

MINUTES
OF THE
TOWN OF RENSSELAERVILLE
TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 3, 2017
7:00 PM

The Organizational Meeting of the Town Board of the Town of Rensselaerville was held on the 3rd day of January, 2017, 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
Councilwoman Marion Cooke
Councilman John Dolce
Councilwoman Margaret Sedlmeir
Acting Recording Secretary Steven Pflieger

ABSENT WAS: Councilman Gerald Wood
Town Clerk Victoria H. Kraker

Also present were Town Justice Ronald Bates, Town Justice Dwight Cooke, Recycling Coordinator Jon Whitbeck and three interested citizens.

The term of office for the following appointments is January 1, 2017 through December 31, 2017, 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 for the Town; 2nd by Councilwoman Sedlmeir

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

CRITICAL INCIDENT MANAGER - Supervisor Lounsbury moved that Brian Wood be appointed Critical Incident Manager; 2nd by Councilwoman Cooke.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

CRITICAL INCIDENT OFFICER - Supervisor Lounsbury moved that Gerald Wood be appointed Critical Incident Officer; 2nd by Councilman Dolce.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

DEPUTY TOWN HIGHWAY SUPERINTENDENT - Supervisor Lounsbury moved that Earl David Potter be appointed Deputy Town Highway Superintendent/Time Keeper; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

WATER TREATMENT OFFICER - Supervisor Lounsbury moved that John Rice be appointed Water Treatment Officer; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

DEPUTY WATER TREATMENT OFFICER – Supervisor Lounsbury moved that Gerritt Platel be appointed Deputy Water Treatment Officer; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

SEWAGE TREATMENT OFFICER – Supervisor Lounsbury moved that John Rice be appointed Sewage Treatment Officer; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

DEPUTY SEWAGE TREATMENT OFFICER – Supervisor Lounsbury moved that Gerritt Platel be appointed Deputy Sewage Treatment Officer; 2nd by Councilwoman Sedlmeir.
Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

WATER/SEWER COMMITTEE MEMBER – Supervisor Lounsbury moved that William Benson be appointed Water/Sewer Committee Member for a term of 1/1/2017 – 12/31/2021; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

RENSSELAERVILLE WATER/SEWER COMMITTEE – TERMS

Richard Platel	01/01/2013 - 12/31/2017
Micah Kuhar	01/01/2014 – 12/31/2018
Timothy Miller	02/01/2015 – 12/31/2019
Thomas Delp	01/01/2016 – 12/31/2020
William Benson	01/01/2017 – 12/31/2021

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

CLERK 1 TO SUPERVISOR (Bookkeeper) – Supervisor Lounsbury moved that Linda McCormick be appointed Clerk 1 to Supervisor (Bookkeeper); 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (3) Lounsbury, Dolce, and Sedlmeir; Nays (0); Abstains (1) Cooke; Absent (1) Wood

CLERK 2 TO ASSESSORS – Supervisor Lounsbury moved that Debra Baxter be appointed Clerk 2 for Assessors; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

SUBSTITUTE REFUSE/RECYCLING OFFICERS – Supervisor Lounsbury moved that Mark Case and Jonathan Wilber be appointed Substitute Recycling/Refuse Coordinators; 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

PLANNING BOARD – Supervisor Lounsbury moved that Sherri Pine be appointed to the Planning Board, term 1/1/2017 – 12/31/2023; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

PLANNING BOARD TERMS

Maryanne Overbaugh	08/11/2016 – 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
Laura Bates	05/26/2016 – 12/31/2021
Dorothea Cotter	01/01/2016 – 12/31/2022
Sherri Pine	01/01/2017 – 12/31/2023

PLANNING BOARD CHAIRMAN – Supervisor Lounsbury moved that Richard Amedure be appointed Planning Board Chairman; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

PLANNING BOARD/ZONING BOARD SECRETARY – Supervisor Lounsbury moved that Steven Pflieger be appointed Planning Board/Zoning Board Secretary; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR – Supervisor Lounsbury moved that Mark Overbaugh be appointed Code Enforcement Officer/Building Inspector; 2nd by Councilwoman Cooke.

Motion carried: Ayes (3) Lounsbury, Cooke, and Dolce; Nays (1) Sedlmeir; Absent (1) Wood

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 Councilwoman Cooke. *Special Note: This position will be re-evaluated by the Town Board in April 2017.*

Motion carried: Ayes (3) Lounsbury, Cooke, and Dolce; Nays (1) Sedlmeir; Absent (1) Wood

ZONING BOARD OF APPEALS – Supervisor Lounsbury moved that David Winans be appointed Zoning Board of Appeals member, term to be 1/1/2017 – 12/31/2021; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

Supervisor Lounsbury moved that Brian Wood be appointed to fill the vacancy created by the resignation of John Mormile; term to be 01/01/2017 – 12/31/2018; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

ZONING BOARD OF APPEALS – TERMS

Anthony Higgins	01/01/2013 – 12/31/2017
Brian Wood	01/01/2017 – 12/31/2018
Anthony Guadagno	01/01/2015 – 12/31/2019
Bradley Chase	01/01/2016 – 12/31/2020
David Winans	01/01/2017 – 12/31/2021

ZONING BOARD OF APPEALS CHAIRMAN –Supervisor Lounsbury moved that Anthony Guadagno be appointed Zoning Board of Appeals Chairman; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

BOARD OF ETHICS – Supervisor Lounsbury moved that Donald Britton, Sr. be appointed Board of Ethics member, term to be 1/1/2017 – 12/31/2021; 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

BOARD OF ETHICS TERMS

Douglas Lansing	07/14/2016 – 12/31/2017
John Mormile	01/01/2017 – 12/31/2018
Maryanne Overbaugh	02/12/2014 – 12/31/2019
Allyn Wright	01/01/2016 – 12/31/2020
Donald Britton, Sr.	01/01/2017 – 12/31/2021

BOARD OF ETHICS CHAIRPERSON – Supervisor Lounsbury moved that Maryanne Overbaugh be appointed Board of Ethics Chairperson, 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

BOARD OF ASSESSMENT REVIEW (GRIEVANCE BOARD) – No appointment necessary.

BOARD OF ASSESSMENT REVIEW (GRIEVANCE BOARD) – TERMS

Eric Sutton	01/01/2013 – 09/30/2017
Scott Whitbeck	01/01/2014 – 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 Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

COURT CLERKS – Supervisor Lounsbury moved that Sally Lounsbury and Kim Welsch be appointed Court Clerks; 2nd by Councilwoman Cooke.

Motion carried: Ayes (3) Cooke, Dolce, and Sedlmeir; Nays (0); Abstains (1) Lounsbury; Absent (1) Wood

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

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 .535 cents per mile; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

MEETING DATE – Supervisor Lounsbury moved that the 2nd Thursday of the month at 7:00 PM be the official meeting date for Town Board meetings; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

ASSOCIATION OF TOWNS – Supervisor Lounsbury moved that designated Town Officials be authorized to attend the Association of Towns Meeting in New York City in February at their own expense; 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

SENIOR SERVICES COORDINATOR – Supervisor Lounsbury moved that Ann Vogel be appointed Senior Services Coordinator; 2nd by Councilwoman Cooke.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

ASSISTANT SENIOR SERVICES COORDINATOR – Supervisor Lounsbury moved that Thomas Snyder be appointed Assistant Senior Services Coordinator; 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

INVESTMENT POLICY- Supervisor Lounsbury moved to reaffirm the investment policy; 2nd by Councilman Sedlmeir.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

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 Councilwoman Cooke.

Motion carried: Ayes (3) Cooke, Dolce, and Sedlmeir; Nays (0); Abstains (1) Lounsbury; Absent (1) Wood

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 by 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 Dolce.

Motion carried: Ayes (3) Cooke, Dolce, and Sedlmeir; Nays (0); Abstains (1) Lounsbury; Absent (1) Wood

WAGES – Supervisor Lounsbury moved that the following wage, salary and schedule of payments be adopted for the year 2017:

<u>POSITION</u>	<u>TOTALS</u>	<u>PAID</u>
Town Council (4 @ \$3,000 each)	12,000	Monthly
Town Justice (2 @ \$9,450 each)	18,900	Weekly
Town Supervisor	12,500	Monthly
Town Clerk/Collector	32,780	Weekly
Assessors (3)		
Uncertified	4,835	Monthly
Certified (3@ \$1,200 each)	6,035	Monthly
Chairman (1 @ \$500)	6,535	Monthly
Attorney for 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	44,300	Weekly
Constable	1,400	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 (\$10.00/hr.)	1,000	Monthly
Water Rent Collector	400	Annually

HIGHWAY EMPLOYEES

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
	<u>10/23/2016 – 04/22/2017</u>	
Foreman	\$19.64	Weekly
Truck Driver (CDL)	18.84	Weekly
	<u>04/23/2017 – 10/22/2017</u>	
Foreman	\$19.83	Weekly
Truck Driver (CDL)	19.03	Weekly
Seasonal Help CDL	\$18.00	Weekly
Non-CDL	16.00	Weekly

RECYCLING DEPARTMENT

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
Recycling Co-Ordinator	37,255 (salaried)	Weekly
Substitute (CDL)	11.64	Weekly
Substitute (Non-CDL)	10.00	Weekly

ADMINISTRATION

<u>POSITION</u>	<u>SALARY/WAGES</u>	<u>PAID</u>
Clerk 1 (\$19.90/hr.)	\$23,200	Weekly
Clerk 2 – Assessors (\$15.00/hr.)	12,000	Weekly
Deputy Town Clerk (\$12.00/hr.)	13,000	Weekly
Justice Clerk (2) (\$2,400.00 each – salaried)	4,800	Monthly
Planning Board Secretary (\$12.00/hr.)	3,500	Weekly
Zoning Secretary (\$12.00/hr.)	2,000	Weekly
Bldg. Inspector Clerk (Salaried)	3,280	Monthly
Clerk to Superintendent (\$12.00/hr.)	4,600	Monthly

BUILDINGS

Hired Cleaning Service (Paid Sub-Contractor)	2,000	Annually
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2nd by Councilwoman Sedlmier

*Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0);
Absent (1) Wood*

BONDED OFFICIALS – Councilwoman Sedlmeir moved that Supervisor Lounsbury be bonded, 2nd by Councilwoman Cooke.

Motion carried: Ayes (3) Cooke, Dolce, and Sedlmeir; Nays (0) Abstain (1) Lounsbury; Absent (1) Wood

Councilwoman Sedlmeir moved that Deputy Supervisor Cooke be bonded, 2nd by Councilman Dolce.

Motion carried: Ayes (3) Lounsbury, Dolce, and Sedlmeir, Nays (0); Abstain (1) Cooke; Absent (1) Wood

Supervisor Lounsbury moved that the following officials be bonded; Town Justice Ronald J. Bates, Town Justice Dwight T. Cooke, 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 Linda McCormick; 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

2016 PAYMENTS – Supervisor Lounsbury moved that the 2016 books remain open until January 13, 2017 in order to pay any remaining 2016 bills, 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

OATH OF OFFICE – Justice Bates and Justice Cook swore the following appointed officials into office:

Donald Britton, Sr., Marion Cooke, David Winans, Jon Whitbeck, and Steven Pflieger.

ADJOURNMENT –A motion was made by Councilwoman Sedlmeir to adjourn the meeting at 7:42 PM, 2nd by Councilman Dolce.

Motion carried: Ayes (4) Lounsbury, Cooke, Dolce, and Sedlmeir; Nays (0); Absent (1) Wood

RESPECTFULLY SUBMITTED;

Steve Pflieger

Acting Recording Secretary

*Minutes typed by Town Clerk Victoria H. Kraker via audio recording and notes taken by Acting Recording Secretary, Steven Pflieger