



# Town Of Amenia

4988 Route 22, PO BOX 126, AMENIA, NY 12501  
TEL: 845-373-8860, x106 FAX: 845-373-9147

## REORGANIZATIONAL MEETING

Wednesday, January 5, 2011  
Amenia Town Hall

Supervisor Euvrard called Re-organizational Meeting to order at 6:00pm and read legal notice of publication in Millerton News, dated December 23, 2010.

1. OATHS OF OFFICE – NONE
2. Salute to the flag was conducted with moment of silence for our brave troops serving worldwide and for lost loved ones.

Emergency exits at door behind Town Clerk and at rear door behind audience.

- |               |                      |         |
|---------------|----------------------|---------|
| 3. ROLL CALL: | Councilwoman Doyle   | Present |
|               | Councilwoman Perotti | Present |
|               | Councilwoman Riemer  | Present |
|               | Councilman Cayea     | Present |
|               | Supervisor Euvrard   | Present |

Supervisor Euvrard announced that **Open House and Ribbon Cutting** event was successful and thanked his staff and Councilwoman Perotti and Councilwoman Riemer for their coordination; Cousins Café for providing refreshments; and Freshtown of Amenia for the cake donation.

Supervisor Euvrard presented and explained history of worshipped Ganesh Indian statue.

4. MOTION by S/Euvrard to accept **Town of Amenia Rules of Procedure and Procurement Policy**

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

5. MOTION by C/Perotti to establish **Date/Time/Place for scheduled Town Board Meetings**

Business Workshop Meeting- 2<sup>nd</sup> Thursday of the month 7:00 P.M.  
 Regular Meeting – 3<sup>rd</sup> Thursday of the month 7:00 P.M.  
 Place: Town Hall – 4988 Route 22, Amenia, New York

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

6. MOTION by C/Riemer to establish **Elected officials’ salaries as noted:**

Supervisor	\$22,400
Councilmen (4)	\$ 5,700 each
Sole Assessor	\$29,102
Justices (2)	\$16,728 each
Town Clerk	\$28,973
Highway Superintendent	\$56,490

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

7. MOTION by C/Doyle to accept appointments/salaries as noted: **Appointments with Salaries**

A. Bookkeeper – Sherry Johnson (20 hrs/week)	\$30,056(28.90hr)
Alternate Per Diem Bookkeeper-Lorna Sherman	\$20.00/hour
Bank Reconciliation Clerk – Jane Callahan( <b>Bkkpr office</b> )3 hrs/wk	\$3,546 (22.73 hr)
Treasurer to Water District- Sherry Johnson	\$3,774 salaried
Clerk to the Water District- Jane Callahan	\$3,774 salaried
Bank Reconciliation Clerk–Jane Callahan ( <b>Town Clerk</b> ) 5 hrs/mo	\$1,286 (21.42 hr)
Attorney for Town – Michael Hayes, Esq.	-General \$160/hour
	-Litigation \$185/hour
Gayle Zelazny, Esq. Town Court Special Prosecutor	\$145/hour
Attorney for Old Amenia Landfill – <b>per contract</b> - Kimberlea Rea, Esq.	\$200/hour
Budget Director- Supervisor/Consultant	\$7,000
Assist to Supervisor/Project Administrator-Lana Anguin 40 hr/wk	\$42,328 (20.35 hr)
Assistants Claudia Rinaldi & Dawn Marie Klingner(20 hr/wk-ea)	\$16,973 (16.32 hr)
Planning Board Chairman –William Flood	\$2,550 salaried
Building & Fire Inspector - Mike Segelken (20 hr/wk)	\$30,919 (29.73 hr) *
Zoning Administrator –Nancy Brusie (10 hr/wk)	\$16,016 (30.80 hr)
Bldg Admin Assistant- Katrina Gore (16 hr/wk)	\$14,003 (16.83 hr)
Videographer – Public Access- Gary Bonds	\$5,778.30 salaried
Registrar of Vital Statistics – Maureen Bonds \$10 per transaction	\$1,000 max
Town Webmaster – Fred Shakeshaft – per month	\$276 contractual
Grant Writer – Michael Hagerty	\$18,000 (26.27 hr)

SECOND: C/Riemer

\*MOTION by S/Euvrard to **decrease** Building Inspector hours from 20 to 15 per week.  
Town Board Council: Doyle, Riemer, Perotti, and Cayea **were not in favor** of decreased hours for Building Inspector.

**NO SECOND - MOTION DENIED**

SECOND: C/Cayea to accept **Appointments with Salaries as noted:**

C/Doyle, C/Perotti, C/Riemer, C/Cayea VOTING AYE – MOTION CARRIED – 4 AYES

B. MOTION by C/Cayea to continue contract with **Natural Water Services, Inc.**  
to provide water treatment to the Water District . \$30,000(contractual)

SECOND: S/Euvrard ALL IN FAVOR – MOTION CARRIED

C. MOTION by S/Euvrard:

Planning Board and ZBA Recording Secretary- Susan Metcalfe	\$16.32 hour
Alternate Planning Bd and ZBA Recording Secretary	\$16.32 hour
Planning Board Attorney – Michael Hayes, Esq.	\$210/hour
Ethics Board Attorney – Michael Hayes, Esq.	\$160/hour
Assessors Clerk- Donna Morrison	\$14,110 salaried
Deputy Town Clerk- Patty Barron (30 hours/week)	\$26,255 (16.83 hr)
Deputy Tax Collector-Patty Barron	\$ 4,728 salaried
Planning Board Consultant - Maryanne Johnson (contract)	\$125/hour

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

D. MOTION by C/Perotti:

Dog Control Officer- John Tublewicz	\$ 6,762 salaried
Town Constables - Christopher Klingner & George Wesley	\$16.32 hour
Town Constables – Jason Dean and Brett Johnson	\$15.00 hour
Justice Clerk- Maureen Moore, for Hon. Moore	\$15,790 salaried
Justice Clerk- Dawn Marie Klingner, for Hon. Devine	\$15,790 salaried
Transfer Station Attendant – James Fraleigh (15 hours/wk)	\$ 18.80 hour
Transfer Station Attendant – John Culligan (5 hours/wk)	\$ 18.80 hour
Recreation Leader – Joel Pelkey	\$15.00/hr/\$7,200 max
Recreation Groundkeeper – Shawn Howard	\$17.50/hr/\$11,200 max
Recreation Director – Kathleen Howard	\$18.00/hr/\$5,040 max

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

E. MOTION by C/Riemer:

HIGHWAY PERSONNEL:

Foreman	Andy Wheeler	\$22.40 hr/40 wk
Laborers	Allen Wilber	\$21.90 hr/40 wk
	Joseph Whitehead	\$21.40 hr/40 wk
	Megan Chamberlin	\$20.90 hr/40 wk
	Paul Voorhees	\$20.40 hr/40 wk
Office Manager	Judith Carlson	\$15.30 hr/15 wk

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

8. MOTION by C/Doyle to **execute agreement to spend highway funds in 2011. (attachment)**

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

9. MOTION by C/Cayea to make the following **appointments without salaries:**

A. Deputy Supervisor	Victoria Perotti
B. Town Historian	Arlene Iuliano
C. Deputy Highway Supt.	Andy Wheeler
D. Deputy Zoning Administrator	Lana Anguin
E. Registrar of Vital Statistics	Maureen Bonds, Town Clerk
F. Records Management Officer	Maureen Bonds, Town Clerk
G. Damage Control Officer	John Tublewicz
H. ZBA Chairwoman	Judy Velletri
I. Volunteer Assistant Videographer	Marco D'Antonio
J. All Hazards Mitigation	Norm Cayea

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

10. MOTION by S/Euvrard to approve the **One Million Dollar bonding for Town Officials:**

Supervisor  
Bookkeeper and alternate Bookkeeper (each)  
Water District Treasurer and Deputy (each)  
Project Admin to Pl Bd. & ZBA and two Assistants (each)  
Town Clerk and Deputy Clerk (each)  
Tax Collector and Deputy (each)  
Building Inspector and one Secretary (each)  
Zoning Administrator and one Deputy (each)  
Justices (2) (each)  
Court Clerks (2) (each)  
Constables (3) (each)  
Highway Superintendent and Deputy (each)  
Highway Office Manager

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

11. MOTION by C/Perotti to **establish mileage reimbursement at federal rate \$0.50.**

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

12. MOTION by C/Riemer to **pay bills by resolution:** Utilities, Postage Meter, Copy Machine Maintenance, Rents, Debt Service, Employee benefits.

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

13. MOTION by C/Doyle to name **M&T Bank Corp, Bank of Millbrook,** and the **Salisbury Bank and Trust Company** the official depositories for Town funds.

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

14. MOTION by C/Cayea to designate the **Millerton News** as the official town newspaper.

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

15. MOTION by S/Euvrard to authorize **all boards to use tape recorders for aid with minutes with the understanding that the tape does not replace minutes.**

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

16. MOTION by C/Doyle to appoint **Vicki Doyle, Councilwoman** to represent the Town of Amenia at the **Association of Towns Meeting** in NYC in February, 2011.

**NO ALTERNATE NAMED**

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

17. MOTION by C/Cayea to accept **Town Board Auditors as noted:**

General Fund	C/ Perotti & C/ Doyle
Highway Fund	C/ Cayea & C/Riemer
Water District	C/ Cayea & C/Riemer

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

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

Recreation	C/ Perotti & Riemer
Amenia Housing (formerly Affordable Housing)	C/Riemer & Doyle
Wastewater	C/Cayea & Riemer
Enhancement	C/Perotti & Doyle
Conservation Advisory Council	C/Doyle & Cayea
Emergency Response/Safety	C/Perotti & Cayea
Ethics	C/Perotti & Riemer
Fountain Square	C/Doyle & Riemer
Holiday of Lights	C/Doyle & Perotti
Water District	C/Doyle & Cayea
Alternate to all Standing Committees	S/ Euvrard

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

**19. MOTION by C/Perotti to designate Emergency Interim Successors (3) for Dutchess County Emergency Response.**

Council Members: Victoria Perotti, Norman Cayea, and Darlene Riemer

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

**20. MOTION by C/Riemer 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: C/Doyle      ALL IN FAVOR – AYE      MOTION CARRIED

**21. 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

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

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

**23. MOTION** by S/Euvrard to authorize the Supervisor’s bookkeeper to make Certificate of Deposit investments of available funds.

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

**24. MOTION** by C/Perotti that the Town Board audit town officers’ financial records by 1/20/11 per Town Law 123; and designate town board auditors.

Town Court – both Justices	C/Cayea & Doyle
Chief Fiscal Officer	C/Perotti & Doyle
Town Clerk’s Office	C/Cayea & Riemer
Tax Collector	C/Perotti & Riemer

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

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

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

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

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

**27. MOTION** by C/Cayea that the Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions as specifically required as per General Municipal Law 77-b.

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

28. MOTION by S/Euvrard to accept 2011 schedules for the Zoning Board of Appeals and the Planning Board.

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

29. MOTION by S/Euvrard to APPOINT / RE-APPOINT the following members to Committees/Boards:

Planning Board - 7 year term OPEN

Zoning Board of Appeals – **David Rosenberg** 5 year term

Amenia Housing Board – **Sue Gregory** 6 year term (to expire 12/31/15)

Ethics Committee – **George Mudge** 5 year term

Conservation Advisory Council

David Reagon – Chair

Arlene Iuliano

Mark Doyle

Michael Peek

Maryanne Pitts & Elizabeth Whaley removed

Wastewater

Janet Reagon – Chair

William Flood

Anthony Robustelli

Allison Hale

Brad Rebillard

Martin Grossman

Trail to the Train Committee

Tonya Schoumatoff -Chair

Sharon Kroeger

Nancy Luther

David Reagon

Martin Grossman

Water District Committee

May Jones – Chair

William Carroll

A.J. Hayes

Martin Grossman

John Kelleher

Marco D'Antonio

29. CONT'D Appointments Committees

Fountain Square Committee

Herb Eschbach

Enhancement Committee

Diana King

Marilyn Noe

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

30. MOTION by C/Perotti to appoint **Sedore & Company** (Linda Hannigan) as CPA support.

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

31. MOTION by C/Doyle, SECOND by C/Cayea to execute **Resolution #1 of 2011 Adoption of Investment Policy as Required by NYS Law (Attached)** that was:  
ADOPTED – VOTE

ROLL:	Councilwoman Riemer	Aye
	Councilwoman Perotti	Aye
	Councilwoman Doyle	Aye
	Councilman Cayea	Aye
	Supervisor Euvrard	Aye

**Supervisor's 2011 Goals**

- . Work together for the betterment of the town
- . Work to improve new town hall with continued Phases stated
- . Work to find new recreation and events at town hall
- . Continue working on NYSERDA grant with geothermal.
- . Work to acquire land for Highway garage.
- . Work to extend Rail Trail to Wassaic, working with WSP Sells

**Town Board Goals**

**Councilwoman Riemer**

- . Town Hall – information for future train show

- . Advance aesthetics of roads coming into town
- . Fountain Square signage

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**Councilwoman Perotti**

- . Work with Grantwriter to update our downtown (Main Street Grant)
- . Expand lawn mowing bids
- . Explore Green Buildings Grant for energy performance (NYSERDA)

**Councilman Cayea**

- . Wished everyone a Happy New Year
- . Continue to work together

**Councilwoman Doyle**

- . Work to make town building more energy efficient
- . Community events at new town hall
- . Strive to make costs for maintenance at a reasonable level (town hall)
- . Anonymous donation received for Dance Program is appreciated
- . Pedestrian Ramp – obtain permits and matching funds

**PUBLIC COMMENT**

Sharon Kroeger, Wassaic Trail to the Train Committee, submitted letter to the Amenia Town Board, regarding Trail to the Train Committee's recommendation for design and consultation firm. **(Letter attached).**

MOTION by Supervisor Euvrard, SECOND by Councilman Cayea to ADJOURN **Re-organizational Meeting** at 6:56 pm with motion carried unanimously.

Respectfully submitted:

Maureen Bonds  
Amenia Town Clerk

Draft to Town Board: January 31, 2011  
Approved by Town Board: February 17, 2011

