



TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.amenianv.gov

REORGANIZATIONAL MEETING January 2, 2020 – 6:00 P.M.

The Town of Amenia, Town Board began their meeting at 6:00pm on Thursday, January 2, 2020 at 4988 Route 22, Amenia New York. Supervisor Perotti moved to open the meeting. There was a Salute to the Flag, emergency exits were pointed out and Roll Call was taken by the Clerk with the following members were present:

Supervisor Victoria Perotti

Deputy Supervisor Vicki Doyle

Councilman Damian Gutierrez

Councilman James Morris

Councilwoman Michele Somogyi

Also Present: Town Clerk Dawn Marie Klingner

Oaths of Office

Town Clerk Klingner administered the Oaths of Office. Sworn in were Supervisor Victoria Perotti, Councilwoman Vicki Doyle and Councilman P. Damian Gutierrez

The following motions were made:

Motion to accept Town of Amenia Rules of Procedure, Committee Guidelines and Procurement Policy

Motion made by: Supervisor Perotti

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish Date/Time/Place for Scheduled Town Board Meetings:

Business Workshop	1st Thursday of the month	7:00 P.M.
Regular Meeting	3rd Thursday of the month	7:00 P.M.
Place: Town Hall	4988 Route 22, Amenia, New York 12501	

Motion made by: Councilman Gutierrez

Seconded by: Supervisor Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish elected and appointed officials' salaries as noted:

Supervisor	\$ 24,834.00
Councilman/woman (4)	\$ 6,014.00
Sole Assessor	\$ 30,000.00
Justice (a)	\$ 18,545.00
Justices (b)	\$ 18,181.00
Town Clerk	\$ 34,479.00

Highway Superintendent \$ 62,007.00

Motion made by: Councilman Morris

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint Ian C. Lindars, Esq. as town attorney

Ian Lindars, Esq. Attorney to the Town – General	\$200.00/hour
Litigation	\$245.00/hour
Paralegals	\$125.00/hour
Legal Assistants	\$85.00/hour

Motion made by: Councilwoman Somogyi

Seconded by: Councilman Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Councilwoman Doyle arrives at 6:05pm

Motion to accept appointments and salaries as noted:

Bookkeeper - Marge Arnold, 22 hours/week	\$26.52/hour
Alternate Per Diem Bookkeeper - Lorna Sherman	\$25.00/hour
Bank Reconciliation Clerk (Bookkeeper) - Diana McPadden, 2hrs/month	\$16.29/hour
Treasurer to Water District - Katrina Gore-Alexander	\$4,006.00 (salaried)
Clerk to Water District – Nancy Nowak	\$4,006.00 (salaried)
Town Court Special Prosecutor - Hilarie Thomas	\$175.00/hour
Attorney for Old Amenia Landfill per contract - Kimberlea Rea, Esq.	\$200.00/hour
Budget Officer - Supervisor	\$7,140.00 (salaried)
Secretary to Supervisor - Annette Culligan	\$16.46/hour
Typist - Nancy Nowak	\$15.76/hour
Code Enforcement Officer - Michael Segelken, 32hrs/week	\$27.92/hour
Bldg. Admin. Assistant (PM) - Katrina Gore-Alexander, 16hrs/week	\$18.66/hour
Bldg. Admin. Assistant (AM) - Judy Westfall, 16hrs/week	\$16.29/hour
Registrar of Vital Statistics - Dawn Marie Klingner	\$10.00 per transaction
Tax Collector - Dawn Marie Klingner	\$6,553.00 (salaried)
Bank Reconciliation Clerk (Town Clerk) - Nancy Nowak, 5hrs/month	\$15.76/hour
Planning Board Secretary - Judy Westfall, 24hrs/week	\$16.29/hour
Zoning Board of Appeals Secretary - Susan Metcalfe, 15hrs/week	\$18.08/hour
Planning Board Chairman - Robert Boyles Jr	\$2,745.00 (stipend)
Zoning Board of Appeals Chairman – John Metcalfe	\$1,000.00 (stipend)
Planning Board and ZBA Attorney - Dave Everett, Esq.	\$225.00/hour
First Deputy Town Clerk - Ericka Howard	\$16.14/hour
Second Deputy Town Clerk - (To be filled)	\$15.45/hour
Records Management Clerk - (To be filled)	\$15.45/hour
Assessor's Clerk - Donna Morrison	\$17,486.00 (salaried)

Data Collector - John Lloyd; Donna Dipippo	\$18.20/hour
Chief Police Constable - Christopher Klingner	\$18.09/hour
Police Constables - Jason Dean, Duewayne Jackson, Francis Lansing	\$16.63/hour
Abdur Muhammad	\$16.14/hour
Justice Clerk - Maureen Moore for Honorable Moore	\$15.67/hour
Justice Clerk - Dawn Marie Klingner for Honorable Devine	\$17,506.00 (salaried)
Working Supervisor - Paul Voorhees	\$17,163.00 (salaried)
Highway Laborer - Darren Peterson	\$24.38/hour
Highway Laborer - Preston Vincent	\$23.87/hour
Highway Laborer - John Williams	\$22.32/hour
Highway Driver/Laborer - Jay Spock	\$23.33/hour
Highway Office Manager - Judith Carlson, 15hrs/week	\$22.80/hour
Custodian - James Morse	\$16.96/hour
Maintenance Mechanic - John Scott	\$16.08/hour
Recreation Groundskeeper - Shawn Howard	\$26.37/hour
Assistant Recreation Groundskeeper – Charles Mayville	\$19.40/hour
Summer Recreation Director – (To be filled)	\$16.46/hour
Recreation Supervisor – Kelly Milano	\$16.00/hour
Trail to the Train Project Manager – John Komsa	\$15.45/hour
Grant Writer - Michael Hagerty	\$50.00/hour
Videographer – Mike Flint	\$28.56/hour
Animal Control Officer – Maria Genovese	\$6,406.00 (salaried)
	\$9,795.00 (salaried)

Motion made by: Councilwoman Doyle

Seconded by: Supervisor Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute agreement to spend highway funds in 2020 in the sum \$202,662.49 for Amenia roads

Motion made by: Supervisor Perotti

Seconded by: Councilwoman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to make the following appointments without salaries:

- | | |
|---|---------------------|
| A. Deputy Supervisor | Vicki Doyle |
| B. Town Historian | TBA |
| C. Deputy Highway Supt. | Paul Voorhees |
| D. Deputy ZBA Chairman | David Menegat |
| E. All Hazard Mitigation | Victoria Perotti |
| F. Records Management Officer | Dawn Marie Klingner |
| G. Deputy Tax Collector | TBA |
| H. Deputy Registrar of Vital Statistics | Ericka Howard |

Motion made by: Councilman Gutierrez

Seconded by: Councilwoman Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to approve One Million Dollar Bonding for Town Officials:

- Supervisor
- Deputy Supervisor
- Secretary to Town Supervisor
- Bookkeeper and Alternate Bookkeeper (each)
- Town Clerk and Deputy Town Clerk (each)
- Tax Collector and Deputy Tax Collector (each)
- Code Enforcement Officer and Administrative Assistant (each)
- Zoning Board of Appeals Secretary
- Planning Board Secretary
- Justices (2) each
- Court Clerks (2) each
- Constables (5) each
- Highway Superintendent and Working Supervisor (each)

Motion made by: Councilman Morris

Seconded by: Councilwoman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish mileage reimbursement at federal rate of \$0.575

Motion made by: Councilwoman Somogyi

Seconded by: Councilwoman Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to renew contract SEBI Environmental Services Inc. for water treatment to the Water District \$34,200 (contractual)

Motion made by: Councilwoman Doyle

Seconded by: Councilwoman Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to pay bills by resolution: Utilities, Postage Meter, Copy Machine Maintenance, Rents, Debt Service, Credit Card, and Employee Benefits.

Motion made by: Supervisor Perotti

Seconded by: Councilwoman Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to Name M & T Bank Corp., Bank of Millbrook and Salisbury Bank and Trust Co. the official depositories for Town Funds.

Motion made by: Councilman Gutierrez

Seconded by: Councilman Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to designate the Millerton News as the official Town Newspaper

Motion made by: Councilman Morris

Seconded by: Councilwoman Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize all boards to use tape recorders for aid with minutes with the understanding that the tape does not replace typed and accepted minute.

Motion made by: Councilwoman Somogyi

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to accept Town Board appointments to standing committees and Boards as noted:

Recreation Commission	C/Somogyi & C/Doyle
Amenia Housing Commission	C/Morris & C/Gutierrez
Enhancement Committee	C/Morris & C/Doyle
Conservation Advisory Council	C/Doyle & C/Somogyi
Emergency Response/Safety Committee	C/Gutierrez & C/Somogyi
Board of Ethics	C/Morris & C/Gutierrez
Kitchen	C/Somogyi & C/Doyle
Water District	C/Morris & C/Gutierrez

Alternate to all standing Committees – Supervisor Perotti

Motion made by: Councilwoman Doyle

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to designate Emergency Interim Successors (3) for Dutchess County Emergency Response:

Council Members: Vicki Doyle, P. Damian Gutierrez, Michele Somogyi

Motion made by: Supervisor Perotti

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint Supervisor Victoria Perotti to represent the Town of Amenia at the 2019 Association of Towns Meeting in NYC

Motion made by: Councilman Gutierrez

Seconded by: Councilwoman Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion 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 by municipal employee receiving goods in addition to the Town Clerk's office reviewing all vouchers for monthly claims to be paid

Motion made by: Councilman Morris

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize a charge of \$20.00 on each check tendered as payment and returned for insufficient funds, including lost payroll checks.

Motion made by: Councilwoman Somogyi

Seconded by: Supervisor Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize the Supervisor's Bookkeeper to make certificate of deposit and money market investments of available funds

Motion made by: Councilwoman Doyle

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that RBT will perform the annual cash audit procedures as required in Town Law Section 123 and the Uniform Justice Court Act Section 2019-a and as described in the Fiscal Oversight

Responsibilities of the Governing Board published by the NYS Comptroller's Office; These procedures will be applied to the offices of the Supervisor, Town Clerk/Tax Collector, Justice Courts and Water Department for the year ended December 31, 2018.

Motion made by: Supervisor Perotti

Seconded by: Councilwoman Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that all monthly bank reconciliations of Town Clerk and Town Bookkeeper be made by an outside party

Motion made by: Councilman Gutierrez

Seconded by: Councilwoman Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that monthly budget reports are distributed to all department heads and the complete monthly budget report is distributed to the Town Clerk for public viewing by Town Bookkeeper.

Motion made by: Councilman Morris

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that the Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions as required per General Municipal Law 77-b.

Motion made by: Councilwoman Somogyi

Seconded by: Supervisor Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to accept 2019 schedules for the Zoning Board of Appeals and the Planning Board.

Motion made by: Councilwoman Doyle

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint/re-appoint the following members to committees/boards:

Planning Board: Robert Boyles Jr.; (Chair); Anthony Robustelli (Deputy Chair); Patrick Lowler; John Stefanopoulos; Matt Deister; Walter Brett, Peter Clair

Zoning Board of Appeals: John (Terry) Metcalfe (Chair); David Menegat (Deputy Chair); Paula Pelosi; James Wright; Alternate Leo Blackman; Alternate Tracy Salladay

Zoning Review Committee: Leo Blackman (Chair); Walter Brett; Andrew Durbridge; Nina Peek

Board of Assessment Review: Steven Benardete (Chair); Winifred Couture; Vern Fish; Herbert Schwager; Anthony Robert

Recreation Commission: Scott Russo (Chair); Christopher Milano; Linda Gregory; Peter McCaffrey; Kenneth Elliott

Board of Ethics: Charlotte Murphy (Chair); Jeanne Thornton Schwager; Evelyn O'Connell; Lorenzo Siconolfi; Caroline McEnroe

Conservation Advisory Council: Michael Peek (Chair); Mark Doyle; Christine Gast; Lorenzo Siconolfi; Sharon Kroeger; Maria Genovese

Emergency Response Committee: Dawn Marie Klingner (Chair); Victoria Perotti; Megan Chamberlin; Mark Christiansen; Aaron Howard, Jr.; Marco D'Antonio; Mike Segelken

Enhancement Committee: Eric Eschbach (Chair); Toni Castro; Herb Eschbach; Margie O'Brien

Amenia Housing Committee: Sallie Cavallo; Joy Johnson; Nina Peek; Tracy Salladay

Motion made by: Supervisor Perotti

Seconded by: Councilwoman Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that the Town Clerk maintains custody of all original records, minutes, contracts, grants and documents from the Committees, Boards and Vendors

Motion made by: Councilman Gutierrez

Seconded by: Councilman Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint RBT as Municipal CPA Support.

Motion made by: Councilman Morris

Seconded by: Councilwoman Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to adopt fee schedules for the Town Clerk's Office and Building Department.

Motion made by: Councilwoman Somogyi

Seconded by: Councilman Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute Resolution #1 of 2020 Constables Authorized to Carry Firearms

Motion made by: Councilwoman Doyle

Seconded by: Supervisor Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute Resolution #2 of 2020 Adoption of Investment Policy.

Motion made by: Supervisor Perotti

Seconded by: Councilwoman Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute Resolution #3 of 2020 Transfer of Funds #2 for December 2019

Motion made by: Councilman Gutierrez

Seconded by: Councilman Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Supervisor's 2020 Goals, Supervisor Victoria Perotti

2020 Supervisor Goals for Re-Organization Meeting:

Choose engineer for highway garage construction plan using Dutchess County Shared Services Procurement Specialist to send out RFPs.

Oversee Trail to the Train construction completion.

Investigate options for a downtown Amenia Sewer District.

Research water infrastructure improvement grants to replace water tank

Work with NYSEG on plan to convert Town of Amenia streetlights to LED

Upgrade website with Dutchess County Office of Central and Information Services website proposal to design, develop, and host municipal sites.

Town Board Comments

Somogyi announced upcoming community events

Gutierrez thanked all who have for provided comments and feedback, and asked that they continue in the year ahead.

Morris commented making progress on the downtown sewer district and sidewalks

Doyle looks forward to the opening of the Rail trail to Wassaic and looks forward to further beautification improvements in the Hamlet of Wassaic

Town Clerk Report, Dawn Marie Klingner, Town Clerk

Clerk Klingner reported the total amount received for the month of December 2019 was in the amount of \$233 of which the local share portion of \$198.50 was remitted to the Supervisor.

The year to date totals for DEC collection was \$13,348, the local share portion of \$595.87 was remitted to supervisor.

2020 Tax Bills were mailed out on December 31st. The total Warrant is \$6,142,180.62 of which \$2,868,289.25 will be remitted to the Town Supervisor for the Town's share.

Adjourn

Motion to adjourn at 6:39pm

Motion made by Morris

Seconded by Somogyi

Roll Call 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Respectfully submitted:

Dawn Marie Klingner

Dawn Marie Klingner

Town Clerk

 Accepted by town board on (2/20/20)