

JANUARY 5, 2010

The 2010 Organizational Meeting and the Regular Monthly Meeting of the Town Board of the Town of Greenwich, Washington County, New York was held at the Town Office Building, 2 Academy Street, Greenwich, New York on Tuesday, January 5, 2010 at 7:00 p.m.

PRESENT:	Sara Idleman	Supervisor
	Bob Jeffords	Councilman
	Steven Patrick	Councilman
	George Perkins	Councilman
	Eric Whitehouse	Councilman

Others Present: Elaine Kelly, Kellie Blake, Alan Wrigley, Rick Sullivan, Tim Tefft - The Greenwich Journal/Salem Press, Meaghan Wilkins – The Eagle, Theo Maione, Jeff Duxbury, Patrick Donahue, Tom Havens, Thomas Foster and Shannon Snyder.

Prior to the opening of the Organizational Meeting Supervisor Sara Idleman, Councilmen Steven Patrick and Eric Whitehouse, Town Clerk Elaine Kelly, and Highway Superintendent Rick Sullivan were sworn into office by Attorney D. Alan Wrigley. Supervisor Idleman stated that she considered it to be an honor to have this position and is excited about taking on the responsibility and the challenge and also looks forward to working with the Board. She stated that after being here only a short time it was clear to her that Kellie and Elaine run an incredible Town Office and that she is very grateful. Supervisor Idleman led the Pledge of Allegiance to the Flag and the Clerk called the roll.

Motion by Councilman Perkins
Seconded by Councilman Whitehouse

and passed unanimously by said Board,

that the Board enters into Executive Session at 7:11 P.M. for the purpose of discussing a personnel matter.

Supervisor Idleman resumed the meeting at 7:25 P.M. and stated that the Executive session was devoted to a personnel matter and no final decisions were made.

TOWN OF GREENWICH 2010 ORGANIZATIONAL MEETING

At the December 29th Town Board meeting the Board discussed creating the position of Deputy Highway Superintendent to be prepared in the event that Highway Superintendent Rick Sullivan is called up to active duty with the US Navy. *Excerpt from the December 30, 2009 meeting: Councilman Patrick reported that he had called Washington County about the possibility of establishing the position of Deputy Highway Superintendent. Rick serves with the Navy and has the chance of being called to active duty. The County stated that the position already exists in Civil Service Law and that the Town would just need to establish the position as well. Once established, this would give the Town Board the*

JANUARY 5, 2010

authority to appoint someone to the position if necessary. There would be no appointment to the position at the beginning of the year; it would just be the establishment of the position. The Board decided to add the position to the 2010 Organizational Meeting with the actual personnel appointment and salary only being set when and if necessary. Councilman Patrick stated that the natural thing would be to appoint the Foreman as the Deputy Highway Superintendent if the Highway Superintendent couldn't fulfill his or her duties for an extended period of time.

Therefore, prior to the Organizational Resolution the Board needs to establish the position of Deputy Highway Superintendent.

RESOLUTION NO. 1-10
Highway – Deputy Superintendent

Resolution by Councilman Patrick
Seconded by Councilman Jeffords

and passed unanimously by said Board,

WHEREAS, under Section 32 (2) of the Town Law, the governing Board of any town is authorized to create the position of Deputy Highway Superintendent, and

WHEREAS, the Town Board of the Town of Greenwich believes it is in the best interest of the Town to create said position, now therefore be it

RESOLVED, that the Town Board of the Town of Greenwich does hereby create the position of Deputy Highway Superintendent.

RESOLUTION NO. 2-10
Dog Control/Animal Control

Resolution by Councilman Perkins
Seconded by Councilman Patrick

and passed unanimously by said Board,

that the appointment of the Animal Control Officer and Dog Control Officer be removed from the Organization Resolution and is to be acted on separately.

RESOLUTION NO. 3-10
Organizational Mtg. 2010

Resolution by Councilman Jeffords
Seconded by Councilman Whitehouse

and passed unanimously by said Board,

WHEREAS, It is the desire of the Town Board of the Town of Greenwich to act in the best interest of its citizens, now therefore be it,

RESOLVED, that the following actions be taken for the year 2010;

- The Regular Monthly Town Board Meeting of the Town of Greenwich be held the second Tuesday of each month at 7:00 p.m. unless otherwise noted;

JANUARY 5, 2010

- All persons desiring to be placed on the agenda for Town Board meetings be required to notify the Town Clerk by 4:00 p.m. on the Thursday prior to the scheduled meeting;

TOWN BOARD APPOINTMENTS and SALARY SCHEDULE:

POSITION	NAME	SALARY	PAYABLE
Assessor	Colleen Adamec	\$24,030.00	Bi-weekly
Assessor Clerk	Amanda Willetts	\$11.40/hr.	Bi-weekly
Board of Assessment Review	5 Members	\$18.00/hr.	Voucher
Budget Officer	See Supervisor Appts.	\$4,200.00	Bi-weekly
Budget Officer Deputy	See Supervisor Appts.	-----	-----
Casual Labor (Clearing Sidewalks)	Kiernan Spigner	\$8.00 per occasion	Voucher
Cleaning Service	Tim Loftin Cleaning	\$3,300.00	Voucher
Code Enforcement Officer	Daniel O'Connor	\$5,000.00	Monthly
Ethics Board	James McClay, Donald Brooks, Amanda Willetts, Bob Wright, Sandra Spaulding	N/A	N/A
Health Officer	Arunas Budnikas	\$1,500.00	Annually
Highway	Clerk - Kellie Blake	\$9,018.00	Bi-weekly
Highway	Motor Equipment Operator MEO-Mechanic MEO-Trainee MEO-Foreman Laborer	\$ 16.08/hr \$ 16.58/hr \$ 14.79/hr \$ 16.68/hr \$ 13.50/hr	Bi-weekly
Deputy Highway Superintendent	To be Determined Upon Necessity		
Historian	Tisha Dolton	\$ 2,925.00	Monthly
Justice Clerk	Verna Ashton	\$ 11.07/hr	Bi-weekly
Planning Board Attorney	Tony Izzo	\$ 75.00/hr	Quarterly
Planning Board Clerk	Kellie Blake	\$ 11.48/hr	Bi-weekly
Process Server	Wayne Perkins	\$ 15.00 per summons	Voucher
Registrar	Elaine Kelly	Fees Only	Voucher
Registrar (Deputy)	See Town Clerk Appts.	Fees Only	Voucher
Supervisor's Clerk	See Supervisor Appts.	\$18,250.00	Bi-weekly

JANUARY 5, 2010

Supervisor's Clerk Assistant	See Supervisor Appts.	\$ 10.75/hr	Bi-weekly
Supervisor (Deputy)	See Supervisor Appts.	\$ 400.00	Monthly
Town Clerk Deputy .102	See Town Clerk Appts.	\$ 11.40/hr	Bi-weekly
Town Clerk Deputy .103	See Town Clerk Appts.	\$ 11.07/hr	Bi-weekly
Town Engineer		As needed	Voucher
Zoning Bd. of Appeals Clerk	Amanda Willetts	\$ 11.40/hr	Bi-weekly
Zoning Bd. of Appeals Chairman	John Farndell	N/A	N/A
Zoning Bd. Attorney	Anthony Izzo	\$ 75.00/hr	Quarterly

MISCELLANEOUS

Bank Depositories	Glens Falls National Bank TD Bank and NBT Bank
Gravel, Sand & Fill	Not to exceed \$2.00 per yard
Mileage Allowance	.40 per mile
Official Newspaper(s)	Journal Press
Petty Cash Fund (Town Clerk)	\$200.00
Purchase of oil, stone, culvert pipe, salt, tarpaulin and asphalt concrete	Not to exceed Washington County Bids

ELECTED OFFICIALS

POSITION	NAME	SALARY	PAYABLE
Councilman	Robert Jeffords Steven Patrick George Perkins Eric Whitehouse	\$2,400.00	Monthly
Highway Superintendent	Rick Sullivan	\$39,523.00	Bi-weekly
Justice	Sherwin Bowen	\$ 6,500.00	Monthly
Supervisor	Sara S. Idleman	\$11,000.00	Monthly
Town Clerk/ Tax Collector	Elaine A. Kelly	\$36,875.00	Bi-weekly

and be it further

JANUARY 5, 2010

RESOLVED, that

- The Town Board reaffirms the Town Purchasing Policy as it pertains to all purchasing for the Town of Greenwich;
- The Supervisor is empowered to invest Town funds in whatever legal manner she determines to be most advantageous to the Town, and the Board reaffirms the current investment policy;
- The Supervisor will submit within 60 days, her Annual Report to the Town Clerk and State Comptroller, and the Town Clerk shall publish in the official paper that the report is available for inspection in her office;

Discussion: Highway Superintendent Rick Sullivan stated that he had spoken with Tom Lewandowski and that he had increased his price for sand by 25% to \$2.50 per yard. He told Mr. Lewandowski that the 2010 budget did not account for that but Mr. Lewandowski held firm with his price. Rick stated that now the Town more than likely will screen our own sand on Irwin Road and possibly go to Easton Sand & Gravel on Hogsback Road at a cost of \$1.90 - \$2.00 per yard with the Town doing more of the work themselves than in the past.

ROLL CALL:

Councilman Whitehouse	Aye
Councilman Perkins	Aye
Councilman Patrick	Aye
Councilman Jeffords	Aye
Supervisor Idleman	Aye

SUPERVISOR APPOINTMENTS:

Supervisor Sara S. Idleman made the following appointments for 2010:

Deputy Supervisor:	Steven J. Patrick
Budget Officer:	Kellie Blake
Deputy Budget Officer:	Sara S. Idleman
Supervisor's Clerk:	Kellie Blake
Ass't Supervisor's Clerk:	Not filled at this time.

2010 COMMITTEES

Code Enforcement	Jeffords & Whitehouse
Codification (Laws & Rules)	Jeffords & Perkins
Employee Benefits & Personnel	Perkins & Jeffords
Highway (Includes Signs Bridges & Roads)	Patrick & Whitehouse
Planning & Zoning Enforcement Conservation	Patrick & Whitehouse

JANUARY 5, 2010

Public Safety (Fire, Police, Buildings)	Patrick & Jeffords
Youth & Senior Citizens	Patrick & Perkins

- Highway Superintendent Rick Sullivan made the following appointment for 2010:
Highway MEO/Foreman: Stanley Mattison
- Town Clerk/Tax Collector Elaine Kelly made the following appointments for 2010:
Deputy Town Clerk/Tax Collector: Amanda Willetts
Deputy Town Clerk/Tax Collector: Verna Ashton
Deputy Registrar: Kellie Blake

RESOLUTION NO. 4-10
Dog Control/Animal Control

Resolution by Councilman Perkins
Seconded by Councilman Jeffords

and passed unanimously by said Board,

that Ed Holland and Nancy Quell be appointed as Animal Control and Dog Control Officers for a period of 45 days with a pay rate of \$15.00 per call for Animal Control and a prorated salary for Dog Control based on the annual salary of \$2500.00 and be it further

RESOLVED, that this appointment be re-visited at the February board meeting.

Motion by Councilman Patrick
Seconded by Councilman Whitehouse

and passed unanimously by said Board,

that the 2010 Organizational meeting be adjourned at 7:40 P.M.

Dated: January 5, 2010.

Supervisor Idleman opened the Regular January Meeting.

RESOLUTION NO. 3-10
App. of Minutes 12/8/09 & 12/29/2009

Resolution by Councilman Whitehouse
Seconded by Councilman Perkins

and passed unanimously by said Board,

RESOLVED, that the minutes of December 8 & 29, 2009 be approved and accepted as submitted.

CORRESPONDENCE: None.

JANUARY 5, 2010

COMMENTS FROM THE PUBLIC:

- 1) Pat Donahue 1st Asst. Chief of the Cossayuna Volunteer Fire Department addressed the Board to request a meeting with the Public Safety Committee (Councilmen Patrick & Jeffords) to discuss changing the formula for the distribution of fire protection monies for 2011. The Board agreed as this had previously been discussed at budget time. Pat will contact the Chiefs of the other fire departments to arrange the meeting and will be in touch with Councilmen Patrick and Jeffords.
- 2) Tim Tefft stated that it was great to see Sara at the helm.

REPORTS: Supervisor Idleman stated that she will be asking that all monthly department reports be submitted in writing. She feels that it is easier to respond to them and the Board will have all of them to review in advance of the meeting. (In the past, the Highway and Supervisor reports have been verbal reports).

1) Greenwich Fire Department Report: No report.

2) Planning Board Report: Board members received the minutes of the Planning Board meeting that was held on December 10, 2009 as well as the minutes of the ZBA meeting that was held on December 3, 2009. Planning Board Vice Chairman Jeff Duxbury reported one new small business, an auto repair shop, had been approved for North Road.

Jeff stated that having talked with Planning Board Chairman Bill Tomkins and other members of the Planning Board, the Board was disappointed at the direction that Town Board took at last month's meeting concerning an appointee to the Planning Board. Jeff said he has been on the Planning Board for approximately fifteen years and one of the goals has always been that the Planning Board have a good rapport with the Town Board. He said the Planning Board was upset that they had not been kept in the loop when in the past they have been asked for recommendations and input and this time none of that existed. Jeff read aloud part of the minutes of the December 29th meeting and stated that he was disturbed with the vote and asked Councilman Jeffords to explain what he had said at that meeting. Councilman Jeffords stated that he did not write what was there, but the problem arose because of comments Kyle had made at a Planning Board meeting, and also to the public on the street, regarding that the Town Board really needs to stay out of planning issues and that it should be the professionals that are on the Planning Board that should handle Planning Board issues. Also, that the Planning Board is the policy setting board regarding planning issues which Councilman Jeffords stated is totally untrue. Councilman Jeffords continued that the Planning Board serves at the pleasure of the Town Board and it is this elected board that sets the policies for the Town. It is the Planning Board that carries out what the Town Board sets as the policies and stated that was the reason he made the comment that he made and the motion that he made. Jeff asked what this referred to and Councilman Jeffords stated that it was around the time of the carcass removal issue. Jeff stated that he could have been on that list as well because he was terribly upset that the Town Board was trying to micromanage the Planning Board. He stated that he and Chairman Tomkins have been on the Board a long time and have been the ones that have gone through all the courses, training, etc. He continued by saying that the Town Board has had enough confidence in them to run the affairs of the planning department,

JANUARY 5, 2010

making sure people follow the regulations and making sure that people are given their due time. He stated that decisions can't be made based on who it is and whether or not you feel that they will do a good job or not. The Planning Board has to go through the process..... Supervisor Idleman interrupted at this point and stated that both had made their points and was glad that they spoke to this issue tonight.

Jeff further stated that he is upset with the wording of the approved minutes of the December 29th meeting and, as Vice Chairman of the Planning Board, he would like to read a letter from Chairman Tomkins who was unable to attend tonight's meeting and would like the letter put into the minutes. The letter strongly encouraged the reappointment of Kyle to the Board as he brings, along with his experience, several important strengths with his engineering background. The letter, in its entirety, is on file with the written minutes.

3) Assessor Report from Assessor Colleen Adamec: This is a recap of my office. We are currently working on values for 2010. The average is a 5% decrease. There are some assessments going up. This is based on the comparables, renovations, or new construction. The village roll has been completed. The Easton side of the village has been treated the same as the Greenwich side for the 2009 roll. Their grievance period is in February. I did find 26 parcels that had renovations or physical changes on the Greenwich side of the village. Their assessments are changing for the village roll as well. I will be out collecting new construction as well. If you have any questions or problems, please feel free to call.

4) Code Enforcement Report: Code Enforcement Officer Dan O'Connor's report stated that two building permits had been issued during the month of December.

5) Highway Report: Highway Superintendent Rick Sullivan gave the following report:

- 1188.1 gallons of fuel used.
- December 9 – called everyone in for major snow storm. 9" of snow on Joe Bean Road. 8" of snow on River Road.
- A lot of truck maintenance completed.
- December 16 – Hired Sears Tree Service to take down huge tree on Derby Road. The Town took the wood.
- December 23 – Everyone out sanding and salting – nuisance storm.
- December 26 – Everyone out sanding and salting – nuisance storm.
- December 28 – out trimming trees on Ray Road.
- December 30 – out sanding and salting roads.

Rick also stated the department has worked extremely hard the last couple of weeks with the storms.

6) Supervisor Report: Supervisor Idleman gave the following report:

Town: 1) Roundtable Discussion on Economic Development. Will invite some business leaders, Kathy Nichols-Tomkins from the Chamber, Bill Tomkins from the Planning Board and would like to have a Councilman attend as well. Tentative date will be a daytime meeting in February or March.

2) Shared Services with the Village. Has talked with Mayor Doonan about shared services and consolidating some services both of which are complicated issues. Representatives from New York

JANUARY 5, 2010

State Energy Research and Development Authority (NYSERDA) met with Councilman Perkins, Mayor Doonan, Village Trustee Lyle Hayes and GCS Superintendent Matt Donnelly for preliminary discussion on looking for funding on alternative energy efficiencies on buildings in the Village, Town and school district. Future meetings will be held.

3) Discussions with Colleen and a Board Member regarding property assessments. Supervisor Idleman stated that Assessor Colleen Adamec will be bringing her up to speed on the assessment/tax issue. It's a complicated issue and there are many misconceptions out there regarding assessments and tax rates. She and Colleen have discussed holding a workshop for the public.

4) Attendance at Planning and ZBA committee meetings. Has a goal to attend these meetings.

County: 1) On four Committees – Ag/Planning/Tourism/Community Development Committee, Public Works Committee, Health Committee and the Community College Committee.

2) 2010 Issues - Budget, Pleasant Valley, Solid Waste. Attended some of the budget workshops last fall where the Board of Supervisors was able to keep the increase under 4% for 2010. 2011 will be a tough year as a lot of the cuts that were made will not be sustainable.

UNFINISHED BUSINESS:

1) Planning Board Appointment.

RESOLUTION NO. 4-2010
Planning Board Appointment

Resolution by Councilman Perkins
Seconded by Councilman Whitehouse

RESOLVED, that Kyle Vandewater be reappointed to a seven-year term on the Planning Board.

Discussion: Councilman Jeffords requested a roll call vote.

ROLL CALL:	Councilman Whitehouse	Aye
	Councilman Perkins	Aye
	Councilman Patrick	Nay
	Councilman Jeffords	Nay
	Supervisor Idleman	Aye

Motion carried.

2) Zoning Board of Appeals - 2yr. Unexpired Term - 1/1/2010 - 12/31/2011: Supervisor Idleman stated that the vacancy had been advertised twice and asked that if the Board knows of anyone that may be interested to encourage them to apply for the position.

NEW BUSINESS:

1) Set Date for Audit Meeting:

RESOLUTION NO. 05-10
Audit Meeting for 2009

Resolution by Councilman Perkins
Seconded by Councilman Whitehouse

JANUARY 5, 2010

and passed unanimously by said Board,
RESOLVED, that the Audit Meeting to review the records of 2009 be held at 7:00 P.M. on Tuesday, January 19, 2010.

2) Councilman Perkins inquired that with the new meeting format if Attorney Wrigley would be able to come at 7:00 instead of 7:30. Attorney Wrigley stated that would be fine and thanked Councilman Perkins for his consideration.

3) Councilman Patrick requested a joint meeting be scheduled between the Town Board and the Planning Board as soon as possible. Councilman Idleman will contact Planning Board Chairman Tomkins and report back at the meeting on January 19th.

AUDIT BILLS & AUTHORIZE PAYMENT:

RESOLUTION NO. 6-10
Payt. of Bills 1/5/10

Resolution by Councilman Jeffords
Seconded by Councilman Patrick

and passed unanimously by said Board

RESOLVED, that the following bills on Abstract #9014 of 2009 & 1001 of 2010 be approved and audited and the Supervisor be authorized to pay said bills from their respective funds:

<u>FUND</u>		<u>BILL #</u>	<u>AMOUNT</u>
General Town-wide (A):	2009	0449-0452	\$ 318.76
General Town-wide (A):	2010	0001-0011	\$ 26,273.61
General Outside Village (B):	2010	0012-0014	\$ 655.00
Highway Town-wide (DA):	2009	5204-5205	\$ 1,037.86
Highway Outside Village (DB):	2010	5001	\$ 13.98

Motion by Councilman Perkins
Seconded by Councilman Whitehouse

and passed unanimously by said Board,
that the meeting be adjourned at 8:10 P.M.

Respectfully submitted,

Elaine A. Kelly, RMC, CMC
Town Clerk