

ORGANIZATIONAL MEETING
JANUARY 2, 2013

Present

Supervisor Nayer
Councilwoman Gabaccia
Councilman Mettler
Councilwoman Winchell-Sweeney
Councilwoman Miller-Simmons

Supervisor Nayer opened the meeting at 7:00 p.m.

A motion was made by Councilperson Gabaccia seconded by Councilperson Mettler to accept County and State bids for materials and equipment. Motion carried.

The following resolution was offered by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney:

INTER-MUNICIPAL COOPERATION AGREEMENT

This Agreement is made by and between Town of Copake Highway Department and the undersigned Towns and Villages of Columbia County and the Taconic Hills School District, all being municipal corporations in Columbia County, New York.

Whereas, this agreement is made pursuant to General Municipal Law, Article 5-G; and

Whereas, it is in the interest of the taxpayers of Copake and the undersigned Towns and Villages of Columbia County and the Taconic Hills School District to share resources in the undertaking of public works and other municipal improvement projects and services; and

Whereas, each party hereto has certain highway, non-highway, specialty equipment and/or skilled personnel (including equipment operators) which may be available from time-to-time; and

Whereas, it is possible to make such equipment and/or personnel for use by others when it is in the public interest; and

Whereas, such cooperative efforts are generally of short duration, unanticipated and/or emergency situations; and

Whereas, it is expected that assistance, in what ever form, will be reciprocal and roughly equal over a period of time, and that the exchange and sharing of equipment and personnel will result in more cost effective work performance at minimal extra cost to either party; and

Whereas, flexibility in operating local governments and their public works programs is necessary to insure efficiency and maximum benefits; and

Whereas, each party has authorized their respective highway or public works superintendents and/or other appropriate department heads to act using their discretion pursuant to this Agreement; and Whereas, general oversight by appropriate municipal officials will be accomplished through regular, periodic and annual reports by the appropriate department heads to their (Town/Village/School)(Board/Council); and Whereas, it is determined that while liability risks are inherent when undertaking public works and other construction or maintenance projects, no substantial additional risk is occasioned by crossing a municipal boundary line when assisting other municipalities pursuant to this agreement; Now Therefore Be It

Resolved, that Town of Copake and the undersigned Towns and Villages of Columbia County and the Taconic Hills School District believing it to be in the best interest of the taxpayers of the respective municipalities do hereby authorize inter-municipal cooperation and assistance with and between each other for the conduct of public works and other municipal improvement projects and services; and Be It Further

Resolved, that this authorization includes the periodic loaning, sharing and use of highway, non-highway and specialty equipment and personnel and/or equipment operators at the discretion of designated superintendents and/or other department heads on an as needed basis; and Be It Further

Resolved, that this Agreement shall be in force for the period of January 1, 2013 to December 31, 2013 and shall be reconsidered on an annual basis thereafter

Resolution # 1	Supervisor Nayer	yes
Dated January 2, 2013	Councilwoman Gabaccia	yes
Copake, NY	Councilman Mettler	yes
	Councilwoman Winchell-Sweeney	yes
	Councilwoman Miller-Simmons	yes

Town of Ancram, Town of Hillsdale, Taconic Hills School District, Town of Copake
Town of Taghkanic and Town of Austerlitz.

AGREEMENT FOR EXPENDITURE OF HIGHWAY MONEYS

The following resolution was offered by Councilperson Winchell-Sweeney seconded by Councilperson Mettler:

Agreement between the Highway Superintendent of the Town of Copake, NY and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys

levied and collected in the Town for the repairs and improvement of highways, and received from the State for State Aid for the repairs and improvement of highways, shall be expended as follows:

General repairs: The sum of \$183,500 shall be set aside to be expended for primary work and general repairs upon 56.19 miles of town highways, including sluices, culverts, and bridges having a span of less than five feet and boardwalks or the renewals thereof. General repairs to include:

- (a) Sum in the approximate amount of \$10,000 to be expended for the trimming or removal of dead or dangerous trees.
- (b) Sum in the approximate amount of \$62,000 to be expended on the purchase and application of aggregates (gravel, drainage stone, road sealing stone, gabions etc.)
- (c) Sum in the approximate amount of \$67,000 to be expended on the purchase and application of blacktop.
- (d) Sum in the approximate amount of \$12,000 to be expended on the purchase and installation of culvert pipes.
- (e) Sum in the approximate amount of \$20,000 to be expended on the purchase and application of dust control/road stabilization calcium.
- (f) Sum in the approximate amount of \$5,500 to be expended on the repair/replacement of road signs.
- (g) Sum in the approximate amount of \$7,000 to be expended on miscellaneous small projects.

Permanent Improvements: The sum of \$102,281 shall be set aside to be expended on the Permanent Improvements of town highways:

- (a) Breezy Hill Road, commencing at Hillsdale/Copake Town Line and ending at North Mountain. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (b) Catamount, commencing at State Route 23 and ending at Dead End. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (c) Cemetery Road, commencing at North Mountain Road and ending at State Route 344. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

- (d) Old 22, commencing at State Route 22 and ending at State Route 22. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (e) Maple Lane, commencing at State Route 22 and ending at the Maple Lane Bridge. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (f) North Mountain Road, commencing at State Route 344 and ending at State Route 22. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (g) Odyssey Farm North Road, commencing at State Route 22 and ending at the Dead End. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (h) Orphan Farm, commencing at State Route 22 and ending at the Dead End. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.
- (i) School Road, commencing at State Route 22 and ending at Yonderview Road. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

Executed in duplicate this 2nd day of January, 2013

Supervisor Nayer

Councilperson Miller-Simmons

Councilperson Winchell-Sweeney

Councilperson Mettler

Councilperson Gabaccia

Superintendent Gregory

Resolution # 2	Supervisor Nayer	yes
Dated January 2, 2013	Councilwoman Gabaccia	yes
Copake, NY	Councilman Mettler	yes

Councilwoman Winchell-Sweeney	yes
Councilwoman Miller-Simmons	yes

The following resolution was offered by Councilperson Gabaccia seconded by Councilperson Miller-Simmons the following wages, holidays, vacation and sick days for the Highway Employees per their current contract.

1. **WAGES:** Effective as of January 1, 2013, the wage rate in all classifications shall be \$18.79 per hour. In 2013 both parties agree there shall be Union Negotiations for a contract. In each year of the agreement the Shop Foreman shall receive an additional \$.25 per hour. In each year of the agreement the Deputy Highway Superintendent shall receive an additional \$.50 per hour.
2. **Holidays:** New Years Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, The Day after Thanksgiving, Christmas Day, and one Floater.
3. **Vacation:** Employees shall receive paid vacations as follows:
 - 1 year of continuous service, 1 week, (40 hours with pay).
 - 2 years – up to ten years of continuous service, 2 weeks (80 hours with pay).
 - 10 years – up to 15 of continuous service, 3 weeks (120 hours with pay).
 - 15 years or longer of continuous service, 4 weeks (160 hours with pay).
 Employees shall receive one additional day of vacation for each year over 20 years of service.
 Vacation time may be carried over into the following year not to exceed 5 days.
4. **SICK LEAVE** All employees covered hereunder shall be entitled to 8 sick days per year. Any employee that does not use any sick days during the preceding year will be credited with 2 additional sick days. Sick days may be accumulated to a maximum of 200 days.

Resolution # 3	Supervisor Nayer	yes
Dated January 2, 2013	Councilwoman Gabaccia	yes
Copake, NY	Councilman Mettler	yes
	Councilwoman Winchell-Sweeney	yes
	Councilwoman Miller-Simmons	yes

A motion was made by Councilperson Mettler seconded by Councilperson Miller-Simmons to authorize the Supervisor to invest town funds for the year 2013 in day of deposit and day of withdrawal CD accounts. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney to appoint Kenneth J. Dow, Esq. Attorney for the Town. Motion carried. Supervisor Nayer voted no.

A motion was made Councilperson Gabaccia seconded by Councilperson Mettler to appoint Rapport, Meyers LLP Town Council for Cascino. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Winchell-Sweeney to designate the Register Star and the Columbia Paper official newspapers for the town. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Mettler the regular town board meeting will be held on the seconded Thursday of each month at 7:00 p.m. with exception of August which will be held the second Saturday of the month at 9:00 a.m. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Mettler to designate Key Bank official depository. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney Copake Town Hall is designated District #1 and the Copake Memorial Park Building District #2 polling place. Motion carried.

A motion was made by Councilperson Mettler seconded by Councilperson Winchell-Sweeney to appoint Sickler, Torchia, Allen & Churchill CPAs PC as Town Accountant. Motion carried.

Supervisor Nayer appointed Himself as Budget Officer.

A motion was made by Councilperson Winchell-Sweeney and seconded by Councilperson Gabaccia to appoint Edward Ferratto Code Enforcement Officer and at the end of six months there will be an evaluation. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney to appoint Lawrence O. Proper Registrar of Vital Statistic. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Mettler to appoint Vana S. Hotaling Deputy Registrar of Vital Statistic. Motion carried.

Judge Herman and Judge Spencer requested to appoint Margret Hosier as the part time Court Clerk and Janet Glover as part time Deputy Court Clerk.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney to appoint Lynn Connelly as the Assessor's Clerk for 2013. Motion carried.

A motion was made by Councilperson Mettler seconded by Supervisor Nayer to appoint Michael Bradway Park Superintendent. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Winchell-Sweeney to appoint Wes Powell Dog Control Officer. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Gabaccia Columbia/Greene Humane Society be designated animal shelter. Motion carried.

Supervisor Nayer appointed Councilperson Mettler as Deputy Supervisor.

Supervisor Nayer appointed Gloria Lyons as Town Historian.

Town Clerk Lawrence O. Proper appointed Vana Hotaling Deputy Town Clerk/ Tax Collector.

Highway Superintendent Gregory appointed Timothy Albright Deputy Highway Superintendent.

A motion was made by Councilperson Mettler seconded by Councilperson Miller-Simmons to appoint Robin Bruce In charge of William Cemetery. Motion carried.

Supervisor Nayer appointed Theresa Traver as the Town's Bookkeeper for 2013.

A motion was made by Councilperson Miller-Simmons seconded Councilperson Winchell-Sweeney to appoint Ronald Piper as Building Custodian and Booking Agent. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney to appoint Veronica Fabio as Zoning Board Secretary. Motion carried

A motion was made by Councilperson Gabaccia seconded by Councilperson Mettler to appoint Lisa DeConti as Planning Board Secretary. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Gabaccia to appoint Bridget Roberts as Summer Park Director. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Mettler to appoint Coleen Miller as Summer Park Assistance Director. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Winchell-Sweeney to appoint Sean Carbine as Computer Consultant. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney to set mileage reimbursement rate at 55.5 cents (IRS Rate) for the use of private vehicles for Town Business. Motion carried.

A motion was made by Councilperson Gabaccia seconded by Councilperson Winchell-Sweeney:

That the members of the Town Board of the Town of Copake do hereby affix the following Salaries for the year beginning January 1, 2013 at the amounts respectfully stated and that the salaries for the following employees be paid at the time specified:

Highway Superintendent	53,799.00	Bi-Weekly
Supervisor	12,875.00	Monthly
Justice (2)	10,300.00	Monthly
Council (4)	3,605.00	Monthly
Town Clerk/Collector	29,554.00	Monthly
Deputy Town Clerk	14.00 PH	Monthly
Sole assessor	28,000.00	Bi-Weekly
Code Enforcement Officer	18,000.00	Monthly
Deputy Code Enforcement Officer	5,500.00	Monthly
Part-time Court Clerk	14.21PH	Bi-Weekly
Part-time Deputy Court Clerk	13.80PH	Bi-Weekly
Historian	400.00	Yearly
Park Superintendent	7,725.00	Bi-Weekly
Custodian/Booking Agent	15,000.00	Bi-Weekly
Dog Control	3,400.00	Monthly
Assessor's Clerk	11.00PH	Bi-Weekly
Planning Secretary	13.80PH	Bi-Weekly
ZBA Secretary	11.00PH	Bi-Weekly
Summer Park Director	3,750.00	Bi-Weekly 6 weeks
Summer Park Assistant Director	2,500.00	Bi-Weekly 6 weeks

Town Bookkeeper

20.00PH Bi-Weekly

Supervisor Nayer made the following Liaison appointments:

Councilperson Gabaccia	Planning Board
Councilperson Winchell-Sweeney	Zoning Board of Appeals
Councilperson Miller-Simmons	Park and Rec's
Councilperson Winchell-Sweeney	Economic Advisory Board
Town Board	Street lights and insurance
Town Board	Refuge and auditing
Councilperson Miller-Simmons	Environmental Committee
Councilperson Mettler	Library
Councilperson Miller-Simmons	L.U.R. Committee
Supervisor Nayer	Highway Department
Councilperson Gabaccia	Ethics Board
Councilperson Winchell-Sweeney	Conservation Res. Comm.
Councilperson Mettler	Hamlet Revitalization Comm.
Councilperson Mettler	Agricultural & Farmland Protection Comm.
Councilperson Mettler	Roe Jan Museum
Councilperson Miller-Simmons	Assessor

A motion was made by Councilperson Winchell-Sweeney seconded by Councilperson Gabaccia the meeting be adjourned. Motion carried.

Respectfully submitted,