

The January 2, 2013 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
Denise Frangipane

The meeting was opened with the Pledge of Allegiance.

Supervisor’s Opening Statement

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.

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

Salaries and Appointments

Salaries and Appointments			2013
Employee	Position	Salary/Hrly	
Anker, Henrietta	Animal Control Officer	\$16,718.73	Yearly
Arballes, Rosa	Town Clerk’s office	\$8.16	Hourly
Barber, Cindy	Town Justice	\$21,309.82	Yearly
Brown, Marguerite A	Assessor	\$48,878.95	Yearly
Cassaro, Marc	Boat Constable	\$15.85	Hourly
Cohen, Bernard	Councilman	\$11,686.87	Yearly
Collins, Michael C.	Wastewater Treatment	\$34,272.00	Yearly
Conroy, Richard	Assessment Board of Review Chairman	\$1,031.09	Yearly
Crowley, James	Assessment Board of Review	\$965.21	Yearly
Cunningham, Colleen	Justice Court Part Time Clerk	\$11.22	Hourly

Davis, Donna	Part Time Transfer Station Operator	\$10.82	Hourly
Davis, James J.	Transfer Station Operator	\$12.93	Hourly
Doherty, Cathleen	Youth Assistant Director	\$3,978.00	Yearly
Foster, Charles	Assessment Board of Review	\$965.21	Yearly
Foster, Richard	Part Time Transfer Station Operator	\$15.38	Hourly
Frangipane, Denise	Councilperson	\$11,686.87	Yearly
Gabriel, Debra	Tax Collector	\$19,998.26	Yearly
Gettel, Bette Jean	Enforcement Officer	\$35,341.23	Yearly
Gettel, Bette Jean	Justice Court Part Time Clerk	\$81.15	Monthly
Graffeo, Chris	Laborer, Sewer P/T	\$15.44	Hourly
Heinz, Robert	Boat Constable	\$15.15	Hourly
Hendrickson, Lillian	Councilperson	\$11,686.87	Yearly
Ketcham, Douglas W.	Constable	\$23.32	Hourly
Lilley, Lynden	Superintendent of Highways	\$51,129.25	Yearly
Lynch, Erin	Confidential Secretary/ Bookkeeper	\$32,101.08	Yearly
Lynch, Terri E.	Housekeeping/Transfer Station Attendant P/T	\$11.63	Hourly
MacArthur, Jannetta H	Planning Board Secretary	\$2,296.03	Yearly
MacArthur, Jannetta H	Zoning Board Secretary	\$1,148.02	Yearly
McBride, James C.	Wastewater Treatment Operator	\$48,366.95	Yearly
McCarthy, Christian	Constable	\$23.32	Hourly
McFadden, Cathy L.	Recreation Director p/t	\$9,180.00	Yearly
Panos, John	Boat Constable	\$16.05	Hourly
Prince, Mary	Clerk to the Justice	\$34,119.13	Yearly
Puckett, Dylan	Student worker	\$8.67	Hourly
Semenetz, Gregg	Bldg. Inspector p/t	\$26,790.30	Yearly
Rhyne, Kevin	Town Justice	\$21,309.82	Yearly
Sheehan, Rita J.	Town Clerk	\$38,799.98	Yearly
Simpson, Victoria	Councilperson	\$11,686.87	Yearly
Stackhouse, Donna	Highway/Sewer Account Clerk	\$37,153.45	Yearly
Sturm, Daniel	Town Supervisor	\$51,129.25	Yearly
Sturm, Daniel	Budget Officer	\$4,373.65	Yearly
Sturm, Dina M.	Assessor Clerk	\$34,339.94	Yearly
Sturm, Dina M.	P/T Clerk	\$13.93	Hourly
Vassmer, Marion E	Town Historian	\$1,185.85	Yearly
Vassmer, Marion E.	Registrar of Vital Statistics	\$905.01	Yearly
Weiss, Madelyn J.	Housekeeping (Cleaner)	\$11.63	Hourly
Wood, George	Constable P/T & Court Officer P/T	\$17.57	Hourly
Yates, Daryl	Boat Constable	\$15.15	Hourly
Yates, Daryl	Part Time Constable	\$16.81	Hourly

Motion by Ms. Frangipane to approve salaries and appointments, seconded by Mr. 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 Mrs. Simpson to approve Constable longevity, seconded by Ms. Frangipane, put to a vote and carried 5-0.

Uniform Allowance

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

Designation of Official Newspaper

Motion by Ms. Frangipane to designate the Sullivan County Democrat as the official newspaper and the River Reporter, Mrs. Hendrickson, put to a vote and carried 5-0.

Official Depository

Motion by Mrs. Simpson to designate the bank depositories, seconded by Mr. Cohen, 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 Ms. Frangipane 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 |
| BetteJean 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 Mr. Cohen, put to a vote and carried 5-0.

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

Special attention for the Town

Motion by Ms. Frangipane to designate the following attorneys for their designated purposes, seconded by Mr. Cohen, 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 Mrs. Simpson to authorize payment of utility bills, postage and insurances prior to audit and to present at the next audit meeting thereafter, seconded by Mr. Cohen, put to a vote and carried 5-0.

Petty Cash

Motion by Mrs. Hendrickson to set petty cash at \$150.00 for Parks and Recreation (Cathy McFadden), Tax Collector, Town Clerk and Building Department, seconded by Ms. Frangipane, put to a vote and carried 5-0.

Bonding Counsel

Motion by Mr. Cohen to designate Orrick & Herrington LLP as bonding counsel, seconded by Mrs. Simpson, 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.

Health Officer

Motion by Ms. Frangipane to designate Bethel Medical Center as Health Officer, seconded by Mr. Cohen, put to a vote and carried 5-0.

Water Patrol Fuel Reimbursement

Motion by Mr. Cohen to set 2013 fuel reimbursement at \$200 for each water patrol volunteer (Steve Schwartz), seconded by Mrs. Hendrickson, put to a vote and carried 5-0.

Mileage Rate Reimbursement

Motion by Mrs. Simpson to set mileage reimbursement at 56.5 cents per mile, seconded by Ms. Frangipane, 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 and Recreation Dept.
Bernard Cohen	Highway, Sewer
Daniel Sturm	Constables, Solid Waste Committee
Denise Frangipane	Zoning Board, Ag Committee
Lillian Hendrickson	Parks and Recreation Dept.

Re-formation Solid Waste Committee

Mr. Sturm announced the re-appointments of the Solid Waste Committee:

Dan Sturm
Jim Davis
Rita Sheehan

Auxiliary Constables

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

Set Meeting Schedule

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

Mrs. Hendrickson would like to hold a summer meeting on a Thursday. Motion by Mrs. Hendrickson to have a couple meetings on Thursdays during the summer, seconded by Ms. Frangipane put to a vote and carried 5-0.

Association of Towns Training School

Motion by Mr. Cohen to approve attendance of 2013 Association of Towns Training School in New York City for two Town Official who may want to attend, seconded by Mrs. Simpson, put to a vote and carried 5-0.

Association of Towns Training School Meal Limit

Motion by Mrs. Simpson to set meal limit at \$150. per day/per person, seconded by Mrs. 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 Ms. Frangipane to renew the adoption of the procurement guidelines as adopted in 1996, seconded by Mrs. Simpson, put to a vote and carried 5-0.

Regular Agenda

Approve Monthly Audit of Bills

<u>Fund</u>	<u>Amount</u>	<u>Check No.</u>
General Fund	\$175,154.41	3187-3237
Highway Fund	\$275,810.91	2143-2169
KL Sewer District	\$ 14,967.85	1615-1625
KL Light District	\$ 680.44	1047
Sewer Extension	\$ 92,867.70	
Sewer Rehab	\$ 5033.00	1050
Planning & Zoning Escrow	\$ 2,664.00	1011-1012
Capital Projects	\$553,278.20	1019-1024

Motion by Mrs. Simpson to approve monthly audit of bills, seconded by Mr. Cohen put to vote and carried 5-0.

Supervisor's Monthly Report

Supervisor's monthly report for December 2012 has been received. Motion by Ms. Frangipane to receive and file, seconded by Mrs. Simpson put to a vote and carried 5-0.

Request from BJ Gettel to attend 2013 Code Enforcement training

Request from BJ Gettel to attend the 2013 Tri-County NYS Building Officials Code Enforcement Training as required by New York State on the following dates:

January 23, 2013
 February 27, 2013
 March 27, 2013
 April 17 – 19, 2013 Conference
 May 22, 2013
 June 26, 2013
 September 11 – 13, 2013 Conference
 October 23, 2013
 December 4 – 6, 2013 Conference

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

Town Clerk’s Monthly Report – December

December’s Report:

Total Local Shares Remitted:	\$ 4,125.38	
Total Non-Local Revenues:	\$ 276.25	
Total State, County & Local Revenues:		\$ 4,401.63

Yearly Totals:

2012 Total Local Shares Remitted:	\$67,589.92	
2012 Total Non-Local Revenues:	\$13,567.54	
2012 Total State, County & Local Revenues:		\$ 81,157.46

Motion by Ms. Frangipane to receive and file seconded by Mr. Cohen put to a vote and carried 5-0.

Request to attend International Institute of Municipal Clerks Annual Conference

Request has been received by Rita Sheehan, Town Clerk, to attend the International Institute of Municipal Clerks Annual Conference in Atlantic City, NJ on May 19th – 23rd. Ms. Sheehan announced this is for her commitment to attend and will be writing applying for a grant from the Clerk’s Foundation for a scholarship. Motion by Ms. Frangipane seconded by Mrs. Hendrickson put to a vote and carried 5-0.

Septage Receiving Facility Bid Award Discussion

Mr. Sturm informed the Town Board that the DEC has the plans, have not approved, be received, should be next in approval.

Training Certificates for ZB & PB Members

Training Certificates for the March 29, 2012 SEQR training have been received from the SC Planning and Environmental Mgt. Two credit hours will be given to each of the following:

- Dan Brey (ZB)
- Richard Conroy (ZB)
- James Crowley, Jr. (ZB)
- David Slater (PB)
- Robert Yakin (ZB)

Motion by Ms. Frangipane to approve 2 credit hours training, seconded by Mr. Cohen put to a vote and carried 5-0.

Correspondence from Zoning Board for reappointments

Correspondence from Stephen Morey, Zoning Board Chairman, recommending reappointment of Daniel Brey for a 7-year term to expire 12/31/2019, Steve Morey as Chairman, and James Crowley as Vice Chairman. Motion by Mr. Cohen to approve, seconded by Ms. Frangipane put to a vote and carried 5-0.

Correspondence from Planning Board for reappointments

Correspondence from Daniel Gettel, Planning Board Chairman, recommending Daniel Gettel as Chairman, motion by Mrs. Simpson to approve, seconded by Mr. Cohen put to a vote and carried 5-0.

Motion by Mr. Cohen to re-appoint Steven Simpson for a 7-year term to expire 12/31/2019, seconded by Mrs. Hendrickson, put to a vote and carried 4-0, Mrs. Simpson abstained due to personal conflict.

Motion by Ms. Frangipane to re-appoint Steven Simpson as Vice Chairman, seconded by Mr. Cohen put to a vote and carried 4-0, Mrs. Simpson abstained due to personal conflict.

Human Society Contract Renewal

Humane Society of Middletown renewal contract has been received. No changes from last year. Motion by Mrs. Simpson to approve, seconded by Mrs. Hendrickson put to a vote and carried 5-0.

Add \$12. charge for disposal of each T.V. and Monitor

The contract with Advanced Recovery for removal and disposal of T.V.'s and Computer monitors has expired 12/31/2012. The vendor has notified the Town that the cost for removal and disposal for each T.V. and computer monitor will be \$10. each plus \$200 for each container effective 1/1/2013. There will continue to be no charge for radios, vcr's, etc. Motion by Ms. Frangipane to charge \$12.00 for each TV and Monitor, seconded by Mr. Cohen put to a vote and carried 5-0.

Correspondence from Ron Borella regarding sidewalk maintenance

Correspondence has been received from Ron Borella regarding the maintenance of snow removal on the sidewalks in Kauneonga Lake. Motion by Mr. Cohen to receive and file, seconded by Ms. Frangipane put to a vote and carried 5-0. Mr. Sturm stated he has checked the code and there is no specific reference in our Town Code for sidewalk maintenance.

Update on Grants

Mr. Sturm announced that the \$250,000 BLDC grant has ended on 12/31/2012 and all projects have been completed; lighting, banners, historical markers, Beekman, Sorella's, and Sylvia's.

Next Bethel Agricultural Committee Meeting

Ms. Frangipane announced that the next Bethel Agricultural Committee meeting will be held on January 15th. All meetings will now be held at 6:30 p.m. The Committee is looking for letters of interest from the current members that what to be reappointed and from the public who want to serve.

Public Comment

Mrs. Hendrickson mentioned the aerators on White Lake that are causing the Lake not to freeze in certain areas and that is dangerous. She would like to know many aerators on their on White Lake and if we are responsible for these open areas? Mrs. Simpson indicated she knows of only two aerators. Mr. Sturm noted there is nothing in the Town code. Mrs. Simpson suggesting asking the property owners to turn off aerators.

Ron Borella mentioned he is still working on getting cable in other areas of town. Sent letters to Senator Bonacic & Assemblywoman Gunther thanking them for their help. Petition has over 260 signatures.

January 2, 2013

Re-organizational Meeting

Bob Barrett asked about the status of the Smallwood Post Office parking lot. Mr. Sturm indicated a letter was given to property owner with court date.

Susan Brown suggested snow fencing on Perry, Hurd, Puckyhuddle, Swiss Hill Roads.

Adjournment

There being no further business, Mrs. Hendrickson moved to adjourn the meeting, seconded by Mrs. Simpson, put to a vote and carried 5-0.

Respectfully submitted,

Rita J. Sheehan, Town Clerk