

ORGANIZATIONAL MINUTES
TOWN OF POESTENKILL
JANUARY 9, 2020
(Not approved at time of distribution)

ROLL CALL AS FOLLOWS:

Councilwoman Butler	Present
Councilman Hass	Present
Councilman Van Slyke	Present
Councilman Wohlleber	Present
Supervisor Hammond	Present

NON- VOTING MEMBERS:

Susan Horton, Town Clerk

Supervisor Hammond opened the 2020 Organizational Meeting at 7 p.m. with the Pledge of Allegiance. He further thanked the Town Clerk and his Secretary for all of their help in the transition into the new administration.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes to appoint John Casey Town Attorney at an annual salary of \$30,000 to be paid monthly, for normal and usual affairs of the Town.

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes to set the annual salary of the Town Supervisor, at \$16,000 to be paid monthly.

Motion by Van Slyke, seconded by Supervisor Hammond and an oral vote of 5 ayes to recognize the Supervisor's appointment of Eric Wohlleber as Deputy Town Supervisor, and set the annual salary for said position at \$2,000 to be paid monthly.

Motion by Hammond, seconded by Butler and an oral vote of 5 ayes, to set the annual salary for the four Councilmembers (June Butler, David Hass, Harold Van Slyke and Eric Wohlleber) at \$4,120 each to be paid monthly.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes, to recognize the Supervisor's appointment of Michelle Asquith, as Bookkeeper and Secretary to the Town Supervisor, at an hourly rate of \$27.39 for said positions up to 30 hours, to be paid weekly.

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes to set the annual salary of the Town Clerk/Tax Collector, Susan Horton, at \$43,283.50 to be paid bi-weekly.

Motion by Hass, seconded by Wohlleber and an oral vote of 5 ayes, to appoint Susan Horton, Receiver of Water Charges and Clerk to the Water Manager at an annual salary of \$ 4,426.80, with a term to expire 12/31/20 and paid bi-weekly.

Motion by Van Slyke, seconded by Butler and an oral vote of 5 ayes to recognize the Town Clerk's appointment of Vivian Kelly as Deputy Town Clerk and Deputy Tax Collector with an hourly wage of \$19.45 for said positions to be paid monthly with a term to expire 12/31/20.

Motion by Butler, seconded by Hass and an oral vote of 5 ayes, to appoint Susan Horton, Registrar of Vital Statistics at \$2,732.58 with a term to expire 12/31/20 and paid bi-weekly.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes, to recognize the Town Clerk's appointment of Vivian Kelly as Deputy Registrar of Vital Statistics at no salary, term to expire 12/31/20.

Motion by Butler, seconded by Hass and an oral vote of 5 ayes, to set the annual salary of the Superintendent of Highways, Toby Chadwick, at \$64,585.38 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.

The annual salary for Town Justices, Thomas F. Slavin, Jr. and Gregory T. Kronau, will be set after tonight's Executive Session. Councilwoman Butler questioned the proposed salary because the Judge's did not request an increase, yet the legal notice did reflect one. This will be discussed in Executive Session.

Motion by Butler, seconded Van Slyke, and an oral vote of 5 ayes to appoint Felicia Dickinson, as Clerk to the Town Justices, at an hourly rate of \$20.87 for a maximum of 20 hours per week, to be paid monthly.

The salary and hours for the Building Inspector's Clerk will be discussed during Executive Session and T. Russell did address the Town Board stating that he had asked for an increase in the Clerk's hours during the budget process for this year. This will be formally voted on after Executive Session.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes re-affirming the appointment of Brian Jackson as Assessor to an annual salary of \$15,160 with a term to expire 09/30/2025. Supervisor Hammond has set Mr. Jackson's hours for 1-7p.m. Thursday evenings.

Motion by Butler, seconded by Hass and an oral vote of 5 ayes to appoint Brian Jackson as Data Collector and use the use of the Town vehicle with no salary.

The Assessor's hours will also be discussed during Executive Session.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes, to appoint Robert Brunet, Water Manager at an annual salary of \$25,000 to be paid monthly with monthly reports to be submitted.

Motion by Butler, seconded by Van Slyke and an oral vote of 5 ayes to appoint Robert Brunet as the 811 Coordinator at an annual salary of \$1,000 and \$1,000 for his assistant with a term to expire 12/31/20. Monthly reports are to be submitted. Supervisor Hammond said that \$2,000 was set in the budget and he felt the monies should be split between the two.

Motion by Van Slyke, seconded by Wohlleber and carried to exit to Executive Session at 7:35 to discuss personnel issues. No votes were taken during the session and on a motion by Wohlleber and seconded b Van Slyke and carried the Board exited from Executive Session at 8:10 p.m. and the regular meeting continued.

Motion by Butler, seconded by Van Slyke and carried to set the annual salary of the Town Justices, Thomas F. Slavin Jr. and Gregory T. Kronau at \$9,073.33 to be paid monthly. Monthly reports to be submitted.

Motion by Hass, seconded by Van Slyke and carried to appoint Lynn Kane, Clerk to the Building Inspector, at an hourly rate of \$17.34 for a maximum of 20 hours per week divided between departments to be paid bi-weekly.

Motion by Wohlleber, seconded by Hass and carried to appoint Betsy Pinho, Clerk to the Assessor, at an hourly rate of \$17.34 for a maximum of 24 hours to be paid bi-weekly.

Motion by Van Slyke, seconded by Hass and an oral vote of 5 ayes recognizing the following members of the Board of Assessment Review which are 5-year terms:

Dennis Bates	Term to expire	9/30/2023
William Weber	Term to expire	9/30/2021
Philip LaRocque	Term to expire	9/30/2020

The salary is to be paid by voucher at \$100 per member per year.

Motion by Hass, seconded by Butler and an oral vote of 5 ayes, to appoint Lisa Bouchard as Town Hall Custodian at an hourly rate of \$15.30 for 10 hours per week (with 2 extra hours when needed) to be paid monthly.

Motion by Hass, seconded by Butler and an oral vote of 5 ayes, to appoint Linda Sagendorf Town Historian at an annual salary of \$4,432.92 to be paid quarterly, with a term to expire 12/31/20. Monthly reports to be submitted to the Town Board.

Motion by Butler, seconded by Hass and an oral vote of 5 ayes to appoint Tom Russell as Chairperson to the Planning Board at an annual salary of \$1,406 to be paid quarterly and to expire 12/31/20 and set the annual salary of the Planning Board Members at \$1,043.46 each to be paid quarterly. Also, to re-appoint Harvey Teal as Planning Board Member to a new 7-year term to expire 12/31/2026 and to re-appoint Steve Valente as alternate with a term to expire 12/31/2020 at an annual salary of \$1,043.46 to be paid quarterly. Planning Board Members with their expiration dates are as follows

Harvey Teal	12/31/2026
Jeffrey Briggs	12/31/2025
Donald Heckelman	12/31/2024
William Daniel	12/31/2023
Judy Grattan	12/31/2022
Tom Russell	12/31/2021 (as member)
Robert Dore	12/31/2020
Steve Valente	12/31/2020 (alternate)

Motion by Butler, seconded by Wohlleber and an oral vote of 5 ayes, to appoint Lynn Kane as Secretary to the Planning Board at an hourly rate of \$17.34 for a maximum of 20 hours divided between departments, to be paid bi-weekly.

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes, to appoint Robert Ryan as Planning Board Attorney at an annual salary of \$5,965.75 to be paid monthly.

Motion by Hass, seconded by Wohlleber and an oral vote of 5 ayes, to re-appoint Paul Jamison as Chairman to the Zoning Board with a term to expire 12/31/20 at an annual salary of \$1,044, to be paid quarterly. Set the annual salary of Zoning Board Members including the Alternate Member at \$652 each to be paid quarterly. Appoint Nicole Heckelman to a full 5-year term to

expire 12/31/2024

Other ZBA Members and term expiration dates are:

Nicole Heckelman	12/31/2024
Paul Jamison	12/31/2023 (as member)
Susan Kalafut	12/31/2022
Timothy Hoffay	12/31/2021
Kevin McGrath	12/31/2020
Alternate Vacancy	

Motion by Butler, seconded by Van Slyke and an oral vote of 5 ayes, to appoint Lynn Kane as Secretary to the ZBA at an hourly rate at \$17.34 for a maximum of 20 hours to be divided between departments to be paid bi-weekly.

The Ethics Board Members and their expiration dates will be discussed at the next Town Board meeting.

There is a vacancy in the Chairman's position.

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes to designate Ryan-Biggs Associates 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 Ryan-Biggs Associates Engineering.

Motion by Hass, seconded by Buter and an oral vote of 5 ayes, to appoint Robert Guyer as the Dog Control Officer at an annual salary of \$7,409 to be paid monthly with complete monthly reports submitted.

Motion by Van Slyke, seconded by Wohlleber and an oral vote of 5 ayes, to appoint Tiffany Buker as Recreational Director/Camp Director at an annual salary of \$5,979.24 /\$3,820.76 to be paid monthly.

Motion by Van Slyke, seconded by Hass and an oral vote of 5 ayes, to set the mileage reimbursement at 57.5 cents per mile.

Motion by Wohlleber, seconded by Hass and an oral vote of 5 ayes to appoint the following to the Water Benefit Review Board. As provided by Local Law #5-2010, Municipal Water Use Law of the Town the members serve for a 3-year term. Appoint Lou Basle to the Review Board and Members of the Water Benefit Review Board are as follows:

Linda Emery	term to expire 12/31/2022
Lou Basle	term to expire 12/31/2021
Tim Anatasio	term to expire 12/31/2020

Such members to serve without compensation but are entitled to re-imbusement of their 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.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 ayes, to set the water rates for 2020 at \$4.90 per 1000 gallons of water, \$40 minimum on hydrant water sale and \$275 residential meter cost, \$300 on wet tap inspection fee.

Motion by Butler, second by Hass and an oral vote of 5 ayes recognizing the following members to the Workplace Violence Committee. The members are as follows:

- John Casey
- Sue Pattenaude
- Jill Gresens
- Connie Van Slyke
- Vacancy

Motion by Butler, seconded by Van Slyke and an oral vote of 5 ayes, designating THE RECORD as the official newspaper for the Town of Poestenkill as well as the ADVERTISER.

Motion by Hass, seconded by Butler and an oral vote of 5 ayes, designating M&T Bank, Trustco Bank, 1st Niagara, HSBC, Key Bank, Citizens, Chase, Bank of America, and Pioneer as town depositories.

Motion by Wohlleber, seconded by Van Slyke and an oral vote of 5 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 and any Town Board public hearing as scheduled. Workshop/Special Meetings will be held the first Thursday of the month at 7 p.m. as needed. Or as otherwise scheduled.

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes designating the following Town Board Committee assignments:

- | | |
|---------------------|--|
| Town Emergency Plan | Councilman Wohlleber |
| ZBA | Councilmember Butler/Van Slyke |
| Planning Board | Councilmember Van Slyke/Butler |
| Youth Advisory | Councilmember Wohlleber |
| Website | Councilmember Wohlleber |
| CAC | Supervisor Hammond/Councilwoman Butler |
| Highway | Councilmember Butler/Wohlleber |
| Records Advisory | Town Clerk Horton |
| Water Committee | Councilmember Hass |
| National Grid | Councilmember Hass |
| Fire Company | Councilmember Hass |
| Library | Councilmember Van Slyke |
| Twin Town League | Councilmember Wohlleber |
| Street Lighting | Councilmember Butler&Hass |
| Cable | Supervisor Hammond/Councilwoman Butler |

Motion by Hass, seconded by Van Slyke and an oral vote of 5 ayes, designating the entire Town Board to the Audit Committee.

RESOLUTION #1-2020-IN THE MATTER OF THE APPOINTMENT OF ALL CURRENT EMPLOYEES AND OFFICERS-This resolution was read by Councilman Wohlleber and was
 MOVED BY: Councilman Wohlleber
 SECONDED BY: Councilman Van Slyke

VOTED UPON AS FOLLOWS:

Councilwoman Butler	YES
Councilman Hass	YES
Councilman Van Slyke	YES
Councilman Wohlleber	YES
Supervisor Hammond	YES

Be it resolved that all current employees and officers of the Town of Poestenkill not specifically mentioned in the resolutions adopted at this meeting and who serve at the pleasure of the Town Board are hereby continued in office until such time as the town Board shall otherwise direct.

Motion by Wohlleber, seconded by Hass and carried to adjourn this meeting at 8:15 p.m.

Respectfully submitted,
Susan Horton Town Clerk

