

February 1<sup>st</sup>, 2019

A Special meeting of the Town Board was held Friday, February 1<sup>st</sup>, 2019 at 9AM with the following members present: Daniel Pemrick, Supervisor; MaryAnn Johnson, Rick Capasso and Kevin Veitch Councilpersons. There were no residents. Absent was Daniel Cochran, Councilman. The purpose of the meeting was to appoint a Zoning Administrator/Code Enforcement Officer.

Supervisor Pemrick states based on interviews and discussion with members of the Town Board and Interviewing Committee, they have offered the job to Michael Waldron and he has accepted. He understands the first year is at 90% and is good with the \$54,000 salary instead of the \$60,000 per year. The start date will be Monday February 4<sup>th</sup>, 2019. Johnson, C. asks about adopting the new Job Description with the revised requirements regarding the completion of courses for this position. Supervisor Pemrick states that he has to complete the requirements in 18 months to become certified and hold a valid NYS Drivers License.

**RESOLUTION #42- UPDATE ZONING ADMINISTRATOR JOB DESCRIPTION ADOPTED ON 11/8/18**

Motion: Veitch, C

Seconded: Capasso, C

**RESOLVED,** That the Town Board hereby updates the job description for Zoning Administrator adopted on November 8, 2018 to include in the section "Special Requirements" , A)Completion of NYS certification courses required for this position within 18 months, B) Successfully pass the Saratoga County Civil Service Exam if required and C) hold and possess a valid NYS Drivers License.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch

Noes: None

Absent: Cochran, C.

**RESOLUTION #43- APPOINT ZONING ADMINISTRATOR, BUILDING INSPECTOR & CODE ENFORCEMENT OFFICER AND SET RATE OF PAY**

Motion: Capasso, C

Seconded: Veitch, C

**RESOLVED,** that the Town Board hereby appoints Michael Waldron Zoning Administrator, Building Inspector and Code Enforcement Officer and be paid \$54,000, 90% of the annual salary on a bi-weekly basis for the probationary period. He must complete the necessary courses for NYS Certification as required in the Job Description and hold a valid NYS Drivers license. This is a five day per week, 7 hours per day position for 35 hours.

VOTE: Ayes: Pemrick, Johnson, Capasso, Veitch

Noes: None

Absent: Cochran, C.

On a motion by Capasso,C and seconded by Veitch, C the meeting was adjourned at 9:08 AM

