

Town Justice Arthur C. Edel administered the Oath of Office for the newly elected Town of Colchester Town Officials:

Arthur M. Merrill	Supervisor
Kenneth R. Eck, Jr.	Highway Supt
Julie A. Markert	Councilwoman
Mark W. Mattson	Councilman
Julie B. Townsend	Town Clerk
Antoinette J. Vessey	Tax Collector

January 3, 2018

The organizational meeting of the Town Board of the Town of Colchester, Delaware County, New York was held on Wednesday, January 3, 2018 at 7:00 PM at the Town Hall.

Present:

Arthur M. Merrill	Supervisor
Janet L. Champlin	Councilwoman
Mark W. Mattson	Councilman
Julie A. Markert	Councilwoman
Gregory L. Lavorgna	Councilman

Recording Secretary: Julie B. Townsend Town Clerk

Others present: Kenneth R. Eck, Jr.-Highway Supt., Michael DeGroat-Town Attorney, Antoinette J. Vessey-Tax Collector, Bonnie Seegmiller, Tara Donadio, Joan Homovich, Mary Brawley-Faut, Alan Donner, Lillian Browne and Kevin & Carole Anderson.

The Organizational Meeting was called to order by Supervisor Arthur M. Merrill, led the group in the Pledge of Allegiance. Town Clerk read the Public Notice for the Organizational Meeting.

Town Clerk read the 2018 Agreement for the Expenditure of Highway Moneys.

NO. 01-2018 01/03/18 Agreement for the Expenditure of Highway Moneys

Janet Champlin then made the following resolution:

BE IT RESOLVED that the Town of Colchester sign the Agreement for the Expenditure of Highway Moneys, an agreement between the Town Superintendent of the Town of Colchester, Delaware County, New York, and the members of the Town Board. **The sum of \$235,000.00** shall be set aside to be expended for primary work and capital projects upon 98.38 miles of town highways, including sluices, culverts and bridges having span of less than five feet and boardwalks or the renewal thereof.

- On Holiday/Berry Brook Road, a distance of 6.11 miles, there shall be expended not over the sum of \$168,987.51; a Double Surface type of pavement of 18 feet in width.
- On Beaverkill Road, a distance of 1.30 miles, there shall be expended not over the sum of \$35,993.82; a Double Surface type of pavement of 18 feet in width.
- On Ackerman Acres Road, a distance of 1.13 miles, there shall be expended not over the sum of \$31,369.86; a Double Surface type of pavement of 18 feet in width.
- On Little Spring Brook Road, a distance of 1.12 miles, there shall be expended not over the sum of \$31,038.34; a Double Surface type of pavement of 18 feet in width.
- On Little Spring Brook Spur, a distance of 0.13 mile, there shall be expended not over the sum of \$3,253.30; a Double Surface type of pavement of 16 feet in width.
- On Morton Hill Road, a distance of 2.84 miles, there shall be expended not over the sum of \$78,589.01; a Double Surface type of pavement of 18 feet in width.
- On Gavette Road, a distance of 0.02 mile, there shall be expended not over the sum of \$12,187.36; a Double Surface type of pavement of 18 feet in width.
- Plus the Cost of Stone and Equipment.

FURTHER RESOLVED, that expenditures for Highway Funds on Capital Projects will be reduced to reflect the reduction of reimbursement by NYS in the CHIPS Program.

Resolution was seconded by Julie Markert, all in favor, resolution declared adopted.

Members of the Board, Supervisor and Highway Supt. signed the agreement in triplicate.

Julie Markert made the following resolution:

BE IT RESOLVED that the Town of Colchester has The Reporter designated as the Town's official newspaper.

Resolution was seconded by Greg Lavorgna, all in favor, resolution declared adopted.

Supervisor and Town Clerk read 2018 Blanket Resolution. Board discussed topics as they arose.

NO. 03-2018 01/03/18 2017 Blanket Resolution-Appointments and Salaries

Julie Markert offered the following blanket resolution and moved for its adoption:

BE IT RESOLVED:

That the Town of Colchester's Financial Policy shall be: that all funds will be in interest bearing accounts; that Community Bank, N.A. be designated as the depository of all town funds including Tax Collector, Town Justices, Town Clerk, Supervisor's accounts, Light Districts, and Water Districts funds; that the Community Bank shall pledge securities to the Town to cover moneys on deposit at all times and that the Town will agree to the lowering of such pledges as the Town's funds decrease, but no pledged securities will be reduced without the Town's approval;

That Supervisor, Arthur M. Merrill, be appointed Budget Director and Administrator of the Town Financial Policy, and that the Financial Policy be reviewed by the Town Board at each year's organizational meeting;

That the following policies have been reviewed & are on file in the Town Clerk's Office:

ABSTENTION POLICY adopted 11-04-1998.

CODE OF ETHICS POLICY adopted 11-20-1970.

CONDUCTED ELECTRIC WEAPON USE POLICY adopted 06-18-2014.

CREDIT CARD Policy adopted 02-04-2015.

DISINTERMENT REGULATIONS adopted 07-01-09.

DOMESTIC PARTNER Resolution No. 127-2015 adopted 12-02-2015.

DPW & NYSDOT Policy & Standards - Accept Del. Co. each year at Organizational Meeting.

FACILITY USE POLICY adopted 10-02-2013.

FINANCIAL POLICY adopted every year at Organizational Meeting.

FUND BALANCE POLICY adopted 04-05-2017.

HEALTH INSURANCE adopted 12-02-2015.

HIGHWAY SHARED SERVICES AGREEMENT Resolution No.94-2015 adopted 08/19/2015.

INDEMNIFICATION & DEFENSE of PUBLIC OFFICERS & EMPLOYEES 01-06-1982.

INVESTMENT POLICY adopted 08-18-1999.

JUSTICE COURT POLICY adopted 04/20/2011.

LOCAL PRIVACY NOTIFICATION POLICY adopted 03-01-06.

MWBE & SBE Policy adopted 07-01-2015.

POLICE CANINE UNIT adopted 07-20-2016. REVOKED R#79-2017 09/20/2017

PRIOR WRITTEN NOTICE OF DEFECT adopted 03-22-2016.

PROCUREMENT POLICY adopted 08-18-1999; amended 12-19-2012.

RIDE-ALONG POLICY adopted 05-04-2016.

SEXUAL HARASSMENT POLICY adopted 07-21-93.

STANDARD WORK DAY Resolution adopted on 01/05/11; amended 09-16-2015.

SUMMER/YOUTH EMPLOYMENT POLICY - Resolution NO. 82-2012 adopted 07/18/12.

SURPLUS FUND BALANCE POLICY adopted 12-20-2017.

WORKPLACE VIOLENCE PREVENTION POLICY adopted 06/16/2010.

That that the Town Board of the Town of Colchester hereby offers the Excellus Blue Cross/Blue Shield SimplyBlue Plus Platinum 2 Health Care Plan for the Year 2018;

That all Town Inventories be reviewed by the Town Board at the organizational meeting and be on file in the Town Clerk's Office;

That all competitive bids shall be prepared or reviewed by the Town Attorney before advertisement;

That the regular Town Board Meetings be held on the first and third Wednesday of the month at 7:00 PM;

That the Town Board has established a charge of \$20.00 for any check tendered for payment to the municipality that are subsequently returned by a bank for insufficient funds or other reasons; and that the Town may require future payment to be tendered in cash or by certified or cashier's check;

That the Town Board hereby gives authorization to the Tax Collector and CFWD/DWD Water Clerk to not send notices of overpayments or give refunds of \$10.00 (ten dollars) or less;

That Janet Champlin be appointed Deputy Supervisor (12-31-19);

That Dawn R. D'Addazio be appointed Supervisor's Bookkeeper/Account Clerk;

That the Supt. of Highways be authorized \$500.00 for small tools;

That the Tax Collector be authorized \$600.00 for office space rent;

That Gerald P. Merrill be appointed Chairman of the Assessors (12-31-19);

That Arthur M. Merrill be appointed Colchester Police Commissioner (12-31-19);

That Michael P. DeGroat be appointed Town Attorney;

That the Town Clerk be appointed Clerk of the Water Districts;

That Ronnie L. MacDonald be appointed Water Superintendent for Downsville Water District;

That Noma Lacey be appointed Water Superintendent for Cooks Falls Water District, under the supervision of Certified WPO Ronnie L. MacDonald, and that Kenneth Adickes as CFWD Meter Reader;

That the Town Clerk be authorized to appoint Joyce T. Steflik as Deputy Town Clerk to assume duties of the Town Clerk in her absence (12-31-21);

That the Town Clerk be appointed Registrar of Vital Statistics and Joyce T. Steflik be appointed Deputy Registrar of Vital Statistics (12-31-21);

That the Tax Collector be authorized to appoint Julie B. Townsend as Deputy Tax Collector to assume duties of the Tax Collector in her absence (12-31-21);

That Nona S. Lavorgna for Justice DeRosia until 12-31-21 and Caitlin E. West for Justice Edel until 12-31-19 be appointed Court Clerks;

That Thomas R. Zampolin be appointed Code Enforcement Officer/Building Inspector;

That Dr. Michael Freeman be appointed Town Health Officer, that Thomas R. Zampolin be appointed Deputy Town Health Officer, terms expires 12-31-18;

That the Appeals Board for Code Enforcement consists of the Town Supervisor and all four Council Members;

That the Flood Plain Regulations Board of Appeals consists of the Town Planning Board Members;

That Kay H. Parisi-Hampel be appointed Town Historian;

That Kenneth R. Young Jr. be appointed Deputy Highway Superintendent (12-31-19);

That Christopher M. Biviano be appointed Shop Foreman and Daniel L. Bennett be appointed Job Foreman;

That Ronnie MacDonald Jr. be appointed Cemetery Supervisor;

That Taylor Gill be appointed Dog Control Officer;

That Colleen Griffith be appointed Clerk for all FEMA book work;

That Lorraine V. Ray be appointed as Town Hall and Highway Garage located at 6292 River Road Custodian and that Kathy DeRosia be appointed Cooks Falls Court Custodian;

That the Town Clerk be appointed Records Management Officer and that the Town Clerk, Town Historian, & Councilwoman Markert be appointed to a Records Advisory Board;

That Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for municipal government records, is hereby adopted for use by all Town of Colchester Municipal Officers in disposing of municipal government records listed therein;

Further Resolved, that in accordance with Article 57-A:

a) only those records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention period prescribed therein;

b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established time periods;

That the Town of Colchester adopts the mileage rate of fifty cents (.50) per mile;

That the Supervisor is authorized to pay utility bills and insurance premiums as they come in to avoid penalty amounts;

That the following salaries for employees of the Town of Colchester for the year beginning January 1, 2018 be as follows:

Supervisor	\$21,000.00
Town Clerk	\$33,000.00
Council members (4)	\$ 3,200.00 each
Supt. of Highways	\$49,000.00
Town Justice (2)	\$12,200.00
Tax Collector	\$ 6,500.00
Assessor Chairman	\$11,500.00
Assessor (2)	\$ 5,250.00 each
Supervisor's Bookkeeper/AcctClerk	\$32,000.00
Code Enforcement Officer	\$26,500.00
Town Attorney	\$12,800.00
Deputy Supervisor	\$ 1,000.00
Deputy Highway Supt. (1)	regular pay plus stipend of \$1.00 per hour
Shop Foreman	regular pay plus stipend of \$0.75 per hour
Job Foreman	regular pay plus stipend of \$0.50 per hour
Highway Mechanic	19.15 per hour
Highway Equipment Operator	19.05 per hour
HEO1/C.L. Provisional 1st year	Base Rate = \$17.05 per hour
HEO2/C.L. after 1st yr. through 3rd yr.	Base Rate plus \$1.00 increase (\$18.05)
HEO3/C.L. in 4th yr. through 6th yr.	Base Rate plus \$1.50 increase (\$18.55)
HEO4/C.L. in 7th yr. and after	Base Rate plus \$2.00 increase (\$19.05)
Part-time Highway	13.00 per hour
Full-time Highway Personnel	have \$300.00 per year clothing allowance
Returning Seasonal Cemetery Laborer	11.15 per hour
New Seasonal Cemetery Laborer	10.40 per hour
Cemetery Supervisor (1)	regular pay plus stipend of \$0.50 per hour
Transfer Station Supt.	19.50 per hour
Sub. Transfer Station Supt.	13.20 per hour
Full-time Transfer Station Personnel	have \$150.00 per year clothing allowance
Sr. Full-time Police Officer	23.90 per hour
Full-time Police Officer	22.50 per hour
Officer in Charge (1)	regular pay plus stipend of \$0.50 per hour
Part-time Police Officer	20.50 per hour
Full-time Police Officers	have \$350.00 per year clothing allowance
Clerk	14.30 per hour
Deputy Town Clerk	14.30 per hour
Justices Clerks (2)	14.30 per hour
Planning Board Clerk	14.30 per hour
Dog Control Officer	13.70 per hour
Cleaning Person/Custodian	12.50 per hour
Pool Director	13.50 per hour
Returning Instructor-Lifeguard	11.15 per hour
New Instructor-Lifeguard	10.75 per hour
Lifeguard	10.40 per hour
Election Inspector Training Fee	35.00 each
Elec. Inspector-Primary Election	130.00 each
Elec. Inspector-General Election	210.00 each

Board of Assessment Review (3)	150.00 each
Planning Board Members	525.00 to be paid 50% in June and December
Planning Board Chair	775.00 to be paid 50% in June and December
Historian	1,400.00 to be paid 50% in June and December
Registrar of Vital Statistic	550.00 to be paid 50% in June and December
Records Management Officer	550.00 to be paid 50% in June and December
Health Officer	600.00 to be paid 50% in June and December
DWD Water Superintendent	\$15,400.00
DWD Water Clerk	2,100.00 to be paid 50% in June and December
CFWD Water Superintendent	\$3,000.00
CFWD Water Clerk	600.00 to be paid 50% in June and December
CFWD Meter Readers	400.00 to be paid 50% in June and December

That the Town of Colchester has a policy of bi-weekly payroll ending on every other Tuesday with a payroll check date the following Friday and due to Holidays the Supervisor is authorized to change the payroll check date of Friday, November 23, 2018 to Wednesday, November 21, 2018;

That the Town Board of the Town of Colchester hereby adopts the following Longevity Stipend Policy for all full time employees for the Town of Colchester Highway Department, Cemetery, Transfer Station and Police Department as follows:

- After completing fifteen consecutive years of service a \$500.00 stipend will be given each year in the 16th to 20th year; (regular pay plus \$.25 per hour)
- After completing twenty consecutive years of service a \$1,000.00 stipend will be given each year in the 21st to 25th year; (regular pay plus \$.50 per hour)
- After completing twenty-five consecutive years of service a \$1,500.00 stipend will be given each year in the 26th to 30th year; (regular pay plus \$.75 per hour)
- After completing thirty consecutive years of service a \$2,000.00 stipend will be given each year in the 31st year and thereafter; (regular pay plus \$1.00 per hour).

That Years of Service will be determined by anniversary date of the full time employment for all full time employees;

That all full time employees of the Town of Colchester have the following benefits:

*Total retirement is paid, with the exception of employees in Tier III or Tier IV, who have less than ten years of service, who contribute 3% of income and employees in Tier V, who contribute 3% of income for their term of employment;

*There are ten (10) paid Holidays: New Year's Day, Washington's Birthday(President's Day), Memorial Day, July Fourth, Labor Day, Columbus Day, Thanksgiving Day, Christmas Day, with Election Day and Veteran's Day being floating holidays;

*The following regulations concerning vacation, overtime, personal leave and sick leave are now in effect for all full-time employees:

1)-Vacation to be Computed as follows:

A-One full week, (40 hours), to be granted after one full year of permanent employment.

B-Two full weeks, (80 hours), to be granted after two full years of permanent employment.

C-Three full weeks, (120 hours), to be granted after eight full years of permanent employment.

D-Four full weeks, (160 hours), to be granted after fifteen full years of permanent employment.

2)-Use of Vacation Time:

A-Vacation time to be used only with two weeks notice, unless authorized by proper Supervisor.

B-Vacation time if continuous, will be computed Monday through Friday. Saturday, Sunday, and Holidays will not be considered a work day. In case Employee is called in, it will be for eight hour shift only, unless an emergency arises which will be authorized by proper Supervisor.

3)-Overtime:

A-There shall be no overtime unless authorized by proper Supervisor.

B-Time and one-half is paid, after 40 hours, during a one week period, also for holidays worked.

C-There is two hours paid for call outs.

4)-Personal Leave:

A-Three days per year, to be used at employee's discretion, with forty-eight hours prior notice. If emergency arises, prior notice can be waived by authorization of proper Supervisor.

B-After twenty-five years of employment with the Town, an employee shall receive an extra personal leave day.

C-Three bereavement days per year (per occurrence) for the death of an immediate family member (father, mother, brother, sister, grandparents, grandchild, spouse, children, mother/father-in-law, daughter/son-in-law, step-parents, step-children or domestic partner). For an Aunt or Uncle a day of sick time may be used for the burial or memorial service.

5)-Sick Days will be computed as follows:

A-One/half day per pay period, thirteen days per year, which may be accumulated to a total of one hundred forty-four days (144 days).

B-After absence of three days, employee must obtain doctor's certificate for proper allowance of absence.

C-Upon retirement, after twenty years (20 yr.) of continuous service, retiree may be paid in full for accumulated sick days, up to one hundred forty-four days (144 days) at current rate at time of retirement.

6)-Designation of Proper Supervisor:

A-Highway employees all authorization by Superintendent of Highways.

B-Other employees, Cemetery, Transfer Station, etc. authorization by Town Supervisor.

C-Police Officers authorization by Acting Chief or Town Supervisor.

Blanket resolution was seconded by Janet Champlin, all in favor, resolution declared adopted.

Supervisor made the following Board Member Committee Appointments:

Lighting District	Mark Mattson & Supervisor
Water Districts	Julie Markert & Mark Mattson
Youth Program	All Council Members
Law Enforcement	Mark Mattson & Supervisor as Commissioner
Highway & Transfer Station	Mark Mattson & Greg Lavorgna
Economic Development	All Council Members
Buildings & Bldg. Dept.	Janet Champlin & Greg Lavorgna
Cemetery & Parks	Julie Markert & Mark Mattson
Pool	Julie Markert & Janet Champlin
Union Negotiation Team	Highway Supt., Supervisor & Councilman Mattson
Audits: Must be completed by Jan.20th (before next meeting- Jan.17 th)	
Town Clerk	Julie Markert & Mark Mattson
Justice Edel	Janet Champlin & Greg Lavorgna
Justice DeRosia	Julie Markert & Mark Mattson
Tax Collector	Janet Champlin & Greg Lavorgna
Water Districts	Julie Markert & Janet Champlin

NO. 04-2018 01/03/18 2018 Appointments

Mark Mattson made the following resolution:

BE IT RESOLVED that the Town Board of the Town of Colchester hereby makes the following appointments for the Year 2018:

Planning Board (Term ends Dec. 31)	Bonnie R. Seegmiller (2019), Chairperson Melissa Dauch, Clerk (2018) Mary Brawley-Fuat (2018), Donald L. Lawrence (2020) Philip Lavorgna (2021), and Barry Jones (2022) Alternates: James Romaglia and Alan Donner (2018).
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Board of Assessment Review William Beers (2018), William Reichert (2021),
(Term ends Sept. 30) & Alan Donner (2022)
members of BAR appoint own Chairman

Cooks Falls Water Dist. Advisory Board _____, Jackie Rosen & James Lacey.

Resolution was seconded by Greg Lavorgna, all in favor, resolution declared adopted.

NO. 05-2018 01/03/18 Accept Del. Co. DPW & NYSDOT Policy & Standards

Greg Lavorgna made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby accepts the Delaware County DPW Bid Book for construction of Town Highways and the Delaware County DPW's Policy and Standards for road work where applicable;

FURTHER RESOLVED, that the Town Board also accepts the NYSDOT Policy and Standards where applicable for highway construction and bridges.

Resolution was seconded by Janet Champlin, all in favor, resolution declared adopted.

NO. 06-2018 01/03/18 2018 Agreement with the Delaware County Planning Board

Mark Mattson made the following resolution:

WHEREAS, in accordance with Section 239-d of the General Municipal Law, Subsection 8, and Resolution 102-1975, as amended, of the Delaware County Board of Supervisors, the Delaware County Planning Board is authorized to provide planning services to the communities within the county when its services are requested by the municipality, through the Town Planning Advisory Service Program, and to enter into local planning assistance agreements with communities desiring such services; and

WHEREAS, this community hereby requests the Delaware County Planning Board to provide planning services to this community's planning board and agrees to appropriate municipal funds for the purposes of the Town Planning Advisory Service for the year January 1, through December 31, 2018 as follows:

- I. The total cost to the community is\$3,500
- II. For the purpose of providing these funds to carry out the provisions of this AGREEMENT, IT IS AGREED that the community will pay to the Delaware County Planning Board the sum of \$3,500.

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Colchester hereby authorizes Supervisor Arthur M. Merrill to sign said agreement between the Town of Colchester and the Delaware County Planning Board as set forth in Article 11-B of the General Municipal Law.

Resolution was seconded by Janet Champlin, all in favor, resolution declared adopted.

NO. 07-2018 01/03/18 Town of Walton Intermunicipal Agreement

Greg Lavorgna made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby enter into a municipal agreement with the Town of Walton for shared services for the removal of snow and ice wherein the Town of Colchester will assume responsibility for the removal of snow and ice from a portion of Trout Brook Road in the Town of Walton between the boundary of the towns and NYS Route 206 in exchange for the Town of Walton's agreement to remove snow and ice from a portion of Wilson Hollow Road in the Town of Colchester between the town boundary and NYS Route 206 in accordance with the agreement attached and hereby authorized Supervisor Arthur M. Merrill to sign said agreement.

Resolution was seconded by Julie Markert, all in favor, resolution declared adopted.

Supervisor stated that we need to renew the agreement with MSR, Inc. (Downsville Stone Company). The agreement states that we will excavate and remove sand and gravel from their premises located on NYS Hwy 30 at \$1.25 per cubic yard. Board discussed.

NO. 08-2018 01/03/18 MSR, Inc. d/b/a Downsville Stone Company-Agreement 2018

Janet Champlin made the following resolution:

BE IT RESOLVED that the Town Board of the Town of Colchester hereby authorize Supervisor Arthur M. Merrill to sign the agreement between the Town of Colchester, NY and MSR, Inc. d/b/a Downsville Stone Company of Middletown, Connecticut to excavate and remove sand and gravel from the premises of MSR, Inc. in the Town of Hancock by Town of Colchester Highway Department.

Resolution was seconded by Julie Markert, all in favor, resolution declared adopted.

Janet Champlin made the following resolution:

WHEREAS, the Federal Highway Administration (FHWA) has adopted and published regulations at 49 C.F.R. Part 382, entitled "Controlled Substances & Alcohol Use and Testing"; and

WHEREAS, these regulations apply to all Public Employees holding CDL licenses and who perform safety sensitive functions; and

WHEREAS, the regulations require the testing of all personnel who are covered; and

WHEREAS, the regulations allow for Consortiums to be formed by groups of employers to administer the regulations as a single entity; and

WHEREAS, the County of Delaware has agreed to administer a consortium for all the Towns and Villages in the County;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Colchester hereby approves the Highway Superintendent signing an agreement with the County of Delaware for the mandatory 49 C.F.R. Part 382, "Controlled Substances & Alcohol Use and Testing".

Resolution was seconded by Julie Markert, all in favor, resolution declared adopted.

Antoinette Vessey, Tax Collector, presented the Collector's Warrant to the Town Board:

You are hereby charged with the total amount of \$7,577,204.56 levied on the Tax Roll and authorized and directed to collect, not later than April 1, 2018, from the several persons and corporations therein named, the amounts listed opposite their respective names, together with interest thereon as prescribed by law.

You are authorized to enforce the collection of any taxes remaining unpaid after the thirty-first day of January, as provided in Section 926 of the Real Property Tax Law, and for so doing this shall be your warrant.

You are directed to pay taxes collected not later than one week from the date of expiration of this warrant, or pursuant to Section 37(l) of the Town Law as follows:

To Supervisor:	\$2,494,464.89
To County Treasurer:	\$5,082,739.67
To County Treasurer the balance of taxes collected.	

With no further business for the organizational meeting, Janet Champlin made the motion for adjournment, seconded by Julie Markert, all in favor, motion carried. Meeting adjourned at 7:28PM.

Respectfully Submitted:

Julie B. Townsend, Town Clerk