

Stillwater Town Board
Special Meeting
(Payroll Services)
January 9, 2008 6:15 PM
Stillwater Town Hall

Present: Councilman Artie Baker
Councilman Ken Petronis
Councilwoman Virginia Whitman
Councilwoman Lisa Bruno
Supervisor Connelly

Also present: Sue Cunningham, Town Clerk

Supervisor Connelly called the meeting to order and led everyone into the Pledge to the Flag.

Sue Cunningham, Town Clerk took the roll call and stated for the record that notice of the Special Meeting was posted on the bulletin outside the Clerks Office.

Purpose: Supervisor Connelly stated that the purpose of the special meeting was to approve Paychex for payroll services and to authorize the Supervisor to utilize a debit card.

Agenda Items: (Resolution #7 & #8)

Resolution #7: Authorizing the Supervisor to sign a contract with Paychex for payroll and bookkeeping services for a minimum of 3 months.

Resolution #8: Authorizing the Supervisor and Deputy Supervisor to utilize debit cards from Ballston Spa National Bank for paying incidental expenses related to Town business.

Supervisor Connelly explained the fees for Paychex services and the debit cards.

A discussion was held on how the debit card would work.

Supervisor Connelly stated that there is a cap of \$2,000, there would be no fees, it would be paid every month and a statement would be issued every month on what was purchased.

Motion by Councilman Baker and seconded by Councilwoman Bruno to adopt Resolutions #7 & #8

Discussion: Councilman Petronis commented that he had to talk to the prior Bookkeeper and she informed him she would have done the payroll for them if someone had contacted her ahead of time

A roll call vote was taken as follows:

Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Whitman	Yes
Councilwoman Bruno	Yes
Supervisor Connelly	Yes

Motion carried. Resolution #7 & #8 were adopted unanimously. (Copies attached and made part of the minutes).

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk