**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.