

# Town of Poestenkill

Organizational Meeting

January 5, 2017

Each of the following needs to be put in the form of a motion by a Town Board Member and a second. Make your motion as specific as possible and be sure to establish salary and any provisions you care to add. After the motion is made and seconded there will be a call for discussion and then the motion moved.

1. Approve appointment of **Patrick Tomaselli** as Town Attorney at an annual salary of **\$35,473.00** 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 as additional salary 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. (Same)
2. Approve the annual salary of the Town Supervisor, **Dominic J. Jacangelo** at **\$16,000** to be paid monthly.
3. Recognize the Supervisor's appointment of **June Ross** as Deputy Supervisor, and set the annual salary for said position at **2,000** to be paid monthly.
4. Set the annual salary for the **Four Council Members** at **\$4,120** each to be paid monthly.

**David Hass**  
**Harold Van Slyke**  
**June Ross**  
**Eric Wohlleber**

5. Recognize the Supervisor's appointment of **Michelle Asquith**, as Bookkeeper and Secretary to the Town Supervisor, hourly rate for said position at **\$25.75per hour to be paid weekly**.
6. Set the annual salary of the Town Clerk/Tax Collector, **Susan Horton**, at **\$40,787.00** to be paid bi-weekly.
7. Appoint **Susan Horton**, Receiver of Water Charges at **\$3090.00**, term to expire **12/31/17**
8. Recognize the Town Clerk's appointment of **Vivian Kelly** as Deputy Town Clerk and also Deputy Tax Collector, with the Salary of **\$18.29** per hour, term to expire **12/31/17** for said combined positions, to be paid monthly.
9. Appoint **Susan Horton**, Registrar of Vital Statistics at **\$2,627.00**, term to expire **12/31/17**.

10. Recognize the appointment of **Vivian Kelly** Deputy Registrar of Vital Statistics at **no salary**, term to expire **12/31/17**.
11. Set the annual salary of the Superintendent of Highways, **Toby Chadwick** at **\$60,711.00**, to be paid weekly. He is also entitled to the same benefits as described in the current highway employee agreement. Monthly reports to be submitted.
12. Set the annual salary of the Town Justices, **Thomas F. Slavin Jr.** and **Gregory T. Kronau**, at **\$8550.39** each, to be paid monthly. Monthly reports to be submitted.
13. Appoint **Terry Houser**, Clerk to the Town Justices, at an hourly rate of **\$19.62** for a **maximum** of 20 hours per week, to be paid weekly.
14. Appoint **Brian Jackson**, as Data Collector use of Town vehicle required
15. Appoint **Brian Jackson**, as Assessor at an annual salary of **\$14,935.00** term to expire **09/30/2019**
16. Appoint **Paul Barringer**, Building Inspector/Code Enforcement Officer at an hourly rate of **\$30.00** to be paid bi-weekly. Monthly reports to be submitted
17. Appoint **Leonard Clapp**, Water Manger at an hourly rate of **\$25.00** to be paid monthly. Monthly reports to be submitted
18. Appoint **Leonard Clapp**, 811 Coordinator at **no salary**, term to expire **12/31/17**. Monthly reports to be submitted.
19. Appoint **Paul Barringer**, MS4 Liaison at **no salary**, term to expire **12/31/2017**.
20. Appoint **Lana Cassidy**, Clerk to the Building Inspector, at an annual salary of **\$5150.00**
21. Appoint **Lana Cassidy**, Clerk to the Assessor, at an annual salary of **\$15,701.00** to be paid monthly.
22. Appoint **Lana Cassidy**, Clerk to the Water Manager at an annual salary of **\$2,060.00** to be paid monthly.

**23. Recognize the following members to the Board of Assessment Review for a 5 yr term:**

<b>Philip LaRocque</b>	<b>Term to expire</b>	<b>9/30/2020</b>
<b>William D. Weber</b>	<b>Term to expire</b>	<b>9/30/2021</b>
<b>Donna Young</b>	<b>Term to expire</b>	<b>9/30/2018</b>

**The salary is to be paid by voucher at \$100.00 per member/ per year.**

**24. Appoint Lisa Bouchard** Town Hall Custodian at an hourly rate of **\$14.35** at 10 hours per week with 2 hours extra when needed, to be paid monthly.

**25. Appoint Linda Sagendorf** Town Historian at an annual salary of **\$4126.00** to be paid quarterly. Term to expire **12/31/17**. Monthly report to be completed.

**26. Appoint Tom Russell**, as Chairman to the Planning Board, term to expire **12/31/2017** set the salary of the Planning Board Members at **\$1043.46** each and the **Chairman** at **\$1,406** to be paid quarterly. Appoint **William Daniel** to Planning Board member term to expire **12/31/2023** Other Planning Board Members and term expiration dates are:

<b>Judy Grattan</b>	<b>Term to expire</b>	<b>12/31/2022</b>
<b>William Daniel</b>	<b>Term to expire</b>	<b>12/31/2023</b>
<b>Don Hecklman</b>	<b>Term to expire</b>	<b>12/31/2017</b>
<b>Jeffrey Briggs</b>	<b>Term to expire</b>	<b>12/31/2018</b>
<b>Harvey Teal</b>	<b>Term to expire</b>	<b>12/31/2019</b>
<b>Robert Dore</b>	<b>Term to expire</b>	<b>12/31/2020</b>
<b>Tom Russell</b>	<b>Term to expire</b>	<b>12/31/2021(as member)</b>
<b>Steve Valente</b>	<b>Term to expire</b>	<b>12/31/2017(Alternate)</b>

**26. Appoint Lynn Kane** as Secretary to the Planning Board, at an hourly rate of \$ **13.75** to be paid bi-weekly.

**27. Appoint Robert Ryan** as the Planning Board Attorney at a salary of **\$5,411.10** to be paid monthly.

**28. Re-appoint Ethics Board Members** as follows, and appoint **Paul Keitzman** as chairman re-appoint **Paul Keitzman** to a new 5-year term to expire **12/31/2021** and re-affirm the following members of the Ethics Board and their term expirations as members:

<b>Patrick Tomaselli</b>	<b>Term to expire</b>	<b>12/31/2019</b>
<b>Sue Patnaude</b>	<b>Term to expire</b>	<b>12/31/2020</b>
<b>Paul Keitzman</b>	<b>Term to expire</b>	<b>12/31/2017 (as Chairman)</b>
<b>Paul Keitzman</b>	<b>Term to expire</b>	<b>12/31/2021</b>
<b>Jill Gresens</b>	<b>Term to expire</b>	<b>12/31/2017</b>
<b>Connie Van Slyke</b>	<b>Term to expire</b>	<b>12/31/2018</b>

29. Re-appoint **Paul Jamison** as chairman to the Zoning Board, term to expire **12/31/2017** and set the Chairman salary at **\$1,044.00** to be paid quarterly. Set the annual salary of **Zoning Board Members including Alternate Member** at **\$652.00** each to be paid quarterly. To appoint **Timothy Hoffay** as a member of the Zoning board for a 5year term to expire **12/31/2021**. Other ZBA members and their expiration dates are:

<b>Vacant</b>	<b>Term to expire</b>	<b>12/31/2017(Alternate)</b>
<b>Kevin McGrath</b>	<b>Term to expire</b>	<b>12/31/2020</b>
<b>Timothy Hoffay</b>	<b>Term to expire</b>	<b>12/31/2021</b>
<b>Henry T. Lantry</b>	<b>Term to expire</b>	<b>12/31/2017</b>
<b>Paul Jamison</b>	<b>Term to expire</b>	<b>12/31/2018</b>
<b>Cheryl E. Sarjeant</b>	<b>Term to expire</b>	<b>12/31/2019</b>

30. Set the hourly salary of the Secretary to the ZBA **Lynn Kane** at an hourly rate **\$13.75** to be paid bi-weekly.
31. Designate **Ryan-Biggs Associates** as Engineer to the Town as an independent contractor as-needed basis at an hourly rate to be agreed upon between the Town and Ryan-Biggs Associates Engineering.
32. Appoint **Catherine Crawler**, Dog Control Officer at an annual salary of **\$7,409.00**, to be paid monthly. Complete monthly reports are to be submitted.
33. Appoint **Katie Anthony** as Recreation Director/ Camp Director at an annual salary of **\$6,180.00/\$3090.00**, to be paid monthly.
34. Set the mileage reimbursement at **53.5cent per mile**.
35. Appoint the following to Water Benefit Review Board. As provided by Public Law #5 of 2010, Municipal Water Use Law of The Town of Poestenkill water benefit review board member to serve for a 3yr term.

<b>Keith Davis</b>	<b>term to expire</b>	<b>12/31/2018</b>
<b>Linda Emery</b>	<b>term to expire</b>	<b>12/31/2019</b>
<b>Tim Anatasio</b>	<b>term to expire</b>	<b>12/31/2017</b>

Such members to serve without compensation but are entitled to re-imbusement of actual and necessary expenses which shall be a charge to the Water District. They may elect from its members a person to act as chair until 12/31 of each year.

36. Recognize the following members to the workplace Violence committee:

**Paul Keitzman  
Patrick Tomaselli  
Sue Patnaude  
Jill Gresens  
Connie Van Slyke**

37. Designating **THE RECORD** as the official newspaper for the Town of Poestenkill.

38. Designating **Key Bank, M&T Bank, Trustco Bank, 1<sup>st</sup> Niagara, Charter One, HSBC, Chase Bank of America** as Town depositories.

39. Designate the **Third Thursday** of each month at **7:00 p.m.** as Town Board Meeting Night immediately following the audit committee meeting on any public Town Board hearing see scheduled. Workshop and special meetings will be held the **first Thursday** of the month at **7:00 p.m.** as needed.

40. Designate the following Town Board Committee assignments:

**For discussion**

<b>Zoning Board of Appeals</b>	<b>- June Ross</b>
<b>Planning Board</b>	<b>- Harold Van Slyke</b>
<b>Youth Advisory</b>	<b>- Eric Wohlleber</b>
<b>CAC</b>	<b>- Dominic Jacangelo</b>
<b>Highway</b>	<b>-June Ross</b>
<b>Records Advisory Committee</b>	<b>-Susan Horton</b>
<b>Water Committee</b>	<b>-David Hass</b>
<b>Fire Company</b>	<b>-David Hass</b>
<b>Library</b>	<b>-Harold Van Slyke</b>
<b>Street lights</b>	<b>-June Ross and David Hass</b>
<b>National Grid</b>	<b>-David Hass</b>
<b>Twin Town Little League</b>	<b>-Eric Wohlleber</b>
<b>Cable</b>	<b>-Dominic Jacangelo and June Ross</b>
<b>Website</b>	<b>-Eric Wohlleber</b>
<b>Town Emergency Plan-</b>	<b>-Eric Wohlleber</b>
<b>Town Play Book</b>	

41. Appoint all Town Board Members to the Audit Committee.

42. Water Rate for 2017 **\$4.55 per 1000 gallons** of water, **\$40.00 minimum** on hydrant Water Sale, **\$225.00** Residential Meter cost, **\$300.00** on Wet tap inspection fee.