## TOWN OF POESTENKILL

**TOWN BOARD**

**Organization MEETING Minutes**

# **January 6, 2022**

### VOTING MEMBERS NON-VOTING MEMBERS

Supervisor Keith Hammond Town Clerk Susan Horton

Deputy Supervisor Eric Wohlleber

Councilman David Hass

Councilman Harold Van Slyke

Councilwoman June Butler

Supervisor Hammond opened the meeting with the pledge of allegiance and opened the floor for public comment at 7:00pm.

Public Comment Period

Town Resident, Tom Russell, inquired about the cannabis law and an update from the last meeting. Councilman Van Slyke brought up live streaming of meetings. He said it would be a monthly charge of $250 with no charge for the equipment. There was conversation about livestream vs. zoom and the pros and cons of both.

**Discussion Item**

The town received a letter from the City of Troy about rate increases. A discussion was had about if the increase was correct.

**Action Item**

a. Organizational actions & Resolution

1. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Andy Gilchrist** as Town Attorney at an annual salary of **$30,000.00** to be paid monthly, for normal and usual affairs of the Town.
2. Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 4 ayes and 1 abstain by Supervisor Hammond to set the annual salary of the Town Supervisor, **Keith Hammond** at **$16,000** to be paid monthly.
3. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 4 ayes and 1 abstain by Councilman Wohlleber to Recognize the Supervisor’s appointment of **Eric Wohlleber** as Deputy Supervisor and set the annual salary for said position at $**2,000** to be paid monthly.
4. Motion by Councilwoman Butler, Seconded by Supervisor Hammond and an oral vote of 5 ayes to recognize the annual salary for the **Four Council Members** at annual salary of **$4,120** each to be paid monthly.

 **David Hass**

 **Harold Van Slyke**

 **June Butler**

 **Eric Wohlleber**

\*Councilman Hass will be donating his salary back to the town.

1. Motion by Supervisor Hammond, Seconded by Councilman Van Slyke and an oral vote of 5 ayes to recognize the Supervisor’s appointment of **Tiffany Buker**, as Secretary to the Town Supervisor, hourly rate for said position at **$27.50 per hour for**

**20 hours per week to be paid bi-weekly.**

1. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to set the annual salary of the Town Clerk/Tax Collector**, Susan Horton**, at annual salary of **$44,581.51** to be paid bi-weekly.
2. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Susan Horton**, Receiver of Water Charges & Clerk to the Water Manager at annual salary of **$4,986.00**, term to expire **12/31/22**
3. Motion by Councilwoman Butler, Seconded by Councilman Wohlleber and an oral vote of 5 ayes to recognize the Town Clerk’s appointment of **Tiffany Buker** as Deputy Town Clerk and Deputy Tax Collector, with the Salary of **$18.50** per hour, and as Deputy Registrar of Vital Statistics at **no salary** term to expire **12/31/22** for said combined positions, to be paid bi-weekly.
4. Motion by Supervisor Hammond, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Susan Horton**, Registrar of Vital Statistics at an annual salary of **$2,815.55**, term to expire **12/31/22.**
5. Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to recognize **David Goyer** as Superintendent of Highway at an annual salary of **$64,585.38** to be paid weekly. He is also entitled to the same benefits as described in the current highway employee agreement. Monthly reports to be submitted.
6. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to set the annual salary of the Town Justices, **Thomas F. Slavin Jr.** and **Gregory T. Kronau, at $9073.33** each, to be paid monthly. Monthly reports to be submitted.
7. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Terry Houser**, Clerk to the Town Justices, at an hourly rate of **$21.49 for a maximum of** 10 hours per week, to be paid bi-weekly.
8. Motion by Supervisor Hammond, Seconded by Councilman Wohlleber and an oral vote of 5 ayes to recognize **Betsy Pinho**, as Assessor with an annual salary set at **$22,000.00** term to expire **09/30/2025**
9. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Robert Brunet**, Water Manager at an annual salary of **$25,750.00** to be paid monthly. Monthly reports to be submitted.
10. Motion by Councilman Hass, Seconded by Councilman Van Slyke and an oral vote of 5 ayes to Appoint **Robert Brunet**, 811 Coordinator/DigSafe Designee at **$3000.00**, term to expire **12/31/22**. Monthly reports to be submitted.
11. Motion by Councilwoman Butler, Seconded by Councilman Wohlleber and an oral vote of 5 ayes to appoint **Robert Young**, Assistant Water Manager at a rate of **$22.00** for a maximum of hours **12** per week, to be paid bi-weekly.
12. Motion by Supervisor Hammond, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Michele Wait**, Clerk to the Assessor, at an hourly rate of **$20.60** for a maximum of **20 hours** to be paid bi-weekly.
13. Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to appoint **Tracy Church** as Building Inspector and Code Enforcer at a salary of **$29,664**, Clerk to Building Inspector and Code Enforcer at a salary of **$10,506** and as MS4 coordinator at a salary of **$2060** to be paid bi-weekly.

**20. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to** **recognize the following members to the Board of Assessment Review for a 5 yr term:**

 **Philip LaRocque Term to expire 9/30/2025**

 **William D. Weber Term to expire 9/30/2026**

#####  Matthew Guilbault Term to expire 9/30/2023

The salary is to be paid by voucher at $100.00 per member/ per year.

1. Motion by Councilwoman Butler, Seconded by Councilman Van Slyke and an oral vote of 5 ayes to appoint **Lisa Bouchard** Town Hall Custodian at an hourly rate of **$15.75** at 10 hours per week with 2 hours extra when needed, to be paid bi-weekly.

.

1. Motion by Supervisor Hammond, Seconded by Councilman Hass and an oral vote of 5 ayes to appoint **Linda Sagendorf** Town Historian at an annual salary of **$4432.92** to bepaid quarterly. Term to expire **12/31/21**. Monthly report to be completed.
2. Appoint **Tom Russell,** as Chairman to the Planning Board, term to expire **12/31/2022** and set the annual salary of the Planning Board Members at **$1043** each and the **Chairman** at **$1406** to be paid quarterly for budget year 2022.Other Planning Board Members and term expiration dates are:

###  Steve Valente Term to expire 12/31/2022

 **William Daniel Term to expire 12/31/2023**

# **Don Hecklman Term to expire 12/31/2024**

 **Jeffrey Briggs Term to expire 12/31/2025**

 **Harvey Teal Term to expire 12/31/2026**

 **Laura Burzesi Term to expire 12/31/2027**

 **Tom Russell Term to expire 12/31/2028**

**Victoria Spring (Alternate) Term to expire 12/31/2022**

 Appointment of the chairman to the planning board was tabled. Motion by Supervisor Hammond, Seconded by Councilman Hass and an oral vote of 5 ayes to approve the annual salary of the Planning Board Members and the Chairman.

1. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Stephanie Volkmann** as Clerk to the Planning Board**,** at an hourly rate of **$ 17.86 for a total of 12 hours per week divide between planning and zoning** to be paid bi-weekly.
2. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Robert Ryan** as the Planning Board Attorney at a salary of **$5,681.66** to be paid monthly.

**26**. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 4 ayes, 1 abstain (Harold Van Slyke) to re-appoint **Dawn Neibuhr, term to expire 12/31/2026** as Ethics Board Members, and appoint **Andy Gilchrist** as chairman, term to expire 12/31/2022 and re-affirm the following members of the Ethics Board and their term expirations as members:

 **Andy Gilchrist Term to expire 12/31/2024**

 **Sue Patnaude Term to expire 12/31/2025**

**Dawn Neibuhr Term to expire 12/31/2026**

 **Jill Gresens Term to expire 12/31/2022**

 **Connie Van Slyke Term to expire 12/31/2023**

 **27.** Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Frank Burzesi** aschairman to the Zoning Board, term to expire **12/31/2022** and set the Chairman annual salary at **$1,044.00** to bepaid quarterly. Set the annual salary of **Zoning Board Members including Alternate Member** at $**652.00** each to be paid quarterly. **Re-Appoint Tim Hoffay to a term expiring 12/31/26** and **Re-Appoint Susan Kalafut to a term expiring 12/31/2022.** Other ZBA members and their expiration dates are:

**Nicole Heckelman Term to expire 12/31/2024**

**Kevin McGrath Term to expire 12/31/2025**

**Timothy Hoffay Term to expire 12/31/2026**

**Frank Burzesi Term to expire 12/31/2022**

**Paul Jamison Term to expire 12/31/2023**

**Susan Kalafut Term to expire 12/31/2022 (Alternate)**

**28.** Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Stephanie Volkmann** as Clerk to the Zoning Board**,** at an hourly rate of **$17.86 for a total of 12 hours per week divide between planning and zoning** to be paid bi-weekly.

**29**. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to designate **Wayne Bonesteel** as Engineer to the Town as an independent contractor as-needed basis at an hourly rate to be agreed upon between the Town and Wayne Bonesteel.

**30**. Motion by Supervisor Hammond, Seconded by Councilwoman Butler and an oral vote of 5 ayes to appoint **Robert Guyer**, Dog Control Officer at an annual salary of **$7,631.27,** to be paid monthly. Complete monthly reports are to be submitted.

**31**. Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to appoint **Tiffany Buker** as **Youth Director** at an annual salary of **$9800**, to be paid bi-weekly.

 **32**. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to set the mileage reimbursement at **.585** cent per mile.

 **33.** Motion by Councilwoman Butler, Seconded by Councilman Hass and an oral vote of 5 ayes to **re-appoint Lou Basle, term to expire 12/31/2024 to the Water Benefit Review Board** the following to Water Benefit Review Board. Other Water Benefit Review Board members and their terms are as follows:

 **Lou Basle term to expire 12/31/2024**

 **Linda Emery term to expire 12/31/2022**

 **Tim Anatasio term to expire 12/31/2023**

Such members to serve without compensation but are entitled to re-imbursement of actual and necessary expenses which shall be a charge to the Water District. They may elect from its members a person to act as chair until 12/31 of each year.

**34.** Motion by Supervisor Hammond, Seconded by Councilman Wohlleber and an oral vote of 4 ayes, 1 abstain (Harold Van Slyke) to recognize the following members to the workplace Violence committee:

 **Andy Gilchrist**

 **Sue Patnaude**

 **Jill Gresens**

 **Connie Van Slyke**

 **Dawn Neibuhr**

**35.** Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to designating **THE RECORD** as the official newspaper for the Town of Poestenkill.

 **36.** Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to designating **M&T Bank, Trustco Bank, 1st Niagara, Citizen,** **HSBC, Key Bank**

 **Chase Bank of America, Pioneer** as Town depositories.

 **37.** Motion by Councilwoman Butler, Seconded by Supervisor Hammond and an oral vote of 5 ayes to designate the **Second Thursday** of each month at **7:00 p.m.** as Town Board Meeting

Night immediately following the audit committee meeting on any public Town Board hearing see scheduled. Workshop and special meetings will be held the **first Thursday** of the month at **7:00 p.m.** as needed. Or as otherwise scheduled.

 **38.** Motion by Supervisor Hammond, Seconded by Councilwoman Butler and an oral vote of 5 ayes to designate the following Town Board Committee assignments:

**Zoning Board of Appeals - J. Butler/ H. Van Slyke**

**Planning Board - J. Butler**

**Youth Advisory - Eric Wohlleber**

**CAC - K. Hammond / J. Butler**

**Highway - June Butler Records Advisory Committee -Susan Horton Water Committee** **-David Hass**

### Fire Company -David Hass

**Library -Harold Van Slyke**

 **Streetlights -J. Butler and D. Hass**

**National Grid -David Hass**

**Twin Town Little League -Eric Wohlleber**

**Cable -K. Hammond & J. Butler**

 **Website** **-Eric Wohlleber**

 **Town Emergency Plan -Eric Wohlleber**

**39.** Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to appoint all Town Board Members to the Audit Committee

**40**. Motion by Councilman Hass, Seconded by Councilwoman Butler and an oral vote of 5 ayes to water Rate for 2022 ­­­­­**$5.00 per 1000 gallons** of water, **$40.00 minimum** on hydrant Water Sale, **$275.00** Residential Meter cost, **$300.00** on Wet tap inspection fee, and $40.00 water permit fee.

**41.** Motion by Councilman Wohlleber, Seconded by Councilman Hass and an oral vote of 5 ayes to appoint Robert Brunet as Public Health Coordinator, $2,000 term to expire 12/31/2022.

Resolution #1-2022

Appointment of Current Employees and Officers

**Be it Resolved**, That all current employees and officers of the Town of Poestenkill not specifically mentioned in the resolutions adopted at this meeting and who serve at the pleasure of the Town Board are hereby continued in office until such time as the Town Board shall otherwise direct.

Moved By: Supervisor Hammond, Second By: Councilman Hass

Supervisor Hammond: Y

Councilman Wohlleber: Y

Councilwoman Butler: Y

Councilman Hass: Y

Councilman Van Slyke: Y

Resolution #2-2022

IN THE MATTER OF THE TOWN BOARD OF THE TOWN OF POESTENKILL AUTHORIZING DAVID GOYER, HIGHWAY SUPERINTENDENT OF THE TOWN OF POESTENKILL TO PURCHASE A 2002 ELGIN PELICAN SWEEPER SERIAL # S9054D IN THE AMOUNT OF $9,231 FROM MILTON CAT.

Discussion was had about the sweeper and looking at additional equipment for sale. Others were looked at but the cost of anything newer was much higher and for the use that it is needed for the additional cost. Motion by Supervisor Hammond, Seconded by Councilwoman Butler and an oral vote of 4 ayes and 1 nay by Councilman Wohlleber to approval of 2002 Elgin Pelican Sweeper.

Approval of Highway Contract- This was tabled.

Motion by Supervisor Hammond Seconded by Councilman Wohlleber and an oral vote of 5 ayes to approval of Standard Workday Hours for NYS retirement.

Motion by Councilman Hass and seconded by Councilman Wohlleber to enter executive session regarding legal matters with no votes being taken in the session at 8:02.

**Adjournment**

Motion by Councilman Hass and seconded by Councilwoman Butler and carried to exit from executive session at 9:30 and immediately adjourn.

Respectfully Submitted,

Tiffany Buker, Deputy Town Clerk