

Minutes of January 3, 2023, Germantown Town Board Reorganizational meeting held in the Germantown Town Hall, 50 Palatine Park Road, Germantown, NY and via Zoom commencing at 5:30pm.

Present: Councilman Sullivan  
Councilman Kukon  
Councilmember Suarez  
Councilman Christian

Present  
Via Zoom: Supervisor Helsley  
Town Attorney, Corinne Smith

Recorded by: Town Clerk, Joyce Vale

Supervisor Helsley welcomed all to the Reorganizational meeting.

Resolution #1: Resolve to set the time/date for regular meetings as the second Tuesday of each month at 7:00pm.

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

1. Call to order
2. Acceptance of the minutes of the previous meeting(s)
3. Financial Review of previous month report (will be read each month)
4. Pay the Audited Bills
5. Written Communications to the Board
6. Old Business
7. New Business
8. Supervisor's Report
9. Comments from Councilmembers
10. Invitation to the Public to approach the Board, with three-minute time limit
11. Enter into Executive session if necessary
12. Adjournment of meeting

Resolution #3: Resolve to name the Register Star as the Official Newspaper.

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

Resolution #5: Resolve to name the Bank of Greene County as the Town bank for the collection point for real estate taxes.

Resolution #6: Resolve to authorize the Town Supervisor to sign 2023 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 the Town Supervisor as reproduced by a check signer according to Town Law §29(3).

Resolution #9: Resolve to approve bond coverage for Town employees subject to the terms of the policy.

Motion to approve Resolutions #'s 1-9 made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #10: 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 2023 budgeted funds

Pursuant to Town Law, the Town Supervisor makes the following appointments for the year 2023:

Town Clerk Joyce Vale, Registrar of Vital Statistics  
Deputy Town Clerk and Deputy Registrar of Vital Statistics: Donna Diehl  
Justice Court Clerks: Tracey Gallant and Lee Gallant  
Deputy Town Supervisor: Austin Sullivan  
Budget Officer: David Helsley  
Part-time Confidential Administrative Assistant to the Supervisor: Jami DelPozzo  
Part-time clerk/typist to ZBA and Planning Board: Jami DelPozzo  
Town Board Committees:  
Town Government: David Helsley and Kaare Christian (Planning, Zoning, Court, Town Clerk & Administration)  
DPW: John Kukon and David Helsley  
Parks, Recreation and History Dept: Sarah Suarez and Kaare Christian  
Ballfields and Camp: Austin Sullivan and John Kukon  
Communications and Technology: Sarah Suarez and Austin Sullivan  
Budget and Finance: David Helsley and Austin Sullivan

Motion to approve Resolution #10 made by Councilmember Suarez, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #11: Resolve to name the firm Sickler, Torchia, Allen & Churchill to handle the Town bookkeeping and accounting services, including payroll for the period of 1/1/2023 through 3/31/2023.

Comment was made in regards to discontinuing the service of the firm Sickler, Torchia, Allen & Churchill. Corinne said the board could discontinue services anytime, they serve at the pleasure of the Town Board.

Motion to approve Resolution #11 made by Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #12: Resolve to appoint Whitbeck, Benedict and Smith to represent the Town on legal matters.

Motion to approve Resolution #12 made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #13: Resolve to appoint Pine Plains Vet as official dog shelter, and Anthony Cidras to serve at the pleasure of the Board as Dog Control Officer.

Motion to approve Resolution #13 made by Councilmember Suarez, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #14: Resolve to re-appoint Joe Guida to the Zoning Board of Appeals for a 5-year term, 1/1/23 through 12/31/2027.

Motion to approve Resolution #14 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #15: Resolve to authorize Town Justices to hire a Stenographer when necessary: 1. For a proper record of testimony 2. Within the limit of 2023 budgeted funds.

Resolution #16: Resolve to authorize electronic delivery of local laws to Town Board members pursuant to Municipal Home Rule section 20 to [townboard@germantownny.org](mailto:townboard@germantownny.org).

Motion to approve Resolutions #15 & 16 made by Councilmember Suarez, seconded by Councilman Sullivan, with all in favor and none opposed.

Resolution #17: Resolve to re-appoint Thomas Shannon Town Historian.

Motion to re-appoint Thomas Shannon Town Historian made by Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #18: Resolve to re-appoint Delaware Engineering, D.P.C. to represent the Town on day-to-day engineering matters and projects as specified by the Town Board.

Resolution #19: Resolve to re-appoint Brandon Mullins Town Code Enforcement Officer.

Motion to approve Resolutions #18 & 19 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #20: Resolve to re-appoint Teresa Repko as Chairperson of the Zoning Board of Appeals to serve at the pleasure of the Town Board.

Motion to approve Resolution #20 made by Councilmember Suarez, seconded by Councilman Sullivan, with all in favor and none opposed.

Resolution #21: Resolve to re-appoint Tim Otty as the Chairperson of the Planning Board to serve at the pleasure of the Town Board.

Motion to approve Resolution #21 made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #22: Resolve to re-appoint Wendy Fieser to the Advisory Council of the Columbia County Office for the Aging.

Motion to approve Resolution #22 made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #23: Resolve to re-appoint Richard Dale Hinkein to the Columbia County Traffic Safety Board.

Motion to approve Resolution #23 made by Councilman Sullivan, seconded by Councilman Kukon with all in favor and none opposed.

Resolution #24: Resolve to establish a rate per mile for official town travel of \$0.655 per mile.

Resolution #25: Resolve to adopt current policies and procedures for 2023.

Resolution #26: Resolve to appoint North Shore Solutions as Town webmaster.

Motion to approve Resolutions #24, 25 & 26 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #27: Resolve to appoint Phil Salvatore as Deputy Dog Control Officer to serve at the pleasure of the Board.

Motion to approve Resolution #27 made by Councilmember Suarez, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #28: Resolve to accept salaries as stated in, and to the limit provided for, in the 2023 Budget as follows:

Supervisor- \$6,000 year/paid monthly

Deputy Supervisor- \$2,500 year/paid monthly

Justice (2)- \$7,650 year for each/paid monthly

Councilperson (4)- \$3,000 for each/paid monthly

Town Clerk- \$8,000 year/paid monthly

Deputy Town Clerk(s)- \$16 paid hourly

Registrar of Vital Statistics- \$500 year/paid monthly

Tax Collector- \$5,000 year/paid monthly

Assessor- \$19,250 year/paid monthly

Dog Control Officer- \$4,500 year/paid monthly

Deputy Dog Control Officer- \$500 year/paid monthly

Highway Superintendent- \$57,680 year/paid bi-weekly  
Deputy Highway Superintendent- \$1,500 year/paid semi-annually  
Town Historian- \$1,750 year/paid monthly  
Chief Financial (Budget) Officer- \$1,200 year/paid monthly  
Code Enforcement Officer- \$15,500 year/paid bi-weekly  
Confidential Administrative Assistant to the Supervisor- \$22 hour/paid bi-weekly  
Clerk typist to the Planning Board and Zoning Board of Appeals- \$22 hour/paid bi-weekly  
Justice Court Clerk- \$21 hour/paid bi-weekly  
Assessment Review Board- \$150 year per member/paid by voucher  
Assessment Board Chairman- \$300 year/paid by voucher  
Motor Equipment Operator- \$18.87- \$20.66 hour/paid bi-weekly subject to CBA  
Maintenance Worker- \$24.84 hour/paid bi-weekly subject to CBA  
Seasonal or temporary Laborer- \$15.00- \$18.00 hour/paid bi-weekly, as needed

Motion to approve Resolution #28 made by Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

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 3<sup>rd</sup> day of January 2023, 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 Fund
- Highway Reserve Fund
- Lorenz Memorial Reserve Fund
- Capital Reserve Fund I
- Capital Reserve Fund II
- Capital Reserve Fund III (Pedestrian)
- Cheviot Cemetery Reserve Fund
- Cemetery Reserve Fund
- Economic Development Special Reserve Fund
- Parsonage Special Reserve Fund
- Celebration Special 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.

Motion to approve Resolution #29 made by Councilmember Suarez, seconded by Councilman Kukon, with all in favor and none opposed.

Councilman Christian asked if the Waterfront Account should be listed here? Corinne answered by saying these listed are specific funds.

Resolution #30: Resolve to acknowledge Highway Superintendent's appointment:  
Deputy Highway Superintendent- George Sharpe Jr.

Motion to approve Resolution #30 made by Councilmember Suarez, seconded by Councilman Kukon, with all in favor and none opposed.

Comments from Council

Councilman Sullivan asked if there was a reason why we don't have a Germantown representative to County Planning Board? Supervisor Helsley doesn't know why, he said that Larry Saulpaugh was just re-appointed. Supervisor Helsley will ask. Town Board agreed that we should have a representative on the Columbia County Planning Board.

Motion to adjourn the meeting made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Meeting closed at 5:48pm.

Respectfully submitted,

