



The Town of East Greenbush

ORGANIZATIONAL MEETING

Wednesday, January 2, 2013

Call to Order 5:30 PM

Pledge to the Flag

Members of Town Board	Present	Absent	
	<input type="checkbox"/>	<input type="checkbox"/>	Supervisor Langley
	<input type="checkbox"/>	<input type="checkbox"/>	Councilperson Matters
	<input type="checkbox"/>	<input type="checkbox"/>	Councilperson O'Brien
	<input type="checkbox"/>	<input type="checkbox"/>	Councilperson Mangold
	<input type="checkbox"/>	<input type="checkbox"/>	Councilperson Malone

OATH OF OFFICE – REPORT BY TOWN CLERK

The clerk reports that all qualified elected Town Officials for this year have taken their Oaths of Office and copies thereof are filed in the East Greenbush Town Clerk's Office in accordance with Section 25 of the Town Law.

SUPERVISOR

As this is the first meeting of the Town Board for the fiscal year 2013, the Board is required to authorize certain procedures to follow for the proper conduct of Town affairs and appoint persons to Town offices. We will proceed by authorizing the following:

➤ REGULAR TOWN BOARD MEETINGS

Motion by Supervisor Langley that the regular monthly meeting of the Town Board throughout the year 2013 will be held at 7:00 PM in Town Hall, 225 Columbia Turnpike in the Town of East Greenbush on the third Wednesday of the month. With the exception of the February Town Board meeting which will be held the second Wednesday (02/13/2013). A Pre-Board Meeting will be held at 4:30 PM on the Thursday before the regular Town Board Meeting. This resolution is in accordance with Section 62 and 63 of the Town Law.

Seconded by: Councilperson O'Brien

ROLL CALL:

Supervisor Langley	VOTED
Councilperson O'Brien	VOTED
Councilperson Matters	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ HOURS OF TOWN HALL

Motion by Supervisor Langley that the Town Hall shall be open Monday through Friday from 8:30 AM to 4:30 PM.

Seconded by: Councilperson Mangold

ROLL CALL:

Supervisor Langley	VOTED
Councilperson Mangold	VOTED
Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ OFFICIAL NEWSPAPER

Motion by Councilperson O'Brien that the Troy Record is designated as the Official Newspaper of the Town of East Greenbush and that the Times Union will be used when necessary as per Section 64, Subdivision 11 of the Town Law.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **OFFICIAL BANKS**

Motion by Councilperson Mangold that in accordance with Section 64 Subdivision 1, Section 29, Subdivision 2 and Section 35 of the Town Law, that the East Greenbush branches of Bank of America, TD Banknorth, M & T Bank, First Niagara, Citizens Bank, Berkshire Bank, NBT Bank, Pioneer Commercial Bank, and Key Bank be used when needed.

Seconded by: Councilperson Matters

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson Matters	VOTED
Supervisor Langley	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ **OFFICIAL BANKS**

Motion by Councilperson O'Brien that in accordance with Section 64 Subdivision 1, Section 29, Subdivision 2 and Section 35 of the Town Law that the East Greenbush branch of National Union Bank of Kinderhook can be used when needed.

Seconded by: Supervisor Langley

ROLL CALL:

Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ **POLLING PLACES**

Motion by Councilperson Mangold that the following places be designated as the polling places in the various Election Districts in Town: and that the rental to be paid for all districts shall not exceed \$50.00 per day, i.e., Primary, Election and Registration Days.

- 1st District Holy Spirit School ó Highland Drive
- 2nd East Greenbush Community Library ó Community Way
- 3rd Town Hall ó Columbia Turnpike
- 4th St. Mary's School ó Columbia Turnpike
- 5th St. Mary's School ó Columbia Turnpike
- 6th Town Hall ó Columbia Turnpike
- 7th Community Gospel Tabernacle ó 3rd Avenue Extension
- 8th Holy Spirit School ó Highland Drive
- 9th Red Mill School ó McCullough Place
- 10th East Greenbush Community Library ó Community Way
- 11th Community Gospel Tabernacle ó 3rd Avenue Extension
- 12th St. Mary's School ó Columbia Turnpike

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **MILEAGE FOR TOWN OFFICIALS**

Motion by Councilperson Matters that the Town Officials may be compensated 45 cents per mile for the use of their automobiles for the carrying on of Town business, authorized by Section 116 Subdivision 1 of the Town Law.

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ **COMMISSIONER OF PUBLIC WORKS, LIMITATION OF PURCHASES**

Motion by Supervisor Langley that the Commissioner of Public Works is hereby authorized to purchase equipment, tools and implements for highway purposes in an amount not to exceed \$1,000.00 without prior approval of the Town Supervisor as per Section 142, Subdivision 4, Paragraph 4, Paragraph A of the Highway Law, also in accordance with the Town's Procurement Policy.

Seconded by: Councilperson Mangold

ROLL CALL:

Supervisor Langley	VOTED
Councilperson Mangold	VOTED
Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ **CUSTODIANS OF VOTING MACHINES**

Motion by Councilperson Matters that the custodians of voting machines, one Republican and one Democrat, approved by the Rensselaer County Board of Elections as the Official Custodians of the Voting Machines in the Town of East Greenbush shall be compensated for their services as provided in the budget for the year 2013 as follows: Primary Day \$300.00 and Election Day \$425.00. With proper documentation, they may receive reimbursement for their mileage at the rate of 45 cents per mile as determined at this same Organizational Meeting. Any additional services needed in their capacity as machine custodians will be paid at the rate of \$10 per hour.

Compensation is based on the following breakdown:

- Deliver voting machines to polling places, pick up voting supplies from the Board of Elections in Troy and bring them to the Town Clerk \$75
- Primary Day duties including opening and closing polls and servicing as needed \$75
- Election Day duties, including opening and closing of polls and servicing as needed \$150

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson Matters	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ **LIMITATIONS OF PURCHASES**

Motion by Councilperson Mangold that all Department Heads, except for the Commissioner of Public Works, shall be authorized to purchase equipment, tools, and implements for departmental purposes in an amount not to exceed \$300.00 without prior approval of the Town Supervisor and Town Comptroller, providing there is a budget appropriation for that purpose sufficient to cover the cost of said purchase, and also providing that such purchase is in accordance with the Town's Procurement Policy.

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Mangold	VOTED	YES
Councilperson O'Brien	VOTED	YES
Supervisor Langley	VOTED	YES
Councilperson Matters	VOTED	YES
Councilperson Malone	VOTED	YES

➤ **DEPUTY TOWN CLERK**

TOWN CLERK: Linda M. Kennedy hereby appoints Kimberly A. Carlock as Deputy Town Clerk.

➤ **DEPUTY RECEIVER OF TAXES**

Receiver of Taxes, Toni Murphy hereby appoints Genevieve J. DeGiule and Linda Seeberger as Deputies for Receiver of Taxes ó part time.

➤ **SUPERVISOR'S APPOINTMENTS**

Announces his appointments as follows:

Whereas, each year there are certain appointments, which are to be made by the Supervisor. I hereby appoint the following:

As Director of Finance ó Meaghan L. Hart
 As Bookkeeper ó _____
 As Secretary to the Supervisor ó _____
 As Town Historian ó Waldi Cavanaugh
 As Deputy Supervisor ó Edward Gilbert

➤ **ONE MEMBER OF THE PLANNING BOARD**

Motion by Councilperson Mangold that Matthew Mastin be appointed to the Planning Board for a term to expire 12/31/2018.

Seconded by Councilperson Matters

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson Matters	VOTED
Supervisor Langley	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ **REAPPOINT ONE MEMBER OF THE PLANNING BOARD**

Motion by Councilperson Mangold that Michael Bottillo be appointed to the Planning Board to fill a vacancy for a term to expire 12/31/2020.

Seconded by Councilperson O'Brien

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **APPOINT ONE MEMBER OF THE ZONING BOARD**

Motion by Councilperson O'Brien to reappoint Domenico Pirrotta as members of the Zoning Board for a five year term to expire 12/31/2017.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED

Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **CLERK TO THE JUSTICE COURT**

Motion by Councilperson Mangold that Abigail Bennett be appointed Clerk to the Justice Court at a salary of \$36,500.

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **BOND COUNSEL**

Motion made by Councilperson Mangold that the following law firms be designated as Bond Counsel for the Town of East Greenbush on an independent-contractor basis per respective retainer letters to be submitted to the town: Mazzotta, Siegel & Vagianelis, P.C., Hiscock & Barclay

Seconded by: Councilperson Matters

ROLL CALL:

Councilperson Mangold	VOTED
Councilperson Matters	VOTED
Supervisor Langley	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

➤ **SPECIAL COUNSEL**

Motion made by Councilperson O'Brien that the following law firms be designated as Special Counsel for the Town of East Greenbush on an independent-contractor basis per respective retainer letters to be submitted to the town:

Girvin & Ferlazzo, PC for all issues related to Labor Law and Labor Negotiation;
 Whiteman Osterman & Hanna, LLP for issues related to water and sewer
 Margot Thomas, Esq. for issues related to water and sewer,
 Beebe Law Firm, LLP for issues related to tax-certiorari proceedings
 Hacker & Murphy, LLP for issues related to tax-certiorari proceeding
 Industrial & Utility Valuation Consultants, Inc for issues related to Real Property tax law

Seconded by: Supervisor Langley

ROLL CALL:

Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ **DEPARTMENTAL AND PROGRAM LIAISONS**

Motion by Councilperson O'Brien that the following departmental and program liaisons be designated for 2013:

Councilperson Malone Justice Court, Assessor's Office, Department of Public Works and Solid Waste, Industrial Development Agency, Fire Protection

Councilperson Mangold Building, Planning and Zoning Departments, Police Department, Comptroller's Office, and Ambulance District

Councilperson Matters Town Clerk's Office, Animal Control, and Traffic Safety Committee

Councilperson O'Brien Tax Receiver's Office, Community and Recreational Activities, East Greenbush School District, Library, Parks Tasks Force

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **DIRECTOR OF COMMUNITY AND RECREATION DEPT**

Motion by Councilperson O'Brien to appoint Stephen Shea as Director of the Community and Recreation Department

Seconded by: Councilperson Matters

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Matters	VOTED
Supervisor Langley	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ **COMMUNITY AND RECREATION CLERK**

Motion by Councilperson O'Brien to appoint Carmela Hicks as Clerk in the Community and Recreation Dept Office

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **DEPUTY ASSESSOR**

Motion by Councilperson O'Brien to appoint Susan McCarthy as Deputy Assessor ó part-time a rate of \$20/hour and 12 hours per week, salary not to exceed \$12,480.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **TOWN ENGINEERING CONSULTANTS**

Motion made by Councilperson O'Brien to designate the following firms as the town's engineering consultants on an independent-contractor basis per respective retainer letters to be submitted to the town:

Chazen Engineering, Land Surveying & Landscape Architecture Co., P.C.
Delaware Engineering, P.C.
Creighton Manning Engineering, LLP
Foit-Albert Associates, Engineering, Architecture, Engineering & Surveying, P.C.;
H. V. LaBarba & Associates,
Behan Planning Associates, LLC;

Moore Architecture

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **COMPENSATION FOR NON-UNIONIZED EMPLOYEES AND SELECTED CONTRACTORS**

Motion by Councilperson O'Brien that all Town of East Greenbush salaried employees currently serving in their position at the pleasure of the Town Board, and appointed Town Officers in the course of their term, shall enjoy a cost-of-living adjustment increase in the amount of 1% effective January 1, 2013; and it is further

RESOLVED that such increase shall not be applicable to employees who are a member of a collective bargaining unit, nor employees for whom a separate or different adjustment increase has been made; and it is further

RESOLVED that the attached salary schedule for the year 2013 is reflective of all salary increase adjustments and is approved and incorporated by reference in this resolution.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson Malone	VOTED

➤ **TRANSFER STATION HOURS**

Motion by Councilperson Matters that the official Transfer Station hours be established for 2013 as follows:

TUESDAY, WEDNESDAY, & FRIDAY:	8:30 AM – 4:55 PM
THURSDAY:	8:30 AM – 6:55 PM
SATURDAY:	8:00 AM – 4:30 PM

CLOSED ó SUNDAY, MONDAY AND ALL LEGAL HOLIDAYS.

Holiday list available at the Town Clerk's Office.

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Supervisor Langley	VOTED
Councilperson Mangold	VOTED
Councilperson Malone	VOTED

➤ **TOWN PARK HOURS**

Motion by Councilperson O'Brien that the official Town Park hours for 2013 be established as follows:

8:00 AM until dusk (Although the Town Park is open year round, it is staffed only during the summer - Memorial Day Weekend through Labor Day).

Saturdays, Sundays and School vacations ó as established by the East Greenbush Central School District.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien	VOTED
Councilperson Mangold	VOTED
Supervisor Langley	VOTED

Councilperson Matters VOTED
Councilperson Malone VOTED

➤ **ESTABLISHING 2013 FLOATING HOLIDAY**

Motion by Councilperson Mangold that the Town Board does hereby designate, Friday, July 5, 2013 Floating Holiday for non-union employees.

Seconded by: Councilperson O'Brien

ROLL CALL:

Councilperson Mangold VOTED
Councilperson O'Brien VOTED
Supervisor Langley VOTED
Councilperson Matters VOTED
Councilperson Malone VOTED

➤ **APPROVING BLANKET UNDERTAKING PURSUANT TO PUBLIC OFFICERS LAW SEC. 11(2)**

Motion by Councilperson O'Brien that, pursuant to past practice, in lieu of any additional undertaking as required by law, the procurement of a blanket undertaking from an authorized corporate surety covering the officers, clerks, and employees of the Town, be, and the same hereby is, approved.

Seconded by: Councilperson Mangold

ROLL CALL:

Councilperson O'Brien VOTED
Councilperson Mangold VOTED
Supervisor Langley VOTED
Councilperson Matters VOTED
Councilperson Malone VOTED

01-2013 POLICE OFFICER APPOINTMENTS

WHEREAS, public safety in the Town is a priority concern of this Town Board; and

WHEREAS, the Town Board intends to maintain adequate personnel within the Town Police Department, by appointing qualified individuals to staff the department; and

WHEREAS, the Town Comptroller certifies that the appointments are planned for in the 2013 budget and will not have a significant impact on the 2013 finances; and

WHEREAS, Mark J. Herrington and Matthew C. Wyld, have been found to be competent and qualified candidates for this position; now therefore

BE IT RESOLVED, that Mark J. Herrington and Matthew C. Wyld are hereby conditionally appointed to the position of police officer of the Town of East Greenbush, effective January 14, 2013, subject to the following stipulations:

1. Certification by the Rensselaer County Civil Service Commission;
2. Satisfactory review of the results of pre-employment evaluation, including, but not limited to medical testing, psychological testing and a pre-employment drug test;
3. Final security clearance including FBI background check; and
4. Successful completion of the Zone Five Law Enforcement Training Program; and be it

FURTHER RESOLVED, that said appointment is subject to a probationary period of six (6) months and that said appointees shall establish a principal place of residence, to be located in Town, within one year of this appointment, and be it

FURTHER RESOLVED, that upon successful compliance with each of said conditions and stipulations that said appointments shall be and hereby are made permanent.

The foregoing Resolution was duly moved by Councilperson Mangold and

seconded by Supervisor Langley and brought to a vote resulting as follows:

Councilperson Mangold	VOTED
Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED

ADJOURNMENT

Motion by Supervisor Langley to adjourn.

Seconded by Councilperson Matters and brought to a vote as follows

Supervisor Langley	VOTED
Councilperson Matters	VOTED
Councilperson O'Brien	VOTED
Councilperson Malone	VOTED
Councilperson Mangold	VOTED

**Town Of East Greenbush
Existing Current Employee
2013 Salary Schedule**

POSITION	APPOINTEE(S)	2013 Salary
Acting Secretary/Secretary - Planning & Zoning	Various	\$75/session
Administrative Assistant to the Chief of Police	Stephanie F. Scheibly	\$42,704
Animal Control Officer	Robert Guyer	\$12,360
Assessor	Bradley D. Canning	\$49,490
Assistant Building Inspector	Ronald G. Stark	\$40,400
Assistant Chief of Police	Michael F. Condo	\$84,264
Assistant to the Director of Finance	Lori Taylor	\$18/hr
Assistant Town Attorney for the Justice Court	Joseph McCoy	\$18,725
Bingo Inspector	Richard Bender	\$50/session
Bingo Inspector	William Sauer	\$50/session
Bookkeeper	VACANT	\$10,000
Building Inspector	Joseph A. Cherubino	\$69,690
Chairman of Assessment Review Board	Cassandra P. Maloy	\$1,255
Clerk - Assessor's Office	Amy Walsh	\$15/hr
Clerk - Receiver of Taxes	Genevieve DeGuille	\$15/hr
Clerk - Receiver of Taxes	Linda Seeberger	\$14/hr
Clerk - Community and Recreation Services	Carmella M. Hicks	\$35,495
Code Enforcement Officer	Kevin J. Hitchcock	\$40,400
Commissioner of Public Works	David Van Wormer	\$72,720
Comptroller	James A. Breig	\$61,610
Data Collector (in Assessors Office, part-time)	Michael O'Brien	\$10,300
Deputy Assessor	Susan McCarthy	\$20/hr
Deputy Supervisor	Edward Gilbert	\$0
Deputy Town Clerk	Kimberly A. Carlock	\$35,000
Director of Finance	Meaghan Hart	\$35,500
Director of Community and Recreation Services	Stephen Shea	\$31,209
Fire Inspector (part-time)	Ronald G. Stark	\$2,500
Fire Inspector (part-time)	Kevin J. Hitchcock	\$2,500
Justice Court Attendant 1	Raymond Ingoldsby	\$75/session
Justice Court Attendant 2	Ron Adriance	\$75/session
Justice Court Attendant 3	Robert Bennett	\$75/session
Justice Court Clerk	Laura Ingoldsby	\$40,400
Justice Court Clerk	Abigail Bennett	\$36,500
Justice Court Clerk/Attendant	Court Clerks	\$75/session
Planning Board Chairman	Matthew Polsinello	\$5,000
Planning Board Member (Alternate 1)	VACANT	\$75/session
Planning Board Member (Alternate 2)	VACANT	\$75/session
Planning Board Member 1	Michael Botillo	\$75/session
Planning Board Member 2	Matthew Mastin	\$75/session
Planning Board Member 3	Judith Condo	\$75/session
Planning Board Member 4	Kelly Sambrook	\$75/session
Planning Board Member 5	Peter Stensen	\$75/session
Planning Board Member 6	Donald Panton	\$75/session
Police Chief	Christopher P. Lavin	\$86,547
Police Matron	Stephanie F. Scheibly	\$16/hr
Purchasing Agent	Angelina C. Cadena	\$38,380
Receiver of Taxes	Antonette L. Murphy	\$50,000
Registrar of Vital Statistics	Linda M. Kennedy	\$6,908
Secretary to Planning and Zoning	Alison Lovely	\$30,340
Secretary/Commissioner of Public Works	Nancy A. Hicks	\$31,209
Secretary/Supervisor	VACANT	\$30,000
Secretary/Town Attorney	Joan Malone	\$26,008
Senior Justice Court Clerk	Eileen A. Donahue	\$43,935
Staff Accountant	Kathleen Bennett	\$14,564
Town Attorney	Joseph Liccardi	\$32,320
Town Board Member	Richard Matters	\$10,000
Town Board Member	Virginia O'Brien	\$10,000
Town Board Member	Sue Mangold	\$10,000
Town Board Member	Phillip Malone	\$10,000
Town Clerk	Linda M. Kennedy	\$45,899
Town Engineer	Richard Benko	\$69,185

Town Historian	Waldi Cavanaugh	\$3,000
Town Justice	Mary Pat Donnelly	\$30,259
Town Justice	Kevin J. Engel	\$30,259
Town Planner	VACANT	\$41,000
Town Supervisor	Keith Langley	\$70,000
ZBA Board Member 1	William J. Ritz III	\$75/session
ZBA Board Member 2	Louis Polsinello	\$75/session
ZBA Board Member 3	Jeffrey Pangburn	\$75/session
ZBA Board Member 4	Robert C. Seward III	\$75/session
ZBA Board Member 5	Joyce Lapham	\$75/session
ZBA Board Member 6	Domenico Pirrotta	\$75/session
ZBA Chairman	Thomas Calamaris	\$4,000