

THE TOWN OF MAMAKATING TOWN BOARD RE-ORGANIZATIONAL MEETING HELD ON TUESDAY, JANUARY 5, 2021 AT 6:00 P.M. VIA ZOOM.

Present: Janet M. Lybolt- Supervisor
Eileen Rogers – Deputy Supervisor - Councilwoman
John Lacey – Councilman
James Carney – Councilman
John Crudo - Councilman
Thomas Morrow – Councilman
Gary Forthoffer - Councilman
J. Benjamin Gailey- Attorney for the Town
Jean M. Dougherty- Town Clerk

Also present: Robert Hufcut – Highway Superintendent
JoAnn Salamone – Deputy Highway Superintendent
Jackie Broder – Director MEEC

Worksession Items for Discussion

1. Interviews Attorneys for Legal Services RFP
2. Reorganization Resolutions of Appointments, Authorizations and Designations for 2021
3. Budget Modifications
4. GHD Consulting Services, Inc. Contract Renewal
5. Board of Assessment Review Re-Appointment
6. Rental of Town Park Buildings during Covid-19
7. Building Inspector's Vehicle Use
8. Mamakating Environmental Education Center Closure

CALL TO ORDER/PLEDGE OF ALLEGIANCE

- The January 5, 2021 meeting was called to order with the pledge to the flag.

HIGHWAY SUPERINTENDENT'S REPORT – As transcribed by R. Hufcut

- Thank you to the Highway Department for a job well done on New Year's Day, into Saturday morning and also early Monday morning.
- Thank you everyone for the compliments about the great work the guys are doing keeping the roads clear and safe during and after each storm. Our goal is to keep the roads plowed and salt/sanded so everyone can make it to and from work.
- We are continuing to do maintenance on our fleet after every storm, so we are ready for the next storm. You would be surprised how many hours are spent doing up keep on the fleet.

HIGHWAY SUPERINTENDENT'S REPORT (cont.)

- Covid 19. The guys wear masks when in the shop and if there are more than 1 person in a vehicle, except for the mechanics. Most everyone is in their own truck but sometimes it is not possible. Everyone is using hand sanitizer and I had bought personal bottle they can have in their pockets as needed.
- Fordham and Budd Roads were washed out and repairs were made to get us through the spring time.
- 2020 was a very challenging year, because of Covid-19 and unprecedented storms that required weeks of clean up and repairs. I know I promised some work to be done that did not get done but unfortunately road work has to come first and I would expect everyone to understand that. I'm hoping 2021 will be a much better and safer year as I'm sure everyone else does as well. If there is anything I learned as my 1st year as Highway Supt., is not to promise anything because due to crazy weather and things like Covid 19 can really mess up work getting done. I was told by other Highway Supts., to never promise because it can come back and make me look bad if I can't get the work done. I wished I had listened.

SUPERVISOR'S REPORT

I wanted to thank our Highway employees for doing a good job of keeping our Town roads clear and safe.

Wishing everyone a Happy and Healthy 2021!

ABSTRACTS

A motion was made by E. Rogers, seconded by J. Lacey to approve the following abstract as presented:

Abstract #29 (Voucher #20202061-20202141) in the amount of \$189,304.42. All in favor.

STATEMENTS OF REVENUES, EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS

A motion was made by J. Crudo, seconded by T. Morrow to accept the reports as presented. All in favor.

MINUTES

A motion accepting the minutes of 12/29/20 was made by J. Crudo, seconded by E. Rogers. All in favor.

RESOLUTIONS

➤ Approval of Reorganization Resolutions of Appointments, Authorizations and Designations for 2021

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 2021.
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 2021; Jeff Bank, Catskill Hudson Bank and Wayne Bank. Janet Lybolt and Eileen Rogers will be the signers on all accounts in these three banks.
3. The Town Board Appoints as Engineer for the Town Lawrence J. Paggi, PE, PC to serve at the pleasure of the Board for the year 2021.
4. The Town Board Appoints as Accountant for the Town, the Office of Robert Schultz to serve at the pleasure of the Board for the start of the year 2021.
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 2021.
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 2021.
7. The Town Supervisor Appoints Eileen Rogers to serve as Deputy Supervisor at the pleasure of the Supervisor for the year 2021.
8. The Town Board Appoints as Town Planning Board Chair Lorrence Green to serve at the pleasure of the Board for the year 2021. (See Appendix A)
9. The Town Board Appoints Alex Goodman as the Planning Board Deputy Chair to serve at the pleasure of the Board for the year 2021. (See Appendix A)
10. The Town Board Appoints as Town Zoning Board Chair Matthew Mordas to serve at the pleasure of the Board for the year 2021. (See Appendix B)
11. The Town Board Appoints as Town Historian Viridanna Lawrence to serve at the pleasure of the Board for the year 2021.
12. The Town Board Appoints as Town Records Management Officer Jean Dougherty to serve at the pleasure of the Board for the year 2021.

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13. The Town Board Appoints as Town Registrar of Vital Statistics Jean Dougherty to serve at the pleasure of the Board for the year 2021.
14. The Town Board Appoints as Deputy Town Registrar of Vital Statistics Catherine Colombo to serve at the pleasure of the Board for the year 2021.
15. 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 in furtherance of any and all laws, resolutions and policies applicable thereto.
16. The Town Board does hereby authorize the following personnel to attend the NYS Association of Towns meeting to be held in 2021: Town Supervisor, Town Board Members, Department Heads or their representatives, Chairpersons of the Planning board and Zoning board or their representatives and the Board of Assessment Review.
17. Be it resolved that reimbursement for authorized attendance at meetings and functions shall be at the state rate published by the State of New York.
18. Be it resolved that the Town Board hereby designates the Town Supervisor to pre-approve the attendance at conferences 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.
19. 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.
20. Be it resolved that all Town Board members will be responsible to hold a bi-annual Town Hall Meeting for their respective Wards and report back to the Town Board at the next scheduled Town Board meeting. (See Appendix G)
21. Be it resolved that the Times Herald Record and Sullivan County Democrat will be and are hereby designated as the official newspapers for the Town of Mamakating for the year 2021.
22. 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- (i.e. 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; Bond Payment; and any other business that comes before the Town Supervisor in the course of doing business.

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23. The Town Board, at the request of Robert Hufcut, Highway Superintendent, appoints as Deputy Town Highway Superintendent JoAnn Salamone to serve at his pleasure for the year 2021.
24. The Supervisor appoints and Town Board accepts the following members of the Town Board and Deputy Supervisor to serve at the pleasure of the Supervisor for the year 2021 as liaisons (See Appendix F)
25. The town engages the services of Howard Dallow as town prosecutor for traffic matters and other Justice Court enforcement matters to serve at the pleasure of the Board for the year 2021.
26. 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 of those months identified in the attached meeting schedule. (See Appendix C)
27. Supervisor Janet Lybolt will appoint at a later date a Confidential Secretary to the Supervisor/Budget Officer, to serve at the pleasure of the Supervisor for the year 2021.
28. The Town Board appoints Kerron Barnes as Town Interagency Coordinator to serve at the pleasure of the Board for the year 2021.
29. Be it resolved at the request of Jean Dougherty, Town Clerk, that Catherine Colombo be appointed to serve as full-time Deputy Clerk for the Year 2021.
30. Be it resolved at the request of Janet Evans, Tax Receiver that Lori Salamone and Julia Sherman be appointed to serve as Deputy Tax Receivers and Pamela Platt and Darlene Reynolds be appointed to serve as Assistant Deputy Tax Receivers for the Year 2021.
31. Be it resolved at the request of Judge Cynthia Dolan that Johamy Vega be appointed at her pleasure to serve as full-time Court Clerk for the Year 2021.
32. Be it resolved at the request of Judge Cynthia Dolan that Lynelle Alessi be appointed at her pleasure to serve as part-time Night Court Clerk for the Year 2021 and Madison Tierney as part-time Court Clerk.
33. Be it resolved at the request of Judge Terrance Mullen that Alma Buckley be appointed to serve as part-time Court Clerk at his pleasure for the Year 2021.
34. Be it resolved at the request of Judge Terrance Mullen that Rebecca Werkmeister be appointed to serve as full-time Court Clerk at his pleasure for the Year 2021.
35. Be it resolved that the Town Board will appoint Charles Goetschius Jr. as Chief Court Officer and Head of Security to serve at their pleasure for the year 2021.
36. Be it resolved that the Town Board will appoint as Court Officers, Charles Goetschius Jr., Julius Greenberg, Scott Hamel, David Freeman, David Broadwell (sub), John R Stangenberg, Merritt Simpson and Miguel Rosado to serve at their pleasure for the year 2021.
37. The Town Board approves the attached 2021 Holiday Schedule. (See Appendix D)

38. The Board approves the attached salary schedule for 2021. (See Appendix E)

- **A motion was made by E. Rogers, seconded by J. Lacey to approve the consent agenda above as presented. All in favor.**

- A motion was made by T. Morrow, seconded by E. Rogers to approve the Budget Modifications as presented. All in favor.
- Approval of GHD Consulting Services, Inc. Contract Renewal January 1, 2021 through December 31, 2023 was made by E. Rogers, seconded by J. Carney. All in favor.
- A motion Re-Appointing Christian Leser to the Board of Assessment Review 10-1-2020 – 9-30-2025 was made by G. Forthoffer, seconded by J. Crudo. All in favor.
- A motion regarding the rental of Town Park Buildings during Covid-19 to stay open was made by J. Lybolt and seconded by E. Rogers. All in favor.
- **Building Inspector's Vehicle Use – A motion to table this item was made by J. Lybolt, seconded by J. Lacey. All in favor.**

ANNOUNCEMENTS

The Mamakating Environmental Education Center will remain open Wednesday through Sunday.

ADJOURNMENT

- A motion to adjourn the meeting was made by J. Carney, seconded by J. Crudo. All in favor.

Respectfully Submitted;

Jean M. Dougherty, Town Clerk