

Minutes of January 4, 2016 Germantown Town Board Re-Organizational meeting, held at Germantown Town Hall, Germantown, NY, commencing at 7:00pm.

Present: Supervisor Craig
Councilwoman DuFresne
Councilman Phelan
Councilwoman Foley
Councilman Moore

Recorded by: Town Clerk, Joyce Vale

Supervisor Craig called the meeting to order and led with the Pledge to the Flag.

Resolution #1: Resolve to set the time/date for regular Town Board meetings as the Fourth Monday at 7:00pm. Town Board meeting for 2016:

TBA

Town Board Workshops:

March 8 @ 7pm
June 14 @ 7pm
September 13 @ 7pm
December 13 @ 7pm

Year End Meeting:

December 29 @ 7pm

Resolution #2: Resolve to set Town Board Meeting Rules & Procedures as:

1. Call to order
2. Acceptance of the minutes of the previous meeting
3. Pay the Audited Bills
4. Written communications to the Board
5. Department Head Reports
6. Committee Reports
7. Old Business
8. New Business
9. Supervisor's Report
10. Invitation to the Public to approach the Board, with a 3 minute time limit.
11. Adjournment of meeting

Resolution #3: Resolve to name the Columbia Paper as the Official Newspaper.

Resolution #4: Resolve to name the Bank of Greene County as the Town bank for deposits.

Motion to approve Resolutions 1-4 made by Councilwoman Foley, seconded by Councilman Phelan, with all in favor and none opposed.

Resolution #5 Resolve to accept the following recommendations of the Town Supervisor in designating accountants, bookkeepers, supervisors, administrative assistants and clerk typists:

1. Pursuant to Section 29 of the Town Law
2. Necessary for the proper conduct of the affairs of the Town of Germantown
3. Within the limits of 2016 budgeted funds

Pursuant to Town Law, the Town Supervisor makes the following appointments for the year 2016:

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| Deputy Town Clerk and Deputy Registrar of Vital Statistics: | Donna Diehl |
| Deputy Highway Superintendent: | Patrick Ebling |
| Highway Department Foreman: | Denis Crawford |
| Deputy Town Supervisor: | Brittany DuFresne |
| Germantown Police Commissioners: | Joel Craig John Rustici Ron Moore II |
| Budget Officer: | Joel Craig |
| Supervisor's Administrative Assistant: | Janet Crawford |
| Part-time clerk typist to ZBA, Planning Board and Code Enforcement: (Alternate member to both ZBA & Planning Board) | Jami DelPozzo |
| <u>Town Board Committees:</u> | |
| Town Government (Planning, Zoning, Court, Town Clerk & Administration) | Joel Craig Brittany DuFresne |

Public Works & Highway
(Buildings, Highway, Wastewater Treatment)

Matthew Phelan
Ron Moore II

Parks & Recreation

Andrea Foley
Brittany DuFresne

Budget & Finance

Joel Craig

Resolution #6: Resolve to authorize Town Supervisor to sign 2016 State and Local Youth contracts.

Resolution #7: Resolve to designate Town Supervisor as Official Representative to Association of Town's Annual meeting.

Resolution #8: Resolve to authorize checks to be signed with a facsimile signature of Town Supervisor as reproduced by a check signer according to Town Law SS 29(3).

Resolution #9: Resolve to approve bond coverage for Town Clerk, Tax Collector, Town Supervisor, Deputy Town Clerk and Town Justices.

Motion to approve Resolutions 5-9 made by Councilman Phelan, seconded by Councilwoman DuFresne, with all in favor and none opposed.

Resolution #10: Resolve to name the firm Sickler, Torchia, Allen & Churchill to handle the Town bookkeeping and accounting services.

Resolution #11: Resolve to appoint Pine Plains Vet as official dog shelter, and Anthony Cidras Germantown Dog Control Officer through December 31, 2016.

Resolution #12: Resolve to appoint Ethics Committee- Faythe Smith- chairman, Jeremy Smith, Donna Diehl, Joan Snyder.

Resolution #13: Resolve to authorize Town Justices to hire a Stenographer when necessary:

1. For a proper record of testimony
2. Within the limit of 2016 budgeted funds

Motion to approve Resolutions 10-13 made by Councilman Phelan, seconded by Councilwoman Foley, with all in favor and none opposed.

Resolution #14: Resolve to appoint Town Policemen: Officer-in-Charge- Brian DuBois, Officers: Ryan Scalera, William Jennings and Kyle Jennings.

Resolution #15: Resolve to appoint Susan Raab Town Historian.

Resolution #16: Resolve to appoint Tal Rappleyea to represent the Town on all legal matters.

Resolution #17: Resolve to appoint the engineering firm of Greenman-Pedersen Inc. to represent the Town on day-to-day engineering matters and projects as specified by the Town Board.

Resolution #18: Resolve to appoint Crawford & Associates to represent the Town on all Code Enforcement and Building Inspection matters.

Motion to approve Resolutions 14-18 made by Councilwoman DuFresne, seconded by Councilwoman Foley, with all in favor and none opposed.

Resolution #19: Resolve to reappoint Steven Savoris as Chairman of the Zoning Board of Appeals.

Resolution #20: Resolve to appoint Edward Colwell to the Zoning Board of Appeals to a term expiring 12/31/2019.

Resolution #21: Resolve to reappoint Theresa Repko to the Zoning Board of Appeals to a term expiring 12/31/2020.

Resolution #22: Resolve to reappoint Stephen Reynolds as Chairman of the Planning Board.

Resolution #23: Resolve to appoint George Sharpe Sr. to the Planning Board to a term expiring 12/31/2022.

Motion to approve Resolutions 19-23 made by Councilman Moore, seconded by Councilman Phelan, with all in favor and none opposed.

Resolution #24: Resolve to establish rate per mile for official town travel of 57.5 cents per mile.

Resolution #25: Resolve to adopt Town Policy Manual, Emergency Plan and all other current policies and procedures for 2016.

Resolution #26: Resolve to appoint Town Clerk Joyce Vale Registrar of Vital Statistics.

Resolution #27: Resolve to reappoint Donna Diehl and Faythe Smith to Columbia County Office of the Aging Advisory Council Advisory Board.

Resolution #28: Resolve to accept year 2016 salaries as stated in the 2016 Budget as follows:

Supervisor- \$7,500 year/paid monthly
Deputy Supervisor- \$2,200 year/paid monthly
Justice- \$6,000 year for each/paid monthly
Councilperson- \$2,600 year for each/paid monthly
Town Clerk- \$7,500 year/paid monthly
Deputy Town Clerks- \$2,200 year/paid as needed
Tax Collector- \$3,900 year/paid monthly
Assessor- \$18,258 year/paid monthly
Highway Superintendent- \$56,645 year/paid bi-weekly
Deputy Highway Superintendent- \$1,500 year/paid semi-annually
Highway Foreman- \$1,200 year/paid semi-annually
Town Historian- \$1,000 year/paid monthly
Budget Officer- \$1,200 year/paid monthly
Assessment Review Board- \$150 year per member/paid by voucher
Assessment Board Chairman- \$300 year/paid by voucher
Police Officer-in-charge- \$17.00 per hour/paid monthly
Police Sergeant- \$16.00 per hour/paid monthly
Police Officer- \$15.00 per hour/paid monthly
Senior Motor Equipment Operator- \$20.69 per hour/paid bi-weekly
Motor Equipment Operator- \$17.69 per hour/paid bi-weekly
Motor Equipment Operator II- \$15.43 per hour/paid bi-weekly
Parks and Maintenance Supervisor- \$16.23 per hour/paid bi-weekly
Sewer Plant Operator- \$20.80 per hour/paid bi-weekly
Licensed Sewer Operator- \$3,000 stipend/paid semi-annually
Laborer- \$10.00- \$15.00 per hour/paid bi-weekly
Laborer- PT- \$10.00 per hour/paid as needed
Skilled Laborer- PT \$15.00 hour/paid as needed

Resolution #29: Resolve that upon recommendation of the Department of Audit and Control, an Annual Resolution recognizing intent of previous town boards regarding Reserve Funds.

And RESOLVE that the Germantown Town Board, on this 4th day of January, year 2016, does hereby recognize the intent of previous town boards that created the following Capital Reserve Accounts and Capital Repair Reserve Accounts as follows:

- Sidewalk Reserve Funds
- Highway Reserve Fund
- Lorenz Memorial Reserve Fund
- Capital Reserve Fund I
- Capital Reserve Fund II
- Cheviot Cemetery Reserve Fund
- Cemetery Reserve Fund
- Economic Development Special Reserve Fund
- Parsonage Special Reserve Fund
- 300/400 Celebration Special Reserve Fund
- Money Market Special Reserve Fund
- Police Capital Reserve Fund

BE IT FURTHER RESOLVED, that the Town Board of the Town of Germantown does hereby recreate these Capital Funds as they exist today.

Resolution #29: Resolve to adopt the Highway agreement as put forth by the Highway Superintendent.

Motion to approve Resolutions 24-29 made by Councilwoman Foley, seconded by Councilwoman DuFresne, with all in favor and none opposed.

Councilman Phelan welcomed Councilman Moore and Councilwoman DuFresne to the Town Board. There was some discussion on the committees.

Motion to adjourn meeting made by Councilman Phelan, seconded by Councilwoman DuFresne, with all in favor and none opposed. Meeting adjourned at 7:48pm.

Respectfully submitted,