

ULSTER ORGANIZATIONAL TOWN BOARD MEETING

January 5, 2012 AT 6:30 PM

CALLED TO ORDER BY SUPERVISOR QUIGLEY, CHAIRMAN at 6:30 PM

SALUTE TO THE FLAG

ROLL CALL BY CLERK

TOWN COUNCILMAN JOEL B. BRINK
TOWN COUNCILMAN ERIC KITCHEN
TOWN COUNCIL MEMBER CRIS HENDRICK
TOWN COUNCILMAN JOHN MORROW
SUPERVISOR JAMES QUIGLEY 3rd

Councilwoman Hendrick moved to approve the following:

WHEREAS, the Town Board of the Town of Ulster convened an organizational meeting for the year 2012 on January 5th; and

WHEREAS, the Town is required by Town Law to make certain designations and appointments, establish salaries, paydays, schedule meetings and determine certain other matters;

NOW, THEREFORE BE IT RESOLVED:

The Town Board makes the following designations:

1. Depositories for Town Funds:

Key Bank, JP Morgan Chase, Citizens Bank

2. Official Newspapers:

The Kingston Times, the Daily and Sunday Freeman

3. Pay Days:

Elected and appointed employees - monthly
Part-time employees - bi-weekly
Full-time employees – bi-weekly

4. Salaries of Elected Officials:

| | |
|----------------------------|-------------|
| Supervisor | \$45,000.00 |
| Town Clerk | 40,000.00 |
| Town Justice (2 each) | 35,000.00 |
| Council Member (4 each) | 9,000.00 |
| Superintendent of Highways | 50,000.00 |

5. Appointments:

Secretary to the Supervisor – Peggy King
Budget Officer – Patrick Ryan
Attorney to the Town – Jason J. Kovacs Esq.
Special Attorneys to the Town – Kevin R. Bryant, Rebecca Milouras - Lettre

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Director of Emergency Management – Andy Buboltz
Director of Recreation – Jeffrey Hayner
Confidential Bookkeeper - Ann Mitchell
Registrar of Vital Statistics - Jason Cosenza
Deputy Registrar of Vital Statistics – Becky Vogt
Deputy Town Clerk - Shirley Felton
Clerk to Justice Weiss – Suzanne Platt
Clerk to Justice Kesick - Ann Raskoskie
Building Inspector – Paul Andreassen
Animal Control Officer - Susan Trnka
GIS Coordinator - James Maloney
Empire Zone Council Member – Joel B. Brink
Public Access Cable Commission – Felicia Baldelli
Assistant Superintendent of Water – Billy Williams
Assistant Superintendent of Wastewater Treatment – Vincent Maggiore
Assistant Superintendent of Highways – Charles Freer

6. Town Board:

Workshop Meetings: First Thursday of each month at 7:00 p.m.

Regular Monthly Meetings: Third Thursday of each month at 7:00 p.m.

Any meetings on a holiday will be rescheduled by the Town Supervisor

7. Town Board Agenda:

The Monday prior to the meeting at 4 pm is the deadline for submitting agenda items.

8. Mileage:

Mileage will be reimbursed at the Federal Mileage Rate per mile for use of personal vehicle for town business.

9. Legal Holidays:

New Year's Day, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans' Day, Thanksgiving Day, Friday after Thanksgiving Day and Christmas Day

10. Work Days:

Monday through Friday or per negotiated contracts

11. Vacation:

As per negotiated contracts
All non-union employees per town code

12. Insurance Buyout:

Elected and appointed officials \$1,000.00
All others per negotiated contracts

13. Petty Cash:

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| | |
|---------------------|-----------|
| Supervisor | \$ 100.00 |
| Town Clerk | 200.00 |
| Highway Department | 100.00 |
| Police Department | 100.00 |
| Water Department | 75.00 |
| Court | 75.00 |
| Sewer Department | 50.00 |
| Whittier Sewer | 25.00 |
| Assessor | 50.00 |
| Building Department | 50.00 |
| Senior Center | 50.00 |
| Ryder Park | 50.00 |

14. Highway Budget:

\$2,918,562

15. Appointment of Town Planner:

Alan Sorensen, Planit Main Street

16. Planning Board Meeting:

Third Tuesday of each month at 7:00 pm

(Note: Meetings were adjusted to 7:30 PM by the Town Planning Board – January 17, 2012)

17. Zoning Board of Appeals Meeting:

First Wednesday of each month at 7:00 pm

18. Police Commission Meeting:

First Thursday of each month at 4:00 pm

19. All authority for the daily operations of the Town and its districts:

Is hereby delegated to Town Supervisor James (Jim) E. Quigley 3rd

2nd by Councilman Brink

All Ayes

Planning Board Members:

Councilman Kitchen moved to approve Anna Hayner as a Town Planning Board Member to fill the uncompleted five year term of Mr. Renno Budziak that expires on December 31, 2015

2nd by Councilman Brink

All Ayes

Councilman Morrow moved to approve Karl Allison as a Town Planning Board Member to fill the uncompleted five year term of Mr. Scott Ricketson that expires on December 31, 2013

2nd by Councilwoman Hendrick

All Ayes

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Councilman Kitchen moved to approve Alan F. DeForest as a Town Planning Board Member to fill a new five year term that expires on December 31, 2016. He will be filling the spot held by Gerard "Ozzie" Beichert.

2nd by Councilman Brink

All Ayes

Councilman Brink moved to approve Frank Almquist as an Alternate Town Planning Board Member with a term to expire on 2012

2nd by Councilwoman Hendrick

All Ayes

Councilman Kitchen moved to approve Tim O'Brien as an Alternate Town Planning Board Member with a term to expire on 2012

2nd by Councilman Brink

All Ayes

Planning Board outline is as follows:

| <u>Name</u> | <u>Term Ends</u> |
|------------------|------------------|
| Alan F. DeForest | 2016* |
| Anna Hayner | 2015* |
| Gary Mulligan | 2014 |
| Karl Allison | 2013* |
| Lawrence Decker | 2012 |

Alternates:

| | |
|----------------|-------|
| Frank Almquist | 2012* |
| Tim O'Brien | 2012* |

Appointment of Chair of the Planning Board:

Alan F. DeForest

Zoning Board of Appeals Members:

Councilwoman Hendrick moved to approve John Crispell as a Town Zoning Board of Appeals Member to fill a new five year term that expires on December 31, 2016.

2nd by Councilman Kitchen

All Ayes

ZBA outline is as follows:

| <u>Name</u> | <u>Term Ends</u> |
|----------------------|------------------|
| John Crispell | 2016* |
| Arnold Jacobson | 2015 |
| Elizabeth Kyriacou | 2014 |
| Robert Porter | 2013 |
| Donald F. Genter Jr. | 2012 |

*Current appointment

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Councilman Morrow moved to approve the following:

Appointment of Chair of the Zoning Board of Appeals:

Robert Porter

2nd by Councilwoman Hendrick

All Ayes

Assessment Board of Review:

Councilman Kitchen moved to approve Larry Decker as a member of the Assessment Board of Review Member with a term that expires on December 31, 2014.

2nd by Councilman Brink

All Ayes

Councilman Kitchen moved to approve Anna Hayner as a member of the Assessment Board of Review Member with a term that expires on December 31, 2013.

2nd by Councilwoman Hendrick

All Ayes

ABR outline is as follows:

| <u>Name</u> | <u>Term Ends</u> |
|--------------|------------------|
| Larry Decker | 2014* |
| Anna Hayner | 2013* |
| Nelson White | 2012 |

*Current appointment

Councilwoman Hendrick moved to approve the following appointment:

Town Historian:

Robert Sweeney

2nd by Councilman Brink

All Ayes

Councilwoman Hendrick moved to approve the following as the:

Police Matters Members:

Town Board

2nd by Councilman Kitchen

All Ayes

Councilman Morrow moved to approve the following as the:

Recreation Committee Members:

Det. Sgt. Anthony Cruise

Erma Francello

Donald "Fritz" Genter

Sean Feeney

John Niles

2nd by Councilwoman Hendrick

All Ayes

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Councilman Morrow moved to approve the following as the:

Economic Development Committee:

Michael Berardi

Clayton VanKleeck

John Iannotti

James F. Maloney

Patrick Sheehan

2nd by Councilwoman Hendrick

All Ayes

Councilwoman Hendrick moved to approve the following as the:

Board of Ethics:

Joel B. Brink – Chairman

Bryan Ilgner

Nelson White

2nd by Councilman Morrow

All Ayes

Councilman Brink moved to approve the following as:

Association of Towns' Annual Meeting:

Delegate – James E. Quigley 3rd

Alternate Delegate – James F. Maloney

2nd by Councilwoman Hendrick

All Ayes

Committee Assignments:

Councilman Morrow moved to approve the following appointments:

Building and Grounds – Councilman Kitchen & Councilman Morrow*

2nd by Councilwoman Hendrick

All Ayes

Councilman Brink moved to approve the following appointments:

Recreation - Councilwoman Hendrick & Councilman Kitchen*

2nd by Councilwoman Hendrick

All Ayes

Councilwoman Hendrick moved to approve the following appointments:

Highway - Councilman Brink & Councilman Morrow*

2nd by Councilman Brink

All Ayes

Councilman Kitchen moved to approve the following appointments:

Finance - Councilwoman Hendrick & Councilman Brink*

2nd by Councilman Brink

All Ayes

Councilwoman Hendrick moved to approve the following appointments:

Water and Waste Water Treatment - Councilman Brink & Councilman Kitchen*

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2nd by Councilman Kitchen
All Ayes

Councilman Brink moved to approve the following appointments:

Personnel - Councilman Morrow, Councilman Kitchen, & Councilwoman Hendrick*

2nd by Councilwoman Hendrick
All Ayes

Councilwoman Hendrick moved to approve the following appointments:

Planning, Assessor and Building Dept. - Councilman Kitchen & Councilman Brink*

2nd by Councilman Brink
All Ayes

Councilman Kitchen moved to approve the following appointments:

Constituent Services – Councilman Morrow & Councilwoman Hendrick*

2nd by Councilwoman Hendrick
All Ayes

Summary of Committee Appointments:

Building and Grounds – Councilman Kitchen* & Councilman Morrow

Recreation - Councilwoman Hendrick* & Councilman Kitchen

Highway - Councilman Brink* & Councilman Morrow

Finance - Councilwoman Hendrick* & Councilman Brink

Water and Waste Water Treatment - Councilman Brink* & Councilman Kitchen

Personnel - Councilman Morrow*, Councilman Kitchen, & Councilwoman Hendrick

Planning, Assessor and Building Dept. - Councilman Kitchen* & Councilman Brink

Constituent Services – Councilman Morrow* & Councilwoman Hendrick

* Committee Chair

THE SUPERVISOR IS A STANDING MEMBER ON ALL COMMITTEES EXCEPT PERSONNEL

Town Assessor James Maloney noted that all the elected officials were sworn in on December 30, 2011.

Councilman Kitchen motioned to adjourn the meeting at 6:45 PM

2nd by Councilwoman Hendrick
All Ayes

Respectfully Submitted by
Jason Cosenza, RMC FHCO
Ulster Town Clerk