

The January 6, 2016 Town of Bethel 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  
Dawn Ryder  
Lillian Hendrickson  
Bernard Cohen

The meeting was opened with the Pledge of Allegiance.

### **Re-Organizational Meeting**

#### **Supervisor's Opening Remarks:**

Mr. Sturm welcomed everyone to the January 6, 2016 re-organizational meeting. And made the following statement "I am honored to be here tonight to start off my 9<sup>th</sup> year as Town Supervisor. I am always grateful for this opportunity.

Our goals are simple for this year:

1. To be totally attentive responsible on a daily basis. We will not exceed our budgets, and will always be under the 2% state tax cap (which this year is .73%).
2. We are dedicating more man power and equipment to our police and public safety needs by adding a fulltime constable and getting another two (2) police cars to replace two (2) aging ones. Both are over eight years old.
3. We need to focus on grant opportunities like the Sullivan Renaissance Municipal Grant Program, and others. (Green initiative grants, sewer grants, and parks and recreational grants).
4. Continue to grow our Senior and Youth Programs, as well as new healthy community initiatives. (We are all going to get healthy, together).
5. MOST importantly we all need to work together. We will listen to our residents and solve our problems together. I look forward to working with our Town Clerk, Rita Sheehan, our new Highway Superintendent, Patrick Cunningham, this Town Board, and all of our Bethel Town employees and staff in 2016."

#### **Meeting Rules and Procedures**

- 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**

Mr. Sturm noted that the position of Grant Administrator was created at \$17.08/hr. up to 20 hours combined Town and BLDC.

<b>Salaries and Appointments</b>		<b>2016</b>	
<b>Employee</b>	<b>Position</b>	<b>Salary/Hrly</b>	
Anker, Henrietta	Animal Control Officer	\$ 17,220.29	Yearly
Barber, Cindy	Town Justice	\$ 22,607.59	Yearly
Brown, Marguerite A	Assessor	\$ 51,855.68	Yearly
Cohen, Bernard	Councilman	\$ 12,398.60	Yearly
Collins, Michael C.	Sewer Superintendent	\$ 45,000.00	Yearly
Conroy, Richard	Assessment Board of Review Chairman	\$ 1,093.88	Yearly
Crowley, James	Assessment Board of Review	\$ 1,023.99	Yearly
Cunningham, Chris	Grant administrator	\$ 17.08	Hourly
Cunningham, Patrick	Highway Superintendent	\$ 54,243.02	Yearly
Davis, James J.	Transfer Station Operator	\$ 13.72	Yearly
Duncan, Ruth	Deputy Town Clerk II	\$ 11.50	Hourly
Foster, Charles	Assessment Board of Review	\$ 1,023.99	Yearly
Foster, Richard	Part Time Transfer Station Operator	\$ 16.32	Hourly
Gabriel, Debra	Tax Collector	\$ 21,216.15	Yearly
Gabriel, Garrett	Boat/ PT Constable	\$ 17.00	Hourly
Gettel, Bette Jean	Enforcement Officer	\$ 37,493.51	Yearly
Graffeo, Chris	Wastewater Treatment	\$ 36,296.55	Yearly
Heinz, Robert	Boat Constable	\$ 18.00	Hourly
Hendrickson, Lillian	Councilperson	\$ 12,398.60	Yearly
Ketcham, Douglas W.	Full Time Constable	\$ 24.74	Hourly
Lynch, Erin	Confidential Secretary/ Bookkeeper	\$ 34,056.04	Yearly
Lynch, Terri E.	Housekeeping/Transfer Station Attendant P/T	\$ 12.34	Hourly
MacArthur, Jannetta H	Planning Board Secretary	\$ 2,435.86	Yearly
	Zoning Board Secretary	\$ 608.96	Yearly
McCarthy, Christian	Full Time Constable	\$ 24.74	Hourly
McFadden, Cathy L.	Recreation Director p/t	\$ 10,739.06	Yearly
Prince, Mary	Court Clerk	\$ 36,196.99	Yearly
Semenetz, Gregg	Bldg. Inspector p/t	\$ 28,421.83	Yearly
Rhyne, Jared	Laborer, Sewer	\$ 15.00	Hourly
Rhyne, Kevin	Town Justice	\$ 22,607.59	Yearly
Ryder, Dawn	Councilperson	\$ 12,398.60	Yearly
Sheehan, Rita J.	Town Clerk	\$ 41,162.90	Yearly
Sheehan, Rita J.	Registrar of Vital Statistics	\$ 960.13	Yearly
Simpson, Victoria	Councilperson	\$ 12,398.60	Yearly
Stackhouse, Charles	Boat/ PT Constable	\$ 17.00	Hourly
Stackhouse, Donna	Highway/Sewer Account Clerk	\$ 39,416.10	Yearly
Sturm, Daniel	Town Supervisor	\$ 54,243.02	Yearly
Sturm, Daniel	Budget Officer	\$ 4,640.01	Yearly
Sturm, Dina M.	Assessor Clerk	\$ 36,431.24	Yearly
Sturm, Dina M.	P/T Clerk	\$ 14.78	Hourly
Touwsma, Samantha	Court Clerk	\$ 30,385.00	Yearly
Vassmer, Marion E	Town Historian	\$ 1,258.07	Yearly
Weiss, Madelyn J.	Housekeeping (Cleaner)	\$ 12.34	Hourly
Wood, George	Court Officer P/T	\$ 18.64	Hourly
Yates, Daryl	Full Time Constable (Provisional)	\$ 22.74	Hourly

Motion by Vicky Simpson to approve salaries and appointments, seconded by Lillian Hendrickson, 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 Bernie Cohen to approve uniform allowance; \$500.00 full-time and \$100.00 boat Constable, and \$200.00 part-time; unpaid uniformed volunteers, 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 Lillian Hendrickson, put to a vote and carried 5-0.

**Official Depository**

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

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

**Deputy Supervisor**

Mr. Sturm appointed Vicky Simpson as Deputy Supervisor.

**Authorized Bank Signatories**

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

- |                              |                          |
|------------------------------|--------------------------|
| Daniel Sturm                 | Supervisor               |
| Rita J. Sheehan              | Town Clerk               |
| Vicky Simpson                | Deputy Supervisor        |
| Debra Gabriel                | Tax Collector            |
| Bette Jean 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, Planning Board
- K.C. Engineering, P.E. – Sewer (formerly E & H)
- McGoey, Hauser & Edsall – Planning Board (larger projects)

**Attorneys for the Town**

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

Robert McEwan	Attorney for the Town
Jacqueline Ricciani	Planning and Zoning Boards, Building Department, and Enforcement
Charles Olsen	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 Lillian Hendrickson to set petty cash at \$150.00 for Parks and Recreation (Cathy McFadden), Tax Collector, Town Clerk and Building Department, seconded by Dawn Ryder, put to a vote and carried 5-0

**Bonding Counsel**

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

**Highway Department – Appropriations**

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

**Highway Designated Representative**

Motion by Lillian Hendrickson to appoint Daniel Sturm as Highway Designated Representative, seconded by Vicky Simpson, put to a vote and carried 5-0.

**Health Officer**

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

**Water Patrol Fuel Reimbursement:**

Motion by Vicky Simpson to set 2016 fuel reimbursement at \$200 for each water patrol volunteer (if needed), seconded by Dawn Ryder, put to a vote and carried 5-0.

**2016 Mileage Rate Reimbursement**

Motion by Dawn Ryder to set mileage reimbursement at 2016 Federal Rate of \$0.54 per mile, seconded by Lillian Hendrickson, 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
Bernie Cohen	Highway Department
Daniel Sturm	Constables, Solid Waste Committee
Dawn Ryder	Zoning Board, Green Committee
Lillian Hendrickson	Sewer

**Re-formation Solid Waste Committee**

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

**Auxiliary Constables**

Auxiliary Constables presented by the Town Supervisor as follows: Steve Schwartz, Bernard Cohen, Timothy Dexter, Robert Blais, Simon Gelb, Lillian Hendrickson, Denise Frangipane, David Biren, Vicky Simpson, Timothy Blais, James Reilly, Dawn Ryder, Patrick Rotondo, Michael Cassaro, Sue Collins and Lowell Feldman.

Gerry Sarosy, Michael Cassaro, and Ozzie Ganales were appointed – unpaid uniformed volunteers, and have completed the Peace Officer Training and the Assault Weapons training.

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

**Set Meeting Schedule**

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

**Association of Towns Training School**

Motion by Vicky Simpson to approve attending 2016 Association of Towns Training School in New York City, seconded by Lillian Hendrickson, put to a vote and carried 5-0.

**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 Dawn Ryder, put to a vote and carried 5-0.

**Approve Monthly Audit of Bills**

<u>Fund</u>	<u>Amount</u>	<u>Check No.</u>
General Fund	\$207,338.63	5717, 5729-5732, 5734-5792
Highway Fund	\$210,593.23	3571-3600
KL Sewer District	\$ 29,233.93	2424-2461
KL Light District	\$ 2,248.67	1100
Capital Projects Hwy	\$52,725.35	1032-1034

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

**Supervisor’s Monthly Report**

Town Supervisor Daniel Sturm has submitted the supervisor’s monthly report for December. Mr. Sturm noted in the Highway printout 5140.4 Machinery over \$11,000. And 5142.4 Sand Removal over \$28,000. Vicky Simpson noted it was a shame the town could not have made sand, it was the perfect year, we lost September, October, and November. Now we have to buy sand.

Vicky Simpson stated that the highway superintendent did not authorize men to do the work, half the men were trained. Dan Sturm clarified that we should have gotten ready in September, October, and November. We have spent \$25,000. for sand in December, 2015. Vicky Simpson stated we’re starting a fresh year.

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

**Request to attend 2015 NYS Building Official Continuing Education Classes**

Mrs. Gettel has submitted request to attend NYS Building Official continuing education classes for 2016. 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 \$6,000.

- February 17, 2016 class
- February 29, 2016-March 4, 2016 conference
- April 20-22, 2016 conference
- May 25, 2016 class
- June 22, 2016 class
- September 7-9, 2016 conference
- September 28, 2016 class
- November 9-11, 2016 conference

Motion to approve BJ Gettel’s attendance to the Tri-County Chapter of NYSBOC continued education classes/conferences, seconded by Bernie Cohen, put to a vote and carried 5-0.

**Building Dept. Monthly report for December and Year-End Report**

2015 December Fees:	\$ 2,449.00
2015 Total Fees:	\$ 61,730.25
2015 December Construction Totals:	\$ 233,800.00
2015 Construction Totals:	\$7,423,900.00

Motion by Vicky Simpson to receive and file building department for December, 2015 report, seconded by Dawn Ryder, put to vote and carried 5-0.

**Town Clerk’s December Monthly Report & Yearly Report**

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

Total Local Shares Remitted:	\$4,874.81
Non-Local Revenue:	\$ 138.30
Total State, County & Local Revenues:	\$5,013.11
Total Local Shares Remitted:	\$67,028.83
Non-Local Revenue:	\$12,964.19
Total State, County & Local Revenues:	\$79,993.02

Motion by Lillian Hendrickson to receive and file town clerk’s monthly report and yearly report, seconded by Dawn Ryder, put to vote and carried 5-0.

**2015 Budget Modifications**

<u>Acct Code</u>	<u>Title</u>	<u>Credit (rev)</u>	<u>Credit</u>
2680	Insurance recovery	\$ 81,284.71	
2770	Unclassified	\$ 35,000.00	
S-599	App. Fund Balance	\$ 18,715.29	
8130.4	Sewage & Disp. 4		\$135,000.00
		<b><u>\$135,000.00</u></b>	<b><u>\$135,000.00</u></b>
<u>Acct Code</u>	<u>Title</u>	<u>Credit (rev)</u>	<u>Credit</u>
S 1910.4	Insurance		\$ 9,987.00
8110.4	Admin .4		\$ 5,000.00
9710.6	Serial Bond		\$ 14,600.00
1670.4	Central prt & Mail	\$ 9,000.00	
8130.1	Sewage & disp	\$ 18,000.00	
9060.8	Health Insurance	\$ 2,587.00	
		<b><u>\$ 29,587.00</u></b>	<b><u>\$ 29,587.00</u></b>

**Executive Session**

Motion by Dawn Ryder to recess the regular Town of Bethel Town Board Meeting at 8:10 p.m. and go into executive session to discuss a personnel matter, seconded by Vicky Simpson, put to a vote and carried 5-0.

Motion by Dawn Ryder to close the executive session and re-open the regularly scheduled Town of Bethel Town Board meeting at 8:20 p.m., seconded by Vicky Simpson, put to a vote and carried 5-0.

**Correspondence Zoning Board – 2015 Appointments**

The Zoning Board of Appeals recommends reappointing Jesse Komatz to a 7 year term commencing from January 1, 2016 through December 31, 2022. The Zoning Board has also reappointed Steve Morey as Chairman and Jim Crowley as Vice Chairman. Motion by Dawn Ryder to re-appoint Jesse Komatz, seconded by Lillian Hendrickson, put to vote and carried 5-0.

**Correspondence Planning Board – 2015 Appointments**

Correspondence has been received from the Planning Board recommending re-appointment of Wilfred Hughson to a 7 year term commencing 1/1/2016 – 12/31/2022. The Planning Board also reappointed Dan Gettel as Chairman and Steve Simpson as Vice Chairman. Motion by Bernie Cohen to re-appoint Wilfred Hughson to the Planning Board, seconded by Vicky Simpson, put to vote and carried 5-0.

**Approve Purchase of Police Vehicle**

Mr. Sturm has received the pricing from the Constables for a leftover 2014 Ford Interceptor from Henderson Ford on State Contract with all the options at a price of \$33,955.35. Mr. Sturm indicated we will purchase now and bond at the end of the year. Another police which we are still pricing will be purchased later in the year and also bonded. Motion by Bernie Cohen to approve purchase the 2014 Ford Interceptor police vehicle on State Contract #PC66390 for \$33,955.35, seconded by Vicky Simpson, put to a vote and carried 5-0.

**Approve Purchase of New Holland Tractor**

Mr. Sturm has received a price from Fosterdale Equipment to purchase a 2014 New Holland Tractor with loader on State Contract at a price of \$18,770 for the landfill. Mr. Sturm indicated we will purchase now and bond at the end of the year. Motion by Vicky Simpson to approve to purchase the 2014 New Holland Tractor with front loader for \$18,770., seconded by Lillian Hendrickson, put to a vote and carried 5-0.

**Appointment to SC Fire Advisory Board**

County Legislature is seeking input from the Town regarding the appointment to the Sullivan County Fire Advisory Board. Motion by Lillian Hendrickson to appoint George Roosevelt to SC Fire Advisory Board, seconded by Dawn Ryder, put to vote and carried 5-0.

**Town of Thompson Kennel Contract Renewal**

Town of Thompson renewal contract has been received. Motion by Vicky Simpson to approve, seconded by Dawn Ryder, put to vote and carried 5-0.

**Town of Cocheton Kennel Contract Renewal**

Town of Cocheton kennel contract has been received for a secondary kennel. Motion by Lillian Hendrickson to approve, seconded by Dawn Ryder, put to vote and carried 5-0.

**Resolution to renew Solid Waste User Permit with Sullivan County**

Renewal User Permit application has been received from Sullivan County. Motion by Dawn Ryder to approve renewal of solid waste user permit, seconded by Bernie Cohen, put to vote and carried 5-0.

**Approve Drug and Alcohol Screening Contract with Youngsville Medical**

Motion by Lillian Hendrickson to approve Drug and Alcohol Screening contract with Youngsville Medical and to appoint Dan Sturm as Designated Employee Representative, seconded by Dawn Ryder, put to a vote and carried 5-0.

**Approve request for 2016 Out of the Darkness Walk (9/10/2016)**

2016 Out of the Darkness Community Walk Agreement has been received from the American Foundation for Suicide Prevention. They are requesting the date of September 20, 2016. Motion by Dawn Ryder to approve agreement for September 10, 2016, seconded by Lillian Hendrickson, put to a vote and carried 5-0.

**Approve contract with Santore's for July 4<sup>th</sup> Fireworks on White Lake**

Motion by Vicky Simpson to approve contract with Santore's World Famous Fireworks for July 4<sup>th</sup> fireworks on White Lake, seconded by Bernie Cohen, put to a vote and carried 5-0.

**Approve contract with Santore's for September 3<sup>rd</sup> Fireworks in Smallwood**

Motion by Lillian Hendrickson to approve contract with Santore's World Famous Fireworks for Sept. 3<sup>rd</sup> fireworks in Smallwood, seconded by Dawn Ryder, put to a vote and carried 5-0.

**Approve 2016 contract with Sullivan Alliance for Sustainable Dev.**

Contract with Sullivan Alliance for Sustainable Development has been received to contract with them as our Climate Smart Community. Motion by Vicky Simpson to approve 2016 contract with Sullivan Alliance for Sustainable Development, seconded by Dawn Ryder, put to a vote and carried 5-0.

**Retirement letter from Ron Weiss**

Retirement letter has been received from Ron Weiss, Highway Department, effective February 15, 2016. Motion by Dawn Ryder to receive and file retirement letter from Ron Weiss and to send a congratulatory letter, seconded by Bernie Cohen, put to a vote and carried 5-0.

**Appoint Rob McEwan as council to represent the Town**

Mr. Sturm explained that the Boymelgreen septic waiver denial was in August 2015 and that the applicant is suing the Town of Bethel under Article 78 and the town needs to appoint an attorney for representation. Motion by Lillian Hendrickson to appoint Robert McEwan to represent the Town of Bethel in this matter, seconded by Vicky Simpson, put to a vote and carried 5-0.

**Adjournment**

Motion by Lillian Hendrickson to adjourn the town board meeting at 8:45 p.m., seconded by Vicky Simpson, put to vote and carried 5-0.

Respectfully submitted,

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Rita J. Sheehan, Town Clerk