

**Town of Schodack
Organizational Town Board Meeting
January 6, 2022**

Public Session - 7 p.m.

Call to Order

Pledge of Allegiance

Roll Call

Executive Session – Personnel Matters

Watch via livestreaming <https://townhallstreams.com/towns/schodack>

Public Comment

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

2022-01) 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.

2022-02) **RESOLVED**, that a credit card authority for this Organization be established by the Designated Officer named in the section immediately below with UMB Bank, N.A., and that separate accounts and credit cards (“Cards”) under said authority be opened and issued by Bank in the name of this Organization for use by employees and agents of this Organization who are identified from time to time by the Designated Officer, or by any successor to the Designated Officer identified from time to time by the Recordkeeper (or by the successor to the Recordkeeper), and that the Organization authorizes the use of the Cards in accordance with the Cardholder Agreement that is sent by Bank with the Cards; and

RESOLVED FURTHER, that Charles Peter, Town Supervisor is the Designated Officer referred to in the above section of this Resolution, and that the Designated Officer or any successor to the Designated Officer designated in writing by the Recordkeeper (or by a successor Recordkeeper) may from time to time: request that Cards be issued in the name of this Organization; request that the credit limits and purchase controls be changed on existing Cards issued in the name of this Organization; designate additional persons authorized to use Cards issued by Bank in the name of this Organization; request termination of use of existing Cards; and communicate other pertinent information to Bank; and

RESOLVED FURTHER, that the forgoing resolution shall remain in full force and effect until written notice of an amendment or rescission thereof is delivered to and received for by Bank; and

RESOLVED FURTHER, that the Recordkeeper be and he/she is hereby authorized and directed to certify to Bank this resolution and that the Recordkeeper signing this Resolution and Agreement or any person designated in writing by the Recordkeeper, is authorized to certify to the Bank the names and signatures of persons authorized to act on behalf of the Organization under the foregoing Resolution and Agreement, and from time to time hereafter, as additions to or changes in the identity of said Recordkeeper are made, such Recordkeeper or designee shall immediately report, furnish and certify such changes to the Bank, and shall submit to Bank a new incumbency certificate or other document reflecting such changes in order to make such changes effective; and

RESOLVED FURTHER, foregoing resolution was adopted in accordance with the governing documents of the Organization, resolution is now in full force and effect. resolution is now in full force and effect.

2022-03) 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 13	July 14
January 27	No second meeting scheduled for July
February 10	August 11
February 24	August 25
March 10	September 8
March 24	September 22
April 14	October 13
April 28	October 27
May 12	November 10
May 26	No second meeting scheduled for November
June 9	December 8
June 23	December 29 Close of Business

2022-04) Ratify and Affirm, Full-time employees (non-union) are given the following holidays for the year 2022:

<u>Date</u>	<u>Holiday</u>
January 1	New Year's Day
January 17	Martin Luther King, Jr. Day
February 21	Presidents Day
May 30	Memorial Day
July 4	Independence Day Observance
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving

December 26	Christmas Observance
December 27	Day after Christmas

2022-05) Ratify and Affirm, Designate Transfer Station holidays for year 2022 as follows:

<u>Date</u>	<u>Holiday</u>
January 1	New Year's Day
May 31	Memorial Day Observance*
September 6	Labor Day Observance*
November 8	Election Day (Union Only)
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 27	Christmas*
December 28	Day after Christmas (non-union)

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

2022-06) Designate the following banks as depositories for all Town funds for the calendar year 2022: ~~Key Bank, N.A., National Union Bank of Kinderhook~~ Bank of Greene County and Pioneer.

2022-07) Supervisor Peter, 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.

2022-08) Supervisor's appointments:

As the post of Deputy Supervisor was created by the Town Board during 2002, pursuant to §42 of the Town Law, Supervisor Peter appoints James Bult Councilman as Deputy Supervisor;

Pursuant to the Article III, Section 29 (15) of the Town Law, Supervisor Peter hereby appoints Dawne M. Kelly, as Confidential Secretary to the Supervisor, at the annual salary set forth in resolution 2021-290. Term to run concurrent with the term of the Supervisor and expires December 31, 2023.

Pursuant to the Arts and Cultural Affairs Law, Supervisor Peter hereby appoints Diane Hutchinson, Town Historian at the annual salary set forth in resolution 2021-290. Term to run concurrent with the term of the Supervisor and expires December 31, 2023.

- 2022-09)** Pursuant to Town Law § 150 (2), appoint Supervisor Peter as Police Commissioner. Term to run concurrent with the term of Supervisor and expires on December 31, 2023
- 2022-010)** **WITHDRAWN:** *Appoint _____ as Public Information Officer at salary as set forth in resolution 2021-290.*
- 2022-011)** Appoint Kenneth Holmes as Water/Sewer Manager at an hourly rate as set forth in resolution 2021-290.
- 2022-012)** Appoint Christopher Langlois, Esq of Girvin & Ferlazzo, P.C. as Attorney to the Town, at a remuneration of \$28,000.00.
- 2022-013)** Appoint Kerrie D. Joiner as Human Resource Manager at an hourly rate as set forth in resolution 2021-290.
- 2022-014)** Appoint Melissa A. Knights, Secretary to Director Planning/Zoning, at annual salary as set forth in resolution 2021-290.
- 2022-015)** Appoint Martha Reed, Secretary to Building Inspector, at annual salary as set forth in resolution 2021-290.
- 2022-016)** Appoint Gary Ziegler as Town Building Inspector/Code Enforcement Officer, at an annual salary as set forth in resolution 2021-276.
- 2022-017)** Appoint Paul Harter, as Comptroller at annual salary as set forth in resolution 2021-290.
- 2022-018)** Appoint Paul Harter, as Budget Officer at annual salary as set forth in resolution 2021-290.
- 2022-019)** Appoint Laura Palmer as Assistant Comptroller on a part-time basis at the hourly rate set forth in resolution 2021-290.
- 2022-020)** 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 2021-290.
- 2022-021)** Pursuant to Article 3, Section 20(1)(a) of Town Law, the Justices hereby appoint Cynthia Waters as Secretary to Justice Court on a full-time basis at the hourly rate as set forth in resolution 2021-290.
- 2022-022)** Appoint Joel Montross as Justice Court Officer on a part-time basis at hourly rate set forth in resolution 2021-290.

- 2022-023)** Appoint Maggie Banker as Temporary Dog Control Officer. The rate of payment shall be \$50.00 per call.
- 2022-024)** Appoint Sheila Golden as Director of Youth and Recreation at salary set forth in resolution 2021-290.
- 2022-025)** 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 2021-290.
- 2022-026)** Appoint Nicole A. Thomas as part-time janitorial staff at an hourly rate as set forth in resolution 2021-290.
- 2022-027)** Pursuant to Article 3, Section 30 of the Town Law, the Tax Receiver hereby appoints Rena Peter (\$18.60/hr.) as Deputy Tax Receiver at an hourly rate as set forth in resolution 2021-290.
- 2022-028)** Pursuant to Article 3 Section 37 of the Town Law, the Tax Receiver hereby appoints Kelly Kendrick (\$14.31/hr.) as part-time Tax Clerk at an hourly rate as set forth in resolution 2021-290.
- 2022-029)** Pursuant to Article 3 Section 37 of the Town Law, the Tax Receiver hereby appoints Jill Bonesteel (\$14.31/hr.) as part-time Tax Clerk at an hourly rate as set forth in resolution 2021-290.
- 2022-030)** Appoint Keith M. Boniface, Alan Roehr, Jr, Ralph Southworth and Dean Thomas as part-time police officers at an hourly rate as set forth in resolution 2021-290.
- 2022-031)** Appoint Melissa Knights and Dawne M. Kelly as part-time Board of Assessment Review Secretaries with compensation of their hourly rate per meeting per 2022 Adopted Budget.
- 2022-032)** Authorize Supervisor Peter to execute and administer professional services agreement with Thomas MD Jones, for the year 2022, to provide information technology services to the Town Police Department at an hourly rate of \$100.00.
- 2022-033)** Appoint Debra Curtis as Registrar of Vital Statistics, Melissa Hulsopple as Deputy Registrar of Vital Statistics and Cheryl Simpson as Sub-Registrar of Vital Statistics pursuant to Section 4122 of the Public Health Law at salary set forth in resolution 2021-290.
- 2022-034)** Appoint Debra L. Curtis ADA Coordinator for the calendar year 2022 at no additional compensation.
- 2022-035)** Appoint Kevin Konig as part-time Park Manager at an hourly rate as set forth in resolution 2021-290.
- 2022-036)** Appoint Kevin Konig as part-time snow/ice remover for Town Hall at hourly as set forth in resolution 2021-290.
- 2022-037)** Appoint Robert Rivet as part-time Park Attendant at an hourly rate as set forth in resolution 2021-290.

- 2022-038)** 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 2021-290.
- 2022-039)** Appoint Kerrie D. Joiner Affirmative Action Coordinator for the calendar year 2022 at no additional compensation.
- 2022-040)** Appoint Denise Mayrer as a member of the Planning Board. Term to expire on December 31, 2028.
- 2022-041)** Appoint Denise Mayrer as Chair of the Planning Board for the calendar year 2022. (Town Law §271).
- 2022-042)** Appoint Lou Spada as a member of the Zoning Board of Appeals. Term expires on December 31, 2026.
- 2022-043)** Appoint David Carlarco as Chairman of the Zoning Board of Appeals for the calendar year 2022.
- 2022-044)** Appoint Craig Crist, Esq., as Attorney for the Planning Board at a remuneration of \$20,143.00.
- 2022-045)** Appoint Craig Crist, Esq., as Attorney for the Zoning Board of Appeals at a remuneration of \$13,428.00.
- 2022-046)** **WHEREAS**, the Town Board wishes to designate and authorize an alternate to attend and to serve as attorney at Planning Board and/or Zoning Board of Appeals meetings in the event that the appointed Attorney is unable to attend such meeting;
- NOW, THEREFORE, IT IS HEREBY RESOLVED**, that Christopher Langlois, Esq., is hereby designated and authorized to attend and serve as Attorney at Planning Board and/or Zoning Board of Appeals meetings in the event that the appointed Attorney is unable to attend such meeting, at no additional compensation.
- 2022-047)** **WITHDRAWN:** *Appoint _____ as a member of the Board of Assessment Review at salary as set forth in Year 2022 adopted budget. Term to expire September 30, 2028.*
- 2022-048)** Appoint John Hourigan as Police Chief, at an annual salary as set forth in resolution 2021-290.
- 2022-049)** 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 2021-290.

- 2022-050)** 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 6, 2022, remuneration as set forth in the Year 2022 adopted budget (\$20,000.00).
- 2022-051)** Pursuant to professional services agreement dated January 5, 2022, appoint Tabner, Ryan and Keniry, LLP as Special District Counsel and based on per hour fee schedule as follows: Partners \$275.00, Associates \$170.00 and Paralegals \$95.00. This authorization shall not exceed \$7,500.00 without further board approval.
- 2022-052)** Authorize Supervisor Peter to execute and administer professional services agreement with the Vincelette Law Firm as Counsel, for the year 2022, to represent the Town on assessment related matters at an hourly rate of \$175.00.
- 2022-053)** Authorize Supervisor Peter to execute and administer a professional services agreement with Executive Computing, LLC, for the year 2022, to provide information technology services to the Town at an hourly rate of \$118.00.
- 2022-054)** Appoint Barclay Damon LLP as Bond Counsel with fees in accordance with letter dated December 19, 2013.
- 2022-055)** Appoint Girvin & Ferlazzo, P.C. as Labor Counsel to the Town, pursuant to retainer agreement dated January 3, 2022. This authorization shall not exceed \$10,000.00 without further board approval.
- 2022-056)** Pursuant to Chapter 32 Section 1 of the Code of the Town of Schodack, Supervisor Peter appoints Alan Roehr Jr., Police Officer; Peter D. Schweigert; Allison Signer;; Steven Kelly, Matthew Carner and James Dorward to the Town of Schodack Fire Investigation Unit for the calendar year 2022.
- 2022-057)** Appoint the following as Fire Marshals for 2022: Dawne M. Kelly - Town Hall; Carrie Kane - Police Station; and Joseph Cavanaugh - Highway Garage.
- 2022-058)** Establish the mileage rate of 0.585 cents per mile pursuant to I.R.S. rate for the calendar year 2022.
- 2022-059)** Designate **The Record** as official Town newspaper for the calendar year 2022.
- 2022-060)** Authorize Supervisor Peter 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, 2022. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.
- 2022-061)** Approve contracts and authorize Supervisor Peter to execute and administer contracts with Castleton Volunteer Ambulance Service, Inc., and Nassau Ambulance for provision of emergency medical services for 2022 as set forth in the Year 2022 adopted budget. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.

- 2022-062)** Authorize Supervisor Peter 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 as set forth in the Year 2022 adopted budget. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.
- 2022-063)** Approve contracts and authorize Supervisor Peter to execute contracts with the Castleton Public Library (\$159,260.00), East Greenbush Community Library (\$320,000.00), and Nassau Free Library (\$35,000.00) as set forth in the Year 2022 adopted budget. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.
- 2022-064)** Authorize Supervisor Peter 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)
- 2022-065)** Authorize Supervisor Peter 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 to form and substance. (As budgeted)
- 2022-066)** Authorize Supervisor Peter to execute contract with the Anchor (\$1,000.00) for establishment, maintenance and operation of programs devoted, in whole or in part, to the welfare of the needy citizens of the Town of Schodack. The terms and conditions of said contract are subject to the approval by Attorney to the Town as to form and substance. (As budgeted)
- 2022-067)** Authorize Supervisor Peter to execute agreement on behalf of the Town of Schodack with the Rensselaer County STOP DWI program for the calendar year 2022. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.
- 2022-068)** Authorize Supervisor Peter to execute and administer Addendum Number 2022-01 for professional services from the Laberge Group to assist the Town Board for 2022. Hourly rates for Planning and Zoning Board activities for 2022 are as follows: Principal/project manager \$211.00, Project Engineer \$147.00, Assistant Engineer \$110.00 and Administrative Assistant \$78.00, and Addendum Number 2022-01 for planning and zoning which is reimbursed through engineering escrow; Addendum Number 2022-02 for wastewater issues not to exceed \$10,000.00; Addendum Number 2022-03 for water issues not to exceed \$10,000.00; Addendum Number 2022-04 for Planning & Economic Development related issues not to exceed \$12,000.00 and Addendum Number 2022-05 for MS-4 administration (Municipal Stormwater Management) field work, coalition meetings and testing allowance services not to exceed \$47,000.00.

- 2022-069)** 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, 2022.
- 2022-070)** **WITHDRAWN:** *Ratify and affirm authorizing Supervisor Harris to execute and administer a shelter agreement with Mohawk Hudson Humane Society for the 2022 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. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.*
- 2022-071)** Authorize Supervisor Peter to execute and administer a shelter agreement with Maggie Banker for the 2022 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 Maggie Banker's when pets are claimed, as may be allowed by law. Terms and conditions of the contract are subject to approval by Attorney to the Town as to form and substance.
- 2022-072)** Authorize Charles Peter, to attend seminars for the Annual Meeting of the Associations of Towns of New York State February 20-23, 2022 with appropriate expenses to be borne by the Town.
- 2022-073)** Authorize Charles Peter as the voting delegate for the Town of Schodack at the Annual Meeting of the Association of Towns of New York State.
- 2022-074)** Authorize Supervisor Peter to execute and administer the Monitoring Service Contract with Rocket Monitoring Services to perform data collection and monitoring services on the Commercial AdvanTex® AX100 – TCOM Control Panel located in Sewer District No. 8 for a cost not to exceed \$1,200.00 and to provide monitoring on the VeriComm Panel located in Sewer District No. 5 for a cost not to exceed \$300.00.
- 2022-075)** Direct the Town Assessor, pursuant to the authority conferred by Executive Order No. 11.1 issued by the Governor on December 26, 2021, to grant real property tax law exemptions pursuant to Real Property Tax Law Sections 459-c and 467 on the 2022 assessment roll to all property owners who received such exemption(s) on the 2021 assessment roll, thereby dispensing with the need for renewal applications from such persons, and further dispensing with the requirement for the Town Assessor to mail renewal applications to such persons, provided, however, that the Town Assessor may require a renewal application to be filed when the Town Assessor has reason to believe that an owner who qualified for such exemption(s) on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owners, or died.

2022-076) Pending the appointment of a Superintendent of Highways, Foreman Brian Brahm will temporarily perform such duties in accordance with, and at the rate provided in, the agreement between the Town of Schodack and CSEA, as may be amended pursuant to an executed Memorandum of Agreement.

2022-077) Pending the appointment of a Superintendent of Highways, Foreman Larry Perez will temporarily serve as assistant to Brian Brahm and perform such duties in accordance with, and at the rate provided in, the agreement between the Town of Schodack and CSEA, as may be amended pursuant to an executed Memorandum of Agreement.

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 Charles J. Peter
Town of Schodack, 265 Schuurman Road
Castleton-on-Hudson, New York 12033-9622
or call the Supervisor at 518-477-7918