



Town Of Amenia

36B MECHANIC STREET, PO BOX 126, AMENIA, NY 12501
TEL: 845-373-8860, x106 FAX: 845-373-9147

REORGANIZATIONAL MEETING Wednesday, January 2, 2008

Supervisor-Elect **Euvrard** called meeting to order at 7:00 pm.

1. Emergency Exits at right of town board meeting table and at rear of meeting room.
2. Roll Call: Councilwoman Perotti – present Councilwoman Doyle – present
Councilman Cayea – present Supervisor Euvrard – present
3. Salute to the flag was conducted.
4. Honorable James Devine performed **Oaths of Office:** Wayne Euvrard – Supervisor,
Norman Cayea - Councilman, Vicki Doyle - Councilwoman, Maureen Bonds - Town Clerk.
5. MOTION by S/Euvrard to appoint Joel Pelkey, Councilman to open Town Board seat.
S/Euvrard stated that Mr. Pelkey has been a member of the Fire Company for many years,
worked with town budgets and boards in his job with Dover Highway, and the next highest
vote getter in the November election..

SECOND: C/ Cayea ALL IN FAVOR – AYE MOTION CARRIED

Honorable James Devine performed **Oath of Office:** Joel Pelkey, Councilman.

6. MOTION by S/Euvrard to accept **Town of Amenia Rules of Procedure**

SECOND: C/ Perotti ALL IN FAVOR – AYE MOTION CARRIED

7. MOTION by S/Euvrard to establish **Date/Time/Place for Scheduled Town Board Meetings:**

Business **Workshop**- 2nd Thursday of the month 7:00 P.M.
Regular Meeting – 3rd Thursday of the month 7:00 P.M.
Place: Town Hall – 36B Mechanic Street, Amenia, New York

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

8. MOTION by S/Euvrard to establish **Elected Officials' salaries as noted:**

Elected Officials Salaries

Supervisor	\$18,000
Councilmen (4)	\$ 5,535 each
Sole Assessor	\$26,895
Justices (2)	\$15,450 each
Town Clerk	\$25,000
Highway Superintendent	\$51,699

SECOND: C/Cayea

ALL IN FAVOR – AYE MOTION CARRIED

9A. MOTION by C/Cayea to accept appointments with salaries as noted:

Appointments with Salaries

A.	Bookkeeper – Rosemary Greer	\$28,640 salaried
	Assistant to the Bookkeeper – Sherry Johnson (20 hours/week)	\$24.00/ hour
	Treasurer to Water District- Rosemary Greer-	\$6,716 salaried
	Clerk to the Water District- Jane Callahan-	\$3,200 salaried
	Attorney for Old Amenia Landfill – per contract- Kimberlea Rea, Esq.	
	Budget Director- Supervisor/Consultant	\$7,500
	Assist to Supervisor/ Project Administrator Lana Anguin-Cohen	\$18.80/hour
	Assistants Claudia Rinaldi and Dawn Marie Klingner (20hr/wk each)	\$15.00/hour
	Planning Board Chairman –George Fenn Jr-	\$2,500 salaried
	Building & Fire Inspector (25 hours wk) - Mike Segelken	\$27.50/hour
	Zoning Administrator –Nancy Brusie (15 hrs week)	\$28.50/hour
	Building/Zoning Assistant- Katrina Alexander (20 hours/week)	\$15.50/hour
	Videographer – Public Access- Gary Bonds	\$5,000 salaried
	Webmaster- Fred Shakeshaft (per month)	\$260 contractual
	Attorney for Town- Michael Hayes, Esq.	\$140.00 hour/ general
		\$165.00 hour/ litigation

SECOND: S/Euvrard

Michael Segelken. Bldg/Fire Inspector, voiced his concern about his ability to perform his duties, as hours have been cut from 30 hours per week to 25 hours per week.

S/Euvrard requested that log of his work hours be submitted. S/Euvrard stated that hours will remain as so noted. Issue may be re-visited at later date.

ROLL CALL:	Councilwoman Doyle – YES	Councilwoman Perotti - YES
	Supervisor Euvrard – YES	Councilman Cayea – YES
	Councilman Pelkey – YES	

MOTION CARRIED

9B. MOTION by C/Doyle

B.	Water Treatment Operator- Gary Bonds	\$24,405 salaried
	Assistant Water Treatment Operator Mike Butts	\$ 1,800 contractual

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

9C. MOTION by C/Pelkey

- C. Planning Board and ZBA Recording Secretary- Susan Metcalfe \$15.00 hourly
- Assessors Clerk- Donna Morrison \$13,040 salaried
- Deputy Town Clerk- Patty Barron \$ 16.00 hourly
- Tax Collector- \$ 4,500

SECOND: C/Perotti

ALL IN FAVOR – AYE MOTION CARRIED

9D. MOTION by C/Perotti

- D. Dog Control Officer- John Tublewicz \$6,360 salaried
- Custodian Town Rooms- Howard Sigler (\$6,700 year) \$15.50 hourly
- Town Constable- Leon Vincent, George Wesley, Chris Klingner, Bruce Conlin \$15.00 hourly
- Justice Clerk- Maureen Moore, for Hon. Moore \$12,824 salaried
- Justice Clerk- Dawn Marie Klingner, for Hon. Devine \$12,824 salaried
- Transfer Station Attendant – James Fraleigh (\$13,650 year) \$ 17.50 hourly
- Transfer Station Attendant – John Culligan (\$ 4,550 year) \$ 17.50 hourly
- Mowing of Leedsville Cemetery- George Hoffman \$1,000 max

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

9E. MOTION by S/Euvrard

- E. Highway Personnel:
 - Foreman -Andy Wheeler \$20.50 hourly
 - Laborers -Allen Wilber \$20.00 hourly
 - Joseph Whitehead \$19.50 hourly
 - Megan Chamberlin \$19.00 hourly
 - Paul Voorhees \$18.50 hourly
 - Office Manager -Judith Carlson \$14.25 hourly

SECOND: C/Cayea

ALL IN FAVOR – AYE MOTION CARRIED

10. MOTION by C/Cayea to execute agreement to spend highway funds in 2008.

Town Clerk distributed document to board members to be signed in duplicate.

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

11. MOTION by C/Doyle to make the following **appointments without salaries:**

- | | |
|----------------------------------|----------------------------------|
| A. Deputy Supervisor | -Victoria Perotti |
| B. Town Historian | -Arlene Petterson |
| C. Deputy Highway Supt. | -Richard Stearns |
| D. Deputy Zoning Administrator | -Lana Anguin-Cohen |
| E. Registrar of Vital Statistics | -Maureen Bonds, Town Clerk |
| | -Patty Barron, Deputy Town Clerk |
| F. Records Management Officer | - Maureen Bonds, Town Clerk |
| G. Damage Control Officer | -John Tublewicz |

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

12. MOTION by C/Pelkey to approve the **One Million Dollar bonding for the following Town Officials:**

- Supervisor and Bookkeeper (each)
- Treasurer/ Deputy Water District (each)
- Project Admin. To Pl Bd. & ZBA
- Assistants -2 (each)
- T/Clerk and Deputy Clerk (each)
- Tax Collector and Deputy (each)
- Building Inspector and Assistant (each)
- Zoning Administrator
- Justices (2) (each); Clerks (2) (each)
- Highway Superintendent
- Highway Office Manager

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

13. MOTION by C/Perotti to establish **mileage reimbursement at federal rate at 50.5 cents per mile.**

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

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14. MOTION by S/Euvrard to **pay bills by resolution: Utilities, Postage Meter, Copy Machine Maintenance, Debt Service, Employee benefits**

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

15. MOTION by C/Cayea to name the **Bank of Millbrook and M & T Bank as the official depositories for Town funds.**

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

16. MOTION by S/Euvrard to name the Millerton News as the official town newspaper as of January 7, 2008.

SECOND: C/Perotti

ALL IN FAVOR – AYE MOTION CARRIED

17. MOTION by C/Cayea to authorize all boards to use tape recorders for aid with minutes with understanding that the tape does not replace minutes.

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

18. MOTION by C/Doyle to appoint Victoria Perotti, Deputy Supervisor, with Town Board member, Vicki Doyle as alternate to represent the Town Of Amenia at the Association of Towns Meeting in NYC in February 2008.

Town Clerk distributed designation forms to C/Perotti and C/Doyle for completion.

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

19. MOTION by S/Euvrard to accept Town Board Auditors committees as noted:

General Fund	-C/Perotti & C/Doyle
Highway Fund	-C/Cayea & C/Pelkey
Water District	-C/Cayea & C/Pelkey

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

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20. MOTION by S/Euvrard to accept Town Board appointments to standing committees as noted:

Recreation	-C/Perotti & C/Pelkey
Affordable Housing	-C/Doyle & C/Cayea
Wastewater	-C/Cayea & C/Doyle
Enhancement	-C/Doyle & C/Perotti
Conservation Advisory Com	-C/Doyle & C/Cayea
Emergency Response/Safety	-C/Pelkey & C/Perotti
Ethics	-C/Cayea & C/Pelkey
Fountain Square	-C/Doyle & C/Perotti

Holiday of Lights -C/Doyle & C/Perotti
Water District Committee -C/Cayea & C/Doyle
Alternate to all Standing Committees - Supervisor Euvrard

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

21. MOTION by S/Euvrard to **designate Emergency Interim Successors (3) for Dutchess County Emergency Response.**

Council Members: Cayea, Doyle and Perotti

SECOND: C/Pelkey ALL IN FAVOR – AYE MOTION CARRIED

22. MOTION by C/Cayea to **authorize the Supervisor’s Bookkeeper to do pre-audit functions of vouchers including math accuracy, checking for sales slips, delivery slips, and paid bills signed by municipal employee receiving goods.**

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

23. MOTION by C/Doyle to **authorize that checks may be signed for the Supervisor by a device commonly known as a check signer.**

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

24. MOTION by C/Pelkey to **authorize a charge of \$20 on each check tendered as payment and returned for insufficient funds including lost payroll checks**

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

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25. MOTION by C/Perotti to **authorize the Supervisor’s bookkeeper to make certificate of deposit and New York Class investments of available funds. ***

SECOND: S/Euvrard

***AMENDED: S/Euvrard moved that New York Class be added to Motion 25.**

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

26. MOTION by S/Euvrard that the **Town Board audit town officers' financial records by 1/20/08 per Town Law 123.**

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

27. MOTION by C/Cayea that **monthly bank reconciliations of Town Clerk funds and quarterly bank reconciliations of all funds be made by an outside party.**

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

28. MOTION by C/Doyle that **monthly budget reports be distributed to all department heads by Bookkeeper.**

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

29. MOTION by C/Pelkey that the **Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions not specifically required as per General Municipal Law 77-b.**

SECOND: C/Doyle

ALL IN FAVOR – AYE MOTION CARRIED

30. MOTION by C/Perotti to **accept 2008 schedules for the Zoning Board of Appeals and the Planning Board.**

SECOND: S/Euvrard

ALL IN FAVOR – AYE MOTION CARRIED

OTHER BUSINESS:

Interviews to be scheduled for Zoning Board of Appeals, Planning Board, and Board of Assessment Review applicants on Fri, Jan 11, 2008 at 4:00 pm by Town Board members.

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31. Supervisor's 2008 Goals.

S/Euvrard stated that he wanted to heal the wounds in the town. We need to work together for what is best for Amenia. "Divided we fail". Will work with Harry Dobson and his concept plans for the hamlet. Priority is the sewer system. Need wastewater system. Continue working with Amenia Hills to update our water system and water meters. Continue working on the Amenia Landfill.

Will work with Joel Pelkey to recruit new members for Fire Company. Long range goal: indoor swimming pool.

32. Town Board Comments

C/Doyle stated that she is delighted to serve on the town board for the next four years.

Will seek additional resources for long range goals. Sewer system #1 priority.

Interested in extending rail trail to Wassaic. Dance Program needs stable funding.

C/Cayea wished everyone a Happy New Year. Agreed that we should all work together. Cooperation is needed.

C/Perotti is looking to working with board and common goals.

C/Pelkey thanked the town board for his appointment and is looking forward to working with everyone.

33. Public Comments

Diana King - In favor of healing process. Available for volunteerism.

Darlene Reimer - Encourages Town Board to review Building Inspector's hourly commitment.

Stanley Whitehead - Highway garage needed.

Pat Nelligan - Compliments to everyone elected this year. Salary issues need to be addressed. Employees running the offices should be rewarded properly.

Bill Carroll - Bills should be reviewed before meeting and before supervisor signs.

34. Adjourn MOTION by S/Euvrard, SECOND: C/Cayea at 7:50 pm.

ATTACHMENTS:

- 1. 2008 meeting schedules for Zoning Board of Appeals and Planning Board**
- 2. Procedural Policies adopted in 1993**
- 3. Town of Amenia Rules of Procedure, updated 1/4/07**

Respectfully submitted:

Maureen Bonds
Amenia Town Clerk

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Minutes approved by Town Board – February 21, 2008