

MINUTES
OF
TOWN OF RENSSELAERVILLE
ORGANIZATIONAL MEETING
JANUARY 2, 2015

The Organizational Meeting of the Town Board of the Town of Rensselaerville was held on the 2nd day of January, 2015, at 7 o'clock in the evening. The meeting was convened by Supervisor Lounsbury and the roll was called with the following results:

PRESENT WERE: Supervisor Valerie Lounsbury
Councilman Robert Bolte
Councilwoman Margaret Sedlmeir
Councilman Gerald Wood
Councilwoman Marion Cooke
Town Clerk Victoria H. Kraker

Also present were Justice Bischoff, Highway Superintendent Randy Bates, Deputy Highway Superintendent Dave Potter, Recycling Coordinator Jon Whitbeck, Code Enforcement Officer/Building Inspector Mark Overbaugh, Clerk 1 Sarah Hunt, and 5 interested citizens.

The term of office for the following appointments is January 1, 2015 through December 31, 2015, unless otherwise stated.

ATTORNEY TO THE TOWN – Supervisor Lounsbury moved that the law firm of Tabner, Ryan and Keniry, LLP, Albany, NY be appointed Attorneys to the Town; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

TOWN VETERINARIAN – Supervisor Lounsbury moved that Dr. Diane Biederman be appointed Town Veterinarian; 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

CRITICAL INCIDENT MANAGER - Supervisor Lounsbury moved that Brian Wood be appointed Critical Incident Manager; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Bolte, Sedlmeir, and Cooke; Nays (0)

(Note: Councilman Wood abstains)

CRITICAL INCIDENT OFFICER - Supervisor Lounsbury moved that Gerald Wood be appointed Critical Incident Officer; 2nd by Councilman Bolte.

Motion carried: Ayes (4) Lounsbury, Bolte, Sedlmeir, and Cooke; Nays (0)

(Note: Councilman Wood abstains)

DEPUTY TOWN HIGHWAY SUPERINTENDENT - Supervisor Lounsbury moved that Earl David Potter be appointed Deputy Town Highway Superintendent/Time Keeper; 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

CLERK TO THE HIGHWAY SUPERINTENDENT – Supervisor Lounsbury moved that Kim Welsch be appointed Clerk to the Town Highway Superintendent; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

WATER TREATMENT OFFICER - Supervisor Lounsbury moved that Douglas Story be appointed Water treatment Officer; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DEPUTY WATER TREATMENT OFFICER – Supervisor Lounsbury moved that John Rice be appointed Deputy Water Treatment Officer; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

SEWAGE TREATMENT OFFICER – Supervisor Lounsbury moved that Douglas Story be appointed Sewage Treatment Officer; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DEPUTY SEWAGE TREATMENT OFFICER – Supervisor Lounsbury moved that John Rice be appointed Deputy Sewage Treatment Officer; 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

WATER/SEWER COMMITTEE MEMBER – Supervisor Lounsbury moved that Jack Long be appointed Water/ Sewer Committee Member for a term of 1/1/2015 – 12/31/2019; 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

RENSSELAERVILLE WATER/SEWER COMMITTEE – TERMS

Tom Delp	01/01/2010 – 12/31/2015
Barry Kuhar	01/01/2014 – 12/31/2016
Richard Platel	01/01/2013 - 12/31/2017
Micah Kuhar	01/01/2014 – 12/31/2018
Jack Long	01/01/2015 – 12/31/2019

CONSTABLE – Supervisor Lounsbury moved that Richard Simons be appointed Constable; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

CLERK 1 TO SUPERVISOR (Bookkeeper) – Supervisor Lounsbury moved that Sarah Hunt be appointed Clerk 1 to Supervisor (Bookkeeper); 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ACCOUNTANT TO THE TOWN – Supervisor Lounsbury moved that Pattison, Kosky, Howe and Bucci, CPA's be appointed Accountant to the Town, 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DEPUTY SUPERVISOR – Supervisor Lounsbury moved that Marion Cooke be appointed Deputy Supervisor; 2nd by Councilman Bolte.

Motion carried: Ayes (4) Lounsbury, Bolte, Sedlmeir, and Wood; Nays (0)

(Note: Councilwoman Cooke abstains)

CLERK 2 TO ASSESSORS – Supervisor Lounsbury moved that Linda McCormick be appointed Clerk 2 for Assessors; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DOG CONTROL OFFICER – Supervisor Lounsbury moved that Cheryl Teft-Baitsholts be appointed Dog Control Officer; 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

REFUSE/RECYCLING OFFICER – Supervisor Lounsbury moved that Jon Whitbeck be appointed Refuse/Recycling Coordinator; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

SUBSTITUTE REFUSE/RECYCLING OFFICER – Supervisor Lounsbury moved that Edward Pizzigati be appointed Substitute Recycling/Refuse Coordinator; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

HISTORIAN – Supervisor Lounsbury moved that Janet Nelson be appointed Town Historian; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

PLANNING BOARD – Supervisor Lounsbury moved that Scott Kunkler be appointed to the Planning Board, term 1/1/2015 – 12/31/2021; 2nd by Councilman Bolte.

PLANNING BOARD TERMS

Dorothea Cotter	01/01/2009 - 12/31/2015
Sherri Pine	01/01/2010 - 12/31/2016
Barry Kuhar	01/01/2014 - 12/31/2017
Walter Cooke	01/01/2012 - 12/31/2018
Richard Amedure	01/01/2013 - 12/31/2019
Travis Smigel	01/01/2014 – 12/31/2020
Scott Kunkler	01/01/2015 – 12/31/2021

PLANNING BOARD CHAIRMAN – Supervisor Lounsbury moved that Richard Amedure be appointed Planning Board Chairman; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

PLANNING BOARD/ZONING BOARD SECRETARY – Supervisor Lounsbury moved that Steven Pflieger be appointed Planning Board/Zoning Board Secretary; 2nd by Councilman Wood.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR – Supervisor Lounsbury moved that Mark Overbaugh be appointed Building/Zoning Officer; 2nd by Councilwoman Cooke.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

CLERK TO CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR
Supervisor Lounsbury moved that Mark Overbaugh be appointed to perform the tasks of the Clerk to the Code Enforcement Officer/Building Inspector; 2nd by Councilman Wood.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ZONING BOARD OF APPEALS – Supervisor Lounsbury moved that Anthony Guadagno be appointed Zoning Board of Appeals member, term to be 1/1/2015 – 12/31/2019, 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ZONING BOARD OF APPEALS - TERMS

Bradley Chase	01/01/2011 - 12/31/2015
Jeannette Rice	01/01/2013 – 12/31/2016
Anthony Higgins	01/01/2013 – 12/31/2017
John Mormile	01/01/2014 – 12/31/2018
Anthony Guadagno	01/01/2015 – 12/31/2019

ZONING BOARD OF APPEALS CHAIRMAN –Supervisor Lounsbury moved that John Mormile be appointed Zoning Board of Appeals Chairman; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

BOARD OF ETHICS TERMS

Allyn Wright	11/13/2014 – 12/31/2015
Georgette Koenig	04/12/2011 – 12/31/2016
Diana Hinchcliff	02/12/2012 – 12/31/2017
John Mormile	02/14/2013 – 12/31/2018
MaryAnne Overbaugh	02/12/2014 – 12/31/2019

BOARD OF ASSESSMENT REVIEW- Supervisor Lounsbury moved that Bradley Chase be appointed Board of Assessment Review, term 01/01/ 2015 – 09/30/2019, 2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

BOARD OF ASSESSMENT REVIEW (GRIEVANCE BOARD) - TERMS

Eric Sutton	01/10/2013 – 09/30/2017
Scott Whitbeck	01/02/2014 –09/30/2018
Bradley Chase	01/01/2015 – 09/30/2019

REGISTRAR OF VITAL STATISTICS – Supervisor Lounsbury moved that Victoria Kraker be appointed Registrar of Vital Statistics; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DEPUTY TOWN CLERK/COLLECTOR/REGISTRAR – Supervisor Lounsbury moved that Kathryn Wank be appointed Deputy Town Clerk/Collector/Registrar; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

COURT CLERKS – Supervisor Lounsbury moved that Lorraine Case and Emileigh Tanner be appointed Court Clerks; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

RECORDS INVENTORY CLERK – Supervisor Lounsbury moved that Kathryn Wank be appointed Records Inventory Clerk; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ENGINEER TO THE TOWN – Engineers will be contracted on an as-needed basis.

MILEAGE –Supervisor Lounsbury moved that the mileage rate per mile for all Town employees be set at 57.5 cents per mile; 2nd by Councilwoman Cooke.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

OFFICIAL NEWSPAPER – Supervisor Lounsbury moved that the *Altamont Enterprise* be appointed the official newspaper and authorized the Town Clerk and Supervisor to advertise in other newspapers as needed; 2nd by Councilman Wood
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

DEPOSITORIES – Supervisor Lounsbury moved that the Bank of Greene County be designated by individual officers for depositing funds, 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

MEETING DATE – Supervisor Lounsbury moved that the 2nd Thursday of the month at 7:00 PM be the official meeting date, 2nd by Councilman Bolte.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ASSOCIATION OF TOWNS – Supervisor Lounsbury stated that designated Town Officials be authorized to attend the Association of Towns Meeting in New York City in February at their own expense to be determined at a later date.

SENIOR SERVICES COORDINATORS – Supervisor Lounsbury moved that Ann Vogel be appointed Senior Services Coordinators; 2nd by Councilman Wood.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ASSISTANT SENIOR SERVICES COORDINATOR – Supervisor Lounsbury moved that Thomas Snyder be appointed Assistant Senior Services Coordinator; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

INVESTMENT POLICY- Supervisor Lounsbury moved to reaffirm the investment policy; 2nd by Councilman Bolte.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

FINANCIAL REPORT – Councilwoman Sedlmeir moved that the Supervisor be authorized 60 days after the close of the Fiscal Year to complete the Financial Report for the Town; 2nd by Councilman Bolte.
Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

BILLS – Councilwoman Sedlmeir moved that the Supervisor be authorized to make payments in advance for lights, telephone, postage, postage express charges, postage meter payments and to pay principal and interest of indebtedness, stated

salaries, compensation of various officers and employees regularly engaged to the Town at the agreed wage, by the hour, day, week, month or year and to pay amounts becoming lawfully due upon contracts for the periods exceeding one year for which provisions for payment has been made in the annual budget, and to make transfers from the medical insurance line items of the budget to the medical insurance bank account as needed to cover medical expenses for the employees covered under the medical insurance plan; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

WAGES – Supervisor Lounsbury moved that the following wage, salary and schedule of payments be adopted for the year 2014:

<u>POSITION</u>	<u>TOTALS</u>	<u>PAID</u>
Town Council (4 @ \$3,000 each)	12,000	Monthly
Town Justice (2 @ \$9,150 each)	18,300	Weekly
Town Supervisor	12,500	Monthly
Town Clerk/Collector	32,280	Weekly
Assessors (3)		
Uncertified	4,635	Monthly
Certified	5,835	Monthly
Chairman	6,335	Monthly
Attorney to the Town	34,000	Quarterly
Building/Zoning Officer	14,930	Monthly
Dog Control Officer	5,140	Monthly
Registrar of Vital Statistics	580	Annually
Superintendent of Highways	42,300	Weekly
Constable	1,300	Monthly
Water Treatment Officer		
Uncertified	9,000	Monthly
Certified	10,000	Monthly
Deputy (\$10.00/hr.)	2,000	Monthly
Sewage Treatment Officer	5,000	Monthly
Deputy	1,000	Monthly
Water Rent Collector	400	Annually

HIGHWAY EMPLOYEES

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
	<u>10/23/2014 – 10/23/2015</u>	
Foreman	\$19.09	Weekly

Truck Driver	18.29	Weekly
	<u>10/24/2015 – 04/23/2016</u>	
Foreman	\$19.27	Weekly
Truck Driver	18.47	Weekly

RECYCLING DEPARTMENT

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
Recycling Co-Ordinator	36,705 (salaried)	Weekly
Sub/Recycling	10.00	Weekly
Sub/Recycling (CDL)	11.64	Weekly

ADMINISTRATION

<u>POSITION</u>	<u>SALARY/WAGES</u>	<u>PAID</u>
Clerk 1 (\$19.90/hr.)	\$23,191	Weekly
Clerk 2 – Assessors (\$10.50/hr.)	11,500	Weekly
Deputy Town Clerk (\$11.00/hr.)	13,000	Weekly
Justice Clerk (2) (\$2,200.00 each – salaried)	4,400	Monthly
Planning Board Secretary (\$10.00/hr.)	3,500	Weekly
Zoning Secretary (\$10.00/hr.)	2,000	Weekly
Bldg. Inspector Clerk	3,276	Monthly
Clerk to Superintendent (\$11.00/hr.)	4,576	Monthly

BUILDINGS

Custodian (\$12.00/hr.)	2,000	Weekly
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2nd by Councilman Wood.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

BONDED OFFICIALS – Supervisor Lounsbury moved that the following officials be bonded; Supervisor Valerie Lounsbury, Deputy Supervisor Marion Cooke, Town Justice Gregory Bischoff, Town Justice Ronald J. Bates, Superintendent Randy Bates, Town Clerk/Collector Victoria Kraker, Deputy Town Clerk/Collector Kathryn Wank, Building/Zoning Officer Mark Overbaugh, Planning/Zoning Board Secretary Steven Pflieger, and Clerk 1 for the Supervisor Sarah Hunt; 2nd by Councilman Bolte.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

ADJOURNMENT - A motion was made by Councilman Bolte to adjourn the meeting at 7:31 PM, 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir, Wood, and Cooke; Nays (0)

RESPECTFULLY SUBMITTED;

Victoria H. Kraker
Town Clerk