

**TOWN OF CHATHAM
TOWN BOARD ORGANIZATIONAL MEETING
7:00 PM
JANUARY 4, 2011**

Board Present:

Supervisor Jesse DeGrootd
Councilman Jean Rohde
Councilman Henry Swartz
Councilman Maria Lull

Board Absent:

Councilman Meyn

Others Present:

Town Attorney-Tal Rappleyea and others

CALL TO ORDER: Supervisor DeGrootd called the January 4, 2011, Town Board Organizational Meeting to order at 7:00 PM.

PLEDGE TO FLAG: Councilman Swartz led the pledge to the flag.

PUBLIC HEARING: Supervisor DeGrootd opened the Public Hearing at 7:01 PM for the purpose of considering a three year (2011-2013) fire protection contract with the Chatham Fire Department. There was no comment and the hearing was closed at 7:05 PM.

ORGANIZATIONAL MEETING

RES. #1-11 To name Attorney for the Town.

Offered by Supervisor DeGrootd, moved adoption to name Tal Rappleyea as Attorney for the town, salary set at \$10,000.00 as the general retainer and to allow payment of \$125/hr. for all litigation or other similar substantial work.

Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted.

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RES. #2-11 To name Chairman, Board of Assessors.

Offered by Councilman Lull, moved adoption to name Catharine Bell as Chairman, Board of Assessors. Councilman Swartz, seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted.

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RES. #3-11 To name Chairman, Board of Assessment Review.

Offered by Councilman Swartz, moved adoption to name Steve Anderson as Chairman, Board of Assessment Review. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #4-11 To appoint member to Planning Board for seven year term.

Offered by Councilman Rohde, moved adoption to appoint Donna Staron, member of Planning Board for seven-year term, 2011-2017. Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #5-11 To name Chairman, Planning Board.

Offered by Supervisor DeGrootd, moved adoption to name Marilyn Cohen as Chairman, Planning Board. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #6-11 To name Deputy Planning Board Chairman.

Offered by Councilman Lull, moved adoption to name Donna Staron as Deputy Planning Board Chairman. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #7-11 To set dates of Regular Town Board Meetings.

Offered by Councilman Swartz, moved adoption to set dates of the regular monthly Town Board meetings for 2011 on the 3rd Thursday of each month at 7:00p.m. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #8-11 To set Town Board Workshop Meetings.

Offered by Councilman Rohde, moved adoption to set dates of Town Board Workshop meetings as needed on the first Thursday of each month at 7:00 p.m. in the Town Hall. Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #9-11 To designate official newspaper.

Offered by Supervisor DeGrootd , moved adoption to name The Chatham Courier and/or The Register Star and/or the Columbia Paper as official newspapers for the Town of Chatham. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #10-11 To designate official depository.

Offered by Councilman Lull, moved adoption to name National Union Bank of Kinderhook as official Depository. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #11-11 To allow Supervisor to invest funds.

Offered by Councilman Swartz, moved adoption to allow supervisor to invest town funds in other banks to obtain the best interest rate for the Town. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #12-11 To set up petty cash funds.

Offered by Councilman Rohde, moved adoption to set up Petty Cash Funds of \$100.00 for the Tax Collector, \$200.00 for the Town Clerk, \$100.00 for Recreation Director, \$100.00 for the Justice Court Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #13-11 To authorize Town Comptroller to pay bills early.

Offered by, Supervisor DeGrootd moved adoption to authorize Town Comptroller to pay electric, telephone, postage, freight and express claims in advance of audit. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #14-11 To authorize Town Comptroller to file Annual Report.

Offered by Councilman Lull, moved adoption to authorize Town Comptroller to submit to Town Clerk, within 60 days after close of the fiscal year, a copy of the Annual Report to the State Comptroller in lieu of annual financial report. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #15-11 To authorize the Supervisor to designate Budget Officer at no salary.

Offered by Councilman Swartz, moved adoption to authorize Supervisor to designate Budget Officer at no salary. Councilman Rohde, seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #16-11 To appoint Town Comptroller as Town Accounting Officer.

Offered by Councilman Rohde, moved adoption that the Town Comptroller shall be the town accounting officer and the accounting duties of the Supervisor shall be and hereby are transferred to the accounting officer. Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #17-11 To hire an engineer for town.

Offered by Supervisor DeGrootd, moved adoption to hire an engineer for town on a fee basis as needed. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #18-11 To name Dog Control Officer.

Offered by Councilman Lull, moved adoption to name Wes Powell as Dog Control Officer at a rate of \$7,000.00/Yr. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #19-11 To name Zoning & Code Enforcement Officer.

Offered by Councilman Swartz, moved adoption to name Walter Simonsmeier, Zoning & Code Enforcement Officer at a rate of \$35,010.00/Yr. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #20-11 To name Zoning & Code Enforcement Clerk.

Offered by Councilman Rohde, moved adoption to name Marilyn Cohen Part-Time Zoning & Code Enforcement Clerk, 3 hours per week, at a rate of \$17.60 per hour. Supervisor DeGrootd seconded the motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #21-11 To pay mileage.

Offered by Supervisor DeGrootd, moved adoption that mileage expense for Town business is reimbursable at the rate of \$.51 per mile. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #22-11 To fix wages of Highway Department Employees.

Offered by Councilman Lull, moved adoption to fix wages of Highway Department Employees for 2011 as per contract. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

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RES. #23-11 To pay employees bi-weekly.

Offered by Councilman Swartz, moved adoption to pay Town Clerk/Tax Collector, Town Supervisor, Court Clerks, Court Laborer, Planning & Zoning Secretary, First Deputy Town Clerk, Zoning & Code Clerk, Zoning & Code Enforcement Officer, Town Custodian, Highway Superintendent, Deputy Highway Superintendent, Highway Clerk, Confidential Secretary, Highway Employees, Recreation Director, and Recreation employees, bi-weekly. Councilman Rohde seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #24-11 To fix salaries of elected officials.

Offered by Councilman Rohde, moved adoption to fix salaries of elected officials as follows:

Supervisor		\$ 14,000.00
Councilman	4 @	\$ 4,500.00
Justices	2 @	\$ 11,670.00
Town Clerk/Tax Collector		\$ 30,000.00
Assessor Chairman		\$ 12,515.00
Assessor	2 @	\$ 8,490.00
Highway Superintendent		\$ 55,650.00

Supervisor DeGroot, seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #25-11 Justices to name own Court Stenographers.

Offered by Supervisor DeGroot, moved adoption to authorize Justices to name own Court Stenographers at the following rates: \$75.00 per Appearance Fee, \$125.00 after 3-hours, an additional \$75.00 after 11:00PM, \$225.00 for an entire day and any other necessary fees that may be incurred. Transcript fees: \$3.75 per page (only one person-ordering transcript). \$2.50 per page (if more than one person orders transcript) and any other fees that may come necessary. Councilman Lull seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #26-11 To name Court Clerk.

Offered by Councilman Lull, moved adoption to name Sandra LeClair, Full-Time Court Clerk and Joan Goold, Part-Time Court Clerk. Councilman Swartz seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #27-11 To name Building Department and Zoning Board of Appeals Secretary.

Offered by Councilman Swartz, moved adoption to name Marilyn Cohen as a part-time clerk to the Building Department and Zoning Board of Appeals, 8 hours per week, at a rate of \$17.60 per hour. Councilman Rohde seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #28-11 To name Planning Board Secretary.

Offered by Councilman Rohde, moved adoption to name Gail Wessot as a part-time clerk to the Planning Board, 5 hours per week, at a rate of \$12.50 per hour. Supervisor DeGroot seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #29-11 To authorize Deputy Supervisor and to sign checks in absence of Supervisor.

Offered by Supervisor DeGroot, moved adoption to authorize Deputy Supervisor to sign checks in absence of Supervisor. Councilman Lull seconded motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #30-11 To appoint member to Zoning Board of Appeals for seven-year term.

Offered by Councilman Lull, moved adoption to appoint J.P. Henkel as a member of Zoning Board of Appeals for a seven-year term, 2011-2017. Councilman Swartz seconded the motion.

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #31-11 To name Chairman, Zoning Board.

Offered by Councilman Swartz, moved adoption to name David Everett as Chairman, Zoning Board. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #32-11 To fix salaries of appointed officials and employees.

Offered by Councilman Rohde, moved adoption to fix salaries of appointed officials and employees as follows:

OFFICE	SALARY
BAR Chair	\$ 900.00/Annual
BAR Member (2)	\$ 900.00/Annual
Comptroller	\$ 16,130.00/Annual
Confidential Secretary (Supervisor)	\$ 19.40/Hr
Confidential Secretary (Highway)	\$ 19.40/Hr
Court Clerk (FT)	\$ 18.40/Hr
Court Clerk (PT)	\$ 13.50/Hr
Dog Control Officer	\$ 7,000.00/Annual
Deputy Highway Superintendent	\$ 50,130.00/Annual
Head Counselor (1)	\$ 8.50/Hr
Head Lifeguard (1)	\$ 10.50/Hr
Junior Lifeguard (2)	\$ 8.50/Hr
Lifeguard (2)	\$ 9.00/Hr
Maintenance Worker	\$ 17.60/Hr
Maintenance Director	\$ 9,000.00/Annual
Planning Board Members (5)	\$ 2,655.00/Annual
Planning Board Chairman	\$ 3,700.00/Annual
Planning Board Deputy Chairman	\$ 3,100.00/Annual
Planning Board P/T Clerk	\$ 12.50/Hr
Recreation Director	\$ 41,175.00/Annual
Recreation Counselors (3)	\$ 7.75/Hr
Recreation Counselors/Training (3)	\$ 7.15/Hr
Supervising Counselor (3)	\$ 8.00/Hr
Supervising Lifeguards (4)	\$ 9.75/Hr
Town Clerk, First Deputy	\$ 12.50/Hr
Town Clerk, Second Deputy	\$ 12.00/Hr
Town Historian	\$ 950.00/Annual
Waterfront Director (1)	\$ 12.00/Hr
Zoning Board Members (5)	\$ 2,655.00/Annual
Zoning Board, Chairman	\$ 3,700.00/Annual
Zoning Board, Deputy Chairman	\$ 3,100.00/Annual
Zoning Board P/T Clerk	\$ 17.60/Hr
Zoning & Code Enforcement Officer	\$ 35,010.00/Annual
Zoning & Code Enforcement Clerk	\$ 17.60/Hr

Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. # 33-11 To appoint Recreation Director

Offered by Supervisor DeGrootd, moved adoption to appoint Shari Franks as Recreation Director. Councilman Lull seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted

RES. #34-11 To pay Deputy CEO/ZEO.

Offered by Councilman Lull, moved adoption to pay the Deputy CEO/ZEO at a rate of \$10.00 per hour. Councilman Swartz seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted.

RES. #35-11 To adopt “Robert’s Rules” as the “Rules of Procedure” for the Town Board, Planning Board, and Zoning Board of Appeals.

Offered by Councilman Swartz, moved adoption to use “Robert’s Rules” as the Town Board “Rules of Procedure”. Councilman Rohde seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted .

RES. #36-11 That the Town Board of the Town of Chatham authorizes and delegates to the Town Supervisor, powers and duties of day to day administration and supervision of all Town and special district facilities and employees consistent with and in the furtherance of any and all State and Federal Laws applicable thereto and with any and all local laws, resolutions or policy heretofore and hereafter adopted by this Town Board.

Offered by Councilman Rohde, moved adoption authorizing and delegating to the Town Supervisor, powers and duties of day to day administration and supervision of all Town and special district facilities and employees consistent with and in the furtherance of any and all state and federal laws applicable thereto and with any and all local laws, resolutions or policy heretofore and hereafter adopted by this Town Board. Supervisor DeGrootd seconded motion.

VOTE: ayes; DeGrootd, Lull, Rhode, Swartz nays; None Resolution adopted .

OTHER APPOINTMENTS:

Town Clerk appointments:

1 st Deputy Clerk	Gail Wessot
2 nd Deputy Clerk	Carol Gregg

Supervisor:

Deputy Supervisor	Jean Rohde
Town Historian	Claire Wheeler
Maintenance Worker	Larry Stupplebeen
Budget Officer	Jesse DeGrootd
Confidential Secretary	Tammy Shaw
Deputy Bookkeeper	Tammy Shaw

Highway Superintendent:

Deputy Highway Superintendent	Timothy Calyer
Confidential Secretary	Tammy Shaw

SUPERVISOR COMMITTEE APPOINTMENTS:

Bargaining Committee	Rohde, Lull
Court Liaison	Rohde, Swartz
Cable T.V.	Swartz, Meyn
Computer	Rohde, Lull
Crellin Park	Rohde, Meyn
Disaster Planning	Swartz, Meyn
Fire & Building Code	Swartz, Lull
Building & Supply	Rippel, Meyn
Highway	Rohde, Lull
Insurance	Swartz, Meyn
Planning / Zoning	Rohde, Lull
Programs for Aging	Swartz, Lull
Public Health	Meyn, Swartz
Public Safety	Swartz, Lull
Real Property Tax	Rohde, Meyn
Town Hall	Rippel, Lull
Village Liaison	Swartz, Meyn
Youth	Rohde, Meyn

MEMBERS AND TERMS OF VARIOUS BOARDS:

***Planning Board:**

Marilyn Cohen (Chair)	2008 -- 2014
Antonie Ooms	2007 -- 2013
Aven Kerr	2006 -- 2012
John Hanna	2005 -- 2011
Donna Staron	2011 -- 2017
William Bulick	2010 -- 2016
Dorothy Mackerer	2009 -- 2015

***Zoning Board of Appeals:**

Adrianus Ooms	2008 - 2014
Mitchell Khosrova	2007 - 2013
Robert Leary	2006 - 2012
Jeff Lick	2005 - 2011
P.J. Henkel	2011 - 2017
David Everett (Chair)	2010 - 2016
Kary Jablonka	2009 - 2015

***Board of Assessment Review:**

Marjorie Cartwright	10/1/07 - 9/30/2012
Steve Anderson (Chair)	10/1/06 - 9/30/2011
Gail Day	10/1/11 - 9/30/2013

RES. #37-11 to adopt the Chatham Fire Department's three year (2011-2013) fire protection contract. Councilman Rohde offered RES. #37-11 and moved to adopt the Chatham Fire Department's three year (2011-2013) fire protection contract. Councilman Swartz seconded the motion. (Copy attached.)

VOTE: ayes; DeGroot, Lull, Rhode, Swartz nays; None Resolution adopted.

Set a Public Hearing for January 20, 2011 at 7PM at the Town Hall concerning the enactment of a local law creating the position of Animal Control Officer and regulating animals.

Motion was made by Councilman Lull, seconded by Councilman Swartz, and carried to adjourn at 7:25 PM

Respectfully submitted by,

Beth Anne Rippel
Town Clerk