

The January 2, 2014 Re-organizational meeting was called to order by Supervisor Daniel Sturm at 7:30 p.m. at the Dr. Duggan Community Center, Meeting Room.

Council members present: Vicky Simpson
Bernard Cohen
Lillian Hendrickson
Dawn Ryder

The meeting was opened with the Pledge of Allegiance

Supervisor's Opening Statement

I would like to welcome everyone to our January 2nd reorganizational meeting. I am once again honored to be here and to have this great opportunity to serve as Supervisor and to work with this Board; Councilwoman Lillian Hendrickson, Councilwoman Vicky Simpson, Councilman Bernie Cohen and new Board member Dawn Ryder. This is the start of my 7th year as Town Supervisor. Although we have not solved all issues in the Town of Bethel we are moving in the right direction; we are stable and more importantly we have a great positive future. I have learned from our mistakes and try to improve everyday. We have been fiscally responsible for 6 straight years and that oversight will continue. We will always be open and transparent, we will listen to our residents and try to make things better for them. I look forward to great discussions, good debate and most importantly good decisions from this Board. I look forward to working with our dedicated Town Clerk Rita Sheehan as well as all of our employees and staff in 2014.

Rules of Procedure and Conduct of Meetings

- 1) A Town Board meeting is a serious matter. The Open Meetings Law gives the Public the right to attend Town Board Meetings and to listen to Town Board deliberations. However, the public may not participate in the meeting except upon the invitation of the Board.
- 2) A Town Board has the right to promulgate rules of procedure for the orderly conduct of its meetings and for the proper management of the business and affairs of the Town.
- 3) The Town Board may invite and permit residents of the Town to participate therein so long as such participation is orderly and constructive and does not interfere with the business and purpose of the meeting, for example:
 - a) We will not tolerate slurs, derogatory comments, shouting, unruly behavior, distracting side conversations, or speaking out when another person is talking, defamation, intimidation, profanity or threats of violence, no loud phones, pagers, radios, computers or other electronic equipment, no booing, hissing, foot stomping, parading, singing or other similar behavior that impedes the orderly conduct of our meeting.
 - b) Any person speaking to the board with the consent of the Supervisor should address their remarks to the Board, not to other members of the audience in the form of a debate. Also no person has the right to demand an answer to a specific question from a member of the Board. All such questions shall be directed to the Supervisor who may either answer them or defer them.
- 4) You can disagree but cannot be disrespectful.

Salaries and Appointments

Salaries and Appointments		2014
Employee	Position	Salary/Hrly
Anker, Henrietta	Animal Control Officer	\$ 17,220.29
Arballes, Rosa	Clerk	\$ 11.00
Barber, Cindy	Town Justice	\$ 21,949.11
Brown, Marguerite A	Assessor	\$ 50,345.32
Cohen, Bernard	Councilman	\$ 12,037.48
Collins, Michael C.	Wastewater Treatment	\$ 35,300.16
Conroy, Richard	Assessment Board of Review Chairman	\$ 1,062.02
Crowley, James	Assessment Board of Review	\$ 994.17
Crumley, William	Highway Superintendent	\$ 52,663.13
Davis, James J.	Transfer Station Operator	\$ 13.32
Cathleen Doherty	Youth Assistant Director	\$ 4,097.34
Charles Foster	Assessment Board of Review	\$ 994.17
Foster, Richard	Part Time Transfer Station Operator	\$ 15.84
Gabriel, Debra	Tax Collector	\$ 20,598.21
Gettel, Bette Jean	Enforcement Officer	\$ 36,401.47
Graffeo, Chris	Laborer, Sewer	\$ 30,385.00
Hastings, Lori	Deputy Town Clerk	\$ 11.33
Heinz, Robert	Boat Constable	\$ 15.60
Hendrickson, Lillian	Councilperson	\$ 12,037.48
Ketcham, Douglas W.	Constable	\$ 24.02
Lynch, Erin	Confidential Secretary/ Bookkeeper	\$ 33,064.11
Lynch, Terri E.	Housekeeping Transfer Station Attendant P/T	\$ 11.98
MacArthur, Jannetta H	Planning Board Secretary	\$ 2,364.91
	Zoning Board Secretary	\$ 591.22
Mc Bride, James C.	Wastewater Treatment Operator	\$ 49,817.96
Mc Carthy, Christian	Constable	\$ 24.02
McFadden, Cathy L.	Recreation Director p/t	\$ 9,455.40
Panos, John	Boat Constable	\$ 16.53
Prince, Mary	Court Clerk	\$ 35,142.70
Semenetz, Gregg	Bldg. Inspector p/t	\$ 27,594.01
Rhyne, Kevin	Town Justice	\$ 21,949.11
Ryder, Dawn	Councilperson	\$ 12,037.48
Sheehan, Rita J.	Town Clerk	\$ 39,963.98
Simpson, Victoria	Councilperson	\$ 12,037.48
Stackhouse, Donna	Highway/Sewer Account Clerk	\$ 38,268.05
Sturm, Daniel	Town Supervisor	\$ 52,663.13
Sturm, Daniel	Budget Officer	\$ 4,504.86
Sturm, Dina M.	Assessor Clerk	\$ 35,370.14
Sturm, Dina M.	P/T Clerk	\$ 14.35
Vassmer, Marion E	Town Historian	\$ 1,221.43
Vassmer, Marion E.	Registrar of Vital Statistics	\$ 932.16
Weiss, Madelyn J.	Housekeeping (Cleaner)	\$ 11.98
Wood, George	Constable P/T & Court Officer P/T	\$ 18.10
Yates, Daryl	Boat Constable	\$ 17.31
Yates, Daryl	Part Time Constable	\$ 17.31

Motion by Vicky Simpson to approve salaries and appointments, seconded by Bernie Cohen, put to a vote and carried 5-0.

Constable Longevity

10 to 15 Years of Service	Full Time constables only	\$500.00
16 to 20 Years of Service	No provision for Annual Increases	\$1,000.00
21 Yrs of Service & Over		\$1,500.00

Motion by Lillian Hendrickson to approve Constable Longevity, seconded by Bernie Cohen, put to a vote and carried 5-0.

Uniform Allowance

Motion by Lillian Hendrickson to approve uniform allowance; \$500.00 full-time and \$100.00 boat Constable, seconded by Vicky Simpson, put to a vote and carried 5-0

Designation of Official Newspaper

Motion by Dawn Ryder to designate the Sullivan County Democrat as official newspaper and the River Reporter, seconded by Mrs. Cohen, put to a vote and carried 5-0.

Official Depository

Motion by Lillian Hendrickson to designate the bank depositories, seconded by Vicky Simpson, put to a vote and carried 5-0

- Bank of America
- First National Bank of Jeffersonville
- J.P. Morgan – Chase

Deputy Supervisor

Mr. Sturm appointed Vicky Simpson as Deputy Supervisor.

Authorized Bank Signatories

Motion by Bernie Cohen to designate the following for bank signatures, seconded by Lillian Hendrickson put to a vote and carried 5-0

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|------------------------------|--------------------------|
| Daniel Sturm | Supervisor |
| Rita J. Sheehan | Town Clerk |
| Vicky Simpson | Deputy Supervisor |
| Debra Gabriel | Tax Collector |
| BetteJean Gettel | Code Enforcement Officer |
| Cindy Barber and Kevin Rhyne | Town Justices |

Engineering Firms

Motion by Lillian Hendrickson to designate the following engineering firms, seconded by Vicky Simpson, put to a vote and carried 5-0.

- Glenn Smith, P.E. – Landfill, Mining and Highway
- K.C. Engineering, P.E. – Sewer (formerly E & H)
- McGoey, Hauser & Edsall – Planning Board (larger projects)
- Randy Wasson – Planning Board Engineer (smaller projects)

Attorneys for the Town

Motion by Vicky Simpson to designate the following attorneys for their designated purposes, seconded by Dawn Ryder, put to a vote and carried 5-0

Robert McEwan	Attorney for the Town
Alan Sorensen	Planner
Ted Fink	Planner
Jacqueline Ricciani	Planning and Zoning Boards, Building Department
Alexandria Bourne	Traffic tickets at Justice Court

Utility, Postage & Insurance

Motion by Dawn Ryder to authorize payment of utility bills, postage and insurances prior to audit and to present at the next audit meeting thereafter, seconded by Bernie Cohen, put to a vote and carried 5-0

Petty Cash

Motion by Vicky Simpson to set petty cash at \$150. for Parks and Recreation (Cathy McFadden), Tax Collector, Town Clerk and Building Department, seconded by Lillian Hendrickson, put to a vote and carried 5-0

Bonding Counsel

Motion by Dawn Ryder to designate Orrick & Herrington LLP as Bonding counsel, seconded by Vicky Simpson, put to a vote and carried 5-0.

Highway Department – Appropriations

Motion by Vicky Simpson to authorize Highway Superintendent to spend appropriations as set in annual Highway Budget, seconded by Lillian Hendrickson, put to a vote and carried 5-0

Health Officer

Motion by Lillian Hendrickson to designate Bethel Medical Center as Health Officer, seconded by Vicky Simpson, put to a vote and carried 5-0.

Water Patrol Fuel Reimbursement:

Motion by Bernie Cohen to set 2014 fuel reimbursement at \$200 for each water patrol volunteer (if needed), seconded by Lillian Hendrickson, put to a vote and carried 5-0.

Mileage Rate Reimbursement

Motion by Dawn Ryder to set mileage reimbursement at .56 cents per mile, seconded by Bernie Cohen, put to a vote and carried 5-0.

Town Board Liaisons - Supervisor Appointments

Mr. Sturm announced the following Town Board liaisons:

Vicky Simpson	Planning Board, Parks & Rec. Dept. & Green Committee
Bernard Cohen	Highway Department
Daniel Sturm	Constables, Solid Waste Committee
Dawn Ryder	Zoning Board
Lillian Hendrickson	Sewer, Green Committee

Re-formation Solid Waste Committee

Mr. Sturm announced the re-formation of the Solid Waste Committee: Dan Sturm, Jim Davis and Rita Sheehan.

Motion by Dawn Ryder, seconded by Vicky Simpson, put to vote and carried 5-0

Auxiliary Constables

Auxiliary Constables presented by the Town Supervisor as follows: Steve Schwartz, Lillian Hendrickson, Timothy Dexter, Robert Blais, Simon Gelb, Vicky Simpson, Denise Frangipane, David Biren, Bernie Cohen, Timothy Blais, James Reilly, Dawn Ryder, Patrick Rotondo, Michael Cassaro III and Lowell Feldman. Motion by Mrs. Simpson to approve, seconded by Dawn Ryder, put to a vote and carried 5-0.

Set Meeting Schedule

Motion by Lillian Hendrickson to set the Town Board meeting schedule for the 2nd and 4th Wednesday of each month at 7:30 p.m. at the Dr. Duggan Community Center, seconded by Vicky Simpson, put to a vote and carried 5-0.

Association of Towns Training School

Motion by Dawn Ryder to table approval of 2014 Association of Towns Training School in New York City until next meeting, seconded by Bernie Cohen, put to a vote and carried 5-0. Bernie Cohen may want to attend.

Procurement Guidelines

As required in the Procurement Guideline number 7 the Town Board is re-adopting the Procurement Guidelines. Motion by Vicky Simpson to renew the adoption of the procurement guidelines as adopted in 1996, seconded by Lillian Hendrickson, put to a vote and carried 5-0.

Bethel Green Committee

Mr. Sturm re-appointed Green committee members: Vicky Simpson, Lillian Hendrickson, Jeffrey Allison, Karen London, Wendy Robinson, Tom Wasserman and Paul Reifenheiser.

Approve Monthly Audit of Bills

<u>Fund</u>	<u>Amount</u>	<u>Check No.</u>
General Fund	\$240,845.62	4051 - 4122
Highway Fund	\$244,520.82	2574 - 2606
KL Sewer District	\$ 21,448.89	1877 - 1907
Planning & Zoning	\$ 4,919.75	1030 – 1031
Sewer Rehab	\$ 38,878.77	1071 - 1073

Motion by Vicky Simpson to approve, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Supervisor's Monthly Report

Town Supervisor Daniel Sturm has submitted the supervisor's monthly report for December. Motion by Vicky Simpson to receive and file, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Correspondence Catskill Hudson Bank

Correspondence has been received from Catskill Hudson Bank regarding the \$300,000 Highway Bond confirming their bid for a rate of 2.19%. Mr. Sturm thanked Erin Lynch for her help in getting the bids for this bond. Motion by Lillian Hendrickson to receive and file, seconded by Dawn Ryder, put to vote and carried 5-0.

Highway Fund 2013 Budget Modifications

<u>Acct Code</u>	<u>Title</u>	<u>Debit</u>	<u>Credit</u>
5140.4	Misc. Expense		\$ 452.81
5142.4	Snow Removal (con)		\$4,573.76
9060.8	Health Insurance	\$5,026.57	
Totals		\$5026.57	\$5,026.57

Motion by Vicky Simpson to approve, seconded by Dawn Ryder, put to vote and carried 5-0.

Request made from Bette Jean Gettel to attend 2014 NYS Building Official Continuing Education Classes

Mrs. Gettel has submitted request to attend 2014 NYS Building Official continuing education classes for 2014. The education is required by the State of New York to remain certified as a code Enforcement Officer. Due to Mrs. Gettel being the co-chairperson there is no cost to the Town realizing a cost savings of over \$5,000.

January 22; February 26; March 26; April 23-25 (Conference); May 28; June 25; September 10-12 (Conference); October 22; and December 3-5 (Conference).

Motion by Dawn Ryder to approve attendance, seconded by Bernie Cohen, put to vote and carried 5-0.

Building Dept. Monthly report for December

2013 December Fees:	\$4560.
2012 December Fees:	\$1811.
2013 Construction Totals:	\$10,694,000
2012 Construction Totals:	\$7,734,100

Motion by Vicky Simpson to receive and file report, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Re-naming of Townsend Road (TR 98) to Boyd Road

The town board would like to officially change the name of TR98 (Townsend road) to be consistent with the highway map and road sign.

Whereas, Town Road 98 located off Behr Road (TR17) in the Town of Bethel is named Townsend Road, and

Whereas, this road has been referenced for a period of over ten years and known as Boyd Road,

Now Therefore Be It Resolved, that the Town of Bethel Town Board hereby approves the renaming of Townsend Road (TR98) to now be known as Boyd Road, as depicted on the attached official Town of Bethel Highway Map.

Motion by Lillian Hendrickson, seconded by Vicky Simpson, put to vote and carried 5-0.

Town Clerk’s Monthly Report & Yearly Report

Town Clerk’s Monthly report for December has been filed with Town Supervisor.

Total Local Shares Remitted:	\$4,140.22
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Non-Local Revenue:	\$ 61.00
Total State, County & Local Revenues:	\$4,201.22

Motion by Bernie Cohen to receive and file, seconded by Dawn Ryder, put to vote and carried 5-0.

Authorize sealed bids for Scrap Metal at Transfer Station

Motion by Lillian Hendrickson to receive sealed bids for the scrap metal at transfer station on February 6, 2014 at 11 a.m., seconded by Vicky Simpson, put to vote and carried 5-0. Bidder to provide container.

Correspondence Zoning Board – 2014 Appointments

Correspondence has been received from Robert Brown indicating he is not seeking re-appointment to the Zoning Board. Mr. Brown has lived in Bethel all his life and will continue to be interested in its development. Motion by Bernie Cohen to receive and file, seconded by Lillian Hendrickson, put to vote and carried 5-0. Motion by Dawn Ryder to accept resignation and to present plaque at a town board meeting, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Correspondence has been received from Steve Morey, Zoning Board Chairman, recommending appointment of alternate member Cirino Bruno to fill the term left vacant by Robert Brown to expire December 31, 2020. Motion by Dawn Ryder to receive and file correspondence and to seek applicants for alternate member, seconded by Vicky Simpson, put to vote and carried 5-0. Motion by Vicky Simpson to appoint Cirino Bruno to the Zoning Board effective 1/2/2014 through 12/31/2020, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Mr. Sturm noted that Planning and Zoning board Members must be up to date with training or they will not be reappointed.

Motion by Vicky Simpson to send letter to all Planning Board and Zoning Board members informing them of the required training, seconded by Dawn Ryder, put to vote and carried 5-0.

Correspondence Planning Board – 2014 Appointments

Correspondence has been received from Daniel Gettel, Planning Board Chairman, on behalf of the Planning Board recommending re-appointment of himself. Motion by Lillian Hendrickson to receive and file correspondence, seconded by Dawn Ryder, put to vote and carried 5-0. Motion by Lillian Hendrickson to re-appoint Daniel Gettel to the Planning Board effective 1/1/2014 through 12/31/2020, seconded by Bernie Cohen, put to vote and carried 5-0.

Resolution to require Official Undertaking of certain town officers

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BETHEL
REQUIRING AND APPROVING THE
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS**

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute an Official Undertaking; and

WHEREAS, the Town Board of the Town of Bethel hereby requires the Supervisor, Town Clerk, Tax Collector, Town Justices, Constables, Highway Superintendent, and Court Clerk to execute said Official Undertaking as required by said laws.

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Bethel approve the document, attached hereto, entitled “Town of Bethel Official Undertaking of Municipal Officers” as to its form and manner of execution and the sufficiency of the insurance, and be it

FURTHER RESOLVED that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as, the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

Motion by Dawn Ryder to approve resolution, seconded by Bernie Cohen, and upon a roll call vote the Town Board voted as follows:

Bernard Cohen	Voting	Aye
Dawn Ryder	Voting	Aye
Lillian Hendrickson	Voting	Aye
Vicky Simpson	Voting	Aye
Daniel Sturm	Voting	Aye

Duly adopted by 5 ayes, 0 nays the 2nd day of January, 2014.

Effective Date: This Resolution shall take effect upon adoption.

Appointment to SC Fire Advisory Board

Table till next meeting

Approve renewal contract with Sullivan County for Solid Waste facility user permit

Renewal User Permit application has been received from Motion by Vicky Simpson to approve application, seconded by Lillian Hendrickson, put to vote and carried 5-0.

Adjournment

Motion by Lillian Hendrickson to adjourn the meeting, seconded by Dawn Ryder, put to vote and carried 5-0.

Respectfully submitted,

Rita J. Sheehan, Town Clerk