

Minutes of January 2, 2025, Germantown Town Board Re-Organizational meeting, held in the Germantown Town Hall, 50 Palatine Park Road, Germantown, NY and via Zoom, commencing at 6:00pm.

Present: Supervisor Helsley
Councilman Sullivan
Councilman Kukon
Councilman Christian

Town Attorney, Corinne Smith

Present via Zoom: Councilmember Suarez

Recorded by: Town Clerk, 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 public notice is given otherwise.

Motion to approve Resolution #1 made by Councilman Kukon, seconded by Councilman Sullivan, with all in favor and none opposed.

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

Motion to approve Resolution #2 made by Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

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 2025 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 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 2025 budgeted funds

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

Town Clerk Joyce Vale, Registrar of Vital Statistics

Deputy Town Clerk and Deputy Registrar of Vital Statistics: Kerrie Abela

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 Councilman Kukon, seconded by Councilman Sullivan, 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 2025.

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

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

Councilman Christian said we need additional information on the ability to deal with direct pay and he understands why Corinne could not provide advice on that but there are other things like the solar projects and if the town should purchase an electric vehicle with direct pay rebates. Corinne will recommend tax attorneys who can help with direct pay.

Motion to approve Resolution #12 made by Councilman Sullivan, seconded by Councilman Kukon, 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.

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

Resolution #14: Resolve to re-appoint Simon Burstall to the Planning Board for a 7 year term, 1/1/25 through 12/31/2031

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

Resolution #15: Resolve to re-appoint Rachel Levine to the Zoning Board of Appeals for a 5 year term, 1/1/25 through 12/31/2029.

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

Resolution #16: Resolve to authorize Town Justices to hire a Stenographer when necessary: 1. For a proper record of testimony 2. Within the limit of 2025 budgeted funds

Resolution #17: 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 #16 & 17 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #18: Resolve to re-appoint Thomas Shannon Town Historian.

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

Resolution #19: 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 #20: Resolve to re-appoint Brandon Mullins Town Code Enforcement Officer.

Motion to approve Resolutions 19 & 20 made by Councilman Kukon, seconded by Councilman Sullivan, with all in favor and none opposed.

Resolution #21: 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 #21 made by Councilman Kukon, seconded by Supervisor Helsley, with all in favor and none opposed.

Resolution #22: 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 #22 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Resolution #23: Resolve to re-appoint Wendy Fieser to the Advisory Council of the Columbia County Office for the Aging.

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

Resolution #24: Resolve to re-appoint Richard Dale Hinkein to the Columbia County Traffic Safety Board.

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

Resolution #25: Resolve to establish a rate per mile for official town travel of \$0.70 per mile.

Resolution #26: Resolve to adopt current policies and procedures for 2025.

Resolution #27: Resolve to appoint North Shore Solutions as Town webmaster.

Motion to approve Resolutions #25, 26 & 27 made by Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

Resolution #28: Resolve to accept salaries as stated in, and to the limit provided for, in the 2025 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/pain bi-weekly
Assessor - \$21,000 year/paid bi-weekly
Dog Control Officer - \$3,500 year/paid bi-weekly
Highway Superintendent - \$63,000 year/paid bi-weekly
Deputy Highway Superintendent - \$1,800 year/paid bi-weekly
Town Historian - \$2,100 year/paid bi-weekly
Chief Financial (Budget) Officer - \$1,200 year/paid bi-weekly
Code Enforcement Officer - \$17,500 year/paid bi-weekly
Confidential Administrative Assistant to the Supervisor - \$24 hour/paid bi-weekly
Clerk typist to the Planning Board and Zoning Board of Appeals - \$24 hour/paid bi-weekly
Justice Court Clerk - \$23 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 - \$19.00- \$23.81 hour/paid bi-weekly subject to CBA
Maintenance Worker - \$26.36 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 Sullivan, seconded by Councilman Kukon, 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 2nd of January 2025, 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 Councilman Kukon, seconded by Councilmember Suarez, with all in favor and none opposed.

Councilman Sullivan asked if we could utilize funds in one of those accounts? Supervisor Helsley said he is meeting with the accountant on January 10th. Corinne said if it is a true reserve there are certain procedures to go through and to let her know which account it is.

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 Christian said he is looking into repair of the EV Station in the Municipal parking lot. He said Piso has a pricey recommendation and we don't fit NYSERDA grants. Councilman Christian also said the power company and DEC are offering grants and the deadline is late February. Councilman Christian is willing to fill out the grant. Supervisor Helsley and Councilman Sullivan asked the repair amount? Councilman Christian answered Charge Point is \$12,000. Supervisor Helsey and Councilman Christian will do some more research. Supervisor Helsley will put this on the January Town board meeting agenda. Supervisor Helsley also brought up the recreation committee. There will be a workshop on the recreation committee and LWRP on January 14th at 6:30pm & 6:45pm, with Town Board meeting immediately following.

Supervisor Helsley said he has a retainer letter for Whitbeck, Benedict & Smith for \$24,000 that he needs to sign.

Motion to authorize the Supervisor to sign the retainer letter for Whitbeck, Benedict & Smith for \$24,000 made by Councilman Sullivan, seconded by Councilman Kukon, with all in favor and none opposed.

Motion to adjourn the meeting at 6:28pm made by Councilman Kukon, seconded by Councilman Sullivan, with all in favor and none opposed.

Respectfully submitted,