

TOWN OF PERTH
Organizational Meeting
January 03, 2019
6:30 p.m.

PRESENT: Supervisor Fagan, Councilman Korona, Councilman Lewandowski, Councilman Betz, and Councilman Kowalczyk

ALSO PRESENT: Town Clerk, Judith English; Budget Officer, Patricia Herba; Town Attorney, Carmen Greco Esq.; Highway Superintendent, David Dopp; Dog Control Officer, Joseph Passino; Member of the Town of Perth Board of Assessment Review, Joseph Priamo; and Reporter from the Leader Herald, Greg Hitchcock.

Supervisor Fagan opened the Meeting at 6:30 p.m. A salute to the flag was held and a moment of silent prayer observed.

Supervisor Fagan asked those present to keep **Highway Superintendent David Dopp's wife Rebecca** in their thoughts and prayers following the death of her brother **Peter Kowalczyk**, a longtime resident in the Town of Perth. Peter was also the nephew of Councilman Walter Kowalczyk.

Peter loved to dress up as Santa for the children in the family, and he got to do it one last time this year for Sophia, David and Rebecca's granddaughter, the newest member of the family born in November.

APPROVAL OF MINUTES

The minutes from the Close-Out Meeting held on December 27, 2018 were offered for approval by Councilman Korona, and seconded by Councilman Betz. All were in favor; motion carried.

RESOLUTIONS

RESOLUTION # 1- SET DATE AND TIME FOR TOWN BOARD MEETINGS

BE IT HEREBY RESOLVED THAT the Town Board of the Town of Perth sets the first Thursday of the month at 6:30 p.m. for the Town Board Meetings for 2018, excepting holidays.

Offered by: Councilman Betz

Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 2- DESIGNATE TOWN BANK

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth designates the NBT Bank, Vail Mills Office as the official Town Bank.

Offered by: Councilman Lewandowski

Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 3- SET PAY FREQUENCY FOR TOWN OFFICIALS AND EMPLOYEES

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the pay frequency for Town Officials and employees as follows:

Superintendent of Highways, Town Clerk, Sole Assessor, Code Enforcement Officer, Dog Control Officer, and Custodial Worker will be paid bi-weekly

Town Attorney and Town Health Officer will be paid by voucher

Hourly employees will be paid by voucher or time card

Recreation Supervisor will be paid semi-annually

Elected and appointed officials earning less than \$600.00 will be paid annually

All other elected and appointed officials will be paid quarterly

Offered by: Councilman Korona

Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 4 AUTHORIZE SUPERVISOR TO PAY CERTAIN BILLS

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Supervisor to pay certain bills without prior audit such as utilities, telephone, common office supplies, and postage.

Offered by: Councilman Korona

Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 5- ALLOW THE HIGHWAY SUPERINTENDENT TO SPEND MONEY

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth allows the Highway Superintendent to spend money as follows:

Up to \$500.00 on new items purchased relating to the operation of the highway garage

Up to \$1,000.00 for general repairs, including labor and/or direct replacement parts, without prior Town Board approval.

And up to \$1,500.00 for emergency repairs, with prior approval of the Highway Committee.

Offered by: Councilman Kowalczyk

Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 6- SET PAY RATE FOR BAR

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the pay rate for 2019 members of the Board of Assessment Review at \$75.00 per day, to be paid by voucher.

Offered by: Councilman Lewandowski

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 7 – SET PAY RATE FOR MEMBERS OF PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the rate of pay for 2019 members of the Town of Perth Planning Board at \$500.00 annually, to be paid by voucher.

Offered by: Councilman Korona

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 8- APPOINT A MEMBER TO THE PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Nichole Surento to the Town of Perth Planning Board, term to be from 01/01/2019 to 12/31/2025.

Offered by: Councilman Lewandowski

Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #9-APPOINT A MEMBER TO THE PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Tracy Gutkowski to the Town of Perth Planning Board to fulfill the term of Jeffrey Dumais who resigned as of 12/31/2018; term to be from 01/01/2019 to 12/31/2019.

Offered by: Councilman Betz
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 10- APPOINT CHAIRMAN OF PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Ronald Cetnar as Chairman of the Town of Perth Planning Board for 2019 at an annual salary of \$1,300.00, to be paid quarterly.

Offered by: Councilman Betz
Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #11- APPOINT VICE-CHAIRMAN OF THE PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Fran Sikorski as Vice Chairman of the Town of Perth Planning Board for 2019.

Offered by: Councilman Lewandowski
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 12- APPOINT SECRETARY TO THE PLANNING BOARD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints the Fulton County Planning Department as Secretary of the Town of Perth Planning Board for 2019.

Offered by: Councilman Korona

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 13- APPOINT A CODE ENFORCEMENT OFFICER

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Mark Concilla as Town of Perth Code Enforcement Officer for 2019 at a salary of \$30,000.00 to be paid bi-weekly.

Offered by: Councilman Korona

Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #14- APPOINT CHAIRMAN OF ZBA

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Mary Doviak as Chairman of the Zoning Board of Appeals for 2019.

Offered by: Councilman Lewandowski

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 15- APPOINT A MEMBER OF THE ZBA

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Jeffrey Hertik as a member of the Zoning Board of Appeals term to be from 01/01/2019 to 12/31/2023.

Offered by: Councilman Lewandowski
Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 16- APPOINT CHAIRMAN OF THE PARK COMMITTEE FOR 2019

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Patricia Herba as Chairman of the Park Committee for 2019.

Offered by: Councilman Kowalczyk
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 17- APPOINT A RECREATION SUPERVISOR

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Lisa Wallace as Recreation Supervisor of the Town of Perth for 2019, at an annual salary of \$7,115.00 to be paid semi-annually.

Offered by: Councilman Lewandowski
Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #18- SET PAY RATE FOR SUMMER RECREATION AIDES

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the pay rate for Recreation Aides for 2019 at \$340.00 to \$360.00 (depending on seniority) to be paid bi-weekly for a period of six weeks, and a summer recreation bus driver to be paid \$15.00 per hour for a period of six weeks.

Offered by: Councilman Korona

Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #19- APPOINT BUDGET OFFICER

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Patricia Herba as Budget Officer for 2019 at an annual salary of \$8,780.00 to be paid quarterly.

Offered by: Councilman Lewandowski

Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 20- SET PAY RATE FOR PART TIME CLERKS

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the pay rate for the first and second Deputy Town Clerks, and part time clerks at \$14.48 per hour, to be paid bi-weekly.

Offered by: Councilman Lewandowski

Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 21- APPOINT A TOWN HISTORIAN

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Sylvia Zierak as Town of Perth Historian for 2019 at an annual salary of \$750.00, to be paid quarterly.

Offered by: Councilman Betz
Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 22- APPOINT A DOG CONTROL OFFICER

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Joseph Passino as a Dog Control Officer for the Town of Perth 2019 at an annual salary of \$3,762.00 to be paid bi-weekly.

Offered by: Councilman Kowalczyk
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 23- APPOINT A DOG CONTROL OFFICER

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Robert Passino as a Dog Control Officer for the Town of Perth 2019 at an annual salary of \$500.00, to be paid quarterly by voucher.

Offered by: Councilman Lewandowski
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #24- APPOINT MEMBER OF THE BOARD OF ETHICS

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Gregory Fagan to the Town of Perth Board of Ethics, term to be from 01/01/2019 to 12/31/2021.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 25- SET PAY RATE FOR SOLE ASSESSOR

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the pay rate for Sole Assessor at \$30,000.00 for the year 2019, to be paid bi-weekly.

Offered by: Councilman Korona
Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #26- CONFIRM PAY RATES FOR ELECTED OFFICIALS

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth confirms the pay rates for elected officials for 2019 as follows:

Supervisor	\$9,328.00
Town Clerk	\$21,740.00
Council Members (4)	\$2,947.00 each
Justices (2)	\$10,455.00 Each
Superintendent of Highways	\$44,172.00
Tax Collector	\$3,450.00

Offered by: Councilman Lewandowski
Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 27- SET MILEAGE REIMBURSEMENT RATE

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the mileage reimbursement rate for the use of personal vehicle for Town business at 50 cents a mile for 2019.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #28- AUTHORIZE TAX COLLECTOR TO DEPOSIT MONEY

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Tax Collector to deposit monies in an interest bearing account.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #29- AUTHORIZE SUPERVISOR TO INVEST MONEY

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Supervisor to invest monies, with the interest to be credited to the General and Highway Funds.

Offered by: Councilman Lewandowski
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 30- AUTHORIZE SUPERVISOR TO FILE AUD

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Supervisor to file the 2018 Annual Report by February 28, 2019.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #31- APPOINT A CUSTODIAL WORKER

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth appoints Robert Nolan as Custodial Worker for 2019 of the Town Hall Complex and grounds at an annual salary of \$15,604.00 to be paid bi-weekly.

Offered by: Councilman Betz
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #32- AUTHORIZE SUPERVISOR TO SIGN CONTRACT

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Supervisor to sign the contract for Planning Services for 2019 with the Fulton County Planning Department in the amount of \$5,000.00.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 33- SET STANDARD WORK DAY

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets the Standard Work Day at 6 hours for the following positions:

Supervisor, Town Clerk, Deputy Town Clerk, Clerk Part-Time, Town Justices, Town Councilman, Budget Officer, Code Enforcement Officer, Sole Assessor, Town Historian, Dog Control Officer, Recreation Supervisor, Summer Recreation Aides, Summer Recreation Bus Driver, Custodial Worker, Town Tax Collector, and Planning Board Chairman:

And 8 hours for the Superintendent of Highways.

Offered by: Councilman Kowalczyk
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 34- AUTHORIZE THE SUPERVISOR TO SIGN CHECKS

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the Supervisor to sign checks with a facsimile signature as reproduced by a check signer.

Offered by: Councilman Korona
Seconded by: Councilman Kowalczyk

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #35- DELEGATE POWERS TO SUPERVISOR

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes and delegates to the Town Supervisor powers and duties of the day to day administration and supervision of all Town functions and facilities and employees,

consistent with and furtherance of any and all local, state, and federal laws applicable thereto; and with any laws resolutions or policies heretofore adopted by this Town Board.

Offered by: Councilman Kowalczyk

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 36- AUTHORIZE CHAIRMAN OF PLANNING BOARD TO ATTEND TRAINING

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes Ronald Cetnar, Chairman of the Town of Perth Planning Board, to attend training at the Saratoga County Planning and Zoning Conference on February 6, 2019 at a cost of \$70.00 to be charged to Account A8020.4 Planning Contractual.

Offered by: Councilman Kowalczyk

Seconded by: Councilman Betz

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 37- ADVERTISE FOR BIDS FOR A GARBAGE TRUCK

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the advertisement for bids for an already built new garbage truck, bids to be opened at a Special Town Board Meeting on Thursday, January 17, 2019 at 6:35 p.m.

Offered by: Councilman Kowalczyk

Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #38- SCHEDULE A SPECIAL TOWN BOARD MEETING

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth sets a Special Town Board Meeting for Thursday, January 17, 2019 at 6:30 p.m. for the purpose of opening bids for a new garbage truck.

Offered by: Councilman Lewandowski
Seconded by: Councilman Korona

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION # 39- ADOPT POLICY FOR SEXUAL HARASSMENT

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth adopts the policy Against Discrimination and Harassment as put forth by Town Attorney, Carmel Greco Esq., a copy of which will be filed with these minutes. This policy is retroactive to September 19, 2018. Supervisor Fagan appointed Highway Superintendent David Dopp and Budget Officer, Patricia Herba as Compliance Officers.

Offered by: Councilman Korona
Seconded by: Councilman Lewandowski

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

RESOLUTION #40-AUTHORIZE THE PAYMENT OF BILLS ON ABSTRACT #1-2019

BE IT HEREBY RESOLVED that the Town Board of the Town of Perth authorizes the payment of bills on abstract #1-2019 as follows:

Prepaid	1-4	\$1,357.38
Highway	1-7	\$40,799.95
General	1-18	\$48,513.88

Offered by: Councilman Korona
Seconded by: Councilman Betz

Each Councilman indicated their approval by signing each voucher.

A vote was taken with the Supervisor and all of the Councilmen present voting in favor; motion carried.

With all of the business concluded for the evening a motion was made at 7:32 p.m. by Councilman Lewandowski and seconded by Councilman Betz to close the Meeting; all were in favor: Motion carried.

The next Meeting of the Town Board of the Perth will be held on Thursday, January 17, 2019 at 6:30 p.m. This is a Special Meeting to open bids for the new garbage truck.

Respectfully submitted,

Judith English
Perth Town Clerk