

Town of North East Millerton, New York

Town Board

Agenda

Organizational Meeting for the Year 2021

Monday, January 4, 2021, 5:00 P.M.
Northeast-Millerton Library Annex

- 1. Call to Order**
- 2. Acceptance of agenda**
- 3. Supervisor's Welcome**
- 4. Appointment of Deputy Supervisor by Supervisor**
- 5. Designate regular meeting times and place**
 - Set monthly business meeting**
 - Adoption of official meeting schedule**
- 6. Designation of official depositories**
- 7. Designation of official newspapers**
- 8. Appointment of legal counsel**
 - Appoint Attorney for the Town**
 - Authorize Supervisor to secure services**
- 9. Appointment for engineering services**
 - Appointment for engineering services**
 - Authorize Supervisor to secure services**
- 10. Appointment of accounting services**
 - Appointment of accounting services provider**
 - Authorize Supervisor to secure services.**

11. **Resolution to authorize Supervisor to appoint a Bookkeeper
-Appointment by Supervisor**
12. **Resolution to authorize Supervisor to appoint a Budget Officer
-Appointment by Supervisor**
13. **Appointment of Assessor's Aide**
14. **Appointment of Real Property Data Lister**
15. **Appointment of Secretary to Planning Board**
16. **Appointment of Secretary to Building Department**
17. **Appointment of Secretary to the Zoning Board of Appeals**
18. **Appointment of Clerk to the Justices**
19. **Appointment of Building Inspector/Code Enforcement Officers
-Appointment of Building Inspector/CEO
for administrative and zoning matters
-Appointment of Deputy Building Inspector/CEO
for building/fire inspections and field work**
20. **Appointment of Deputy Town Clerk
-Deputy Town Clerk (for office assistance)**
21. **Appointment of Registrar of Vital Statistics
-Appointment of Registrar of Vital Statistics
-Registrar's appointment of Deputy Registrar**
22. **Resolution designating the Town Clerk as the Records
Management Officer**
23. **Resolution to adopt the Records Retention and Disposition
Schedule MU-1**
24. **Appointment of Scan Clerk**

25. **Zoning Board Appointments**
 - Appointment of Patti Lynch-Vandebogart for a term ending December 31, 2025
 - Appointment of Julie Schroeder as Chairman and Edie Greenwood as Vice Chairman
26. **Planning Board Appointments**
 - Appointment of Leslie Farhangi for a term ending December 31, 2027
 - Appointment of Dale Culver as Chairman
27. **Ethics Committee Appointments**
 - Appointment of Michelle Haab for a term ending December 31, 2025
28. **Appointment of Highway HMEO Foreman**
Appointment of Highway HMEO Assistant Foreman
29. **Appointment of Dog Control Officer**
30. **Appointment of Historian**
31. **Appointment of Town Board Members to Committees**
32. **Resolution to fix the salaries of all elected and appointed officers, and establish the wage rates for all other personnel.**
33. **Authorize the Town Clerk to open competitive bids on public works or purchase contracts as required to be advertised.**
34. **Establish mileage rates for Code Enforcement Officers, Dog Control Officer, Assessor and Real Property Data Lister for town business within the town, and for all officers or employees for town business outside the town.**
35. **Appointment of Emergency Interim Successors by Supervisor.**
36. **Authorization for appointed and elected officials to attend the NYS Association of Towns Annual Meeting virtually, February 14-17, 2021.**
37. **Designation of Delegate to Annual Meeting of the NYS Association of Towns**
38. **Adoption of The North East Town Board Meetings: Rules of Procedure for 2021.**

Town Board Committees 2021

Emergency Services	John Midwood & Ralph Fedele
Police Services	Ralph Fedele & Lana Morrison
Highway	Chris Kennan & George Kaye
Recreation	Lana Morrison & John Midwood
Personnel	Ralph Fedele & Lana Morrison
Buildings, Grounds & Facilities	Chris Kennan & George Kaye
Budget	Chris Kennan & Lana Morrison
Cemetery	Ralph Fedele & John Midwood
Zoning Review Committee	Chris Kennan & George Kaye
Hazard Mitigation	Chris Kennan, Ralph Fedele, Bob Stevens & Ken McLaughlin

ADDENDUM - January 4, 2021

2021 Schedule of Salaries and Wages

Town Clerk	\$38,605 yearly
Town Justices (2, each)	\$16,060 yearly
Councilpersons (4, each)	\$5,200 yearly
Supervisor	\$23,235 yearly
Superintendent of Highways	\$61,085 yearly
Sole Assessor	\$32,325 yearly
Assessor's Aide	\$17,630 yearly
Building Inspector	\$12,985 yearly
Dog Control Officer	\$5,250 yearly
Budget Officer	\$7,655 yearly
Registrar of Vital Statistics	\$540 yearly
Clerk to the Justices	\$20.70/hr
Deputy Building Inspector	\$30.10/hr
Deputy Town Clerk	\$16.85/hr
Scan Clerk	\$16.85/hr
Clerk – Zoning Review Committee	\$17.35/hr.
Real Property Data Lister	\$20.80/hr
Secretary to Planning Board	\$17.35/hr.
Secretary to Building & ZEO	\$16.85/hr
Secretary to Zoning Board of Appeals	\$16.85/hr
Bookkeeper to Supervisor	\$24.40/hr
HMEO	\$23.40/hr
HMEO Foreman	\$24.40/hr.
HMEO Assistant Foreman	\$23.90/hr
Motor Equipment Operators	\$22.35/hr.
MEO Foreman	\$22.85/hr.
Laborers, Temporary	\$15.45/hr
Housekeeper (Cleaner)	\$16.65/hr
Laborer (Carpentry)	\$19.45/hr