

**Town of Lyme
January 7, 2009
Organizational Meeting
6:30 P.M.**

Supervisor Aubertine opened the 2009 Organizational Meeting at 6:30 p.m. with a Prayer and the Pledge of Allegiance. Present at tonight's Meeting: Supervisor Aubertine, Councilmen Johnson, Schreib and Countryman and approximately 20 others.

Supervisor Aubertine began tonight's meeting by wishing the attendees a Happy New Year.

Presentation of Banks

Karen Fitzgerald – Citizens Bank of Cape Vincent – Citizens Bank appreciates and values the business the Town of Lyme supports them with. Karen thanked the Town for choosing Citizens Bank in the past and hopes we will continue with them for the future.

Darlene Jobson – Watertown Savings Bank - Provided the Town Board with information on products they had to offer, now that they have become a Municipal Bank. Watertown Savings Bank is hopeful that the Town will give them some consideration when it comes to our banking needs.

Presentation of Insurance Companies

Mike Gillette – Fuller Insurance Company – Mike has been with Fuller Insurance Company for fifteen years and the Town of Lyme has been with them since before that time. Fuller Insurance insures the Village of Chaumont, the Fire Department, and Garden Club along with several Municipalities throughout the North Country. They appreciate the Town's business.

Councilman Johnson – Took a moment to note the letters recently received from five residents that have concerns with the Planning Board Chairman appointment for 2009. Letters were received from the following residents:

**Charles B. Kingsley – 8384 State Park Road, Three Mile Bay
Janice Comins – 10260 County Route 5, Chaumont
Suzann J. Cornell – 27713 Water Street, Chaumont
Julia Gosier – Empie Road, Three Mile Bay
Dawn Munk – 7281 NYS Route 12E, Three Mile Bay**

See attached copies of letters for their content.

A Motion was made at 7:00 p.m. by Supervisor Aubertine to enter into Executive Session. Councilman Johnson seconded and all Councilmen were in agreement, the Motion was carried.

At 7:40 p.m. a Motion was made by Councilman Schreib and seconded by Councilman Countryman to move back to the open Meeting. Four ayes and the motion was carried.

Annual Organizational Meeting

RESOLUTION 2009 – 1: Motion by Councilman Countryman and seconded by Councilman Johnson to establish Citizens Bank of Cape Vincent as the primary bank for the upcoming 2009 fiscal year and Watertown Savings Bank as the secondary. Four ayes. Motion carried.

RESOLUTION 2009 – 2: Motion by Councilman Schreib and seconded by Councilman Johnson establishing the following for 2009:

1. **Establishment of Regular Meeting Date – Second Wednesday of the month at 6:30 p.m.**
2. **Annual Appointments – as appointed at this evenings meeting.**
3. **Establishment of Salaries – as per the 2009 Budget.**
4. **Establishment of Legal Newspaper – Watertown Daily Times**
5. **Establishment of Signatures for Bank Transactions – Supervisor and Deputy Supervisor.**
6. **Establishment of Signatures for Consolidated Health – Supervisor and Deputy Supervisor**
7. **Establishment of Signatures for Town Clerk's Account – Clerk and Deputy Clerk**
8. **Establishment of Signatures for Tax Collector's Account – Amy Barton**
9. **Establishment of Signatures for Water District Accounts – Clerk and Deputy Clerk**
10. **Establishment of Mileage Rate – coincides with NYS rate.**
11. **Establishment of Audit Committee – Supervisor and Deputy Supervisor.**
12. **Designation of Polling Places – Municipal Building in Chaumont and the Three mile Bay Fire Hall in Three Mile Bay.**
13. **Adoption of Investment Policy**
14. **Adoption of Procurement Policy**
15. **Retirement Resolution for the Year**
16. **Town Officials Bond**
17. **Prepayment of Claims**
18. **Payment of Town Association Dues**
19. **Payment of Elected / Appointed Officials Annual Dues**
20. **Authorization of Payment for Attendance at Association of Towns Annual Conference**
21. **Claims to be charged against General Fund A-00-1620-00.4 – contractual:**
 - a) **Electric**
 - b) **Heating fuel**
 - c) **Telephone / Fax**
 - d) **Internet**
 - e) **Water / Sewer**
 - f) **Copiers – Maintenance and Repairs – Paper**
 - g) **Shared Supplies**

All Town Board Members Agreed and the Motion was carried.

RESOLUTION 2009 – 3: Motion by Councilman Schreib and seconded by Councilman Countryman for the 2009 Annual Appointments as follows:

- A) *Budget Officer – Scott Aubertine*
- B) *Deputy Supervisor – Mike Countryman*
- C) *Bookkeeper to Supervisor – Sovie and Bowie*
- D) *Consolidated Health Officer – Scott Aubertine*
- E) *Consolidated Health Doctor – Dr. Nicholas Rice*
- F) *Deputy Highway Superintendent – Pat Weston*
- G) *Transfer Site Foreman – George Perkins*
- H) *Deputy Town Clerks – Jo Morrow and Paula Radley*
- I) *Records Management Officer – Kim Wallace*
- J) *Registrar of Vital Statistics – Kim Wallace*
- K) *Deputy Registrar of Vital Statistics – Jo Morrow*
- L) *Chairman of Assessors – Marsha Barton*
- M) *Police Chief – Leo B. Wilson*
- N) *Police Officer – Leo D. Wilson*
- O) *Water Districts Billing Clerk – Marsha Barton*
- P) *Water Districts Receiving Clerk – Kim Wallace*
- Q) *Zoning Enforcement Officer – Dave Rush*
- R) *Deputy Zoning Enforcement Officer – Jim Millington*
- S) *Chairman of Zoning Board of Appeals – Ernie Brister*
- T) *Secretary to ZBA – Jo Morrow*
- U) *Member to ZBA – appointing next week at regular monthly meeting*
- V) *Chairman Board of Assessment Review – Ted Utess*
- W) *Chairman of Planning Board – to be determined*
- X) *Secretary to Planning Board – Jo Morrow*
- Y) *Town Historian – Ted Schofield*
- Z) *Attorney for the Town – Mark Gebo*
- AA) *Town Office Maintenance – Tamra Quencer*
- BB) *Marriage Officer – Kim Wallace*
- CC) *Municipal Water Board Chairman – Marsha Barton*
- DD) *Election Machine Custodian – Steve Long*
- EE) *Water Board Member – Guy Gosier*
- FF) *Board of Assessment Review – George VanAlstyne*
- GG) *Payroll Officer – Roswell Gotham*

All Town Board Members were in agreement and the motion was carried.

RESOLUTION 2009 – 4: Motion by Councilman Schreib and seconded by Councilman Countryman requesting the Town of Lyme Planning Board to present two possibilities for Planning Board Chairman to the Town Board for consideration of appointment. Four ayes. Motion carried.

Supervisor Established Committees and Appointments – 2009

Oversight Committee – Scott Aubertine, Norm Schreib
Transfer Site Committee – Norm Schreib, Warren Johnson
Website Committee – Norm Schreib, Kim Wallace, Scott Aubertine
Highway Department Committee – Mike Countryman, Jim Madill

**Building & Grounds Committee – Tom Parker, Norm Schreib, Mike
Countryman
Youth Committee Liaison – Jim Madill**

2008 Committee Positions Eliminated

**Three Mile Bay Improvement
Infrastructure
Historical
Planning Board**

***RESOLUTION 2009 – 5: Motion by Councilman Schreib and seconded
by Councilman Johnson suggesting that the solicitation for Transfer Site
bids be resubmitted into the newspaper and any bids received will be open
and the contract awarded at the January 14, 2009 Regular Monthly Town
Board Meeting. Four ayes. Motion carried.***

***Motion to adjourn was made by Councilman Countryman and seconded
by Councilman Johnson at 7:50 p.m.***

Minutes Respectfully Submitted by

***Kim Wallace
Town of Lyme Clerk***