

RE-ORGANIZATIONAL MEETING

JANUARY 7, 2010

MINUTES of the Re-Organizational Meeting held by the Town Board of the Town of Shawangunk, County of Ulster, State of New York at the Town Office Building in Wallkill, New York on the 7th day of January 2010 at 7 pm.

Present were Supervisor John Valk Jr., Councilmen Brian Amthor, Robert Miller, Adrian DeWitt and Matthew Watkins, Town Clerk Margaret Tremper, Supt. of Highways Martin Hand, Planning Board Chairman Kristine Pedersen and Police Chief Frank Petrone.

The schedule of the year 2010 meetings is (there will be two regular meetings) the first and third Thursdays of each month. Work sessions and special meetings will schedule as needed. All Meetings will be at Town Hall (unless otherwise noted) and begin at 7 PM.

Deputy Supervisor – Adrian DeWitt
Budget Officer - John Valk Jr.
Official Newspaper - Wallkill Valley Times and the Times Herald Record as an alternate
Authorized Signatures of Town Checks - John Valk Jr. and Adrian DeWitt
Attorney for the Town - Richard Hoyt
Auditors for the Town - Cooper & Niemann
Engineer for the Town - Brinnier & Larios
Tax Collector - Margaret Tremper
Building Inspector/Code Enforcement Office – George Sawyer
Deputy Building Inspector – Lisa Magliano
Deputy fire inspector- Craig Ross
Town Historian – Barbara Palinkas
Welfare Officer - John Valk Jr.
Attorney Wallkill Sewer & Water District - Richard Hoyt
Engineer Wallkill Sewer & Water District - Brinnier & Larios
Planner for Planning Board -Tim Miller Associates
Operations of Water and Sewer - Environmental Consultants
Registrar of Vital Statistics - Margaret Tremper
Public Access Officer - Margaret Tremper
Minority Business Officer - John Valk Jr.
5 Year term Planning Board – Alan White
5 Year term ZBA –
5 Year term Assessment Bd. Review – Angelo Ruggiero
Environmental Management Commission – (2 year terms)
Liana Hoodes, Angela Sisson, Julie Craner and David Tompkins
Chairman Zoning Board – Archibald Reid
Chairman Planning Board - Kristine Pedersen
Chairperson for Environmental Management Commission- Angela Sisson
Representatives on UC Planning Board-Mark Watkins, Roger Rascoe as an alternate
Representative on UC Environmental Management Commission- Dave Haldeman
Director of Civil Defense - John Valk Jr.
Director of Purchasing and Personnel - John Valk Jr.
911 Coordinator - Curtis Schoeberl
Police Chief - Frank Petrone
Dog Control Officer - Tom Grossi
Web Page Director - Angelo Ruggiero
Recreation Director - Donna Vandermark
Designee Representative to Wallkill Ambulance Board of Directors - John Valk

Revolving Loan Committee -

Robert Overfield, Gail Swalm, Antoinette Gagan, Bruce Lott, Curtis Schoeberl and Albert Meyer

A motion was made by Councilman Miller and seconded by Councilman DeWitt that the appointments be made as recommended.

VOTE: ALL AYE

A motion was made by Councilman DeWitt and seconded by Councilman Watkins that the Supervisor be authorized to invest funds of the Town for the year 2010 under the following guidelines:

There will be a third party agreement with all banks where Town moneys are involved for deposit.

Sufficient investments will come due prior to audit meeting to insure sufficient amounts of money to cover all accounts payable that are due.

All designated banks will be contacted for competitive rates when investments are renewed.

Town funds can only be placed in investments approved by the State Comptroller.

Key Bank, Citizens Bank and M & T Bank will be contacted for competitive rates.

VOTE: ALL AYE

A motion was made by Councilman Amthor and seconded by Councilman Miller that Key Bank will handle the regular savings account and the payroll and accounts payable accounts for 2010.

VOTE: ALL AYE.

A motion was made by Councilman Watkins and seconded by Councilman Miller that the Supervisor be authorized to pay all claims in advance of audit, such as: rent, payrolls, electric, telephone, postage, freight charges, petty cash, insurance billings, discounted invoices, and recreation expenses etc. as allowed by law for the year 2010 if needed.

VOTE: ALL AYE.

A motion was made by Councilman Miller and seconded by Councilman Amthor that the Supervisor be authorized to sign contracts with the fire companies, Ambulance Corp, Historical Society, Walker Valley band, and the senior citizens clubs for the dollar amounts approved in the annual budget.

VOTE: ALL AYE.

A motion was made by Councilman DeWitt and seconded by Councilman Watkins that the Supervisor be authorized to make administrative decisions for the daily operations of the day-to-day business of the Town.

VOTE: ALL AYE

A motion was made by Councilman Amthor and seconded by Councilman Watkins that a per diem rate of \$50.00 per day is reimbursed for meals while attending out of town conferences for receipts submitted.

VOTE: ALL AYE.

A motion was made by Councilman Miller and seconded by Councilman DeWitt that all contractors doing work with the Town sign a hold harmless agreement and provide a certificate of proof of one million dollars per occurrence liability insurance additionally insuring the Town as well proof that their employees are covered by Workmen's Compensation insurance before any work commences.

VOTE: ALL AYE.

A motion was made by Councilman Amthor and seconded by Councilman Watkins to set \$.40 per mile as the reimbursement rate for use of personal vehicles while conducting official Town business when town supplied vehicles are not available and with prior approval.

VOTE: ALL AYE.

A motion was made by Councilman Miller and seconded by Councilman Amthor to adopt the following policy for paying vouchers:

VOTE: ALL AYE.

Vouchers and bills will be audited at the regular scheduled meetings twice every month, for all vouchers submitted by the end of the Monday prior to the meeting.

The Business Office will screen all vouchers prior to Board review for accuracy. All vouchers require a minimum of 3 Board members initials prior to payment.

Set Salaries and Rates of Pay for Non-Contractual Staff and Officials

A motion was made by Councilman DeWitt and seconded by Councilman Miller that the following salaries and rates of pay be set for 2010:

Council Members(4)	\$ 11,914.00	yr
Judges (2)	\$ 14,490.00	yr
Court Clerk (f/t)	\$ 16.83	hr
Asst. Court Clerk (p/t)	\$ 14.91	hr
Court Bailiff(s) (2)	\$ 14.97	hr
	\$ 13.97	hr
Supervisor	\$ 33,208.00	yr
Supervisor's Secretary	\$ 15.05	hr
Supervisor's Bookkeeper	\$ 20.08	hr
Tax Collector	\$ 10,241.00	yr
Asst. to Tax Collector	\$ 14.91	hr
Budget Officer	\$ 6,427.35	yr
Assessor	\$ 50,551.20	yr
Assessor's Field Assistant	\$ 14.91	hr
Assessor's Field Assistant (p/t)	\$ 14.91	hr
Assessment Board of Review Chairperson	\$ 154.00	mtg
Assessment Board of Review members (4)	\$ 77.00	mtg
Town Clerk	\$ 39,377.00	yr
Deputy Town Clerk	\$ 15.94	hr
Deputy Town Clerk (p/t)	\$ 14.91	hr
Web Page Director	\$ 14.61	hr
911 Coordinator	\$ 1,370.34	yr

Dog Control Officer 1 <u>MINUTES.</u> Dog Control Officer 2	\$ 11.70	call
Deputy Building Inspector	\$ 18.64	hr
Building Dept. Clerk	\$ 14.91	hr
Crossing Guards (1)	\$ 16.64	hr
Crossing Guards (2)	\$ 15.50	hr
Supt. of Highways	\$ 52,110.00	yr
Highway Clerk	\$ 14.91	hr
Welfare Officer	\$ 3,213.68	yr
Recreation Director	\$ 6,220.00	yr
Summer Rec. Director	\$ 2,435.36	yr
Historian	\$ 652.05	yr
Zoning Board Chairperson	\$ 154.00	mtg
Zoning Board Members (4)	\$ 77.00	mtg
Zoning Board Secretary (p/t)	\$ 14.91	hr
Planning Board Chairperson	\$ 154.00	mtg
Planning Board Members (4)	\$ 77.00	mtg
PB Secretary(p/t)	\$ 14.91	hr
Police Chief	\$ 62,234.00	YR
Municipal Worker II (5)	\$ 13.08	hr
Municipal Worker 1 (1)	\$ 10.69	hr

*In addition, all non-elected and non-contractual employees receive the following longevity after the following consecutive years of completed service:

5yrs to end of 9th year	\$ 0.30	hr
10 years to end of 14th year	\$ 0.44	hr
15 years to end of 19th year	\$ 0.59	hr
20 years and over	\$ 0.75	hr

*Excludes Highway and Police
contracted employees

VOTE: ALL AYE.

Supervisor Valk appointed the following Town Board Committees for 2010:

Personnel	Valk –Amthor
Insurance	Valk-Watkins
Recreation	DeWitt-Watkins, Donna Vandermark, Ingrid Malloy, Sandy Damon and Steve Bouffard
Solid Waste & Recycling	Valk-Watkins
Water/Sewer	Valk – Miller
Sidewalk/Lighting	Amthor-Watkins
Liaison to Highway Supt	DeWitt – Valk
Buildings/Parks & Grounds	DeWitt – Watkins
Liaison to Police Chief	Miller - Amthor
Liaison Planning & Zoning	Valk – Watkins
Cable TV	Valk – Watkins
Galeville Park Development	Miller – Valk
Verkeerderkill - Greer Parks	Miller – DeWitt
Community Enhancement (East)	Amthor-Valk
Community Enhancement (West)	Watkins-Valk
Web Site	Amthor-Watkins
Buildings Capital Planning	Watkins-Valk
New Town Hall	Valk – Miller

A motion was made by Councilman Watkins and seconded by Councilman DeWitt that the meeting be adjourned at 7:12 pm. VOTE: ALL AYE