

ORGANIZATIONAL MINUTES  
TOWN OF POESTENKILL  
JANUARY 2, 2012  
(Not approved at time of distribution)

ROLL CALL AS FOLLOWS:

Councilman Bayly	Present
Councilwoman Bentley	Present
Councilwoman Cropsey	Absent
Councilman Slavin	Present
Supervisor Jacangelo	Present

NON VOTING MEMBERS:

Susan Horton, Town Clerk  
Patrick Tomaselli, Town Attorney

Motion by Bayly, seconded by Slavin and an oral vote of 4 ayes to appoint Patrick Tomaselli Town Attorney at an annual salary of \$33,765 to be paid monthly, for normal and usual affairs of the Town. To the extent that Mr. Tomaselli performs legal services on special matters, he is entitled to and shall receive compensation at the rate of \$150 per hour plus expenses. Special matters are defined as follows: Preparation for prosecution or defense of, negotiation and settlement efforts related to and any other reasonable and necessary services in connection with any actual or threatened litigation, administrative proceeding, special proceeding or arbitration, including such matters as notices of claim, pre-litigation hearings and discovery proceedings, tax certiorari matters, administrative and judicial appeals, representation of special districts for the providing of municipal services, and such other matters as the Town Board shall from time to time determine.

Motion by Slavin, seconded by Bentley and an oral vote of 4 ayes to set the annual salary of the Town Supervisor, at \$16,000 to be paid monthly.

Motion by Bentley, seconded by Bayly and an oral vote of 4 ayes, to recognize the Supervisor's appointment of Thomas Slavin, Jr., as Deputy Town Supervisor, and set the annual salary for said position at \$2,000 to be paid monthly.

Motion by Dominic Jacangelo, Town Supervisor, seconded by Slavin and an oral vote of 4 ayes, to set the annual salary for the four Council members (Robin Bayly, Gail Bentley, Amanda Cropsey and Thomas Slavin Jr.) at \$4,120 each, to be paid monthly.

Motion by Bayly seconded by Slavin and an oral vote of 4 ayes, to recognize the Supervisor's appointment of Michelle Asquith, as Secretary to the Town Supervisor, at a maximum of 30 hours a week at an hourly rate of \$16.88, to be paid weekly.

Motion by Slavin, seconded by Bentley and an oral vote of 4 ayes to set the annual salary of the Town Clerk/Tax Collector, Susan Horton, at \$31,141 to be paid bi-weekly.

Motion by Bentley, seconded by Bayly, and an oral vote of 4 ayes, to appoint Susan Horton, Water receivable clerk at a yearly salary of \$2,000 to be paid bi-weekly, with a term to expire 12/31/13. \*vote was amended to reflect the corrected expiration date of 12/31/2013. (vote stands)

Motion by Jacangelo, seconded by Bayly and oral vote of 4 ayes, to recognize the Town Clerk's appointment of Vivian Kelly as Deputy Town Clerk/Tax Collector, at a rate of \$16.72 per hour, on an as needed basis, with the term to expire 12/31/12 for said combined positions, to be paid monthly.

Motion by Bayly , seconded by Slavin and an oral vote of 4 ayes, to appoint Susan Horton, Registrar of Vital Statistics at an annual salary of \$1,500, to be paid monthly, term to expire 12/31/12.

Motion by Slavin, seconded by Bentley and an oral vote of 4 ayes, to recognize the appointment of Vivian Kelly as Deputy Registrar of Vital Statistics at no salary, term to expire 12/31/12.

Motion by Bentley, seconded by Slavin and an oral vote of 4 ayes, to set the annual salary of the Superintendent of Highways, Toby Chadwick, at \$55,004 to be paid weekly. He is also entitled to the same benefits as described in the current highway employee agreement with monthly reports submitted to the Town Board.

Motion by Jacangelo, seconded by Bentley and an oral vote of 4 ayes, to set the annual salary of the Town Justices, Patrick McKenna and Gregory Kronau, at \$7,979 each to be paid monthly.

Motion by Bayly, seconded by Bentley and an oral vote of 4 ayes to appoint Terry Houser, Clerk to the Town Justices, at an hourly rate of \$17.94 for a maximum of 20 hours per week, to be paid weekly.

Motion by Slavin, seconded by Bayly and an oral vote of 4 ayes, to re-affirm the appointment of Jeffrey Jackson, as Town Assessor at an annual salary of \$5,000 to be paid weekly, with a term to expire 9/30/2013. Monthly reports are to be submitted.

Motion by Bentley, seconded by Slavin and an oral vote of 4 ayes, to appoint Lana Cassidy, Clerk to the Assessor, at an annual salary of \$12,375 be paid monthly for 19 hours per week.

Motion by Bayly , seconded by Slavin and an oral vote of 4 ayes, to appoint Robert Brunet, Building Inspector/Code Enforcement Officer/Data Collector at an annual salary of \$20,000 to be paid monthly with monthly reports to be submitted and a term to expire 12/31/2012.

Motion by Slavin, seconded by Bentley and an oral vote of 4 ayes, to appoint Robert Brunet , Water Manager at an annual salary of \$17,500 to be paid monthly with monthly reports to be submitted with a term to expire 12/31/2012.

Motion by Bentley, seconded by Slavin and an oral vote of 4 ayes, to appoint Robert Brunet, MS4 Liaison at an annual salary of \$2,500 to be paid monthly with a term to expire 12/31/2012.

Motion by Jacangelo, seconded by Bentley and an oral vote of 4 ayes, to appoint Lana Cassidy, Clerk to the Building Inspector, for 6 hours per week, at an annual salary of \$3,436 to be paid monthly. (\*Lana also receives health insurance benefits from the town)

Motion by Bayly, seconded by Slavin an oral vote of 4 ayes, to recognize the following members to the Board of Assessment Review:

William Weber	term to expire 9/30/2016
Philip LaRocque	term to expire 9/30/2014
Donna Young	term to expire 9/30/2013

The BAR members salary is to be paid by voucher at an hourly rate of \$7.25 per member and \$8.25 for the Chairman. (\* vote amended to reflect the minimum wage increase of .34. Motion by Councilman Bayly and seconded by Slavin and an oral vote of 4 ayes to pay salary by

voucher at an hourly rate of minimum wage and to pay the Chairman's salary by voucher at the minimum wage plus \$1.00).

Motion by Slavin, seconded by Bayly and an oral vote of 4 ayes, to appoint Lisa Bouchard as Town Hall Custodian at an hourly rate of \$13.13 for 10 hours per week (with 2 extra hours when needed) to be paid monthly.

Motion by Bentley, seconded by Slavin and an oral vote of 4 ayes, to appoint Linda Sagendorf Town Historian at an annual salary of \$3,774 to be paid quarterly, with a term to expire 12/31/12. Monthly updates are to be submitted to the Town Board.

Motion by Jacangelo, seconded by Bentley and an oral vote of 4 ayes to appoint David Loucks as Chairperson to the Planning Board at an annual salary of \$1,406 to be paid quarterly and to expire 12/31/12 and set the annual salary of the Planning Board Members at \$1,023 each to be paid quarterly.

Motion by Bayly, seconded by Slavin and an oral vote of 4 ayes, to appoint Judy Grattan as Secretary to the Planning Board at an hourly rate of \$13.92 to be paid bi-weekly.

Motion by Slavin, seconded by Bentley and an oral vote of 4 ayes, to appoint Robert Ryan Planning Board Attorney at an annual salary of \$5,305, to be paid monthly.

Motion by Jacangelo, seconded by Slavin and an oral vote of 4 ayes, to appoint Frank Burzesi as Chairman to the ZBA at an annual salary of \$1,024, to be paid quarterly with the term to expire 12/31/2012. Reappoint Frank Burzesi as a member to the Zoning Board with a term to end 12/31/2016.

Reappoint Paul Jamison as alternate to serve a one year term to end 12/31/2012. Set the annual salary of the Zoning Board Members including the Alternate Member at \$640 each to be paid quarterly. Other ZBA Members and term expiration dates are:

Frank Burzesi	12/31/2016	
Meaghan Henry	12/31/2015	
Harold Van Slyde	12/31/2014	
Edward Fahrenkopf Sr.	12/31/2013	
Henry Lantry	12/31/2012	
Paul Jamison	12/31/2012	(Alternate)

Motion by Bayly, seconded by Bentley and an oral vote of 4 ayes, to appoint Judy Grattan as Secretary to the Zoning Board at an hourly rate of \$13.92 to be paid weekly.

Motion by Bentley, seconded by Slavin and an oral vote of 4 ayes to appoint Paul Kietzman Chairman with a term to expire 12/31/12 and to re-affirm the following members of the Ethics Board and their term expirations as members:

Susan Pattenaude	12/31/2015	
Connie VanSlyke	12/31/2013	
Jill Gresens	12/31/2012	
Patrick Tomaselli	12/31/2012	
Paul Keitzman	12/31/2012	(Chairman)

Motion by Slavin, seconded by Bayly and an oral vote of 4 ayes, to designate Clark Engineering as Engineer to the Town as an independent contractor on an as needed basis at an hourly rate to be agreed upon between the Town and Clark Engineering.

Motion by Bentley , seconded by Slavin and an oral vote of 4 ayes, to appoint Catherine Crawmer as the Dog Control Officer at an annual salary of \$6,981 , to be paid monthly.

Motion by Slavin, seconded by Bayly and an oral vote of 4 ayes to appointment the following Conservation Advisory Committee Members:

Walter Kersch	12/31/2012
Howard Cushing	12/31/2012
James deWaal Malefut	12/31/2012
Louise Wagner	12/31/2012
Joseph Gable	12/31/2012
Marcia Hopple	12/31/2012
Claudia Tamayo	12/31/2012

Motion by Jacangelo seconded by Slavin and an oral vote of 4 ayes, to appoint Tara Houser, as Youth Director at an annual salary of \$6,191/3,250 to be paid monthly. Reappoint Katie Anthony with a term to expire 12/31/2014.

Youth Advisory Board Members are as follows:

Katie Anthony	term to expire 12/31/2014
Jennifer Polaro	term to expire 12/31/2013
Katie Powers	term to expire 12/31/ 2013
Emily Rysio	term to expire 12/31/2012
Emily Kronau	term to expire 12/31/2012
Tara Houser	term to expire 12/31/2012

Supervisor Jacangelo noted that there is still one vacancy available on the Youth Advisory Board.

Motion by Bayly, seconded by Slavin and an oral vote of 4 ayes, to set the mileage reimbursement at \$0.555 per mile.

Motion by Bentley, seconded by Slavin and oral vote of 4 ayes to appoint the following to the Water Benefit Review Board and to reappoint Tim Anatasio with a term to expire 12/31/2014.

Tim Anatasio	term to expire 12/31/2014
Michelle Waite	term to expire 12/31/2013
Keith Davis	term to expire 12/31/2012

Motion by Jacangelo, seconded by Bayly and an oral vote of 4 ayes to appoint the following to the ADOC Committee:

David Loucks  
Robert Brunet  
Thomas Slavin  
Frank Burzesi  
Marcia Hopple  
Claudia Tamayo  
Jay Thomas  
Frank Shoemaker

Motion by Bayly , seconded by Bentley and an oral vote of 4 ayes, designating THE RECORD as the official newspaper for the Town of Poestenkill.

Motion by Slavin , seconded by Bentley and an oral vote of 4 ayes, designating Key Bank, M&T Bank, Trustco Bank, First Niagara, Charter One, HSBC, Chase, and Bank of America as the depositories for all Town funds.

Motion by Bentley , seconded by Bayly and an oral vote of 4 ayes, designating the third Thursday of each month at 7:00 p.m. as the regular Town Board Meeting night immediately following the audit committee meeting. Workshop/Special Meetings will be held the first Thursday of the month at 7 p.m. as needed.

Motion by Jacangelo, seconded by Slavin and an oral vote of 4 ayes, designating the following Town Board Committee assignments:

Zoning Board of Appeals	Councilmember Bentley
Planning Board	Councilmember Bayly
Youth Advisory	Councilmember Bentley
Veterans Affairs	Councilmember Cropsey
CAC	Councilmember Slavin
Highway	Councilmember Bayly
Records Advisory	Town Clerk
Water Committee	Supervisor Jacangelo
Fire Company	Councilmember Slavin
Library	Councilmember Cropsey
ADHOC Committee	Supervisor Jacangelo

Motion by Bayly seconded by Slavin and an oral vote of 4 ayes, designating the entire Town Board to a one-year Audit Committee.

Motion by Jacangelo, seconded by Bayly and an oral vote of 4 ayes appointing a Town Code Revision Committee with membership to include a member from the Planning board, ZBA, CAC, Town Board, Code Enforcement Officer and Town Attorney.

(\*Councilwoman Bentley was designated as Chairperson of this Committee)

Supervisor Jacangelo noted that are next regular Town Board meeting will be held on Thursday, January 19<sup>th</sup>.

Motion by Bentley, seconded by Bayly and an oral vote of 4 ayes, to adjourn this meeting at 7:45 p.m.

Respectfully submitted,  
Susan Horton Town Clerk