

**THE TOWN OF MAMAKATING TOWN BOARD REORGANIZATIONAL MEETING HELD ON TUESDAY, JANUARY 3, 2023 AT 6:00 P.M. AT 2948 ROUTE 209, WURTSBORO, N.Y. AND VIA ZOOM.**

**Present:** Michael Robbins- Supervisor  
John Rufer, Jr. – Deputy Supervisor - Councilman  
Gary Forthoffer – Councilman  
Peter Goodman – Councilman  
Tyler Wood – Councilman  
James Post - Councilman  
J. Benjamin Gailey- Attorney for the Town  
Jean M. Dougherty- Town Clerk

**Also present:** Thomas Morrow – Highway Superintendent  
Kerron Barnes – Interagency Coordinator  
Lorrence Green – Planning Board Chairman

**Absent:** Matthew Mordas - Councilman

**Worksession Items for Discussion**

1. Reorganization Resolutions of Appointments, Authorizations and Designations for 2023
2. Appoint David Lewis to Zoning Board Member
3. Re-appoint Mort Starobin to Planning Board
4. Park Rental Fees
5. Appoint William Tobin to Sullivan County Fire Advisory Board
6. Budget Modifications

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

- The January 3, 2023 meeting was called to order with the pledge to the flag.

**HIGHWAY SUPERINTENDENT’S REPORT**

Our goals for 2023 are as follows:

- Purchase of a new backhoe.
- Inventory and surplus of older vehicles that are more of a financial strain than a benefit at this point.
- Put together a vehicle replacement program that takes into account all current vehicles and their age. Create a plan based on age, value, and time and costs of repairs.
- Continue to work on already existing road maintenance plan. Understand that no road is a 20 year road if paved and not touched again. We need a plan that will account for roads that need to be completely redone (with which there are many) and more recently completed roads that need to be resealed or otherwise repaired to ensure their longevity.
- Also, we are continuing road repairs around town, weather permitting, and please remember to use caution around plow trucks during weather incident.

## **SUPERVISOR'S REPORT**

Supervisor Robbins wished everyone a Happy, Healthy New Year.

## **ABSTRACTS**

- A motion was made by J. Rufer, seconded by T. Wood to approve the following abstract as presented: Abstract #27 (Voucher #20220017-20222242) in the amount of \$28,666.70. All in favor.
- A motion was made by G. Forthoffer, seconded by P. Goodman to approve the following abstract as presented: Abstract #1 (Voucher #20230001-20230034) in the amount of \$262,136.96. All in favor.

## **MINUTES**

A motion was made by J. Rufer, seconded by T. Wood to accept the Minutes of December 27, 2022. All in favor.

## **RESOLUTIONS**

### REORGANIZATION RESOLUTIONS OF APPOINTMENTS, AUTHORIZATIONS AND DESIGNATIONS FOR 2023

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 2023.
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 2023; Jeff Bank, Catskill Hudson Bank and Wayne Bank. Michael Robbins and John Rufer 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 2023.
4. The Town Board Appoints as Accountant for the Town, Robert Schultz Accounting to serve at the pleasure of the Board for the start of the year 2023.
5. The Town Board Appoints as Zoning Board Attorney for the Town Steven Mogel to serve at the pleasure of the Board for the year 2023.
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 2023.
7. The Town Supervisor Appoints John Rufer to serve as Deputy Supervisor at the pleasure of the Supervisor for the year 2023.
8. The Town Board Appoints as Town Planning Board Chair Lorrence Green to serve at the pleasure of the Board for the year 2023. (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 2023. (See Appendix A)
10. The Town Board Appoints as Town Zoning Board Chair Matthew Morreale to serve at the pleasure of the Board for the year 2023. (See Appendix B)
11. The Town Board Appoints as Town Historian Virdanna Lawrence to serve at the pleasure of the Board for the year 2023.

## Mamakating Town Board meeting

January 3, 2023

Page 3

12. The Town Board Appoints as Assistant Town Historian Judy Gumaer Testa to serve at the pleasure of the Board for the year 2023.
13. The Town Board Appoints as Town Records Management Officer Jean Dougherty to serve at the pleasure of the Board for the year 2023.
14. The Town Board Appoints as Town Registrar of Vital Statistics Jean Dougherty to serve at the pleasure of the Board for the year 2023.
15. The Town Board Appoints as Deputy Town Registrar of Vital Statistics Catherine Colombo to serve at the pleasure of the Board for the year 2023.
16. 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.
17. The Town Board does hereby authorize the following personnel to attend the NYS Association of Towns meeting to be held in 2023: 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.
18. 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.
19. 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.
20. 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.
21. 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 H)
22. Be it resolved that the Sullivan County Democrat will be and are hereby designated as the official newspapers for the Town of Mamakating for the year 2023.
23. 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:
  - a. -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; Bond Payment; and any other business that comes before the Town Supervisor in the course of doing business.
24. Be it resolved that the Town Supervisor position is a full-time and on-call position eligible for Town health and dental insurance benefits.
25. The Town Board, at the request of Thomas Morrow, Highway Superintendent, appoints as Deputy Town Highway Superintendent JoAnn Salamone to serve at his pleasure for the year 2023.
26. 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 2023 as liaisons (See Appendix F)
27. The town engages the services of Edward Bruno as town prosecutor for traffic matters and other Justice Court enforcement matters to serve at the pleasure of the Board for the year 2023.
28. 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)

## Mamakating Town Board meeting

January 3, 2023

Page 4

29. The Town Board appoints Kerron Barnes as Town Interagency Coordinator to serve at the pleasure of the Board for the year 2023.
30. 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 2023.
31. Be it resolved at the request of Janet Evans, Tax Receiver, that Julia Sherman and Lori Salomone appointed to serve as Deputy Tax Receiver and Pamela Platt and Darlene Reynolds be appointed to serve as Assistant to the Tax Receiver for the Year 2023.
32. Be it resolved at the request of Judge Zachary Kelson that Krystal Youngberg be appointed at his pleasure to serve as full-time Court Clerk for the Year 2023.
33. Be it resolved at the request of Judge Zachary Kelson that Julie Sherman be appointed at his pleasure to serve as part-time Court Clerk for the Year 2023.
34. Be it resolved at the request of Judge Zachary Kelson that Linda Smith be appointed at his pleasure to serve as part-time Court Clerk for the Year 2023.
35. 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 2023.
36. Be it resolved at the request of Judge Terrance Mullen that Jennifer Sherman be appointed to serve as full-time Court Clerk at his pleasure for the Year 2023.
37. 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 2023.
38. Be it resolved that the Town Board will appoint as Court Officers, Charles Goetschius Jr., Julius Greenberg, David Freeman, John R Stangenberg, Merritt Simpson and Miguel Rosado to serve at their pleasure for the year 2023. (See Appendix D)
39. The Town Board approves the attached 2023 Holiday Schedule. (See Appendix E)
40. The Board approves the attached salary schedule for 2023. (See Appendix G)

### OTHER RESOLUTIONS

- A motion to approve the Reorganization Resolutions of Appointments, Authorizations and Designations for 2023 by consent agenda was made by G. Forthoffer and seconded by J. Rufer. All in favor.
- A motion was made by T. Wood, seconded by G. Forthoffer to approve the appointment of David Lewis to Zoning Board Member for a term ending 12/31/27. All in favor.
- A motion was made by P. Goodman, seconded by G. Forthoffer to approve the Re-appointment of Mort Starobin to Planning Board for a term ending 12/31/29. All in favor.
- A motion to approve the Fee Schedule for Park Rentals J. Rufer, seconded by P. Goodman. All in favor.
- A motion to approve the appointment of William Tobin to Sullivan County Fire Advisory Board was made by P. Goodman and seconded by T. Wood. All in favor.
- A motion was made by J. Rufer and seconded by T. Wood to approve the Budget Modifications as presented. All in favor.

### ADJOURNMENT

- A motion to adjourn the meeting at 6:22 p.m. was made by J. Rufer, seconded by T. Wood. All in favor.

Respectfully Submitted;

Jean M. Dougherty, Town Clerk