 1994 amended S284 of the Highway Law to delete the requirement that the County Highway Superintendent must approve all agreements for the expenditure of town highway funds

RESOLUTION #16: **HIGHWAY SUPERINTENDENT SPENDING (MACHINERY TOOLS, MINOR EQUIPMENT & OTHER IMPLEMENTS)-RESOLVED**, pursuant to Hwy Lw §142(a), to authorize spending by the Highway Superintendent for machinery, tools, minor equipment

and implements up to \$3,000 without prior approval from the Town Board provided that sufficient appropriations exist, and the purchase has been made in compliance with the town's procurement policies and procedures and a Purchase Order has been issued for purchases of more than \$1,500.

RESOLUTION #17: **DEPUTY HIGHWAY SUPERINTENDENT-RESOLVED**, pursuant to Town Law §32(2) to establish the position of Deputy Highway Superintendent **AND, BE IT FURTHER RESOLVED** to appoint Sandra Woodcock to the position at no remuneration.

RESOLUTION #18: **ELECTIONS (VOTER REGISTRATION DAY)-RESOLVED**, to consolidate election districts for Voter Registration Day at the Town Hall Annex, 20 Traver Road. **NOTE:** Pursuant to Saratoga County Board of Elections resolution adopted January 7, 1993, there shall be no meetings for local registration except in presidential and vice-presidential election years.

RESOLUTION #19: **ZONING BOARD OF APPEALS-RESOLVED**, pursuant to Town Law §267(1) to establish a Zoning Board of Appeals consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

RESOLUTION #20: **PLANNING BOARD-RESOLVED**, pursuant to Town Law §271(1) and 272 to establish a Planning Board consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

RESOLUTION #21: **INDEPENDENT BOARD OF ASSESSMENT & REVIEW RESOLVED**, to establish a five-member Independent Board of Assessment & Review with terms of office effective from October 1 to September 30 (5-year terms).

RESOLUTION #22: **CHAIRPERSONS FOR BOARDS –RESOLVED**, pursuant to Town Law §271 (1) the Town Board shall designate the chairpersons to the following Boards on a yearly basis and;

FURTHER BE IT RESOLVED, to appoint the following chairpersons to said boards for the terms listed below:

a.) Planning Board Michael Dobis Current term 1/1/11- 12/31/11.

b.) Zoning Board Joseph O'Brien Current term 1/1/11-12/31/11
and;

FURTHER BE IT RESOLVED, to approve the extended terms of chairmanship of the Planning and Zoning Boards when those terms would expire and their scheduled meeting would occur prior to the first available organizational Town Board meeting at such time resolutions will be passed for the current chairmanship terms.

RESOLUTION #23: **SARATOGA COUNTY YOUTH BUREAU-RESOLVED**, to appoint the town's Recreation Director to serve as the Town of Wilton's representative on the Youth Advisory Board.

RESOLUTION #24: **DIVISION FOR YOUTH SPENDING-RESOLVED**, pursuant to Resolution #89 adopted on September 6, 1990, to authorize the Recreation Director, on behalf of the Parks & Recreation Commission, to apply for funding through the Division for Youth.

RESOLUTION #25: **TAX BILLS/THIRD PARTY DESIGNATION-RESOLVED**, pursuant to a unanimous decision of the Wilton Town Board on November 6, 1986, and to comply with Chapter 758 of the Real Property Tax Laws of 1986, that the Receiver of Taxes & Assessments shall include with each tax bill a notice that elderly and disabled taxpayers may designate an adult third party to receive duplicate copies of tax bills and notices of unpaid taxes

AND, BE IT FURTHER RESOLVED, that all eligible taxpayers must file said application on or before the first day of November of each year.

RESOLUTION #26: **TAX COLLECTOR DEPOSITS-RESOLVED**, pursuant to Gen Mun Lw §11, to authorize the Receiver of Taxes & Assessments to temporarily deposit or invest monies not required for immediate expenditure in special time deposit accounts, or certificates of deposit, in any bank approved by the Town of Wilton as an Official Depository.

RESOLUTION #27: **OFFICIAL DEPOSITORIES-RESOLVED**, pursuant to Tn Lw §64 (1), Bk Lw §96-6 and Gen Mun Lw §93, to designate the institutions listed below as Official Depositories of the Town of Wilton:
Adirondack Trust Company
Saratoga Nat'l Bank & Trust Company
Key Bank of New York
NBT Bank
Ballston Spa National

HSBC (added 5/7/07) (resolution #133)

All Official Depositories must enter into a Custodial Agreement with the Town of Wilton if deposits exceed \$250,000. Max. investment amount for each institution not to exceed \$7,000,000.

RESOLUTION #28: **INVESTMENT POLICY-RESOLVED**, pursuant to a unanimous decision of the Town Board on June 3, 1993 and updated 1/1/11, to establish an Investment Policy to minimize risk to principal and interest, define eligible investments, provide sufficient liquidity to insure the availability of cash when needed and to insure a competitive rate of return. (See Attached)

RESOLUTION #29: **CAPITAL ASSETS PROGRAM-RESOLVED**, pursuant to a unanimous decision of the Town Board on May 7, 1987 and updated 1/1/09, to establish a Fixed Assets Program for the Town of Wilton with physical inventories to be conducted by all department heads by December 31 of each year. (Capital Assets Policy Attached)

RESOLUTION #30: **PURCHASE ORDER SYSTEM/PROCUREMENT POLICIES & PROCEDURES-RESOLVED**, pursuant to a unanimous decision of the Town Board on November 12, 1987 to establish a Purchase Order System for use by all departments with the Account Clerk serving as Purchasing Coordinator.

AND, BE IT FURTHER RESOLVED, pursuant to Resolution #115 adopted on April 2, 1992, amended on December 4, 2003, and December 6, 2007, and July 1, 2010, to follow the procurement policies and procedures contained in that resolution for the procurement of goods and services not subject to bidding requirements under Gen Mun Lw §103 or any other law, such procurement policies having been reviewed and reaffirmed by the Town Board on 11/8/01. Pursuant to Resolution #194 adopted on July 6, 1995, the Comptroller is authorized to approve budget transfers after conferring with at least three (3) Town Board members with such action to be ratified by resolution at the next Town Board meeting. All town vouchers shall be certified or verified. (See Procurement Policy)

- RESOLUTION #31:** **RETURN CHECK CHARGE-RESOLVED**, pursuant to Resolution #247 adopted on 9/8/98, to charge \$30.00 for checks returned as unpaid.
- RESOLUTION #32:** **TOWN COMPTROLLER-RESOLVED**, pursuant to Resolution #301 adopted on January 15, 1992, that the Comptroller assumes the duties of an Accounting Supervisor with approval to countersign checks and/or to use the Supervisor's signature stamp as deemed necessary.
- RESOLUTION #33:** **FUND TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on December 27, 1984, to approve fund transfers into appropriations at the same time expenditures not budgeted are approved. This shall be done at the Regular Town Board Meeting whenever bills are approved for payment.
- RESOLUTION #34:** **WIRE/TELEPHONE TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on August 13, 1987, that the Principal Account Clerk, in the Comptroller's office, is authorized to make wire/telephone transfers at the Adirondack Trust Company and Saratoga National Bank from the Money Market Account to the various checking accounts.
WITHDRAWALS ARE NOT AUTHORIZED.
- RESOLUTION #35:** **CERTIFIED PUBLIC ACCOUNTANTS-RESOLVED**, to retain Certified Public Accountants to provide professional services (under separate contract).
- RESOLUTION #36:** **SECTION 125 PREMIUM ONLY PLAN-RESOLVED**, pursuant to Resolution #165 adopted on August 5, 2004, which allows employees to have pre-tax monies withheld from their paycheck to cover the cost of the employee's premium portion of Health Insurance, Group-Term Life Insurance and Disability Plans. Effective July 1, 2004 renewed on a yearly basis at "no cost"

to the town.

RESOLUTION #37: **CONTRACTS-RESOLVED**, that the Town Board authorizes the Supervisor to enter into the following contracts:

*on-going contracts:

Adirondack Trust (Collateral Agreement)
Auffredou, Martin (Assistant Town Attorney)(yearly)
Camp Saratoga (Resident Caretaker Lease) *
Christopher Dailey Foundation (Ground Lease)
Christopher Dailey Foundation (Facility Lease Agreement)
Corner Stone (Telephone Co.) (For Senior Phones)
County Waste (4 yd. T/H & 8 yd. G/P containers)
Delta Dental Service Contract (In Nancy's Off.)
DeVall, Richard F. (Town Attorney) (yearly)
Empire Blue Cross Blue Shield (In Nancy's Off.)
Fundbalance, Inc. (Maint. Agreement)
Grant, Ulysses S. (Friends/Cottage) (yearly)
HSBC (Banking Agreement)
Heritage Society (Wilton) (yearly)
Hud Housing * (Section 8 Housing Program)
Intermunicipal Agreement (Highway)
Klepetar, Thomas, M.D. (Health Officer) (yearly)
M.M. Hayes Co., Inc. (Time-Clocks)*
Manz, Keith ., P.E. (Town Engineer) (10/1/92 as amended 5/5/94 & 12/2/04)
National Grid Agreement (Outdoor Lighting)
Nationwide Retirement Solution (Deferred Comp.)
Nextel (State Police Phones & Highway) (Nancy's Off.)
New York State (Gasoline & Diesel Fuel)
Northern Pines Housing Dev. (Agreement)(Pilot Program)
Nysenda Agreement
Penflex, Inc. (Service Award Program)
Pitney Bowes, Inc. (Rental Agreement)
Reale, Jeffrey, (Town Comptroller)
Saratoga Co. Animal Shelter (Impoundment of Dogs) *
Saratoga Co. (Co. maint. & operate shelter dogs)
Saratoga Co. Office of Aging (Nutrition Agmt.) (In Pat's Off.)
Saratoga Co. Office of Aging (Transportation Agmt.)*
Saratoga County Office of Emergency Services
Saratoga Co. Reforestation of Lands (Mngmnt Agreement)
Saratoga Co. Rural Preservation (Housing Asst.)
Saratoga Co. Youth Bureau (Youth Week program) (7/24/03) (In Pat's Off.)
Saratoga Co. Sheriff Off. (Contract for Services) yearly
Saratoga National Bank (Credit Card Contract)*
Saratoga National Bank (Ach Originator Agreement)
Saratoga Springs City School District (7 Summer camp buses)

Saratoga Springs City School District (Dorothy Nolan)(use voting machines) (9/23/04)
Saratoga Springs School District (Lease of Lands)
Saratoga/Wilton Youth Soccer Club (thru 2011)
Saratoga Youth Court (The Prevention Council)(Yearly)
Sleasman, Daniel (attorney) (Building Dept.)
Small Cities Grant Agreement
Smith Conservation Subdivision Agreement
South Glens Falls School Dist. (use of voting machines) (9/23/04)
Southworth-Milton, Inc. (Mtce. Agmt.-Emergency Generator)
Tech II (Telephone Mgmt Agreement)
Time Warner Cable (Franchise Agreement)
Upstate Elevator Company (Maint. Contract)
Value Payment Systems (1/1/11-12/31/11 auto 1 yr. renewal)
John Vincek Lease
Vincelette, Daniel G. Esq. (Assess. Attorney) do not have)
Waste Management of Eastern NY (30-yd. open rolloff)
Wilton Emergency Squad (Ambulance Serv.)
Wilton Emergency Squad (Gasoline)
Wilton Fire Dept. (Gasoline)
Wilton Senior Center (**New** Contract) (Annual)
Wilton Water & Sewer (Lease Agreement)
Wilton Wildlife Preserve & Park (Annual Contract) &
(Lease Agreement)
Wilton Youth Baseball (Annual)

RESOLUTION #38:

RECORDS MANAGEMENT OFFICER-RESOLVED, pursuant to a unanimous decision of the Town Board on March 2, 1989 to dispose of town records according to Schedule MU-1 issued pursuant to Article 57-a of the Arts & Cultural Affairs Law and;

BE IT FURTHER RESOLVED, to appoint Carol Maynard to the position of Records Management Officer.

RESOLUTION #39:

REGISTRAR OF VITAL STATISTICS-RESOLVED, Pursuant to Pb Hlth Lw §4130, to establish the position of Registrar of Vital Statistics and;

BE IT FURTHER RESOLVED, to appoint Carol Maynard to the position. Amount included in salary. (This appointment is the responsibility of the Supervisor).

RESOLUTION #40:

DEPUTY REGISTRAR OF VITAL STATISTICS- RESOLVED, pursuant to

Pb Hlth Lw \$4130, to establish the position of Deputy Registrar of Vital Statistics and;

BE IT FURTHER RESOLVED, to appoint Julie Hotaling to the position. (This appointment is the responsibility of the Registrar of Vital Statistics).

RESOLUTION #41: **SAFETY OFFICER, RESOLVED**, to appoint Nancy Riely to the position at \$1,553 per annum. Established 2/1/96 (Hazard Communication Program).

RESOLUTION #42: **FIRE MARSHAL, RESOLVED**, to appoint Mark Mykins to the position of Fire Marshal, established in 1998.

RESOLUTION #43: **DOG CONTROL OFFICER-RESOLVED**, to establish the position of Dog Control Officer and;

BE IT FURTHER RESOLVED, to appoint Ronald Stunzi to the position at \$ 14,592 per annum.

RESOLUTION #44: **DEPUTY DOG CONTROL OFFICER-RESOLVED**, to Establish the position of Deputy Dog Control Officer and;

BE IT FURTHER RESOLVED, to appoint Joan Kelly to the position at \$ 11,337 per annum.

RESOLUTION #45: **TOWN HISTORIAN-RESOLVED**, to establish the position of Town Historian and;

BE IT FURTHER RESOLVED, to appoint Jeannine Woutersz to the position at \$ 1,919 per annum.

RESOLUTION #46: **INSECT CONTROL COORDINATOR- RESOLVED**, to establish the position of Insect Control Coordinator and;

BE IT FURTHER RESOLVED, to appoint Carrie Fisher to the position at \$1,250 per annum.

RESOLUTION #47: **TOWN HEALTH OFFICER- RESOLVED**, to establish the Position of Town Health Officer and;

BE IT FURTHER RESOLVED, to appoint Dr. Thomas Klepetar to the position at \$ 3,000 per annum (under separate contract).

RESOLUTION #48: **TOWN ATTORNEY-RESOLVED**, to establish the position of Town Attorney, and;

BE IT FURTHER RESOLVED, to appoint Richard F. DeVall to the position at \$ 30,000 per annum at \$ 145 per hour for services involving formal litigation and bond counsel (under separate contract).

RESOLUTION #49: **ASSISTANT TOWN ATTORNEY-RESOLVED**, to establish the position of Assistant Town Attorney **AND, BE IT FURTHER RESOLVED**, to appoint Martin D. Auffredou to the position at \$13,000 per annum (under separate contract).

RESOLUTION #50: **DEPUTY SUPERVISOR-RESOLVED**, to establish the position of Deputy Supervisor and;

BE IT FURTHER RESOLVED, to appoint Raymond F. O'Connor, to the position at \$ 4,537 per annum. (This appointment is the responsibility of the Supervisor).

RESOLUTION #51: **NOTIFICATION POLICY FOR BREACH OF PRIVATE**

INFORMATION SECURITY-RESOLVED, to adopt this policy in accordance with New York State Technology Law Section 208 as added by Chapters 442 and 491 of the laws of 2005, and is consistent with the provisions of said Section. The purpose of this policy is to require the **Town of Wilton** to notify a New York Resident when there has been, or is reasonably believed to have been, an unauthorized acquisition of the resident's private information from the computerized records maintained by the

Town of Wilton.

RESOLUTION # 52: **GAVIN PARK RECREATION FEES-RESOLVED**, to adopt The Parks and Recreation annual fees as submitted by the Parks Director with the exception to field rental rates for residents which will remain the same as 2010.

RESOLUTION # 53: **EMERGENCY SERVICES COORDINATOR- RESOLVED**, to appoint Larry Gordon to the annual position of Emergency Services Coordinator, Effective 1/1/11-12/31/11, the position was established at the April 5, 2007, Town Board meeting under the Home Land Security Law (Resolution # 115). (no remuneration)

RESOLUTION # 54: **DEPUTY RECEIVER OF TAXES-RESOLVED**, pursuant to Town Law §20(3-c) to establish the position of Deputy Tax Receiver and;

BE IT FURTHER RESOLVED, to appoint Julie Hotaling to the position, at \$2,500 per annum. (This appointment is the responsibility of the Town Clerk/Tax Receiver)

RESOLUTION # 55: **PREVIOUS YEARS ENCUMBRANCES**, to authorize the Town Comptroller to roll forward all outstanding encumbrances and budget appropriation as per attached.

RESOLUTION #56: **WEBSITE COORDINATOR- RESOLVED**, to establish the position of Website Coordinator and;

BE IT FURTHER RESOLVED, to appoint Carrie Fisher to the position at \$1,250 per annum.

RESOLUTION #57: **HEALTH INSURANCE BENEFITS**, to provide health insurance benefits to all eligible town employees, under separate cover.

On a motion introduced by Councilman Rice, the board adopted the following resolution:

RESOLUTION # 58

NOW, THEREFORE, BE IT RESOLVED, to approve the annual organizational Resolutions #1-#57, with amendments.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor,

Deputy Supervisor O'Connor, abstained from voting on Resolution #27 (Official Depositories), Resolution # 28 (Investment Policy) and Resolution # 37 (Contracts).

Approve Pending Minutes

Supervisor Johnson asked for a motion and a second to approve the pending minutes from the last meeting.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 59

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the December 2, 2010 meeting as typed without amendment.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

Town of Wilton Code

Proposed change to Electrical Inspection Code

Public Hearing held earlier

Supervisor Johnson asked if there were any questions by the board members.

There was some discussion by the board regarding who could be on the electrical inspectors list, the criteria involved and who would be responsible for designating the approved list of Electrical Inspectors. The Town Attorney stated it would be the Building Departments call to make those decisions to add companies to the list or take them off. However, companies would have the right to go before the Town Board for a grievance on that matter. Attorney DeVall explained that what the Board has before them is not a proposed local law, rather, it is how Mark Mykins, the Building Inspector wants the code to look like after a local law has been passed. Mark just printed off article four and continued into article five. Attorney DeVall stated that the Board did not have to tinker with article five and he recommended repealing article fou, replace it with the article four before the board, and

provide that it become effective immediately. Attorney DeVall stated the resolutions should be clear and the Town Code five years from now to be understandable as to what happened. Perhaps, in the future, the Board might want to have a standing committee, composed of the Town Attorney, a department head, Keith Manz and a Town Board member, so that when our staff (be it Building, Highway or the Financial Comptroller) says "we need to change bits and pieces of the Town Code or its entirety", they can tell us what they want to have done and we can make it look nice.

On a motion introduced by Deputy Supervisor O'Connor, the adopted the following resolution:

RESOLUTION # 59

NOW, THEREFORE, BE IT RESOLVED, to repeal the former article four of the Electrical Inspection Code.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 60

NOW, THEREFORE, BE IT RESOLVED, to adopt the new article four and make it effective immediately.

The adoption of the resolution was seconded by Councilman Rice, duly put to a vote, all in favor.

Reappointments (Park & Recreation Commission)

Lynette Robinson

Term to expire 1/14/11

New Term 1/15/11-1/14/14

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolutions:

RESOLUTION # 61

NOW, THEREFORE, BE IT RESOLVED, to appoint Lynette Robinson as a member of the Park & Recreation Commission, New Term 1/15/11-1/14/14.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

Committee Reports (If Any)

Supervisor Johnson stated that on the 18th of January is the month at Saratoga County for the deceased veterans and we will be honoring five brothers of the Zwijacz family at 2:30 p.m..

Comptroller's Report
(Including Bills & Transfers)**November 2010 Cash Disbursements**

General Fund	\$201,866
Highway Fund	<u>\$151,981</u>
Total	\$353,847

2010 Budget Transfers and Budget Amendments

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 62

NOW, THEREFORE, BE IT RESOLVED, to approve the budget transfers and amendments requested for and listed in the Comptroller's 1/6/11 report to the Town Board.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

Personnel**a.) Sue Baldwin (Education)**

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 63

NOW, THEREFORE, BE IT RESOLVED, to approve Susan Baldwin to attend the NYC Association of Towns Conference being held

in NYC on February 20-23, 2011 in place of Mike Worth.

The adoption of the resolution was seconded by Councilman Rice, duly put to a vote, all in favor.

b.) Shari Worth (Start Date)

On a motion introduced by deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 64

NOW, THEREFORE, BE IT RESOLVED, to ratify the decision of the Town Board for the starting date for Shari Worth from January 3, 2011, to December 2, 2011.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

c.) Education (Mark, Terry and Scott)

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 65

NOW, THEREFORE, BE IT RESOLVED, to ratify the decision to approve Mark Mykins, Terrence Anthony and Scott Harrington to attend the 16th Annual Code Enforcement Conference in Lake Placid March 7-10, 2011.

The adoption of the resolution was seconded by Councilman Gerber, duly put to a vote, all in favor.

Parks Department

a.) Pay for Sports Clinicians (2009 resolution -#85)

Comptroller Reale explained that Park director Steve Porto wants to amend resolution 2009-85 regarding paying for Sports Clinicians. Comptroller Reale read the old resolution adopted by the Town

Board which states they would approve one time only the request submitted by Steve Porto to compensate sport clinicians and program coordinators to cover the 2008 Gorilla Basketball and Soccer. What happened was there have been bills submitted for sport clinicians. **Councilman Gerber** seemed to think that that was an oversight. They have been doing this for years. **Comptroller Reale** stated if we are going to do this then we need to amend the resolution. **Councilman Gerber** suggested the board hold off on this for this month.

On a motion introduced by Councilman Gerber, the board adopted the following resolution:

RESOLUTION # 66

NOW, THEREFORE, BE IT RESOLVED, to pay the people that Steve Porto has submitted invoices for.

The adoption of the resolution was seconded by Deputy Supervisor O'Connor, duly put to a vote, all in favor.

b.) Park Salaries (Over budget)

Comptroller Reale stated that Account #7020.1 Recreation Administration Salaries is over budget by \$7,200 and Account #7312.1 After School Program/Open Gym Salaries is over budget by \$2,820.

Councilman Gerber told the board that revenues were up at Gavin Park and maybe they had to hire more staff or the staff had to work after hours, but he would look into the matter and get back to the board in February.

On a motion introduced by Councilman Gerber, the board adopted the following resolution:

RESOLUTION # 67

NOW, THEREFORE, BE IT RESOLVED, to approve a budget transfer from Account #9060.8 Medical Insurance; to the following accounts: Account #7020.1 Recreation Administration Salaries in the amount of \$7,200 and Account #7312.1 After School Program/Open Gym Salaries in the amount of \$2,820.

The adoption of the resolution was seconded by Deputy Supervisor O'Connor, duly put to a vote, all in favor.

Wilton Global Job Development Corporation (WGJDC)

On a motion introduced by Councilman Gerber, the board adopted the following resolution :

RESOLUTION # 68

NOW, THEREFORE, BE IT RESOLVED, to approve a contract for services with Wilton Global Job Development Corporation and the Town in the amount of \$1,000. Funds to be appropriated to account # 202-6420.4 Promotion of Industry, funded from CDBG program income and;

FURTHER BE IT RESOLVED, to authorize the Supervisor to execute the contract.

The adoption of the resolution was seconded by Councilman Rice, duly put to a vote, all in favor, except; Deputy Supervisor O'Connor who abstained from voting.

Informational

2010 Main Revenue Sources Projections:

- a.) Sales Tax-With two months left to go Comptroller Reale is predicting the Town will exceed the Sales Tax projection of \$4,347,167, by \$50,000-\$100,000.
- b.) Mortgage Tax-With one month to go Comptroller Reale is predicting the Town will be coming up short by \$60,000-90,000 from the \$600,000 budget.
- c.) Fines-With two months to go Comptroller Reale is predicting the Town will be coming up short by \$70,000-\$85,000 from the \$290,000 budget.

Supervisor Johnson stated that the board needed to adjourn to Executive Session to discuss a couple of personnel issues. He then entertained a motion to adjourn.

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman Gerber, the board adjourned to executive session at 7:35 p.m..

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman Rice, the board reconvened the Regular Town Board meeting at 7:59 p.m..

No action taken in executive session.

REGULAR TOWN BOARD MEETING

JANUARY 6, 2011

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman Rice the meeting was adjourned at 7:59 p.m..

Respectfully Submitted,

Carol Maynard, Town Clerk

Supervisor, Arthur Johnson

Councilman, Raymond O'Connor

Councilman, Charles Gerber

Councilman, Robert Pulsifer

Councilman, Robert Rice