**ORGANIZATIONAL MEETING**

**BAINBRIDGE TOWN BOARD**

**JANUARY 12TH, 2021**

**(THE PUBLIC WAS INVITED TO ATTEND REMOTELY)**

Present: Dolores Nabinger Supervisor

 Jennifer Sienko Councilwoman

 Bob Evans Councilman

 Gordie Daniels Councilman

 Michael Kauffman Councilman

 Gary Richman Highway Superintendent

Recording Secretary: Aric McKown Town Clerk

Supervisor Nabinger called the Organizational Meeting to order at 6:30PM followed by the Pledge of Allegiance:

**RESOLUTION #1**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to appoint Michael Kauffman to the Bainbridge Town Board.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels; No: None; Motion Carried.

**RESOLUTION #2**

Councilman Evans made motion, second by Councilman Kauffman, to approve the following appointments for 2021:

 Official Paper The Evening Sun

 Depository Town Funds NBT Bank

 Town Service Officer Supervisor Dolores Nabinger

 Deputy Town Clerk Jennifer Cooper

 Tax Assessor Faline Ward

 Town Historian Gary Darling

 Budget Officer Supervisor Dolores Nabinger

 Dog Control Officer Bill Sherrick

 Clerk To Justice Terri Bickford

 Attorney for Town of Bainbridge Coughlin & Gerhart

 Registrar of Vital Statistics Aric McKown

 Sanitation Officer David Lieb

 Planning Board Chairman Jarrett Cannistra

 Pool Superintendent Gary Richman

 Clinton Park Superintendent Gary Richman

 Clinton Park Administrator Aric McKown

 Records Management Officer Aric McKown

 FOIL Records Access Officer Aric McKown

 Bookkeeping Theresa Sherman

 Web Page Jennifer Cooper

 Facebook, Electronic Sign Jennifer Cooper

 Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

Supervisor Nabinger read the following salaries for Town Officials for 2021:

 Supervisor $7,792.00 Councilman $2,529.50

 Town Clerk $29,131.00 Deputy Town Clerk $13.00 per hr.

 Justices (2) $9,364.00 Clerk To Justice $13,872.00

 Superintendent of Highways $55,175.00 Tax Assessor $17,837.00

 Sanitation Officer $1,326.00 Dog Control Officer $2,600.00

 Planning Board (5) $522.00 Bookkeeper/ Budget Officer $25.00 per hr.

 Recreation Director $3,789.00 Pool Superintendent $1,400.00

 Clinton Park Administrator $1,100.00 Clinton Park Superintendent $1,100.00

 Board of Assessment Review $36.00/day Mileage $0.56 per mile

Supervisor Nabinger read the following salaries for Town Highway Employees for 2021:

 Town Highway Employees Salaries:

 MEO Mechanic $21.21 per hour

 MEO Worker $20.19 per hour

 MEO Worker with longevity $20.46 per hour

 MEO New Worker $15.70 per hour

 MEO New Worker with experience $18.90 per hour

 Laborer/Temp. Clinton Park $15.70 per hour

**RESOLUTION #3**

Councilman Evans made motion, second by Councilwoman Sienko, to approve the schedule of payment of salaries for 2021 as follows:

 Monthly (Fourth Wednesday except November, pay on Tuesday)-Supervisor, Justices, Dog Control Officer, Sanitation Officer, Tax Assessor, Bookkeeper and Council (4).

 Annually- Planning Board(5), Pool Superintendent, Clinton Park Superintendent and Clinton Park Administrator.

 Biweekly- Highway Superintendent, Highway Employees, Town Clerk, Deputy Clerk, and Clerk To Justice, (every other Thursday 26 weeks).

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.

Supervisor Nabinger made the following appointments for 2021:

 Deputy Supervisor Jennifer Sienko

 Buildings Bob Evans, Gary Richman

 Ordinances Town Board

 Sanitation Enforcement Michael Kauffman

 Audit Town Board

 Highway Dolores Nabinger, Bob Evans

 Insurance Gordie Daniels

 Town Planning Bob Evans

 Town Policies Bob Evans

 Recreation(Pool & Playground) Michael Kauffman, Gordie Daniels

 Directory Aric McKown

 Vacancies Town Board

 Safety Officer Gordie Daniels

 Dog Control Michael Kauffman

 Clinton Park Jennifer Sienko

 Bookkeeping Theresa Sherman

 Website Maintenance Jennifer Sienko, Michael Kauffman

 Town Facebook Page Jennifer Cooper, Jennifer Sienko

**RESOLUTION #4**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to approve the bonding of Town Officials as follows:

 Supervisor $30,000.00

 Town Clerk/ Tax Collector $65,000.00

 Deputy Clerk/ Tax Collector $20,000.00

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

**RESOLUTION #5**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to approve The Town Board Monthly Meetings held the 2nd Tuesday of the month @ 6:30PM @ Town Hall.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

**RESOLUTION #6**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to

authorize the Deputy Supervisor to sign checks in the Supervisor’s absence.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

**RESOLUTION #7**

Motion was made by Councilman Evans, second by Councilwoman Sienko, to approve the Investment Policy dated December 2018.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

**RESOLUTION #8**

Motion was made Councilman Evans, second by Councilwoman Sienko, to approve the Procurement Policy dated December 2018.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: None; Motion Carried.

**RESOLUTION#9**

Motion was made by Councilwoman Sienko, second by Councilman Kauffman, to adjourn the Organizational Meeting.

Ayes: Supervisor Nabinger, Councilwoman Sienko, Councilman Evans, Councilman Daniels, Councilman Kauffman; No: none; Motion Carried.