AGENDA – TOWN OF ALLEGANY ORGANIZATIONAL MEETING THURSDAY – JANUARY 2, 2014 7:00 PM TOWN HALL

Salute to the Flag

Swearing in of newly elected officials: David F. Porter, Town Justice. Town Supervisor, John Hare, Town Councilmen, Jim Hitchcock and Robert Parker, Town Clerk – Mary Peck

1. Approve the following one-year appointments and wages:

a. Town Comptroller	Carolyn Hemphill	$48,400.00/yr
b. Dep. Comptroller	Helen Monroe	$14.70/hr
c. Town Hall Custodian	Donald Sue	$10.72/hr
d. Town Hall & Hwy Grg Cleaner	Connie Sue	$10.72/hr
e. Emergency Preparedness Dir	John Hare	$ -0-
f. Budget Officer	John Hare	$ -0-
g. Dep. Budget Officer	Carolyn Hemphill	$ -0-
h. Court & Highway Clerk	Cynthia Moshier	$16.21/hr
i. Z.B.A. Secretary	Carolyn Hemphill	$38.58/hr (OT)
j. Water Superintendent	John M. Moshier	$6,000.00/yr
k. Sewer Superintendent	John M. Moshier	$6,000.00/yr
l. Code Enforcement Officer	Gerard Dzuroff	$46,200.00/yr
m. School Crossing Guard	Gayle Swatt	$8.70/hr
n. Dept. Hwy Superintendent	Jim Hitchcock	$ -0-
o. Dep. Town Supervisor	Jim Hitchcock	$ 300.00/yr
p. Town Historian	Nancy Phearsdorf	$200.00/yr
q. Tax Collector	Mary M. Peck	$4,000.00/yr
r. Reg. of Vital Statistics	Mary M. Peck	$2040.00/yr
s. Water Clerk	Carolyn Hemphill	$3065.00/yr
t. Sewer Clerk	Carolyn Hemphill	$2035.00/yr
u. Planning Board Secretary	Lynette Semsel	$75.00/meeting
v. Zoning Clerk	Lynette Semsel	$9.36/hr
w. Cemetery Superintendent	Stephanie Guthrie	$12.48/hr
x. Cemetery Caretakers	Vernon P. Baker	$9.95/hr
	Ronald Putt	$9.95/hr
y. Recreation/Parks Director	Abigail Kalinowski	$35,000.00/yr
z. Dep. Town Clerk	Michelle Trietley	$9.50/hr
aa. Town Assessor	Bobbi Elderkin	$25,500.00/yr
bb. Town Attorney	Wendy A. Tuttle	$27,500.00/yr
cc. Records Management Officer	Mary M. Peck	$ -0-

2. Appoint Planning Board Member Frank DeFiore (1/1/14 – 12/31/18)

3. Appoint Zoning Board of Appeals Member John Jones (1/1/14 – 12/31/18)

4. Approve weekly pay-periods for union employees.

5. Approve bi-weekly pay periods for the following: Highway/Water/Sewer Superintendent; Comptroller; Deputy Town Clerk; Highway & Court Clerk; Deputy Comptroller; Recreation/Parks Director; Code Enforcement Officer; Town Clerk; Zoning Clerk; Cemetery Caretakers; Cemetery

Superintendent; Highway & Town Hall Cleaner; Tax Collector; Registrar of Vital Statistics; Permanent Recreation Supervisor.

6. Approve monthly pay periods for the following: Town Justices; Town Supervisor; Zoning Board of Appeals Secretary; School Crossing Guard; Town Hall Custodian; Town Councilmen; Town Attorney; Planning Board Secretary; part-time Recreation/Parks employees, Dog Control Officer.

7. Approve annual payments for the following: Zoning Board of Appeals and Planning Board Members.

8. Resolution to authorize the Town Supervisor to invest Town monies.

9. Resolution to designate the official town newspaper: Olean Times Herald.

10. Resolution to approve the Procurement Policy

11. Resolution to approve the Investment Policy.

12. Resolution to approve Code of Ethics

13. Resolution to designate official banks. (Five Star Bank and Community Bank NA)

14. Resolution to establish petty cash funds (Town Clerk & Town Court Clerk) $25.00

15. Resolution to establish Town Board meeting dates and times (Tuesdays @ 7:00 pm.)

16. Resolution to establish mileage rate reimbursement ($.56/mile).

17. Resolution to establish per diem rates (attached).

18. Resolution to establish pay rates for Zoning Board of Appeals and Planning Board Members: Chairmen: $105.00/meeting & Board Members: $75.00/meeting.

19. Resolution to appoint lawn mower person and groundskeeper and wages: (Bob Nolan – lawn mower person @ $ and Mike Niles – groundskeeper @ $ 2295.00/yr

20. Resolution to appoint Dog Control Officer and pay: Hugh A. Morrow at $5000.00 per year plus mileage.

21. Resolution to appoint Joyful Rescues as the Primary Kennel for 2014 (same agreement)

22. Resolution to approve Library Contract with the Village $31,350.00/yr.

23. Resolution to approve court Security Contract with the Village of Allegany.

24. Resolution to approve Special Events Agreements with the Village of Allegany.

25. Resolution to have overtime approved before-hand (non-union).

26. Resolution to establish health-care buy-back. ($1750.00 per year)

27. Resolution to approve contract with Allegheny Planning Services for 2014.

28. Resolution to approve contract with Clark-Patterson-Lee as Town Engineer for 2014.

29. Resolution to approve the Emergency Services Agreement with the Village of Allegany.

30. Resolution to appoint Phil Snyder as trail maintenance at $9.21/hr.

COMMITTEES

Negotiation	John Hare & David Koebelin
Personnel	John Hare & David Koebelin
Highway	David O'Dell & John Hare
Recreation & Parks	Jim Hitchcock & Robert Parker
Building/Grounds & Safety	David O'Dell & John Hare
Water/Sewer	Jim Hitchcock & John Hare
Technology	John Hare & Robert Parker
Cemetery	David O'Dell & Jim Hitchcock

From the Floor:

Adjourn