

ORGANIZATIONAL MEETING – ATHENS TOWN BOARD – January 7, 2013

The Organizational meeting of the Athens Town Board was called to order by Supervisor Lee Palmateer at 7:05 p.m. on January 7, 2013 with the pledge of Allegiance to the Flag with the following people present: Supervisor Lee Palmateer; Councilman Robert F. Butler, Jr.; Councilwoman April Paluch; Councilwoman Phyllis Dinkelacker; Highway Superintendent John J. Farrell and Town Clerk Linda M. Stacey.

These people were also present: Attorney Virginia Benedict; Bookkeeper/ Budget Officer Maryanne Stapleton; Mary H. Brandow; Chris Pfister; Pat McLoughlin; Students Greg Bell and Dominick Cuzdey; and Reporter Melanie Lekocevic.

The following bill were audited by the Board and ordered by the Board.
General Abstract #1, vouchers #1 through # 18, inclusive for \$12,099.22.
Highway Abstract #1, vouchers #1through #3, inclusive for \$123.93.

Appointment of Councilperson:

Supervisor Lee Palmateer made a motion seconded by Councilwoman Phyllis Dinkelacker to appoint Philip (Brud) Miller to the vacant council seat. Ayes-2 (Palmateer, Dinkelacker) Noes-2 (Butler, Paluch) Absent-0 Abstentions-0 this motion was not passed. Discussed was held.

*Supervisor Lee Palmateer made a motion seconded by Councilman Robert F. Butler, Jr. to appoint **Steven Van Hoesen** as Councilman to fill the term left vacant by former Councilman Eugene J. Hatton. Mr. Van Hoesen will fill this seat until the end of 2013, and run for the two year unexpired term in November. Ayes -3 (Palmateer; Butler; Dinkelacker) Noes-1 (Paluch) Absent-0 Abstentions-0

Supervisor Lee Palmateer appointed **Robert F. Butler, Jr. as Deputy Supervisor.**

He appointed **Maryanne Stapleton as Bookkeeper/Budget Officer.**

Supervisor Palmateer appointed **Leo Palmateer as Trustee to the Community Trust-1/7/13 to 12/31/2014.** (The Supervisor's Appointee.)

Supervisor Lee Palmateer made a motion seconded by Councilwoman April Paluch to make the following one year appointments:

Town Historian	Lynn J. Brunner
Dog Control Officer	Sherry Vieta
Deputy Town Clerk (Linda appointed)	Cathy Lyden
Code Enforcement Officer	George Holsopple
(Sewer Inspector; Junkyard Inspector; Mobile Home Inspector)	
Dog Damage Control	George Holsopple
Clerk to the Assessor	Carol McBride
Court Clerks:	Marcia Puorro
	Vincenzina R. Carl
Planning Board Chairman	Hal Brodie
Planning Board Secretary	Marlin Henry
Planning Board Alternate	Anthony Tuczynski
Zoning Board of Appeals Secretary	Marlin Henry
Accountant	Karp, Ackerman, Skabowski, Hogan

Consolidated Health Board: Health Officer: Dr. Salvatore Licciardi
Chairman: Lee Palmateer
Member: Mayor: Andrea Smallwood
Secretary: George Holsopple

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Yearly appointments continued on next page:

Ad Hoc Committee:

Joan Satterlee	Thomas Satterlee
Catherine Haeussler	Eugene Hatton
John McInerney	Charlene Riley
J. Stephen Casscles	Hal Brodie

This motion was carried: Ayes-4 (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

Supervisor Lee Palmateer made a motion seconded by Councilwoman Phyllis Dinkelacker *to appoint Robert F. Butler, Jr. to the **Advisory Board of the Community Foundation as the Town's Representative**; effective 1/1/2013 to 12/31/2015 was carried. Ayes-3 (Palmateer; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-1(Butler)*

Supervisor Palmateer appointed **Councilwoman Phyllis Dinkelacker** as the Town's representative to Greene County EMS, Inc. -from 1/1/2013 to 12/31/2013.

Supervisor Lee Palmateer made a motion seconded by Councilman Robert F. Butler, Jr. *to appoint Thomas Satterlee to the Planning Board for a 7 year term beginning 1/1/2013 to 12 /31/2019. This was carried. Ayes-4(Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0*

Supervisor Lee Palmateer made a motion seconded by Councilwoman April Paluch *to appoint Michael Pirrone to the Zoning Board of Appeals for a 5 year term beginning 1/1/2013 to 12/31/2017. Carried. Ayes-4(Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0*

COMMITTEES:

Joint Landfill	Robert F. Butler, Jr.
Town & Village Committee	Robert F. Butler, Jr. & Steven Van Hoesen
Special Projects	Phyllis Dinkelacker & Steven Van Hoesen
Clean Up Days	Robert F. Butler, Jr. & Phyllis Dinkelacker
Highway	Lee Palmateer & Robert F. Butler, Jr.
Handbook & Personnel Committee	Linda Stacey & Maryanne Stapleton
Employee Committee	Lee Palmateer & Maryanne Stapleton
EMS/ALS Ambulance	Phyllis Dinkelacker & Lee Palmateer

On the motion of Supervisor Lee Palmateer seconded by Councilman Robert F. Butler, Jr. the following **RESOLUTION #2013-1** *The Rules of Procedure for a Town Board Meeting were adopted as follows:*

See next page;

This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

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Rules of Procedure for Town Board Meeting

1. Upon entering the site of the Athens Town Board meetings, all cellular phones, non-emergency service pagers and other such electronic devices shall be set to function in a way imperceptible to any other person present.
2. All meetings will begin at the same, routine, and normal time, as legally posted in compliance with the New York State Public Officer's Law, following a routine agenda as adopted both by tradition and vote of the Town Board.
3. No additional matters are to be considered until each matter on the prepared agenda has been acted upon by the Town Board. Therefore, all department heads are encouraged to remain until the adjournment of the meeting.
4. To foster an element of sincere mutual respect, no demonstration, inappropriate applause or verbal support, booing, or any such disruptive response, which would interrupt the civility and formality of a Town Board meeting will be tolerated. Any person or group persisting in such action will be asked to leave the meeting, with the concurrence of a majority vote of the Town Board.
5. Anyone wishing to be placed on the agenda to address the Town Board on a particular issue shall contact the Town Clerk at least two (2) business days prior to the meeting, giving their name, address, and the topic wished to be discussed. Citizens are encouraged to limit their presentations to seven (7) minutes, and to present to the Town Board supporting documentation as deemed appropriate to their position. Not allowing a petitioning citizen to address the Town Board is recognized as a serious matter, and if deemed appropriate, shall only be agreed to by a majority vote of the Town Board.
6. Any person addressing the Town Board shall direct his/her comment to the Supervisor and Town Board, and not engage any Town Board Member, department head, or any other member of the audience in a debate. Questions shall be directed to the Supervisor who may choose to answer or to defer the question to a department head or other Board member. Some questions may be tabled for future research, at which point the Supervisor will answer the citizen with a reasonable time frame for a final response.
7. A time will be allotted at the end of each meeting for the assembled public to comment upon or to ask further questions of the Supervisor or the Town Board regarding any of the discussions which had taken place at this meeting.
8. At no time may any of these provisions, as adopted, be modified without a majority vote of the Town Board.

On the motion of Supervisor Lee Palmateer seconded by Councilman Robert F. Butler, Jr. the following **RESOLUTION # 2013 -2** to approve *the salary schedule as presented was adopted.*
 This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

Bookkeeper/Budget Officer				Appointed			\$31,436.89	
Deputy Town Clerk				Appointed			\$20,355.05	
Code Enforcement Officer				Appointer			\$27,832.04	
Assessor				Appointed			\$37,974.94	
Assessor Clerk				Appointed			\$15,494.75	
Highway Operator & Union Rep				Appointed			\$44,740.80 +OT	
Highway Machine Operator				Appointed			\$42,236.13 +OT	
Highway Machine Operator				Appointed			\$38,729.60 +OT	
Highway Machine Operator				Appointed			\$32,635.20 +OT	
Justice Clerk				Appointed			\$40,572.60	
Justice Clerk				Appointed			\$46,686.00	
Town Historian				Appointed			\$300.00	
Dog Control Officer				Appointed			\$2,000.00	
Town Clerk				Elected			\$41,078.08	
Highway Superintendent				Elected			\$55,000.00	
Town Justice				Elected			\$14696.51	

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Town Justice				Elected		\$14,694.51	
Town Councilperson				Elected		\$3,950.00	
Town Councilperson				Elected		\$3,950.00	
Town Councilperson				Elected		\$3,950.00	
Town Councilperson				Elected		\$3,950.00	
Town Supervisor				Elected		\$10,000.00	
Deputy Town Supervisor				Appointed		\$315.00	

On the motion of Supervisor Lee Palmateer seconded by Councilwoman April Paluch the following **RESOLUTION # 2013-3** *Authorizing the Highway Superintendent to spend up to \$1000 on small tools or \$2,000.00 on parts without prior Town Board approval was adopted.* 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker the following **RESOLUTION #2013-4**, *establishing the mileage reimbursement rate at the IRS Recommended rate for the use of an employee’s vehicle on Town Business. (Currently .565).* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman April Paluch the following **RESOLUTION #2013-5** *Authorizing petty cash funds in the amount of \$100.00 each for the following people was adopted: Town Justice Pazin; Town Justice Robinson Highway Superintendent and \$300 for the Town Clerk.* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion made by Supervisor Lee Palmateer seconded by Councilwoman April Paluch the following **RESOLUTION #2013-6** *Authorizing a cash drawer for the Town Clerk at \$100.00 and a cash drawer for the Tax Collection at \$125.00.* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker the following **RESOLUTION #2012-7** *to establish the meeting dates for 2013, was adopted as follows; the meetings will be the first and third Mondays at 6:45p.m. If the Monday falls on a holiday, the meeting will be held the following Tuesday at 6:45.* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker the following **RESOLUTION #2012-8** *to designate the Catskill Daily Mail & the Greene County News as the Official Newspapers.* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman April Paluch the following **RESOLUTION #2013-9** *designating the National Bank of Cocksackie as Official Depository.* This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker The following **RESOLUTION #2013-10** *Designating James H. Robinson, Jr. as the Delegate and Lee Palmateer as the Alternate to the Association of Towns Annual School in February, as*

the Town's Representatives was adopted. This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker the following **RESOLUTION #2013-11** to set the date of March 4, 2013, to audit the Town Justices Books and the Books of the Town Clerk. This resolution was carried: 4 Ayes- (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

On the motion of Lee Palmateer seconded by Councilwoman April Paluch the following **RESOLUTION #2013-12** to designate Town Clerk Linda M. Stacey as the Registrar of Vital Statistics and Deputy Town Clerk Cathy Lyden, as the Deputy Registrar of Vital Statistics. This resolution was carried: Ayes-4 (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

Councilwoman Phyllis Dinkelacker made a motion seconded by Supervisor Lee Palmateer To have the minutes put into the council boxes the Friday before the meeting, and e-mail to members. Ayes-4(Palmateer; Butler; Paluch; Dinkelacker; Noes-0 Absent-0 Abstentions-0

Councilwoman Phyllis Dinkelacker made a motion seconded by Councilwoman April Paluch to approve the minutes of December 27, 2012, as read. Ayes-4 (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

Highway Superintendent John J. Farrell reported that the fuel tank is in and working good. They had the Tank pumped at the shop. They serviced all the equipment around the shop. Mixed the sand and salt. Fixed and repaired back window on the backhoe. They have been working on the signs, updating and replacing. They had to rebuild the grad all bucket. There were 4 snow events between the last meeting and this one.

Supervisor Palmateer received a letter from the Greene County YMCA who will be sponsoring the "Greene Y Tri" in Sleepy Hollow Lake. It will include a 350 yard swim, followed by a 12 mile bike leg, followed by a 5K run inside Sleepy Hollow Lake. The 12 mile bike leg will use Route 385, Union Street, and Farm to Market Road to Murders Kill Road, because of the use of Town and Village roads they asked for the Supervisor's support of the community event by letting them use the roads in the Town of Athens on the day of the event from 8: am to 10:30am.

Supervisor Lee Palmateer made a motion seconded by Councilwoman Phyllis Dinkelacker to approve the request from Greene County YMCA and allow them to use the roads from 8:00 am to 10:30am on Saturday September 7, 2013. (Supervisor Palmateer to contact them.) Ayes-4 (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0

As there was no further business to come before the meeting a motion to adjourn was made by Supervisor Lee Palmateer seconded by Councilwoman Phyllis Dinkelacker. Ayes-4 (Palmateer; Butler; Paluch; Dinkelacker) Noes-0 Absent-0 Abstentions-0 Meeting adjourned at 7:50 pm.