

**January 03, 2010 – Town Board Organizational Meeting – 10:00am**

**A Town Board Organizational Meeting was held Sunday, January 03, 2010, at 10:00am at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** Henry C. Traver, Supervisor  
Dawn Rogers, Councilwoman  
Thomas A. Boehm, Councilman  
James C. Youmans, Councilman  
Richard N. Touchette, Councilman

**ALSO PRESENT:** Diane L. Millious, Town Clerk

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Supervisor Traver opened the meeting and led the Pledge of Allegiance.

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**OPENING COMMENT**

Supervisor Traver acknowledged the presence of Councilman Youmans, Councilwoman Rogers, Councilman Boehm and Councilman Touchette and continued by saying that there are two New Business items on the agenda as well as the reading of the 2010 Organizational Resolutions.

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**NOTICE  
TOWN OF COEYMANS  
TOWN BOARD  
2010 ORGANIZATIONAL MEETING**

**NOTICE IS HEREBY GIVEN** that the Organizational Meeting of the Town Board of the Town of Coeymans has been scheduled for Sunday, January 03, 2009, at 10:00am.

The Meeting will be held at Town Hall, 18 Russell Avenue, Ravena, N.Y.

**By Order of the Town of  
Coeymans Town Board  
Diane L. Millious  
Town Clerk**

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**NEW BUSINESS**

Supervisor Traver stated that he was in receipt of a letter from Mr. David Wukitsch, regarding retainer fees for legal services for the year and then asked the Town Board if they had reviewed it.

Collectively the Town Board stated that they had.

Supervisor Traver asked for a motion to authorize his signature for the Agreement with Mr. Wukitsch.

**MOTION**

On motion of Councilwoman Rogers, seconded by Councilman Touchette, authorizing Supervisor Traver to sign the Agreement with Mr. Wukitsch.  
VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Boehm stated that Mr. Wukitsch is an asset to the Town and added that he is looking forward to working with him in the upcoming year.

**Association of Town’s Annual Meeting**

Supervisor Traver stated that he was in receipt of a memo from Building Inspector Conrad regarding the Association of Town’s Annual Meeting and added that he feels at this time they should table it until the first meeting in January to discuss his request to attend as well as going himself.

Councilman Touchette interjected that they should discuss the issue because it was his understanding that there is no money budgeted for personnel to go to the Association of Town’s Meeting.

Supervisor Traver stated that Building Inspector Conrad has a budget for training.

Councilwoman Rogers stated that he has to have a certain number of credits each year.

Supervisor Traver interjected that this would count toward his credits.

Councilman Touchette inquired as to how many credits he needs and added that his feeling is that there are plenty of local opportunities to get the credits.

Councilman Youmans stated that he had a discussion with Mr. Conrad about it and added that the numbers escape him but he believes that he said that he needs 24 credits a year and at that particular meeting he can get 16 all in one shot. He continued by saying that he went on to tell him that he had enough money to cover it within his budget for his department. He concluded by saying that he is ok with it and does not personally have a problem with it.

Councilman Boehm inquired as to the cost and added that it says \$100.00 registration fee, provisions for 3 nights accommodations, which is approximately \$200.00+ a night and per diem for meals for \$75.00 a day and continued by saying that he would like to get a handle on the cost outside of the \$100.00 registration fee.

Councilman Youmans stated that they could table it until the next meeting.

Councilman Boehm inquired as to if there are any dates that are upcoming where they could save money by registering that they will miss if they table it.

Councilman Touchette interjected that they would save \$30.00 if they do it by January 22<sup>nd</sup>.

Councilman Youmans stated that the next meeting is January 11<sup>th</sup>.

Councilman Boehm suggested that they get a breakdown of the cost a little more and table it until the next meeting.

Supervisor Traver stated that with him going personally, he might be able to save the Town some money on the hotel accommodation.

Councilman Touchette interjected that there is nothing budgeted for Elected Officials to go.

Supervisor Traver stated that he would go and pay out of his own pocket and added that they would table it until January 11<sup>th</sup>.

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**RESOLUTIONS**

**RES. #001-10 ESTABLISH TOWN BOARD MEETING DATES**

On motion of Councilman Touchette, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

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BE IT RESOLVED, that the Town Board of the Town of Coeymans, does hereby set the following dates for Town Board Meetings 2010. Please note that Town Board Meetings start at 7:00pm.

January	03	June	21
January	11	July	26
January	25	August	23
February	08	September	13
February	22	September	27
March	08	October	12 *
March	22	October	25
April	12	November	08
April	26	November	22
May	10	December	13
May	24	December	27

\* Moved to Tuesday for Columbus Day

RES. #002-10 ESTABLISH TOWN BOARD WORKSHOP DATES

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

WHEREAS, it has been determined that one Town Board Workshop Meeting per month is deemed necessary,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board establishes the following dates in 2010 as Workshop Meetings. These meetings will take place on Tuesday evenings commencing at 6:00pm.

January	19	July	20
<del>February</del>	<del>16</del>	August	17
March	16	September	21
April	20	October	19
May	18	November	16
June	15	December	21

Councilwoman Rogers stated that they normally don't have a Workshop in February because they would be at the Association of Town's Annual Meeting.

Councilman Touchette interjected that he will be out of Town that week.

Councilman Boehm stated that they can do without that week because it is a holiday week and added that he was amending the resolution to delete the February 16<sup>th</sup> Workshop.

RES . #003-10 ESTABLISH PLANNING BOARD MEETING DATES

On motion of Councilwoman Rogers, seconded by Councilman Touchette, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

January	04	July	06 *
February	01	August	02
March	01	September	07 **
April	05	October	04
May	03	November	01
June	07	December	06

\* Due to Independence Day

\*\* Due to Labor Day

RES. #004-10 ESTABLISH ZONING BOARD OF APPEALS MEETING DATES

On motion of Councilman Youmans, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

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BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby set the following dates for the Zoning Board of Appeals Meetings for 2010. Please not that Zoning Board of Appeals Meetings start at 7:00pm.

January	20	July	21
February	17	August	18
March	17	September	15
April	21	October	20
May	19	November	17
June	16	December	15

RES. #005-10 SET HOLIDAY SCHEDULE FOR 2010

On motion of Councilman Touchette, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby set the following Holidays for 2010 employees not covered by Union Contracts. Holiday schedules for covered employees are pursuant to active agreements in force.

January	01	New Year’s Day
January	18	Martin Luther King Day
February	15	President’s Day
May	31	Memorial Day
July	05	Independence Day (Observed)
September	06	Labor Day
October	11	Columbus Day
November	02	Election Day
November	11	Veteran’s Day
November	25	Thanksgiving Day
November	26	Day After Thanksgiving
December	24	Christmas Day (Observed)

Councilman Boehm stated that he had an issue with the following resolution and added that the resolution hereby authorizes Supervisor Henry Traver to execute all agreements with Town of Coeymans contractual employees, CSEA and Council 82. He added that his issue is that Henry as a dispatcher, was a member of that Union and if any of the negotiations would actually allow him to get a raise, it is a strong conflict of interest. He went on by saying that they have a personnel liaison to negotiate the contracts and concluded by saying that he was not going to move the resolution forward.

RES. # 006-10 AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENTS BETWEEN TOWN OF COEYMANS, CONTRACTUAL EMPLOYEES, CSEA AND COUNCIL 82

NOT MOVED – TABLED

BE IT RESOLVED, that the Town Board of the Town of Coeymans, does hereby authorize Supervisor Henry C. Traver to execute all agreements between the Town of Coeymans and contractual employees, CSEA, and Council 82.

RES. #007-10 DESIGNATE DEPOSITORY OF FUNDS

On motion of Councilwoman Rogers, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

BE IT RESOLVED, that the Town Board of the Town of Coeymans, pursuant to Town Law, Section 64 (1), 20 and 35 that National Bank of Coxsackie, Key Bank, First Niagara, Citizens Bank, Bank of Greene County or any other bank or depository authorized by the State of New York, be designated as the depository of all funds of the Town of Coeymans. In addition, the Town Board directs that all Town Officials responsible for monies are hereby required to deposit said monies into said depository.

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Councilman Boehm stated that he has an issue with the Bank of Greene County suing the Town of Coeymans over their assessment and added that he would like to bring it up at the next Town Board Workshop with Attorney for the Town Wukitsch present.

Councilman Touchette interjected that since the Town has funds there now they need to pass the resolution as it is written and added that he agrees that they can make any appropriate changes at the January 25<sup>th</sup> Meeting.

Collectively the Town Board agreed.

**RES. #008-10 ADOPT INVESTMENT POLICY**

On motion of Councilman Youmans, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town of Coeymans has previously adopted a “Model Investment Policy” supplied by the State Comptroller’s Office on April 29, 1996, and

**WHEREAS**, all towns must adopt an Investment Policy according to the State Comptroller’s Office and General Municipal Law, and

**WHEREAS**, that “Investment Policy” shall be reviewed on an annual basis and shall be adopted at the Annual Organizational Meeting,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby adopt the Investment Policy for the year 2010.

Councilman Boehm inquired as to if the Investment Policy is available.

Town Clerk Millious interjected that it is on file in her office.

Councilman Boehm inquired as to how big the policy is.

Town Clerk Millious stated that she would guess that it was 2-3 pages.

Councilman Boehm asked that she make a copy to circulate amongst the Town Board.

**RES. #009-10 AUTHORIZE PREPAYMENT OF CLAIMS**

On motion of Councilman Touchette, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby authorize the payment in advance of audit of claims for public utility services, telephone, postage, freight and express charges, lease and maintenance agreements, and any other prepayments that would result in penalties against the Town of Coeymans. In addition, all payroll and employee benefits payable and due at specific times.

**RES. #010-10 DESIGNATE OFFICIAL NEWSPAPER**

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Section 64, Subdivision 11 of the Town Law, designates The News Herald, a newspaper regularly published in the Town of Coeymans, County of Albany, the official newspaper of the Town of Coeymans.

**RES. #011-10 ESTABLISH MILEAGE RATE**

On motion of Councilwoman Rogers, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Section 102, Subdivision 1 of the Town Law, establishes the rate of 50 cents per mile for

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the authorized use of personal vehicles by Town Employees in the performance of their duties.

Councilman Touchette stated that he would like to offer a revision or amendment of it and added that since the IRS does change the mileage rate from time to time, he would suggest that it read “establishes the current IRS mileage rate for the authorized use of personal vehicles.

Councilman Boehm stated that he would agree with Councilman Touchette because it does vary and added that he believes it is the model that the Town follows. He then asked if Councilwoman Rogers accepts the amendment.

Councilwoman Rogers stated that she does and then reread the resolution reflecting the change.

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Section 102, Subdivision 1 of the Town Law, establishes the current IRS mileage rate for the authorized use of personal vehicles by Town Employees in the performance of their duties.

**RES. #012-10 APPOINT ADMINISTRATOR OF ACCESS**

On motion of Councilman Youmans, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town Board of the Town of Coeymans, does hereby have an Agreement with Mid-Hudson Cablevision to provide public access programming directly from the Town Building, located at 18 Russell Avenue, Ravena, New York.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans does hereby appoint William Horton as the Administrator of Access for the purpose of coordinating, programming, and overseeing individuals involved in the telecasting of approved programs, to serve without remuneration.

Councilman Touchette stated that he wanted to thank Bill for doing what he does and added that he does a great job and they appreciate the good work that he has done throughout the years.

**RES. #013-10 APPOINT PLANNING BOARD CHAIRMAN**

On motion of Councilman Touchette, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Peter Foronda as Chairman of the Town of Coeymans Planning Board. This appointment is effective immediately and will expire on December 31, 2010.

**RES. #014-10 APPOINT ZONING BOARD CHAIRMAN**

On motion of Councilman Boehm, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans does hereby reappoint Kerry Marsh as Chairman of the Zoning Board of Appeals to a term to expire on December 31, 2010.

**RES. #015-10 APPOINT CIVIL DEFENSE DIRECTOR**

On motion of Councilwoman Rogers, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint William Bruno as the Civil Defense Director for the Town of Coeymans, and Chairman of the Town Emergency Management Committee, for a term to expire on December 31, 2010. Compensation for this position is \$1,500.00 per year.

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**RES. #016-10 APPOINT EMERGENCY MANAGEMENT COMMITTEE**

On motion of Councilman Youmans, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town of Coeymans, Village of Ravena, Emergency Management Committee has an Emergency Management Plan to be implemented at the time of specific incidents of events which may result in severe or extensive damage, loss of property, casualties, deaths and/or disruption of the normal everyday routine of our specific geographic area, and

**WHEREAS**, the success of this plan depends on the cooperation and coordination of a number of individuals and organizations,

**NOW, THEREFORE, BE IT RESOLVED**, that the following will be participating and contributing agencies: Coeymans Fire Company, Coeymans Hollow Fire Corporation, Town of Coeymans Police Department, Ravena Hose Company, Ravena Rescue Squad, and

**BE IT FURTHER RESOLVED**, that the Committee shall consist of the following for a period ending December 31, 2010:

Bill Bruno, Committee Chairman  
Chief Greg Darlington, Emergency Operations Director  
Mark Deyo, Coeymans Fire Company #1  
Steven Payne, Coeymans Hollow Volunteer Fire Corporation  
Brian Dunican, Jr., Ravena Hose Company  
Marvin Powell, Ravena Rescue Squad

**RES. #017-10 APPOINT BINGO INSPECTOR**

On motion of Councilman Touchette, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town of Coeymans is in need of a Bingo Inspector to ensure that games being run in the town are in compliance with New York State regulations,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans does hereby appoint Edward J. Domanico as Bingo Inspector, at the yearly rate of \$2,600.00, with a term to expire December 31, 2010.

**RES. #018-10 AUTHORIZE SUPERVISOR TO APPOINT CONFIDENTIAL SECRETARY**

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby authorize Supervisor Henry C. Traver to appoint a Confidential Secretary pursuant to Town Law, Section 29, Subdivision (15),

**BE IT FURTHER RESOLVED**, that the Town of Coeymans Supervisor does hereby appoint Mary M. Lewandowski as Confidential Secretary to the Supervisor.

**RES. #019-10 APPOINT BOOKKEEPER**

On motion of Councilwoman Rogers, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, interviews have been conducted for candidates for Bookkeeper,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby, at the request of the Supervisor, and in accordance with Town Law, Section 29, appoints Lisa Boehlke as Bookkeeper, at an hourly rate of \$27.50.

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Councilman Boehm stated that it is a higher rate and continued by asking that Supervisor Traver explain the higher rate for Lisa Boehlke and the strategy given the recent resignation of Shelly Fitch as well as how the whole thing is going to play out.

Supervisor Traver stated that once Lisa Boehlke gets established she will be assuming the duties of two other people and added that they will be letting the two part-timers go. He continued by saying that she will be doing the duties of three people as well as assisting with the payroll and Internal Control Officer Purinton. He continued by saying that she is very highly qualified and has a degree in accounting as well as currently working with municipal accounting.

Councilman Boehm inquired as to her former rate of pay in New Scotland.

Supervisor Traver stated that he had not found out the former rate.

Councilman Boehm inquired as to what the timeline is for doing all of these things if they are planning on laying people off.

Supervisor Traver stated that the goal is three months.

Councilman Touchette inquired as to if the contract with the accounting personnel will be finished in three months.

Supervisor Traver stated that it is the goal and it will be.

Councilman Touchette inquired as to if he is confident that it can all be accomplished within the budgeted parameters.

Supervisor Traver stated that he is.

Councilman Boehm inquired about Shelly Fitch's position.

Supervisor Traver stated that the Town Board had previously passed that position to Ms. Ziegler and added that Ms. Boehlke will be assisting Ms. Ziegler with the payroll.

Councilman Touchette stated that it is his feeling that this is a position and responsibility of the Supervisor and added that he has indicated that it can all be accomplished in the adopted budget and continued by saying that it is good enough for him.

**RES. #020-10 APPOINT FIRST DEPUTY**

On motion of Councilman Youmans, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, Lucinda Vatalaro, pursuant to Chapter 280 of the Laws of 2007, was appointed to the 1<sup>st</sup> Deputy Clerk position, and

**WHEREAS**, Town Clerk Millious is desirous that Ms. Vatalaro continue in this position,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, hereby acknowledges the Town Clerk's appointment of Lucinda Vatalaro as 1<sup>st</sup> Deputy Town Clerk. This appointment is for a term to expire on December 31, 2010.

**RES. #0021-10 APPOINT TOWN HISTORIAN**

On motion of Councilman Touchette, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Harry A. Sturgess, Town Historian for the Town of Coeymans, for a term to expire on December 31, 2010. Compensation for this position is \$600.00 per year.



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Councilman Boehm stated that it was his understanding that he wanted to split this fee equally among the three Historical Associations in the town, the Little Red School House, Alcove Preservation Association and Ravena-Coeymans Historical Association.

Councilman Youmans interjected that it is up to Mr. Sturges to do and added that they should passed the resolution as offered and let him work it out.

Councilman Boehm agreed.

**RES. #022-10 APPOINT TOWN PROSECUTOR**

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Gregory Teresi, Esq. to serve as Prosecutor for Town related matters as follows:

\$ 5,200.00 per year – Traffic tickets issued by Town of Coeymans Police Officers to Town of Coeymans Court.

\$ 5,200.00 per year – Traffic tickets issued by New York State Police to Town of Coeymans Court.

\$ 2,480.00 per year – Town Code/Penal Law trial matters.

~~\$ 2,400.00 per year – Traffic Tickets issued by Town of Coeymans Police Officers to Village of Ravena Court~~

~~\$15,200.00~~

\$12,800.00

These services shall be payable by monthly voucher submissions by Mr. Teresi.

Councilman Touchette stated that he thinks that they abandoned the practice of paying the Prosecutor for traffic tickets issued by the Town of Coeymans Police Officers to Village of Ravena Court and added that he would ask that Councilman Boehm amend it to strike that line. He continued by saying that he would move that they strike that line, which would make the new total \$12,800.00.

Councilman Boehm agreed to the amendment.

**RES. #023-10 APPOINT ETHICS BOARD**

On motion of Councilwoman Rogers, seconded by Councilman Touchette, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town Board is advised that the terms of office for the members of the Ethics Board expire December 31, 2009, and

**WHEREAS**, the Town Board wishes to continue the work of the Ethics Board,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, hereby reappoints Mark Principato, Sean Parker and Jeff Sorensen to the Ethics Board with terms expiring December 31, 2010.

**RES. #024-10 AUTHORIZE UNDERTAKING**

On motion of Councilman Youmans, seconded by Councilman Touchette, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, Public Officer’s Law, Section 11 and Town Law, Section 25, require that the Supervisor, Town Clerk, Justices, Superintendent of Highways and such other officers and employees as the Town Board may identify, execute and file in the Office of the Town Clerk, County Clerk and/or the Office of Court Administration, as appropriate, an Official Undertaking for the faithful performance of their duties, and

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**WHEREAS**, the Town Board has determined that a Surety Company authorized to transact business in the State of New York should execute the aforementioned undertaking and the expense thereof shall be an authorized charge against the Town,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board directs the acquisition of such Undertaking pursuant to the above stipulations.

**RES. #025-10 APPOINT 2010 EMPLOYEES**

On motion of Councilman Touchette, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Town Board has previously approved the 2010 Annual Budget for the Town of Coeymans, and

**WHEREAS**, that budget included appropriations for personal services for contractual and non-contractual employees,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, authorizes the following employees for 2010, in accordance with Labor Contracts in effect and budgeted amounts for positions outside the scope of negotiated Contracts. (see attached list)

<b>NAME</b>	<b>POSITION</b>	<b>ANNUAL PAY PERIODS</b>	<b>RATE/HR. SALARY</b>
H.C. Traver	Supervisor	26	\$1,730.77
M. Lewandowski	Confidential Secretary	26	\$1,153.85
L. Boehlke	Bookkeeper	26	\$ 27.50
S. Fitch	Clerk I Part-Time	26	\$ 14.33
D. Purinton	Internal Control Officer	26	\$105.00
S. King	Clerk I	26	\$ 15.56
D. Rogers	Councilwoman	26	\$ 461.54
T. Boehm	Councilman	26	\$ 461.54
J Youmans	Councilman	26	\$ 461.54
R. Touchette	Councilman	26	\$ 461.54
G. Dardani	Justice	26	\$ 673.08
K. Reilly	Justice	26	\$ 673.08
L. Eissing	Court Clerk	26	\$ 23.49
Vacant	Court Clerk	26	
Vacant	Court Officer	26	
D. Millious	Town Clerk	26	\$1,557.70
L. Vatalaro	Deputy Town Clerk	26	\$ 18.64
B. Lyons	Clerk 1 Part-Time	26	\$ 12.35
V. Besta	Clerk 1 Part-Time	26	\$ 11.57
L. VanValkenburg	Assessor	26	\$1,071.13
D. DeRose	Clerk I Part-Time	26	\$ 12.97
A. DiAcetis	Clerk I Part-Time	26	\$ 11.30
R. Sevilla	Assessment Aide P/T	26	\$ 11.18
Vacant	Assessment Aide P/T	26	
D. Crowley	Recreation Leader P/T	26	\$ 13.00
L. Breedlove	Chief Sewer Plant Operator	26	\$ 23.54
J. Lennon III	Sewer Plant Operator	26	\$ 21.10
K. Geraldson	Sewer Plant Operator Trainee	26	\$ 17.17
A. Deering	Highway Superintendent	26	\$1,923.08
S. Searles	Deputy Highway Super.	26	\$ 20.77

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G. Stevens	Equipment Operator I	26	\$ 19.01
E. Barrett	Equipment Operator I	26	\$ 19.48
G. LaMountain	Equipment Operator II	26	\$ 21.49
D. Merrill	Equipment Operator I	26	\$ 19.35
T. Bennett	Equipment Operator I	26	\$ 19.01
D. VanAlstyne	Equipment Operator I	26	\$ 19.01
M. Coons	Equipment Operator I	26	\$ 19.01
L. Southwick	Equipment Operator I	26	\$ 19.01
L. Bianca	Clerk I Part-Time	26	\$ 11.30
G. Darlington	Police Chief	26	\$2,911.12
D. LaMountain	Sr. Tele. / Conf. Secretary	26	\$ 22.05
D. Contento	Police Sergeant	26	\$ 26.83
N. Westfall	Police Sergeant	26	\$ 22.18
J. Alberts	Police Officer Full-Time	26	\$ 24.39
C. Alberts	Police Officer Full-Time	26	\$ 20.16
R. Johnson	Police Officer Full-Time	26	\$ 18.32
R. Cross	Police Officer Part-Time	26	\$ 16.66
F. McDonagh	Police Officer Part-Time	26	\$ 16.66
T. Polverelli	Police Officer Part-Time	26	\$ 18.32
G. DeLuca	Police Officer Part-Time	26	\$ 20.95 + \$1 Inv. Pay
J. Dunn	Police Officer Part-Time	26	\$ 20.95
R. Griffith	Police Officer Part-Time	26	\$ 20.95
S. Prokrym	Police Officer Part-Time	26	\$ 20.95 + \$1 Inv. Pay
B. Rinaldi	Police Officer Part-Time	26	\$ 20.95
G. Rivituso	Police Officer Part-Time	26	\$ 20.95
K. Thompson	Police Officer Part-Time	26	\$ 20.16
B. McMullen	Police Officer Part-Time	26	\$ 18.32
J. Gallagher	Police Officer Part-Time	26	\$ 20.16
J. Myers	Police Officer Part-Time	26	\$ 20.16
(Vacant)	Police Officer Part-Time	26	\$ 20.16
J. Tucker	Telecommunicator	26	\$ 19.47
M. Von Schenk	Telecommunicator	26	\$ 19.12
N. McMullen	Telecommunicator	26	\$ 19.12
K. Babcock	Telecommunicator P/T	26	\$ 17.84
J. D'Ambrosio	Telecommunicator P/T	26	\$ 17.84
(Vacant)	Telecommunicator P/T	26	\$ 15.31
B. Dunigan	Telecommunicator P/T	26	\$ 17.84
Randy Hotaling	Telecommunicator P/T	26	\$ 17.84
Richard Hotaling	Telecommunicator P/T	26	\$ 17.84
K. Kearney	Telecommunicator P/T	26	\$ 17.84
(Vacant)	Telecommunicator P/T	26	\$ 15.31
(Vacant)	Telecommunicator P/T	26	\$ 15.31
T. Maddage	Automotive Mechanic	26	\$ 18.00
J. Shear	Dog Control Officer P/T	26	\$ 10.15
(Vacant)		26	\$ 10.05
L. Conrad	Building Inspector / CEO	26	\$1,870.20
J. Cashin	Building Inspector P/T	26	\$ 17.60
S. DeBacco	Building Inspector P/T	26	\$ 17.60
C. Anderson	Clerk I	26	\$ 15.56
L. Ziegler	Clerk I Part-Time	26	\$ 11.30
N. Perry	Parks & Rec. Maint. Super.	26	\$ 20.97
D. Mergendahl	Laborer	26	\$ 18.57
T. Plath	Laborer	26	\$ 18.57
J. Hoose	Laborer	26	\$ 17.99
R. Hotaling	Laborer	26	\$ 15.15

January 03, 2010 – Town Board Organizational Meeting – 10:00am

E. Domanico	Bingo Inspector	12	\$ 216.67
W. Bruno	Civil Defense Director	12	\$ 125.00
H. Sturges	Town Historian	12	\$ 50.00
P. Foronda	Planning Board Chairman	12	\$100.00/\$50.00
C. Kunz	Planning Board Vice-Chair	12	\$ 90.00/\$45.00
D. Ross	Planning Board Member	12	\$ 80.00/\$40.00
W. Brown	Planning Board Member	12	\$ 80.00/\$40.00
E. Quinto	Planning Board Member	12	\$ 80.00/\$40.00
J. Kapusta	Planning Board Member	12	\$ 80.00/\$40.00
W. Irwin	Planning Board Member	12	\$ 80.00/\$40.00
K. Marsh	Zoning Board Chairman	12	\$125.00
R. Rivers	ZBA Member	12	\$ 75.00
P. Brown	ZBA Member	12	\$ 75.00
W. Flach	ZBA Member	12	\$ 75.00
S. Hafensteiner	ZBA Member	12	\$ 75.00
L. Ziegler	Recording Secretary	12	\$100.00 per mtg.
B. Terile	Carpenter	26	\$ 30.00

Councilman Boehm stated that upon reviewing this and in going back to a prior Workshop that they had with Supervisor Elect Traver, the only particular issue that he has is with the Supervisor’s salary. He continued by saying that Henry has made it clear that he plans on maintaining two full-time jobs dedicating ten hours a week to the Supervisor’s position and added that he is gravely concerned about that given his lack of experience as well as his inability to negotiate with the Village because he is currently employed with the Village. He concluded by reiterating that this is his only concern.

Supervisor Traver asked if there was any other discussion.

Town Clerk Millious stated that Linda Ziegler is listed as a part-time clerk in the Building Department and added that she has now taken Shelly Fitch’s position in payroll and went on by saying that they might want to change that.

Supervisor Traver interjected that Shelly is still here until the end of the week and added that they will adjust it then.

Councilman Touchette inquired as to if she is going to be a Clerk I part-time.

Supervisor Traver stated that she would be.

Councilman Touchette stated that it is organized by Departments and continued by saying that they are not specifying which Department she is in.

Councilman Boehm suggested that Supervisor Traver take an opportunity to make a statement.

Supervisor Traver stated that a lot of people are questioning his experience and added that he believes that he brings a lot of experience to the Town Board due to his background with working for the Town for over 19 years and 20 years with the Village Highway Department, which breaks down all the departments in this Town and he knows the in and outs with sewer and water issues. He continued by saying that he did not come into the position blindly or that he came in as someone with no experience in Town Government because he does have experience and has been involved in Government since he was 17 years old, either in the military capacity, Town Government and Village Government. He concluded by saying that he feels that justification for the pay is there and as far as his time, he will be doing enough time to justify what the pay is.

**January 03, 2010 – Town Board Organizational Meeting – 10:00am**

Councilman Boehm reiterated that he is gravely concerned about the position and the combined salary of over \$80,000.00.

Supervisor Traver asked if there was any other discussion.

Councilman Touchette stated that the salary is what it is and the job is what it is and added that it is up to the incumbent to do the job and get the salary for it.

Supervisor Traver stated that it was the conclusion of the resolutions.

Councilman Youmans interjected that he had a piece of New Business that he wanted to discuss and added that as he walked passed the table he saw a memorandum with a note to the recipient asking that they pretend that they don't see it until Monday. He continued by saying that it is from Henry Traver Supervisor to all Departments and the subject is a Staff Meeting and then read the following:

“Please plan to attend an introductory Staff Meeting on Tuesday, January 5, 2010 at 9am in my office.”

Councilman Youmans inquired as to if it was intended to go out to staff because it also lists some Elected Officials such as the Justices, Highway Superintendent and Town Clerk. He added that he is questioning what authorization he felt it was appropriate to call a meeting and not include any other Board members.

Supervisor Traver stated that it was inadvertently not given to the Board and added that with regard to the note that was attached, he believes that Secretary Lewandowski put the memo out yesterday when she was working with him. He continued by saying that the note was because it was officially going out Monday to the Department Heads.

Councilwoman Rogers interjected that she believes that Confidential Secretary Lewandowski is going to be out on Monday and added that this might be the reason that it was done.

Supervisor Traver reiterated that inadvertently the Town Board did not get the memo and added that he will take responsibility for not getting it to them. He continued by saying that for the public's and Town Board's knowledge it was going to be an introductory to each Department Head for each department in the Town and to introduce himself and to discuss goals for the year and added that no decisions will be made and whatever is discussed will be brought back to the Town.

Councilman Touchette inquired about him setting goals for the Town's Departments.

Supervisor Traver stated that they would not be setting goals but rather discuss what the goals are, where they are, where they are coming from and what needs need to be met and reiterated that it will all be brought back to the Board.

Councilman Youmans interjected that he is outraged because no single member of the Board has the authorization, unless given by the rest of the Board, to conduct a meeting with any Department Heads and added that he is asking that he recall the Notice for the Meeting.

Supervisor Traver stated that he would recall it.

Councilman Boehm stated that he agrees with Councilman Youmans and added that he thinks it is a secretive way by not copying the Board and it was by inadvertently stumbled on the day before the meeting. He added that he believes that it is not proper to move forward with the meeting.

Councilman Touchette stated that he does not buy the assertion by the Supervisor, seeing that there is a note asking that the recipient pretend that they didn't see it until Monday.

Councilman Youmans reiterated that the Board is not on the distribution list.

**January 03, 2010 – Town Board Organizational Meeting – 10:00am**

Supervisor Traver reiterated that it was inadvertent and his fault for not putting them on the distribution list.

Councilman Youmans stated that he thinks it is important to point out that no single member of the Board has executive authority to call meetings.

Supervisor Traver stated that he understands that.

Councilman Youmans added that they also cannot meet with other Elected Officials or Department Heads on their own and continued by saying that this authority rests with the Board. He went on by saying that he hates to get off on the wrong foot but it is totally inappropriate.

Collectively the Town Board agreed.

Town Clerk Millious interjected that she has been with the Town for quite a while and added that other Supervisors have done this on a monthly basis to see how things are going with different departments and reiterated that she has experienced it before.

Councilman Youmans stated that he would say that if previous Supervisors did so, they did so with the authorization of the whole Board.

Councilman Touchette interjected that if they did, it was improper to do so.

Councilman Boehm stated that he thinks it is a lack of miscommunication with the post-it note asking to hold it until Monday and the lack of distribution to the Town Board and added that inadvertent would happen once but with three specific things, it was designed to keep it from their attention.

Councilman Touchette inquired as to if it was a mandatory meeting.

Supervisor Traver stated that it is not a mandatory meeting and added that it was just to get to know the Department Heads and have some discussion and in turn the Board would be advised as to what took place because he would be taking notes.

Councilman Youmans reiterated that he does not think that any such meeting is appropriate.

Councilwoman Rogers stated that it would be to meet with his Department Heads.

Councilman Youmans questioned Councilwoman Rogers saying his Department Heads and added that they are the Town Department Heads and went on by saying that it would not be appropriate for any of them to meet without the rest of the Board.

Councilwoman Rogers suggested that Supervisor Traver change the date and make sure that they are all aware of it.

Supervisor Traver stated that he would and then asked the Board if it was acceptable.

Councilman Youmans stated that it would be fine.

Councilman Touchette interjected that if they were all there then it would have to be held under the auspices of the Open Meetings and there would have to be notice to the paper.

Supervisor Traver asked if there was any other discussion, hearing none he moved to the next item on the agenda.

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**TOWN BOARD WORKSHOPS / MEETINGS**

- Town Board Meeting, January 11, 2010, 7pm

**January 03, 2010 – Town Board Organizational Meeting – 10:00am**

- Town Board Workshop, January 19, 2010, 6pm
- Town Board Meeting, January 25, 2010, 7pm

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Supervisor Traver asked for a motion to adjourn.

Councilman Touchette stated that this is typically where the Town Board has an opportunity to comment and added that as a new Supervisor it is an opportunity to tell the people what his plans are for his term.

Supervisor Traver stated that he just wanted to make a motion to adjourn.

Councilman Boehm stated that he wanted to wish everyone a Happy New Year and added that he looks forward to his four-year term and working with the Town Board and then asked Councilwoman Rogers if she had any comment.

Councilwoman Rogers stated that she wanted to wish everyone a Happy New Year and added that hopefully for the next two years they can get along and work together.

Councilman Youmans stated that he wanted to welcome Supervisor Traver to the Town Board and added that he knows that there is a learning curve but he is sure that he will get the hang of it in no time at all. He continued by wishing him the best of luck and went on by saying that he was pledging his cooperation and he looks forward to working hard to move the Town forward.

Councilman Touchette stated that he would echo that and added that he will do whatever he can to make sure the business of the Town moves forward smoothly. He continued by saying that in reading the list of employees it came to mind that the Town employees do a great job and are unheralded and unappreciated and added that he wanted to say that he appreciates the work that everyone does. He concluded by saying that it is not an easy job, or a glamorous job or well paid job but everyone on the list is needed to keep the Town running and he thanks them for that.

Councilman Boehm added that they are needed especially on a day like today.

Supervisor Traver stated that he also wanted to wish everyone a Happy New Year and added that he is looking forward to working with the Town Board in keeping the Town going as well as getting along and working with agencies to get things going in the right direction.

Supervisor Traver asked for a motion to adjourn the meeting.

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**ADJOURNMENT**

**MOTION**

On motion of Supervisor Traver, seconded by Councilwoman Rogers, the Town Board Organizational Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time: 9:53pm

*Respectfully Submitted,*

**APPROVED:**

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*Diane L. Millious, Town Clerk*

