

The January 4, 2017 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
Lillian Hendrickson
Bernie Cohen
Dawn Ryder

The meeting was opened with the Pledge of Allegiance.

Re-Organizational Meeting

Supervisor's Opening Remarks:

Mr. Sturm welcomed everyone to the 2017 re-organizational meeting. And made the following statement:

1) As always, we will not exceed our budgets and always stay under the 2% tax Cap. And this year 2017, our Town taxes are down 1% verse last year. We have lowered our Town taxes by working together and being attentive and responsible on a daily basis.

2) A renewed and continued commitment to energy efficiencies in all of our Operations. We are going green and will save money doing it and protect our environment.

Projects in progress this year: Cleaner Greener NY Grant Program; \$100,000 grant to be match, in which we need to complete four (4) out of ten (10) impact items which we have three (3) so far. Be the first climate certified smart community in Sullivan County, which will open up more grant opportunities and set an example for others to follow. Solar Law, CCA, LED conversions of our street lights, and a solar array on our closed landfill, all in the works.

While we are looking to save money, we also will be focusing on our Commitment to being a vibrant healthy community and to keep cleaning up our Town and improving our parks, play grounds and public spaces.

We have yet not received approval to spend any of the \$100,000 Sullivan Renaissance Grant that we won last year.

Economic development will be a priority as well.

Finally, we will make the see that Highway Department has what they need, to continue the great job they have been doing. I look forward to working with our Town Clerk, Rita Sheehan, Town Board, our Highway Superintendent, Patrick Cunningham, and all of our staff in 2017.

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

Employee	Position	Salary/Hrly	
Anker, Henrietta	Animal Control Officer	\$ 17,564.70	Yearly
Barber, Cindy	Town Justice	\$ 23,059.74	Yearly
Bonnaci, Kelly	Building Dept P/T clerk	\$ 12.24	Hourly
Brown, Marguerite A	Assessor	\$ 26,446.40	Yearly
Cassaro, Mike	P/T Constable	\$ 17.34	Hourly
Cohen, Bernard	Councilman	\$ 12,646.57	Yearly
Collins, Michael C.	Wastewater Treatment Plant Operator	\$ 45,900.00	Yearly
Conroy, Richard	Assessment Board of Review Chairman	\$ 1,115.76	Yearly
Crowley, James	Assessment Board of Review	\$ 1,044.47	Yearly
Cunningham, Chris	Grants/BLDC Manager/economic dev.	\$ 36,000.00	Yearly
Cunningham, Patrick	Highway Superintendent	\$ 55,327.88	Yearly
Davis, James J.	Transfer Station Operator	\$ 15.81	Hourly
Duncan, Ruth	Deputy Town Clerk II	\$ 11.73	Hourly
Feeney, Robert	Cleaning	\$ 12.24	Hourly
Foster, Charles	Assessment Board of Review	\$ 1,044.47	Yearly
Foster, Richard	Part Time Transfer Station Operator	\$ 16.65	Hourly
Gabriel, Debra	Tax Collector	\$ 21,640.47	Yearly
Gabriel, Garrett	Boat/ PT Constable	\$ 17.34	Hourly
Gettel, Bette Jean	Enforcement Officer	\$ 38,243.38	Yearly
Gettel, Daniel	Assessor Trainee	\$ 35,700.00	Yearly
Graffeo, Chris	Waste Water Treatment Plant Operator	\$ 37,022.48	Yearly
Heinz, Robert	Boat Constable	\$ 18.36	Hourly
Hendrickson, Lillian	Councilperson	\$ 12,646.57	Yearly
Ketcham, Douglas W.	Full Time Constable	\$ 25.23	Hourly
Lynch, Erin	Confidential Secretary/ Bookkeeper	\$ 34,737.16	Yearly
Lynch, Terri E.	Housekeeping/Transfer Station Attendant P/T	\$ 14.28	Hourly
MacArthur, Jannetta H	Planning Board Secretary	\$ 2,484.58	Yearly
MacArthur, Jannetta H	Zoning Board Secretary	\$ 621.14	Yearly
McCarthy, Christian	Full Time Constable	\$ 25.23	Hourly
McFadden, Cathy L.	Recreation Director p/t	\$ 10,953.84	Yearly
Prince, Mary	Court Clerk	\$ 36,920.93	Yearly
Semenetz, Gregg	Bldg. Inspector p/t	\$ 28,990.27	Yearly
Rhyne, Jared	Laborer, Sewer	\$ 32,130.00	Yearly
Rhyne, Kevin	Town Justice	\$ 23,059.74	Yearly
Ryder, Dawn	Councilperson	\$ 12,646.57	Yearly
Sheehan, Rita J.	Town Clerk	\$ 41,986.16	Yearly
Sheehan, Rita J.	Registrar of Vital Statistics	\$ 979.33	Yearly
Simpson, Victoria	Councilperson	\$ 12,646.57	Yearly
Stackhouse, Charles	Boat/ PT Constable	\$ 17.34	Hourly

Stackhouse, Donna	Highway/Sewer Account Clerk	\$ 40,204.42	Yearly
Sturm, Daniel	Town Supervisor	\$ 55,327.88	Yearly
Sturm, Daniel	Budget Officer	\$ 4,732.81	Yearly
Sturm, Dina M.	Assessor Clerk	\$ 37,159.86	Yearly
Sturm, Dina M.	P/T Clerk	\$ 15.08	Hourly
Touwasma, Samantha	Court Clerk	\$ 30,992.70	Yearly
Vassmer, Marion E	Town Historian	\$ 1,283.23	Yearly
Weiss, Madelyn J.	Housekeeping (Cleaner)	\$ 12.59	Hourly
Yates, Daryl	Full Time Constable (Provisional)	\$ 24.23	Hourly

Motion by Mrs. Simpson to approve salaries and appointments, seconded by Mrs. 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 Mrs. Simpson to approve Constable Longevity, seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

Uniform Allowance

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

Designation of Official Newspaper

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

Official Depository

Motion by Mrs. Ryder to designate the bank depositories, seconded by Mr. Cohen, put to a vote and carried 5-0.

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

Deputy Supervisor

Mr. Sturm appointed Mrs. Simpson as Deputy Supervisor.

Authorized Bank Signatories

Motion by Mrs. Ryder to designate the following for bank signatures, seconded by Mr. Cohen, 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 Mrs. Simpson to designate the following engineering firms, seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

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

Attorneys for the Town

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

Karen Mannino	Attorney for the Town
Jacqueline Ricciani	Planning and Zoning Boards, Building Department, and Enforcement
Scott Russell	Traffic tickets at Justice Court (max. \$7,000 per yr)

Utility, Postage & Insurance

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

Petty Cash

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

Bonding Counsel

Motion by Mrs. Simpson to designate Orrick & Herrington LLP as Bonding counsel, seconded by Mr. Cohen, put to a vote and carried 5-0.

Highway Department – Appropriations

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

Highway Designated Representative

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

Health Officer

Motion by Mrs. Hendrickson to designate the Bethel Medical Center as Health Officer; seconded by Mrs. Ryder, put to a vote and carried 5-0.

Water Patrol Fuel Reimbursement

Motion by Mrs. Simpson to set 2017 fuel reimbursement at \$200 for each water patrol volunteer (if needed), seconded by Mrs. Ryder, put to a vote and carried 5-0.

2017 Mileage Rate Reimbursement

Motion by Mrs. Simpson to set mileage reimbursement at the 2017 Federal Rate of \$.535 per mile, seconded by Mrs. Ryder, 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. and 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, Rita Sheehan and Lillian Hendrickson.

Motion by Mrs. Simpson to approve the re-formation of the Solid Waste Committee; seconded by Mrs. Ryder, put to a vote and carried 5-0.

Auxiliary Constables

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

Auxiliary Constables that are uniformed volunteers and have completed the Peace Officer Training and the Assault Weapons training: Gerry Sarosy, Patrick Rotondo, and Ozzie Gonzales.

Motion by Mr. Cohen to approve appointments for Auxiliary Constables, seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

Set Meeting Schedule

Motion by Mr. Cohen 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 Mrs. Simpson, put to a vote and carried 5-0.

Association of Towns Training School

Motion by Mrs. Simpson to approve any member of the Town Board to attend 2017 Association of Towns Training School in New York City, seconded by Mrs. Ryder, 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 Mrs. Simpson to renew the adoption of the procurement guidelines as adopted in 1996, seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

Resolution Adopting the Official Undertaking of Public Officials

**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, and Highway Superintendent 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 Councilwoman Mrs. Ryder seconded by Councilwoman Mrs. Simpson, and upon a roll call vote the Town Board voted as follows:

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

Duly adopted by 5 ayes, 0 nays the 27th day of January, 2017.

Effective Date: This Resolution shall take effect upon adoption.

REGULAR MEETING:

Approve Monthly Audit of Bills

<u>Fund</u>	<u>Amount</u>	<u>Check No.</u>
General Fund	\$108,575.61	6531, 6572-6612
Highway Fund	\$223,520.49	1278-1297
KL Sewer District	\$ 11,651.18	1142-1143, 1146-1155
P & Z Escrow	\$ 10.00	

Motion by Mrs. Simpson to receive, file and approve monthly audit bills, seconded by Mrs. Ryder, put to vote and carried 5-0.

Supervisor’s Monthly Report - December

Town Supervisor Daniel Sturm has submitted the supervisor’s monthly report for December. Motion by Mrs. Hendrickson to receive and file the monthly supervisor’s report. Seconded by Mrs. Simpson, put to a vote and carried 5-0.

2016 Highway Budget Modifications

Resolution for Budgetary transfers between fund account codes.

<u>Acct Code</u>	<u>Title</u>	<u>Debit</u>	<u>Credit</u>
5110.0	Maint. of Streets .1	1,035.20	
5110.4	Maint. Of Streets .4	85,000.00	
5142.11	Snow removal .11	12,591.87	
5142.12	Snow removal meals .12	1,370.00	

5142.15	Snow removal comp .15	1,950.48	
9060.8	Health Insurance	20,000.00	
9720.7	Bonds (interest)	5,472.70	
5130.2	Machinery Equipment		\$127,429.25
		\$127,420.25	\$127,420.25

EXPLANATION - Transfers between expense account codes.

<u>Acct Code</u>	<u>Title</u>	<u>Credit (rev)</u>	<u>Credit</u>
Da2300	Intergovernmental Charges	6,497.73	
Da2401	Interest	1,026.52	
Da59999	Appropriated Fund Balance	31,090.33	
Da5130.2	Machinery .2		38,614.58
		\$38,614.58	\$38,614.58

EXPLANATION OF TRANSFERS:

- 1) Record receipt of additional revenue
- 2) Increase the expenditure

Motion by Mrs. Hendrickson to approve the 2016 Highway Budget Modifications as submitted. Seconded by Mrs. Simpson, put to a vote and carried 5-0.

2016 General Fund Budget Modifications

Resolution for Budgetary transfers between fund account codes.

<u>Acct Code</u>	<u>Title</u>	<u>Debit</u>	<u>Credit</u>
1420.4	Attorney	\$ 3,275.00	
1620.4	Town Hall .4	3,000.00	
3120.1	Police .1	5,496.17	
3120.4	Police .4		\$ 1,275.00
7989.4	Cultural Series .4		6,853.28
9060.8	Health Insurance		3,642.89
		\$11,771.17	\$11,771.17

EXPLANATION - Transfers between account codes.

Motion by Mrs. Ryder to receive and file the 2016 General Fund Budget Modifications as submitted. Seconded by Mrs. Simpson, put to a 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.

December 2016:

Total Local Shares Remitted:	\$ 4,880.73
Non-Local Revenue:	\$ 88.75
Total State, County & Local Revenues:	\$ 4,969.48

Yearly Report 2016:

Total Local Shares Remitted:	\$67,868.41
Non-Local Revenue:	\$11,874.25
Total State, County & Local Revenues:	\$79,742.66

Motion by Mrs. Hendrickson to receive and file town clerk’s monthly report and year-end report, seconded by Mrs. Ryder, put to vote and carried 5-0.

Correspondence Zoning Board – 2017 Appointments

Correspondence has been received from the Zoning Board of Appeals recommending reappointing Stephen Morey to a 7 year term commencing from January 1, 2017 through December 31, 2023. The Zoning Board has also reappointed Steve Morey as Chairman and Jim Crowley as Vice Chairman. Motion by Mr. Cohen to re-appoint Stephen Morey, seconded by Mrs. Ryder, put to vote and carried 5-0.

Correspondence Planning Board – 2017 Appointments

Correspondence has been received from the Planning Board recommending re-appointment of Susan Brown Otto to a 7 year term commencing January 1, 2017 through December 31, 2023. The Planning Board also reappointed Dan Gettel as Chairman and Steve Simpson as Vice Chairman. Motion by Mrs. Simpson to re-appoint Susan Brown Otto to the Planning Board, seconded by Mrs. Hendrickson, put to vote and carried 5-0.

Approve request for 2017 Allyson Whitney Foundation 5K

Motion by Mrs. Hendrickson to receive, file and approve request for the 2017 Allyson Whitney Foundation 5K on 5/13/2017. Seconded by Mrs. Simpson, put to a vote and carried 5-0,

Approve request for 2017 Out of the Darkness Walk

Out of the Darkness Community Walk Agreement has been received from the American Foundation for Suicide Prevention. They are requesting the date of September 9, 2017. Motion by Mr. Cohen to approve agreement, seconded by Mrs. Ryder, put to a vote and carried 5-0.

Approve contract with Santore’s for July 4th Fireworks on White Lake

Motion by Mrs. Simpson to approve contract with Santore’s World Famous Fireworks for July 4th fireworks on White Lake, seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

Approve contract with Santore’s for September 2nd Fireworks in Smallwood

Motion by Mrs. Hendrickson to approve contract with Santore’s World Famous Fireworks for Sept. 2nd fireworks in Smallwood, seconded by Mrs. Ryder, put to a vote and carried 5-0.

Correspondence from Java Love

Motion by Mrs. Hendrickson to receive and file letter from Java Love regarding being harassed by a neighbor about roasting process. Seconded by Mrs. Simpson, put to a vote and carried 5-0.

Bond Bid Results

Erin Lynch searched banks for bond rates and came in with the following rates:

The bid results for the \$288,757.69 Staturoy Installment bond are as follows:

Bank of Greene County	2.17
Jeff Bank	2.75
Wayne Bank	2.8
Dime Bank	3.64

Best Bond is Bank of Greene County with a rate of 2.17.

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Motion by Mrs. Simpson to receive, file the Bank of Greene County bond rate of 2.17. Seconded by Mr. Cohen, put to a vote and carried 5-0.

Response from NYS Dept. of Health re: Town's FOIL Request

Motion by Mrs. Hendrickson to receive and file letter dated December 2, 2016 from NYS Dept. of Health regarding Foil request of August 26, 2016 from the Town Board indicating it is processing the request. Seconded by Mrs. Simpson, put to a vote and carried 5-0.

Adjournment

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

Respectfully submitted,

Rita J. Sheehan, Town Clerk