

Minutes of January 2, 2024 Reorganizational meeting, held in the Germantown Town Hall, 50 Palatine Park Road, Germantown, New York, and via Zoom, commencing at 5:30pm.

Present: Supervisor Helsley
Councilman Sullivan
Councilman Kukon
Councilmember Suarez

Present via Zoom: Councilman Christian
Town Attorney, Corinne Smith

Recorded by: Joyce Vale

Supervisor Helsley opened the meeting and Led with the Pledge to the Flag.

Resolution #1: Resolve to set the time/date for regular meetings as the second Tuesday of each month at 7:00pm unless a public notice is published otherwise.

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
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 a 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 2024 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 signed 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 Kukon, seconded by Councilman Sullivan, 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 2024 budgeted funds

Pursuant to Town Law, the Town Supervisor makes the following appointments for the year 2024:

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 Brian Fitzgerald, CPA to handle the Town bookkeeping and accounting services, including payroll for 2024.

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

Resolution #13: Resolve to appoint Columbia Greene Humane Society as official dog shelter, and Phil Salvatore to serve at the pleasure of the Board as Dog Control Officer. Appoint Anthony Cidras as deputy Dog Control Officer.

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

Resolution #14: Was tabled until the January 9, 2024 Town Board meeting.

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 2024 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

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

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

Motion to approve Resolution #17 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #18: Resolution 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 Kukon, seconded by Councilmember Suarez, 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 Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

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

Motion to approve Resolution #21 made by Councilmember Suarez, seconded by Councilman Sullivan, 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 Councilman Kukon, 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 \$0.67 per mile.

Resolution #25: Resolve to adopt current policies and procedures for 2024.

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

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

Resolution #27: Resolve to accept salaries as stated in, and to the limit provided for, in the 2024 Budget as follows:

Supervisor- \$6,600 year/paid bi-weekly

Deputy Supervisor- \$2,500 year/paid bi-weekly

Justice (2)- \$7,800 year for each/paid bi-weekly

Councilperson (4)- \$3,000 year for each/paid bi-weekly

Town Clerk- \$8,800 year/paid bi-weekly

Deputy Town Clerk(s)- \$19 hour/paid bi-weekly

Registrar of Vital Statistics- \$500 year/paid bi-weekly

Tax Collector- \$4,100 year/paid bi-weekly

Sewer Billing stipend- \$1,600 year/paid bi-weekly

Assessor- \$19,250 year/paid bi-weekly

Dog Control Officer- \$3,500 year/paid bi-weekly

Deputy Dog Control Officer- \$1,500 year/paid bi-weekly

Highway Superintendent- \$61,140.80/year/paid bi-weekly

Deputy Highway Superintendent- \$1,750 year/paid bi-weekly

Town Historian- \$2,000 year/paid bi-weekly

Chief Financial (Budget) Officer- \$1,200 year/paid bi-weekly

Code Enforcement Officer- \$16,500 year/paid bi-weekly

Confidential Administrative Assistant to the Supervisor- \$23 hour/paid bi-weekly

Clerk typist to the Planning Board and Zoning Board of Appeals- \$23 hour/paid bi-weekly

Justice Court Clerk- \$22 hour/paid bi-weekly

Assessment Review Board- \$150 year per member/paid by voucher

Assessment Board Chairman- \$300 year/paid by voucher

Planning Board members- \$50 per meeting attended, paid bi-annually

Planning Board Chair- \$75 per meeting attended, paid bi-annually

Zoning Board of Appeals members- \$50 per meeting attended, paid bi-annually

Zoning Board of Appeals Chair- \$75 per meeting attended, paid bi-annually

Motor Equipment Operator- \$22.23- \$23.14 hour/paid bi-weekly subject to CBA

Maintenance Worker- \$25.59 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 #27 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #28: 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 2nd day of January 2024, 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 #28 made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #29: Resolve to acknowledge Highway Superintendent's appointment:
Deputy Highway Superintendent- George Sharpe Jr.

Motion to approve Resolution #29 made by Councilmember Suarez, seconded by Councilman Kukon, Councilman Sullivan abstained, all other board members approved.

Resolution #30 was tabled until the next Town Board meeting.

Comments from Council.

Supervisor Helsley asked Councilman Christian to send him the information on the Flood Resilience.

Motion to adjourn at 5:47pm made by Councilman Sullivan, seconded by Councilmember Suarez, with all in favor and none opposed.

Respectfully submitted,