

THE TOWN OF MAMAKATING TOWN BOARD MEETING HELD ON TUESDAY, JANUARY 5, 2016 AT 6:00 P.M. IN THE TOWN HALL, WURTSBORO, NEW YORK.

Present: William E. Herrmann- Supervisor
Matt Taylor - Councilman
Brenda Giraldi- Councilwoman
Christine Saward – Councilwoman
Janet Lybolt - Councilwoman
J. Benjamin Gailey- Attorney for the Town
Jean M. Dougherty- Town Clerk

Also present: Robert Fiore – Deputy Supervisor
Catherine Herrmann – Confidential Secretary to the Supervisor
Riley Platt III – Highway Superintendent
JoAnn Salamone – Deputy Highway Superintendent
Kerron Barnes – Interagency Coordinator

SWEARING IN CEREMONY

The Honorable Cynthia Dolan swore in the incoming elected officials.

WORKSESSION DISCUSSION ITEMS

1. Swearing In Ceremony performed by Judge Cynthia Dolan
2. Official Undertaking of Municipal Officers

CALL TO ORDER/PLEDGE OF ALLEGIANCE

- The January 5, 2016 meeting was called to order with the pledge to the flag.

HIGHWAY SUPERINTENDENT'S REPORT

- Weather has been good but has concern for this weekend

COUNTY LEGISLATIVE REPORT

- County Legislator Catherine Owens reported that Luiz Alvarez was appointed as the County Chairman of the County Legislature.

SUPERVISOR'S REPORT

Items to work on 2016

Uniform department building hours
Staffing needs
Formation of Local Development Corporation
Building lockdown/ active shooter procedure
Ambulance Corps status
Part Time elected officials to lose benefits
Walkill River overlay
Littering fines/reward
Policy manual
Town Board member attendance
Enforce 911 numbering law
Zoning amendments
Master plan
73 Sullivan Street Façade
Summitville/Schoolhouse renovation
Street entry Town Hall
Town Hall exterior lighting
Cemetery maintenance
Canal Trail
New Playground equipment
Video Surveillance in Town Hall
Road replacement plan
Highway equipment replacement plan
Multi year financial plan
Planning/Zoning office management
Highway contract
Legislator Town Hall hours to be announced

RESOLUTIONS

1. The Town Board Appoints as Attorneys for the Town Jacobowitz and Gubits LLP to serve at the pleasure of the Board for the year 2016.
2. The following banks or depositors are hereby designated as those in which certain Town Officers shall deposit monies coming into their hands by virtue of their offices during the year 2016; Jeff Bank and Catskill Hudson Bank.
3. The Town Board Appoints as Engineer for the Lawrence J. Paggi, PE, PC to serve at the pleasure of the Board for the year 2016.

4. The Town Board Appoints as Accountant for the Town, Robert Schultz to serve at the pleasure of the Board for the year 2016.
5. The Town Board Appoints as Zoning Board Attorney for the Town Steve Mogel to serve at the pleasure of the Board for the year 2016.
6. The Town Board Appoints as Planning Board Attorney for the Town Jacobowitz and Gubits LLP to serve at the pleasure of the Board for the year 2016.
7. The Town Board Appoints as Town Historian Charles Goetschius Sr. to serve at the pleasure of the Board for the year 2016.
8. The Town Board Appoints as Town Health Officer Dr. Eric Barbanel to serve at the pleasure of the Board for the year 2016.
9. The Town Board Appoints as Town Record Management Officer Jean Dougherty to serve at the pleasure of the Board for the year 2016.
10. The Town Board Appoints as Town Planning Board Chair Stanley Zamonsky to serve at the pleasure of the Board for the year 2016.
11. The Town Board Appoints as Town Zoning Board Chair Matt Mordas to serve at the pleasure of the Board for the year 2016.
12. The Town Board Appoints as Town Planning Board member for a 7 year term Mort Starobin to serve at the pleasure of the Board till 12/31/22.
13. The Town Board Appoints as Town Planning Board Member Richard Glisson to serve at the pleasure of the Board till 12/31/19.
14. The Town Board Appoints as Town Zoning Board Beverly Martin to serve at the pleasure of the Board till 12/31/20.
15. The Town Board Appoints as Town Zoning Board Kent Findley to serve at the pleasure of the Board till 12/31/18.
16. The Town Board Appoints as Ethics Committee Member Sandy Radinsky to serve at the pleasure of the Board till 12/31/18.
17. The Town Board Appoints as Ethics Committee Alternate Member John Kahrs to serve at the pleasure of the Board till 12/31/15.
18. The Town Board Appoints as Ethics Committee Member Hannah Prall to serve at the pleasure of the Board till 12/31/20.
19. The Town Board hereby authorizes and delegates to the Town Supervisor, powers and duties of day to day administration and supervision of all town and special district facilities and employees consistent with and furtherance of any and all laws and applicable thereto, resolutions and policies applicable thereto.

20. The Town Board does hereby authorize the following personnel to attend the NYS Association of Towns meeting to be held in 2016: Town Supervisor, Town Board Members, Department Heads or their representatives, Chairpersons of the Planning board and Zoning board or their representatives.
21. That reimbursement for authorized attendance at meetings and functions shall be at the State Rate published by the State of New York
22. That the Town Board hereby designate the Town Supervisor to pre-approve the attendance at conference and training seminars by all town employees and members of the Planning and Zoning Boards. Requests for attendance shall be in writing and presented to the Supervisor in advance.
23. Be it resolved that all Town Board members and liaisons will be responsible to oversee their respective departments and report back to the Town Board on at least a monthly basis.
24. Be it resolved that the Times Herald Record will be and is hereby designated as the official newspaper for the Town of Mamakating for the year 2016.
25. Be it resolved that the following categories of charges to be paid prior to being audited and/or approved by the Town Board are as follows:

Utility Invoices- (ie. Telephone, DSL and electric)

Federal and State Agencies for permits, fees, etc.

Insurance premiums

Postage, freight and express charges

Day to day maintenance of buildings

Benefit and legal notices

Any other business that comes before the town supervisor in the course of doing business

25. The Town Supervisor Appoints Robert Fiore to serve as Deputy Supervisor at the pleasure of the supervisor for the year 2016.

26. The Town Board Appoints as Town Registrar of Vital Statistics Jean Dougherty to serve at the pleasure of the Board for the year 2016.

27. The Town Board Appoints as Deputy Town Registrar of Vital Statistics Catherine Columbo to serve at the pleasure of the Board for the year 2016.

28. The Highway Superintendent Appoints as Deputy Town Highway Superintendent JoAnn Salamone to serve at the pleasure of the Board for the year 2016.

29. The Town Board appoints the following members of the Town Board and Deputy Supervisor to serve at the pleasure of the Supervisor for the year 2016 as liaisons:

- Planning Board: William Herrmann & Matt Taylor
- Adult Programs: Robert Fiore & Christine Seward
- Zoning Board of Appeals: William Herrmann & Matt Taylor
- Building Department: William Herrmann & Matt Taylor
- Assessor's Office: William Herrmann & Matt Taylor
- Court: Janet Lybolt & Brenda Giraldi
- Youth Programs: Christine Seward & Robert Fiore
- Dog Control: Christine Seward & Matt Taylor
- Highway Department: Brenda Giraldi & Matt Taylor
- Code Enforcement: William Herrmann & Matt Taylor
- Disaster Response Team: Brenda Giraldi, Janet Lybolt, & Robert Fiore
- Parks, Recreation & Historic Preservation: Janet Lybolt & William Herrmann
- Security: Janet Lybolt & William Herrmann
- Personnel / Agreements: Christine Seward, Robert Fiore
- Town Clerk: Matt Taylor & Brenda Giraldi
- Tax Receiver: Janet Lybolt & Christine Seward
- State Police: William Herrmann & Brenda Giraldi
- IT Liaison: Matt Taylor & William Herrmann
- Agriculture and Sustainability: Christine Seward & William Herrmann

30. The town engage the services of Howard Dallow as town prosecutor for traffic matters at an hourly rate of \$125.00 and that the Town Attorney prepare the contract for same.

31. The Town of Mamakating Board meetings are to be held on the 1st and 3rd Tuesday nights of each month immediately following a work session which starts at 6 pm with the exception for the months of July and August which may only meet on the 1st Tuesday of those months.

32. Supervisor William E. Herrmann appoints Tim Koestler to the Sullivan County Fire Advisory Board for the Town of Mamakating to serve at the pleasure of the supervisor for the year 2016.

33. Supervisor William Herrmann appoint Catherine Herrmann as the Confidential Secretary to the Supervisor/Book keeper, to serve at the pleasure of the supervisor for the year 2016.

34. The Town Board appoints Kerron Barnes as Town Interagency Coordinator to serve at the pleasure of the Board for the year 2016.

35. Be it resolved at the request of Jean Dougherty that Catherine Colombo be appointed to serve as full-time Deputy Clerk and Kyra Platt as Deputy Clerk for the Year 2016.

36. Intentionally left blank.

37. Be it resolved at the request of Judge Cynthia Dolan that Cheryl Hultslander be appointed at her pleasure to serve as part-time Court Clerk for the Year 2016.

38. Be it resolved that the Town Board will appoint Joe Brown as Chief Court Officer and Head of security at their pleasure for the year 2016.

39. Be it resolved at the request of Janet Evans, Tax Receiver that Carole Lubin be appointed to serve as Deputy Tax Receiver and Pam Platt be appointed to serve as Assistant Deputy Tax Receiver for the Year 2016.

40. Intentionally left blank.

41. Be it resolved at the request of Judge Joel Welsh that Lois Whitaker be appointed to serve as part-time Court Clerk at his pleasure for the Year 2016.

42. Be it resolved that the Town Board will appoint as Court Officers, Joe Brown, Charles Goetschius Jr., Scott Corrigan, Donald Haefeli and John Arias, at their pleasure for the year 2016.

43. Be it resolved that the town board establishes the position of a budget officer with a salary of \$34,336.

44. Be it resolved that the town board will appoint William Herrmann as the Budget Officer for the term.

45. The Town Board Appoints as Marriage Officer, William E. Herrmann to serve at the pleasure of the Board for a two year term in accordance with N.Y. DOM. LAW § 11-c : NY Code – Section 11-C: Marriage officers’.

46. Please approve the attached schedules – Holiday and Town Board Meetings.

Motion to APPROVE THE CONSENT AGENDA ON THE APPOINTMENTS, AUTHORIZATIONS AND DESIGNATIONS WAS MADE BY B. Giraldi, SECONDED BY J. Lybolt. All in favor.

OFFICIAL UNDERTAKING

A motion was made by C. Saward, seconded by M. Taylor to accept the Official Undertaking of Municipal Officers. All in favor.

2016 HOLIDAY & MEETING SCHEDULE

A motion was made by C. Saward, seconded by M. Taylor to approve the 2016 Holiday and Meeting schedule. All in favor.

HEALTH INSURANCE

A motion was made by M. Taylor, seconded by B. Giraldi to eliminate health insurance benefits for part time elected officials. All in favor.

ABSTRACTS

Abstract #1 Approval 2016:

- a) AO FUND \$106,955.81 (Voucher # 20160000-20160013)
- b) BO FUND \$3,805.73 (Voucher # BO160000-BO160002)
- c) DA FUND \$2,419.80 (Voucher # DA160000-DA160002)
- d) DB FUND \$90,700.79 (Voucher # DB160000-DB160004)
- e) SR FUND \$5,900.66 (Voucher # SR160000-SR160000)

Abstract #31 Approval 2015:

- a) AO FUND \$39,645.70 (Voucher # 20151979-20151989) Void voucher # 1987
- b) BO FUND \$529.57 (Voucher # BO150064-BO150064))
- c) DA FUND \$3,396.03 (Voucher # DA150081-DA150089)

MINUTES

A motion to accept the Minutes of December 29, 2015 was made by M. Taylor, seconded by C. Seward. 3 ayes, 2 abstentions (C. Seward & J. Lybolt).

ADJOURNMENT

A motion to adjourn the meeting was made by B. Giraldi, seconded by C. Seward. All in favor.

Respectfully Submitted;

Jean M. Dougherty, Town Clerk