

TOWN BOARD
TOWN OF OAKFIELD
JANUARY 3, 2008

Supervisor Dodd called the meeting to order at 4:30 P.M., followed by the Pledge of Allegiance.

Present: Supervisor Dodd, Councilmen Veazey, Hilchey, Cianfrini, and Day

Others: Town Clerk Haacke, Superintendent Dennis, and Judge Graham

Councilman Hilchey was sworn in to his term of office by Judge Graham.

SALARY SCHEDULE a **motion** was made by Councilman Veazey, seconded by Councilman Hilchey and carried by unanimous vote to approve the following Salary Schedule:

Supervisor	\$ 7,400.00
Councilmen (4) each	2,250.00
Town Clerk	20,795.00
Tax Collector	1,050.00
Registrar	400.00
Justice I	8,195.50
Justice II	8,195.50
Court Clerk I	1,910.00
Court Clerk II	1,910.00
Highway Superintendent	49,608.00
Public Works Administrator Srvs.	1,896.00
Assessor	16,000.00
Zoning/Code Officer	9,600.00
Town Historian	400.00
St. John & Baldwin Mgmt Consultants	8,500.00
Highway-MEO	18.26 hr.
Laborer, PT (Highway-winter)	9.60 hr.
Laborer, PT (Town-summer)	9.00 hr.
Recycling Attendant	9.00 hr.
Compactor Attendant	9.00 hr.
Cleaner, PT (Town)	9.00 hr.
Deputy Town Clerk I	9.00 hr.

APPOINTMENTS

The following appointments were submitted for approval:

- A. Monthly Meeting-Second Tuesday of the month
- B. Official Newspaper-The Daily News
- C. Bank Depository- M&T Bank
- D. Deputy Supervisor-Councilman Veazey
- E. Town Zoning/Code Enforcement Officer-Thomas Smith
- F. Youth Recreation Commission-Janette Post

- G. Library Board of Trustees- Anne Engle
- H. Zoning Board of Appeals- looking for candidate
- I. Planning Board-Karen Morris
- J. Historian- looking for candidate
- K. Attorney-Kevin Earl
- L. Mileage-current is 50.5 (usually go with IRS rate)
- M. Safety Deposit Box-M&T Bank
- N. Surplus Funds-The Supervisor is directed to invest surplus funds, not to exceed current expenses using area banks.
- O. Fuel-The Highway Superintendent is authorized to purchase fuel from any source in case of emergency.
- P. Custodian of Buildings & Voting Machines-Superintendent Dennis
- Q. Utilities-The Supervisor is authorized to pay all utilities to take advantage of due dates.
- R. Tools-The Highway Superintendent is authorized to purchase small supplies and tools needed not to exceed \$5,000.00 for the year 2008.
- S. Town Clerk's Office Hours-8:00 AM-4:00 PM Monday – Friday. During the month of January, the office will be open Monday – Friday 8:00 AM -4:00 PM and from 9:00 AM to Noon on the 19th and 26th which are Saturdays. On January 31, 2008 the office will be open 8:00 AM to 6:00 PM.
- T. Town Clerk's Deputy-Pam Denny
- U. Registrar- Melissa Haacke
- V. Holidays and Sick Days - The attached list of holidays, sick days and vacation days will be observed by all Town employees.
- W. Examination of Books - The annual examination of books will be set by the Audit Committee.

COMMITTEE APPOINTMENTS for 2008 were as follows:

1. Insurance—Councilman: William Hilchey & Myron Day
2. Highway—Councilman: William Hilchey & Michael Cianfrini
3. Personnel—Councilman: Myron Day & William Hilchey
4. Buildings & Grounds—Councilman: James Veazey & Myron Day
5. Water—Councilman: Myron Day & William Hilchey
6. Cablevision—Councilman: William Hilchey & Michael Cianfrini
7. Fire Budget Liaison—Councilman: William Hilchey
8. Audit—Councilman: James Veazey & Michael Cianfrini
9. Library Liaison—Councilman: James Veazey & Alt. Myron Day
10. Economic Development—Councilman: Michael Cianfrini & James Veazey
11. Bookkeeper—St. John and Baldwin Management Consultants, Nunda, New York 14517

CONTRACTS: The following contracts are in effect for the year 2008:

- A. Snow Removal-Village: 06/01/2007 – 05/31/2008, \$16,960.18
 Fire Department 11/01/2007 – 10/31/2008, \$1.00
 Oakfield/Alabama School - 07/01/2007 – 06/30/2008, at the rate of \$125.00 Per hour to push snow banks back and \$100.00 per trip of salting application to drive /parking lots.

- B. Fire Protection- Village/Fire Department 01/01/2007 – 12/31/2008
\$45,000.00
- C. Water Supply Agreement- Village 05/01/2006 – 04/30/2009
- D. Fire and Ambulance Contract with City of Batavia

ADDITIONAL BUSINESS:

A request was made that the Town Clerk as well as all full-time employees be paid every two weeks.

Motion by Veazey, 2nd by Day.

Bills approved to be paid, Veazey, 2nd Hilchey

Supervisor Dennis recommended that the Town Credit Card be a prepaid, as well as any bill associated with a late fee.

Councilman Cianfrini discussed possibly conducting an audit to start Town Clerk's office with a clean slate. Supervisor Dodd stated that St John and Baldwin has not seen any red flags. Supervisor Dodd to get prices from outside accounting firms to do audits.

Councilmen Day and Hilchey presented a short meeting on a new insurance policy. They are waiting on another quote and are hopeful to make a decision at the next meeting.

Next meeting is Tuesday, January 8, 2008

Having no further business to come before the Board, the meeting was adjourned at 4:53 pm on a motion by Councilman Veazey, 2nd by Councilman Cianfrini and carried by unanimous vote.

Respectfully Submitted,

Melissa M. Haacke
Town Clerk