

ORGANIZATIONAL MEETING

JANUARY 3, 2014

Present

Supervisor Nayer

Councilperson Paciencia

Councilperson Mettler

Councilperson Winchell-Sweeney

Councilperson Miller-Simmons

Supervisor Nayer opened the meeting at 6:30 p.m.

A motion was made by Councilperson Mettler seconded by Councilperson Paciencia to accept County and State bids for materials and equipment for 2014. Motion carried.

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

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 Central 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 whatever 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 Central 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, 2014 to December 31, 2014 and shall be reconsidered on an annual basis thereafter.

Resolution # 1	Supervisor Nayer	yes
Dated January 3, 2014	Councilperson Paciencia	yes
Copake, NY	Councilperson Mettler	yes
	Councilperson Winchell-Sweeney	yes
	Councilperson Miller-Simmons	yes

AGREEMENT FOR EXPENDITURE OF HIGHWAY MONEYS

The following resolution was offered by Councilperson Paciencia 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 \$8,000 to be expended for the trimming or removal of dead or dangerous trees.
- (b) Sum in the approximate amount of \$60,000 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 \$69,000 to be expended on the purchase and application of blacktop.
- (d) Sum in the approximate amount of \$11,000 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 \$10,000 to be expended on miscellaneous projects.

Permanent Improvements: The sum of \$131,184.97 shall be set aside to be expended on the Permanent Improvements of town highways. Work shall include blacktop shimming, single seals of oil and stone, double seals of oil and stone and cold mix motor paving.

(a) Pumpkin Hollow North Road, commencing at County Route 7 and ending at the town line. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(b) Pumpkin Hollow South Road, commencing at County Route 7 and ending at the town line. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(c) Cove Road, commencing at Pumpkin Hollow North Road 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.

(d) Chrysler Pond Road, commencing at County Route 7 and ending at County Route 27. Cost to cover a single seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(e) Van de Carr Road, commencing at Birch Hill Road and ending at Robin Road. Cost to cover a double seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(f) Robin Road, commencing at Van de Carr Road and ending at Blue Bird Road. Cost to cover a double seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(g) Blue Bird Road, commencing at Lakeview Road and ending at Robin Road. Cost to cover a double seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(h) Oriole Road, commencing at Lakeview Road and ending at Robin Road. Cost to cover a double seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(i) Pheasant Road, commencing at Lakeview Road and ending at Robin Road. Cost to cover a double seal of oil and stone on the road surface, rental of chip machine, and compaction roller.

(j) Chrysler Pond Road, commencing at County Route 7 and ending at County Route 27. Cost to cover a Two inch overlay of cold mix motor pave on the road surface, rental of paving machine, and compaction roller.

Executed in duplicate this 3rd day of January, 2014

Resolution # 2	Supervisor Nayer	yes
Dated January 3, 2014	Councilperson Paciencia	yes
Copake, NY	Councilperson Mettler	yes
	Councilperson Winchell-Sweeney	yes
	Councilwoman Miller-Simmons	yes

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

1. WAGES: Effective as of January 1, 2014, the wage rate in all classifications shall be \$19.35 per hour. 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 3, 2014	Councilperson Paciencia	yes
Copake, NY	Councilperson Mettler	yes
	Councilperson Winchell-Sweeney	yes
	Councilperson Miller-Simmons	yes

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to authorize the Supervisor to invest town funds for the year 2014 in day of deposit and day of withdrawal CD accounts. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Winchell-Sweeney to appoint Kenneth J. Dow, Esq. Attorney for the Town for 2014. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Mettler to appoint Clark Engineering and Surveying, PC as the Town's Engineer for 2014. Motion carried.

A motion was made by Councilperson Winchell-Sweeney seconded by Councilperson Miller-Simmons to appoint Rapport, Meyers LLP Town Council for Cascino Matters for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Miller-Simmons to designate the Register Star and the Columbia Paper official newspapers for the town for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Miller-Simmons that the regular town board meeting will be held on the second 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. for 2014. Motion carried.

A motion was made by Councilperson Mettler seconded by Councilperson Miller-Simmons to designate Key Bank official depository for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Winchell-Sweeney that the Copake Town Hall be designated District #1 and the Copake Memorial Park Building District #2 polling place for 2014. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Paciencia to appoint Sickler, Torchia, Allen & Churchill CPAs PC as Town Accountant for 2014. Motion carried.

Supervisor Nayer appointed Himself as Budget Officer for 2014.

A motion was made by Councilperson Winchell-Sweeney and seconded by Councilperson Paciencia to appoint Edward Ferratto Code Enforcement Officer for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Miller-Simmons to appoint Lawrence O. Proper Registrar of Vital Statistic for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to appoint Vana S. Hotaling Deputy Registrar of Vital Statistic for 2014. Motion carried.

Judge Schermerhorn and Judge Spencer requested to appoint Margret Hosier as the part time Court Clerk and Janet Glover as part time Deputy Court Clerk for 2014.

A motion was made by Councilperson Winchell-Sweeney seconded by Councilperson Paciencia to appoint Lynn Connelly as the Assessor's Clerk for 2014. Motion carried.

A motion was made by Supervisor Nayer seconded by Councilperson Mettler to appoint Michael Bradway Park Superintendent for 2014. Motion carried.

A motion was made by Councilperson Mettler seconded by Councilperson Miller-Simmons to appoint Wes Powell Dog Control Officer for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to appoint Columbia/Greene Humane Society to be designated animal shelter for the Town of Copake for 2014. Motion carried.

Supervisor Nayer appointed Councilperson Mettler as Deputy Supervisor for 2014.

Supervisor Nayer appointed Gloria Lyons as Town Historian for 2014.

Town Clerk Lawrence O. Proper appointed Vana Hotaling Deputy Town Clerk/ Tax Collector for 2014.

Highway Superintendent Gregory appointed Timothy Albright Deputy Highway Superintendent for 2014.

A motion was made by Councilperson Mettler seconded by Councilperson Winchell-Sweeney to appoint Robin Bruce as Person In Charge of William Cemetery 2014. Motion carried.

Supervisor Nayer appointed Theresa Traver as the Town's Bookkeeper for 2014.

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to appoint Ronald Piper as Building Custodian and Booking Agent for 2014. Motion carried.

A motion was made by Councilperson Winchell-Sweeney seconded by Councilperson Mettler to appoint Veronica Fabio as Zoning Board Secretary for 2014. Motion carried

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Paciencia to appoint Lisa DeConti as Planning Board Secretary for 2014. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Paciencia to appoint Bridget Roberts as Summer Park Director for 2014. Motion carried.

A motion was made by Councilperson Miller-Simmons seconded by Councilperson Paciencia to appoint Coleen Miller as Summer Park Assistant Director for 2014. Motion carried.

A motion was made by Supervisor Nayer seconded by Councilperson Winchell-Sweeney to appoint Sean Carbine as Computer Consultant for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to set mileage reimbursement rate at the IRS Rate for the use of private vehicles for Town Business for 2014. Motion carried.

A motion was made by Councilperson Paciencia seconded by Councilperson Mettler to appoint Shannon Hotaling as Code Enforcement Secretary for 2014. Motion carried.

A motion was made by Councilperson Mettler seconded by Councilperson Winchell-Sweeney that we the members of the Town Board of the Town of Copake do hereby affix the salary for the year beginning January 1, 2014 for the position of Councilperson at \$3,605.00 per year paid monthly. Motion was carried. Councilperson Paciencia abstained.

A motion was made by Councilperson Paciencia and seconded by Councilperson Miller-Simmons:

That we the members of the Town Board of the Town of Copake do hereby affix the following Salaries for the year beginning January1, 2014 at the amounts respectfully stated and that the salaries for the following employees be paid at the time specified:

Highway Superintendent	55,412.97	Bi-Weekly
Supervisor	12,875.00	Monthly
Justice (2)	10,300.00	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
Code Enforcement Secretary	12.00 PH	Bi- Weekly
Part-time Court Clerk	14.21 PH	Bi-Weekly
Part-time Deputy Court Clerk	13.80 PH	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	13.80PH	Bi-Weekly
Planning Secretary	13.80PH	Bi-Weekly
ZBA Secretary	13.80PH	Bi-Weekly
Summer Park Director	4,000.00	Bi-Weekly 6 weeks
Summer Park Assistant Director	2,650.00	Bi-Weekly 6 weeks
Town Bookkeeper	20.00PH	Bi-Weekly

Supervisor Nayer made the following Liaison appointments:

Supervisor Nayer	Planning Board
Councilperson Paciencia	Ethics Board
Councilperson Miller-Simmons	Park and Rec's
Town Board	Street lights and insurance
Town Board	Refuge and auditing
Councilperson Paciencia	Environmental Committee
Councilperson Miller-Simmons	L.U.R.C.
Supervisor Nayer	Highway Department
Councilperson Winchell-Sweeney	Zoning Board of Appeals
Councilperson Winchell-Sweeney	Conservation Adv. Comm.
Councilperson Mettler	Copake Hamlet Revitalization Comm.
Councilperson Mettler	Ag & Farmland Protection Comm.
Councilperson Paciencia	Assessor's Office

A motion was made by Councilperson Mettler seconded by Councilperson Miller-Simmons that the meeting be adjourned. Motion carried.

Respectfully submitted,

