

MINUTES
OF THE
TOWN OF RENSSELAERVILLE
TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 2, 2018
7:00 PM

The Organizational Meeting of the Town Board of the Town of Rensselaerville was held on the 2nd day of January, 2018, at 7 o'clock in the evening. The meeting was convened by Supervisor Pflieger and the roll was called with the following results:

PRESENT WERE: Attorney Thomas Fallati
Supervisor Steven Pflieger
Councilwoman Marion Cooke
Councilman John Dolce
Councilman Jason Rauf
Councilwoman Margaret Sedlmeir
Town Clerk Victoria Kraker

Also present were Town Justice Ronald Bates, Highway Superintendent Randy Bates, Assessors Donna Kropp, Jeffrey Pine and Kathryn Wank, Code Enforcement Officer/Building Inspector Mark Overbaugh, Recycling Coordinator Jon Whitbeck, and nine interested citizens.

The term of office for the following appointments is January 1, 2018 through December 31, 2018, unless otherwise stated.

ATTORNEY TO THE TOWN – Supervisor Pflieger moved that the law firm of Tabner, Ryan, & Keniry, LLP be appointed Attorneys for the Town; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

EXECUTIVE SESSION

A motion was made by Councilwoman Cooke to enter into Executive Session at 7:02 pm for the purpose of discussing employee history and possible litigation. The motion was seconded by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

A motion was made by Councilwoman Sedlmeir to return from Executive Session at 7:44 pm; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

CRITICAL INCIDENT MANAGER - Supervisor Pflieger moved that Brian Wood be appointed Critical Incident Manager; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

DEPUTY TOWN HIGHWAY SUPERINTENDENT - Supervisor Pflieger moved that Charles Welsch be appointed Deputy Town Highway Superintendent/Time Keeper; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

WATER TREATMENT OFFICER - Supervisor Pflieger moved that John Rice be appointed Water Treatment Officer; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

DEPUTY WATER TREATMENT OFFICER – Supervisor Pflieger moved that Gerritt Platel be appointed Deputy Water Treatment Officer; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

SEWAGE TREATMENT OFFICER – Supervisor Pflieger moved that John Rice be appointed Sewage Treatment Officer; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

DEPUTY SEWAGE TREATMENT OFFICER – Supervisor Pflieger moved that Gerritt Platel be appointed Deputy Sewage Treatment Officer; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

WATER/SEWER COMMITTEE MEMBER – Supervisor Pflieger moved that Rebecca Platel be appointed Water/Sewer Committee Member for a term of 1/1/2018 – 12/31/2022; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

RENSSELAERVILLE WATER/SEWER COMMITTEE – TERMS

Micah Kuhar	01/01/2014 – 12/31/2018
Daniel Ballinger	11/09/2017 – 12/31/2019
Thomas Delp	01/01/2016 – 12/31/2020
William Benson	01/01/2017 – 12/31/2021
Rebecca Platel	01/01/2018 – 12/31/2022

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

CLERK 1 TO SUPERVISOR (Bookkeeper) – Supervisor Pflieger moved that Linda McCormick be appointed Clerk 1 to Supervisor/Bookkeeper; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

ACCOUNTANT TO THE TOWN – Supervisor Pflieger moved that Pattison, Kosky, Howe and Bucci, CPA's be appointed Accountant to the Town; 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

DEPUTY SUPERVISOR – Supervisor Pflieger moved that Councilman John Dolce be appointed Deputy Supervisor; 2nd by Councilman Rauf.

Motion carried: Ayes (4) Pflieger, Cooke, Rauf, and Sedlmeir; Nays (0); Abstains (1) Dolce

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

PLANNING BOARD – Supervisor Pflieger moved that Maryanne Overbaugh be appointed to the Planning Board, term 1/1/2018 – 12/31/2024; 2nd by Councilman Rauf.
Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

PLANNING BOARD TERMS

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
Maryanne Overbaugh	01/01/2018 – 12/31/2024

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

PLANNING BOARD/ZONING BOARD SECRETARY – TBA – Steven Pflieger will be filling the vacancy until a clerk can be hired.

CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR – Councilwoman Cooke moved that Mark Overbaugh be appointed Code Enforcement Officer/Building Inspector for a period of three (3) months, subject to Town Board evaluation. The motion was seconded by Councilman Dolce.

Motion carried: Ayes (4) Cooke, Dolce, Rauf, and Sedlmeir; Nays (0); Abstains (1) Pflieger

CLERK TO CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR - Supervisor Pflieger moved that Debra Baxter be appointed Clerk to the Code Enforcement Officer/Building Inspector; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

ZONING BOARD OF APPEALS – Supervisor Pflieger moved that Anthony Higgins be appointed Zoning Board of Appeals member, term to be 1/1/2018 – 12/31/2022; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

ZONING BOARD OF APPEALS – TERMS

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
Anthony Higgins	01/01/2018 – 12/31/2022

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

BOARD OF ETHICS – Supervisor Pflieger moved that Douglas Lansing be appointed Board of Ethics member, term to be 1/1/2018 – 12/31/2022; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

BOARD OF ETHICS TERMS

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
Douglas Lansing	01/01/2018 – 12/31/2022

BOARD OF ETHICS CHAIRPERSON – Supervisor Pflieger moved that Maryanne Overbaugh be appointed Board of Ethics Chairperson, 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

BOARD OF ASSESSMENT REVIEW (GRIEVANCE BOARD) – TERMS

Scott Whitbeck	10/01/2014 – 09/30/2018
Bradley Chase	10/01/2015 – 09/30/2019
Eric Sutton	10/01/2017 – 09/30/2022

REGISTRAR OF VITAL STATISTICS – Supervisor Pflieger moved that Victoria Kraker be appointed Registrar of Vital Statistics; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

MILEAGE – Supervisor Pflieger moved that the mileage rate per mile for all Town employees be set at 54.5 cents per mile; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

OFFICIAL NEWSPAPER – Supervisor Pflieger 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 Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

DEPOSITORIES – Supervisor Pflieger moved that the Bank of Greene County be designated by individual officers for depositing funds; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

ASSOCIATION OF TOWNS – Supervisor Pflieger 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 Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

SENIOR SERVICES COORDINATOR – Supervisor Pflieger moved that Ann Vogel be appointed Senior Services Coordinator; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

ASSISTANT SENIOR SERVICES COORDINATOR – Supervisor Pflieger moved that Thomas Snyder be appointed Assistant Senior Services Coordinator; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

INVESTMENT POLICY- Supervisor Pflieger moved to reaffirm the investment policy; 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; 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 Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; 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 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 Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

WAGES – Supervisor Pflieger moved that the following wage, salary and schedule of payments be adopted for the year 2018:

<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	36,000	Quarterly
Building/Zoning Officer	14,930	Monthly
Dog Control Officer	5,140	Monthly
Registrar of Vital Statistics	580	Annually
Superintendent of Highways	45,407.50	Weekly
Constable	1,400	Monthly
Water Treatment Officer		
Uncertified	9,000	Monthly
Certified	10,000	Monthly
Deputy (\$17.00/hr.**)	2,040	Monthly
Sewage Treatment Officer	5,000	Monthly
Deputy (\$17.00/hr.**)	1,040	Monthly
Water Rent Collector	400	Annually

HIGHWAY EMPLOYEES

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
Foreman	\$20.41	Weekly
Truck Driver (CDL)	19.61	Weekly
Seasonal Help CDL	\$18.00	Weekly
Non-CDL	16.00	Weekly

Seasonal – Winter* \$19.61 Weekly
*Rate of pay is contingent upon whether seasonal employee is a former
Union worker

RECYCLING DEPARTMENT

<u>POSITION</u>	<u>PAID PER HOUR</u>	<u>PAID</u>
Recycling Co-Ordinator	38,186.40 (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 (\$20.35/hr.)	\$23,670	Weekly
Clerk 1 Assistant (\$20.00/hr.)	15,600	Weekly
Clerk 2 – Assessors (\$15.00/hr.)	10,500	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 A (\$12/hr.)	3,280	Weekly
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 Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

A motion was made by Supervisor Pflieger to rescind the motion that Debra Baxter be appointed Building Inspector Clerk and moved to appoint Debra Baxter to be Building Inspector Clerk A. The motion was seconded by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

A motion was made by Supervisor Pflieger to rescind the wage, salary, and schedule of payments for 2018; 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

A motion was made by Supervisor Pflieger to adopt the 2018 wage, salary, and schedule of payments as corrected above*, except for the wages of the Deputy Water Treatment Officer and Deputy Sewer Treatment Officer until verified; 2nd by Councilwoman Sedlmeir

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

* Clerk 1/Bookkeeper: \$20.35/hour - \$23, 670/year ** Verified

BONDED OFFICIALS – Councilwoman Sedlmeir moved that Supervisor Pflieger be bonded, 2nd by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

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

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

Councilwoman Sedlmeir moved that the following officials be bonded; Town Justice Ronald J. Bates, Superintendent Randy Bates, Town Clerk/Collector Victoria Kraker, Deputy Town Clerk/Collector Kathryn Wank, Planning/Zoning Board Secretary (TBA), Code Enforcement Officer/Building Inspector Mark Overbaugh, and Clerk 1 for the Supervisor/Bookkeeper Linda McCormick; 2nd by Supervisor Pflieger.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

2017 PAYMENTS – Supervisor Pflieger Supervisor Pflieger moved that the 2017 books remain open until February 28, 2018 in order to pay any remaining 2017 bills, 2nd by Councilwoman Cooke.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

Supervisor Pflieger wished to create a position of an assistant to Clerk 1/Bookkeeper, Linda McCormick.

A motion was made by Councilman Dolce to create a position of an assistant to Clerk 1/Bookkeeper; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

A motion was made by Councilman Rauf to appoint Valerie Lounsbury to the position of assistant to Clerk 1/Bookkeeper at a rate of \$20.00/hour for a maximum of 15 hours/week for a term of one year. The motion was seconded by Councilman Dolce.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

OATH OF OFFICE – Justice Bates swore the following appointed officials into office: Richard Amedure, Marion Cooke, John Dolce, Victoria H. Kraker, Mark Overbaugh, Maryanne Overbaugh, Jason Rauf, Kathryn Wank, Charles Welsch, Jon Whitbeck, and Gerald Wood.

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ADJOURNMENT –A motion was made by Councilwoman Sedlmeir to adjourn the meeting at 8:23 PM, 2nd by Councilman Rauf.

Motion carried: Ayes (5) Pflieger, Cooke, Dolce, Rauf, and Sedlmeir; Nays (0)

RESPECTFULLY SUBMITTED;

Victoria H. Kraker

Town Clerk