

Minutes of January 3, 2017 Germantown Re-Organizational meeting, held in the Germantown Town Hall, Germantown, NY, commencing at 7:00pm.

Present: Supervisor Craig  
Councilman Moore  
Councilman Phelan  
Councilwoman DuFresne

Absent: Councilwoman Foley

Recorded by: Town Clerk, Joyce Vale

Supervisor Craig opened the meeting and led with the pledge to the flag.

**Resolution #1:** Resolve to set the time/date for the regular town board meetings as the third Tuesday at 7:00pm. Town Board meetings for 2017:

January 17  
February 21  
March 21  
April 18  
May 16  
June 20  
July 18  
August 15  
September 19  
October 17  
November 21  
December 19

Year End meeting  
December 28 at 6:00pm

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

1. Call to order
2. Acceptance of the minutes of the previous meeting
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 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.

**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 2017 budgeted funds

Pursuant to Town Law, the Town Supervisor makes the following appointments for the year 2017:

Deputy Town Clerk and Deputy Registrar of Vital Statistics: Vacant

Deputy Town Supervisor: Ron Moore II

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 & Code Enforcement: Jami Del Pozzo  
(Alternate member to both ZBA & Planning Board)

Town Board Committees:

Town Government Joel Craig & Brittany DuFresne  
(Planning, Zoning, Court, Town Clerk & Administration)

Public Works & Highway Matthew Phelan & Ron Moore II  
(Buildings, Highway, Wastewater Treatment)

Parks & Recreation Andrea Foley & Brittany DuFresne

Budget & Finance Ron Moore II & Joel Craig

Motion to approve Resolutions 1-5 made by Councilman Moore, seconded by Councilman Phelan, with all in favor and none opposed.

**Resolution #6:** Resolve to authorize Town Supervisor to sign 2017 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 Clerk, Tax Collector, Town Supervisor, Deputy Town Clerk and Town Justices.

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

Motion to approve Resolutions 6-10 made by Councilman Moore, seconded by Councilman Phelan, with all in favor and none opposed.

**Resolution #11:** Resolve to appoint Pine Plains Vet as official dog shelter and Anthony Cidras as Acting Dog Control Officer.

**Resolution #12:** Resolve to appoint Les Olsson to the Board of Assessment Review.

**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 2017 budgeted funds

**Resolution #14:** Resolve to appoint Town Policemen: Officer-in-Charge- Brian DuBois, Officers: William Jennings and Damon Filli.

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

Motion to approve Resolutions 11-15 made by Councilman Moore, seconded by Councilman Phelan, with all in favor and none opposed.

**Resolution #16:** Resolve to appoint Attorney Tal Rappleyea to represent the Town on 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 James Trapp Town Code Enforcement Officer and Building Inspector.

**Resolution #19:** Resolve to appoint Edward Colwell as Chairman of the Planning Board.

**Resolution #20:** Resolve to appoint Steven Bathrick to the Zoning Board of Appeals to a term expiring 12/31/2021.

Motion to approve Resolutions 16-20 made by Councilman Moore, seconded by Councilwoman DuFresne, with all in favor and none opposed.

**Resolution #21:** Resolve to re-appoint Stephen Reynolds as Chairman of the Planning Board.

**Resolution #22:** Resolve to re-appoint Kerrie Abela to the Planning Board to a term expiring 12/31/2023.

**Resolution #23:** Resolve to establish rate per mile for official town travel of 53.5 cents per mile.

**Resolution #24:** Resolve to adopt Town Policy Manual, Emergency Plan and all other current policies and procedures for 2017.

**Resolution #25:** Resolve to appoint Town Clerk Joyce Vale Registrar of Vital Statistics.

Motion to approve Resolutions 21-25 made by Councilman Moore, seconded by Councilwoman DuFresne, with all in favor and none opposed.

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

**Resolution #27:** Resolve to accept salaries as stated in the 2017 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 - \$18,258.00 year/paid monthly  
Highway Superintendent - \$56,645.00 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 yearly  
Code Enforcement Officer - \$18,000 year/paid bi-weekly  
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 hour/paid bi-weekly  
Laborer – PT- minimum wage- \$10.00 hour/paid as needed  
Skilled Laborer – PT \$15.00 hour/paid as needed

**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 3<sup>rd</sup> day of January, year 2017, 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 Funds
- 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.

Highway Superintendents appointments:  
Deputy Highway Superintendent Patrick Ebling  
Foreman Denis Crawford

Motion to approve Resolutions 26-29 made by Councilman Moore, seconded by Councilwoman DuFresne, with all in favor and none opposed.

All salaries will remain the same.

Supervisor Craig said volunteers are still needed for the Ethics Committee and Columbia County Office of the Aging Advisory Council Advisory Board.

Motion to adjourn Re-organizational meeting made by Councilman Moore, seconded by Councilwoman DuFresne, with all in favor and none opposed.

Meeting closed at 7:13pm.

Respectfully submitted,