

**Town of Schodack
Town Board Meeting
January 10, 2019**

Public Session - 7 p.m.

Call to Order

Pledge of Allegiance

Roll Call

Public Comment

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF THE TOWN OF SCHODACK DOES HEREBY:

2019-01) Authorize the approval of the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prescribed by law.

2019-02) Regular meetings of the Town Board will generally be held at 7 p.m. on the second and fourth Thursdays of each month, at the Schodack Town Hall at 265 Schuurman Road unless otherwise duly noticed, as follows:

January 10	July 11
January 24	
February 14	August 8
February 28	August 22
March 14	September 12
March 28	September 26
April 11	October 10
April 25	October 24
May 9	November 14
May 23	No second meeting scheduled for November
June 13	December 12
June 27	December 30 @ 6:00 PM/Close of Business

2019-03) Full-time employees (non-union) are given the following holidays for the year 2019:

<u>Date</u>	<u>Holiday</u>
January 1	New Year's Day
January 21	Martin Luther King, Jr. Day
February 18	Presidents Day
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
October 14	Columbus Day
November 11	Veterans Day

November 28	Thanksgiving Day
November 29	Day after Thanksgiving
December 25	Christmas
December 26	Day after Christmas

2019-04) Designate Transfer Station holidays for year 2019 as follows:

<u>Date</u>	<u>Holiday</u>
January 1	New Year's Day
May 28	Memorial Day Observance*
July 4	Independence Day
September 3	Labor Day Observance*
November 5	Election Day (Union Only)
November 28	Thanksgiving Day
November 29	Day after Thanksgiving
December 25	Christmas
December 26	Day after Christmas (non-union)

Floating Holidays consist of: Union Employee Birthday, Martin Luther King's Day (non-union), Presidents' Day, Columbus Day and Veteran's Day

*Transfer Station is closed on Mondays, therefore, pursuant to the Collective Bargaining Agreement, Monday holidays will be observed on Tuesday.

2019-05) Designate the following banks as depositories for all Town funds for the calendar year 2019: Key Bank, N.A., National Union Bank of Kinderhook and Pioneer.

2019-06) Supervisor Harris, being the Chief Fiscal Officer or the officer having custody of monies of the said Town of Schodack, has the authority to temporarily deposit or invest monies of the said Town of Schodack, not required for immediate expenditures, except proceeds of loans and monies the investment of which otherwise is provided by law, in special time deposit accounts or certificates of deposit issued by a bank or trust company located and authorized to do business in this State; provided, however, that such time deposit accounts or certificates of deposit be secured by a pledge of obligations of the State of New York or obligation of any municipal corporation, school district or district of the State of New York as authorized pursuant to the provisions of Section II of the General Municipal Law of the State of New York. Investment may also be made in obligations of the State of New York subject to conditions set forth in Section II of the General Municipal Law.

2019-07) Adopt the following 2019 annual salaries schedule

Town Board Members	\$	10,000.00	
Town Justices	\$	32,223.00	
Court Officer	\$	26.01	/hour
Secretary to the Town Justice	\$	22.92	/hour
Secretary to the Town Justice	\$	15.86	/hour
Supervisor	\$	58,367.00	

Secretary to the Supervisor	\$	43,959.00	
Public Information Officer	\$	5,100.00	
Comptroller	\$	78,632.00	
Assistant Comptroller	\$	33.06	/hour
Accountant	\$	27.30	/hour
Human Resources Manager	\$	26.94	/hour
Receiver of Taxes	\$	38,245.00	
Deputy Tax Receiver	\$	17.53	/hour
Senior Tax Clerk	\$	14.07	/hour
Tax Clerk	\$	13.48	/hour
Budget Officer	\$	3,770.00	
Sole Assessor	\$	58,015.00	
Assistant to the Assessor	\$	20.43	/hour
Data Collector	\$	14.38	/hour
Board of Assessment Review (BAR)- Chair	\$	552.00	
BAR Members	\$	462.00	
BAR- Secretary	\$	258.00	
Town Clerk	\$	61,383.00	
Deputy Town Clerk-FT	\$	19.06	/hour
Deputy Town Clerk	\$	37,197.00	
Records Management	\$	26.64	/hour
Buildings/Janitorial	\$	20.67	/hour
Police Chief	\$	75,949.00	
Police Officers (part-time)	\$	20.97	/hour
Dog Control Officer	\$	15,376.00	
Highway Superintendent	\$	69,935.00	
Secretary to Highway Superintendent	\$	18.86	/hour
Secretary to Park	\$	18.86	/hour
Park Attendants	\$	14.22	/hour
Director of Youth and Recreation	\$	11,599.00	
Historian	\$	2,400.00	
Director of Transfer Station	\$	55,269.00	
Park Manager	\$	20.31	/hour
Building Inspector	\$	56,182.00	
PT Building Inspector	\$	31.78	/hour
Secretary to Building Department	\$	30,993.00	
Registrars of Vital Statistics	\$	1,400.00	
Director of Planning and Zoning	\$	57,120.00	
Secretary to Director of P/Z	\$	32,702.00	
Secretary to Director of P/Z	\$	17.97	/hour
Zoning Board Chairperson	\$	2,144.00	

Zoning Board Members	\$	1,341.00	
Planning Board Chairperson	\$	4,287.00	
Planning Board Members	\$	2,680.00	
Summer Grounds	\$	14.80	/hour
Wingmen	\$	14.12	/hour
Flaggers	\$	11.31	/hour
Pee Wee Wrestling Instructors	\$	500.00	
Water Safety Instructor	\$	3,000.00	
Camp Directors	\$	3,400.00	
Asst Director/Special Needs Supervisor	\$	2,000.00	
Pool and Summer School Director	\$	3,000.00	
Camp Nurse	\$	2,700.00	
Summer Soccer Director	\$	1,000.00	
Arts and Crafts Director	\$	3,000.00	
Transportation Director	\$	3,000.00	
Assistant Directors	\$	17.00	/hour
Special Needs Counselor	\$	21.00	/hour
Lifeguards	\$	16.25	/hour
Bus Aides	\$	13.00	/hour
Counselors	\$	12.00	/hour

1 Board of Assessment Review – Chairperson- \$92.00/meeting; Members - \$77.00/meeting and Secretary - \$43.00/meeting-6 meetings scheduled, not to exceed annual amount stated above without further Town Board approval.

2 Director of Planning - \$34,272; Director of Zoning - \$22,848

3 Secretary to Director of Planning/Zoning - Hourly rate paid for attendance at planning/zoning meetings only.

4 Zoning Board Chairperson - \$178.67/meeting-12 meetings scheduled, not to exceed annual amount stated above without further Town Board approval.

5 Zoning Board Members - \$111.75/meeting-12 meetings scheduled, not to exceed annual amount stated above without further Town Board approval.

6 Planning Board Chairperson - \$204.14/meeting-21 meetings scheduled, not to exceed annual amount stated above without further Town Board approval.

7 Planning Board Members - \$127.62/meeting-21 meetings scheduled, not to exceed annual amount stated above without further Town Board approval.

2019-08) Pursuant to §42 of the Town Law, Supervisor Harris appoints James Bult Councilman as Deputy Supervisor.

2019-09) Appoint Charles Peter as Public Information Officer at salary as set forth in resolution 2019-07.

2018-166 Appoint Christopher Langlois, Esq of Girvin & Ferlazzo, P.C. as Attorney to the Town, at a remuneration of \$24,000.00.

- 2019-010)** Appoint Kerrie D. Joiner as Part-time Human Resource Manager at an hourly rate as set forth in resolution 2019-07.
- 2019-011)** Appoint Nadine Fuda, Director Planning/Zoning, at annual salary as set forth in resolution 2019-07.
- 2019-012)** Appoint Melissa A. Knights, Secretary to Director Planning/Zoning, at annual salary as set forth in resolution 2019-07.
- 2019-013)** Appoint Martha Reed, Secretary to Building Inspector, at annual salary as set forth in resolution 2019-07.
- 2019-014)** Appoint Gary Ziegler, Part-time Temporary Town Building Inspector at the hourly rate as set forth in resolution 2019-07.
- 2019-015)** Appoint Joseph Tremblay as Town Building Inspector/Code Enforcement Officer, at an annual salary as set forth in resolution 2019-07.
- 2019-016)** Appoint Michelle Slovak as Assistant to the Assessor at the hourly rate as set forth in resolution 2019-07, effective January 14, 2019.
- 2019-017)** Appoint Paul Harter, as Comptroller at annual salary as set forth in resolution 2019-07.
- 2019-018)** Appoint Susan Pilipczuk as Accountant at the hourly rate as set forth in resolution 2019-07.
- 2019-019)** Appoint Laura Palmer as Assistant Comptroller on a part-time basis at the hourly rate set forth in resolution 2019-07.
- 2019-020)** Pursuant to Article 3, Section 20(1)(a) of Town Law, the Justices hereby appoint Gertrude Valli as Secretary to Justice Court on a full-time basis at the hourly rate as set forth in resolution 2019-07.
- 2019-021)** Appoint William Gonzales part-time Justice Court Officer on a part-time basis at hourly rate set forth in resolution 2019-07.
- 2019-022)** Appoint Sheila Golden as Director of Youth and Recreation at salary set forth in resolution 2019-07.
- 2019-023)** Appoint Lynne Torello as Acting Dog Control Officer for the year 2019. The Acting Dog Control Officer will serve when needed to cover for sick time or vacation time. The rate of payment shall be \$50.00 per call.
- 2019-024)** Appoint Roland D. Ferris as Data Collector on a part-time basis as deemed appropriate by the Assessor at an hourly rate as set forth in resolution 2019-07.
- 2019-025)** Appoint Nicole A. Thomas as part-time janitorial staff at an hourly rate as set forth in resolution 2019-07.

- 2019-026)** Pursuant to Article 3 Section 37 of the Town Law, the Tax Receiver hereby appoints **Sandra Schell (17.53/hr.)**, Elizabeth Swahlan (\$13.48/hr.) and Michael Lubbers (\$13.48/hr.) as part-time Tax Clerks at an hourly rate as set forth in resolution 2019-07.
- 2019-027)** Appoint Stuart McKnight, Josh Walters, Jason Laurenzo, Thomas M. D. Jones, Keith M. Boniface, David Harrington, Anthony Belardo and Matthew R. Montross as part-time police officers at an hourly rate as set forth in resolution 2019-07.
- 2019-028)** Pursuant to Article 3 Section 30 of the Town Law, the Town Clerk hereby appoints Lois Ciccolella Deputy Town Clerk at the annual salary set forth in resolution 2019-07. Term to run concurrent with the term of Town Clerk and expires December 31, 2019.
- 2019-029)** Pursuant to Article 3 Section 30 of the Town Law, the Town Clerk hereby appoints Melissa Holsupple Deputy Town Clerk at the hourly rate set forth in resolution 2019-07. Term to run concurrent with the term of Town Clerk and expires December 31, 2019.
- 2019-030)** Appoint Debra L. Curtis Registrar of Vital Statistics at a salary of \$1,400.00 set forth in resolution 2019-07 and appoint Karen A. Vecchione as Deputy Registrar of Vital Statistics in charge of issuance of birth records at a rate of \$10.00 per certificate pursuant to Section 4122 of the Public Health Law and Lois Ciccolella as Sub-Registrar of Vital Statistics pursuant to Section 4122 of the Public Health Law.
- 2019-031)** Appoint Debra L. Curtis ADA Coordinator for the calendar year 2019 at no additional compensation.
- 2019-032)** Pursuant to Schodack Town Law Section 60.5 the Records Advisory Board shall consist of five members, being the Town Supervisor, the Town Historian, the Town Attorney, the Town Clerk and the Records Coordinator. Karen A. Vecchione is hereby appointed Records Coordinator at an hourly rate as set forth in resolution 2019-07.
- 2019-033)** Appoint Kerrie D. Joiner Affirmative Action Coordinator for the calendar year 2019 at no additional compensation.
- 2019-034)** Appoint James Shaughnessy as a member of the Planning Board. Term to expire on December 31, 2025.
- 2019-035)** Appoint Denise Mayrer as Chair of the Planning Board for the calendar year 2019. (Town Law §271).
- 2019-036)** Appoint David Calarco as a member of the Zoning Board of Appeals. Term expires on December 31, 2023.
- 2019-037)** Appoint David Calarco as Chairman of the Zoning Board of Appeals for the calendar year 2019.

- 2019-038)** Appoint Craig Crist, Esq., as Attorney for the Planning Board at to be at a remuneration of \$19,748.00.
- 2019-039)** Appoint William Better, Esq., as Attorney for the Zoning Board of Appeals at a remuneration of \$13,165.00.
- 2019-040)** Appoint Joseph Belardo as Police Chief, at an annual salary as set forth in resolution 2019-07.
- 2019-041)** Authorize the following individual for appointment to the Winter Youth Recreation Program, as recommended by the Director of Youth and Recreation for Pee Wee Wrestling – Thomas Gibbons at salary as set forth in resolution 2019-07.
- 2019-042)** Appoint Philip Danaher, Esq., to act as Deputy Attorney to the Town (at no compensation) and to act as the Town/Traffic Prosecutor for Vehicle and Traffic matters at Schodack Justice Court, pursuant to retainer agreement dated January 29, 2010, remuneration as set forth in the Year 2019 adopted budget (\$15,000.00).
- 2019-043)** Pursuant to professional services agreement dated January 4, 2019, appoint Tabner, Ryan and Keniry, LLP as Special District Counsel and based on per hour fee schedule as follows: Partners \$270.00, Associates \$170.00 and Paralegals \$95.00. This authorization shall not exceed \$7,500.00 without further board approval.
- 2019-044)** Authorize Supervisor Harris to execute and administer professional services agreement with the Vincelette Law Firm as Counsel, for the year 2019, to represent the Town on assessment related matters at an hourly rate of \$175.00.
- 2019-045)** Authorize Supervisor Harris to execute and administer professional services agreement with Executive Computing, LLC, for the year 2019, to provide information technology services to the Town at an hourly rate of \$114.00.
- 2019-046)** Appoint Hiscock and Barclay, LLP as Bond Counsel with fees in accordance with letter dated **December 19, 2013**.
- 2019-047)** Appoint Girvin & Ferlazzo, P.C. as Labor Counsel to the Town, pursuant to retainer agreement dated January 8, 2019. This authorization shall not exceed \$10,000.00 without further board approval.
- 2019-048)** Pursuant to Chapter 32 Section 1 of the Code of the Town of Schodack, Supervisor Harris appoint Jeffrey Arno, Police Officer; Alan Roehr Jr., Police Officer; Jordan Harrington, Police Officer; Peter D. Schweigert; Allison Signor; Gary Ziegler; Steven Kelly and Matthew Carner to the Town of Schodack Fire Investigation Unit for the calendar year 2019.
- 2019-049)** Appoint the following as Fire Marshals for 2019: Dawne M. Kelly - Town Hall; Stuart McKnight - Police Station; and Harry Duncan - Highway Garage.
- 2019-050)** Establish the mileage rate of 0.58 cents per mile pursuant to I.R.S. rate for the calendar year 2019.

- 2019-051)** Designate **The Record** as official Town newspaper for the calendar year 2019.
- 2019-052)** Authorize Supervisor Harris to execute Individual Program Application, Agency Summary for Youth and Recreation with New York State Office of Children and Family Services for the Period of January 1 through December 31, 2019.
- 2019-053)** Approve contracts and authorize Supervisor Harris to execute and administer contracts with Castleton Volunteer Ambulance Service, Inc., and Nassau Ambulance for provision of emergency medical services for 2019 as set forth in the Year 2018 adopted budget.
- 2019-054)** Authorize Supervisor Harris to execute and administer contracts with Village of Castleton-on-Hudson, Castleton Fire Company, the Board of Commissioners of Nassau Fire District Number One, and the Board of Commissioners of the East Schodack Fire District for provision of fire and emergency services in each of the respective fire protection districts.
- 2019-055)** Approve contracts and authorize Supervisor Harris to execute contracts with the Castleton Public Library (\$130,410.00), East Greenbush Community Library (\$303,720.00), and Nassau Free Library (\$30,000.00) as set forth in the Year 2019 adopted budget.
- 2019-056)** Authorize Supervisor Harris to execute and administer a contract with the Peter J. Andrews VFW Post No. 7337 for the establishment, maintenance and operation of programs devoted, in whole or in part, to the welfare of veterans for an amount not to exceed \$5,000.00 Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance. (As budgeted)
- 2019-057)** Authorize Supervisor Harris to execute contracts with the Edward C. Swartz Southern Tier Senior Center (\$5,000.00) and Castleton Senior Citizens (\$5,000.00) for the establishment, maintenance and operation of programs devoted, in whole or in part, to the welfare of the aged. The terms and conditions of said contracts are subject to the approval by Attorney to the Town. (As budgeted)
- 2019-058)** Authorize Supervisor Harris to execute agreement on behalf of the Town of Schodack with the Rensselaer County STOP DWI program for the calendar year 2019.

- 2019-059)** Authorize Supervisor Harris to execute and administer Addendum Number 2019-01 for professional services from the Laberge Group to assist the Town Board for 2019. Hourly rates for Planning and Zoning Board activities for 2019 are as follows: Principal/project manager \$194.00, Project Engineer \$135.00, Assistant Engineer \$101.00 and Administrative Assistant \$72.00, and Addendum Number 2019-01 for planning and zoning which is reimbursed through engineering escrow; Addendum Number 2019-02 for wastewater issues not to exceed \$10,000.00; Addendum Number 2019-03 for water issues not to exceed \$10,000.00; Addendum Number 2019-04 for Planning & Economic Development related issues not to exceed \$12,000.00 and Addendum Number 2019-05 for MS-4 administration (Municipal Stormwater Management) field work, coalition meetings and testing allowance services not to exceed \$41,700.00.
- 2019-060)** Recommend Roland Ferris be appointed to the Rensselaer County Fire Advisory Board. Oath is to be taken at Rensselaer County Clerk's office. Term to expire December 31, 2019.
- 2019-061)** Authorize Supervisor Harris to execute and administer a shelter agreement with Mohawk Hudson Humane Society for the 2019 calendar year to satisfy the requirements of the New York State Department of Agriculture and Markets Law. It is the policy of the Town that owners, if located, shall be responsible for charges incurred at Mohawk Hudson Humane Society when pets are claimed, as may be allowed by law.
- 2019-062)** Authorize Joseph Tremblay, Building Inspector to attend Northern Adirondack Code Officials Conference March 3 through March 7, 2019 in Lake Placid, New York at estimated cost for the Conference and Seminar of \$280.00, and estimated cost for mileage \$161.70 and estimated cost for lodging of \$432.00 and estimated cost for meals \$100.00 for a total estimated cost of \$973.70. [This is a budgeted item.]
- 2019-063)** Authorize the purchase of a 2018 Ford Utility Police Interceptor AWD from Vance Country Ford based on Westchester County purchasing contract bid number RFB-WD-17295/RFB-WC-15182 at a cost not to exceed \$40,786.00. **[This is an approved 2019 Budget Item]**
- 2019-064)** Authorize Supervisor Harris to execute Change Order No. 4 with William J. Keller & Sons Construction Corp. for additional rock for Town of Schodack Sewer District 1- Extension 1, representing an addition of \$59,248.00 to Contract Price. The original contract award was in the amount of \$927,132.00. The adjusted contract price will be \$986,380.00 as a result of this Change Order.
- 2019-065)** Authorize David B. Harris, Supervisor; Deb Curtis, Town Clerk and Melissa Holsupple, Deputy Town Clerk to attend seminars for the Annual Meeting of the Associations of Towns of New York State February 18-21, 2018 with appropriate expenses to be borne by the Town.
- 2019-066)** Authorize David B. Harris as the voting delegate for the Town of Schodack at the Annual Meeting of the Association of Towns of New York State.

- 2019-067)** Grant Matthew Montross, Part-time Police Officer an unpaid Leave of absence for the period of December 15, 2018 through December 14, 2019.
- 2019-068)** Amend resolution 2018-207 as adopted August 9, 2018 for Phelps Brothers Roofing, LLC for work done on Clove Road School House to an increase authorized amount from \$9,200.00 for two (2) sheets of plywood \$130.00 to an amount not to exceed \$9,330.00.
- 2019-069)** Authorize the Comptroller's recommendation to direct the Town Supervisor to pay the claims #18-1815 to 18-2021 on Abstract No. 2018-12, in the amount of \$1,147,675.85, including the claims paid (\$169,850.23) since the previous town board meeting.
- 2019-070)** Authorize the January 2019 budget modifications, interfund loans and interfund transfers as provided in document dated December 31, 2018 and recommended by the Comptroller.

Motion to Adjourn

Pursuant to the regulation of the Americans with Disabilities Act (Public Law 101-336), the Town of Schodack will provide auxiliary aids or special services for persons with disabilities. Please notify the Town Clerk's Office at 477-7590 so arrangements can be made for requested services.

Please forward correspondence regarding Town matters to:
Supervisor David Harris
Town of Schodack, 265 Schuurman Road
Castleton-on-Hudson, New York 12033-9622
or call the Supervisor at 518-477-7918

1/9/2018 1:52 PM