

TOWN OF LLOYD TOWN BOARD

REORGANIZATION MEETING

JANUARY 16, 2013

Present: Supervisor Paul Hansut
Councilmember Herbert Litts, III
Councilmember Jeffrey Paladino
Also present: Sean Murphy, Attorney
Rosaria Peplow, Town Clerk
Absent: Councilmember Kevin Brennie
Councilmember Michael Guerriero*

6:30 PM – Supervisor opened the meeting and led the Pledge of Allegiance.

A. RESOLUTIONS

1. **RESOLUTION** made by Paladino, seconded by Litts, to establish the base salary of Bookkeeper to the Supervisor at \$39,869.04.

Roll call: Hansut, aye; Litts, aye; Paladino, aye.

Three ayes carried.

2. **RESOLUTION** made by Paladino, seconded by Litts, to establish the salary of Town Historian at \$3,000.00.

Roll call: Paladino, aye; Hansut, aye; Litts, aye.

Three ayes carried.

3. **RESOLUTION** made by Paladino, seconded by Litts, to establish the base salary of Confidential Secretary to the Supervisor at salary of \$30,000.00.

Roll call: Litts, aye; Paladino, aye; Hansut, aye.

Three ayes carried.

4. **RESOLUTION** made by Paladino, seconded by Litts, to establish the 2013 Standard Mileage rates for business miles to be set at 56.5 cents per mile as per IRS Standard Rates.

Roll call: Hansut, aye; Litts, aye; Paladino, aye.

Three ayes carried.

5. **RESOLUTION** made by Paladino, seconded by Litts, to establish the base rate of pay of First Deputy Town Clerk at \$16.73 per hour.

Roll call: Litts, aye; Hansut, aye; Paladino, aye.

Three ayes carried.

Rosaria Peplow appoints Kathy Schoonover, First Deputy Town Clerk.

6. **RESOLUTION** made by Paladino, seconded by Litts, to establish the base rate of pay of Second Deputy Town Clerk at \$15.54 per hour.

Roll call: Hansut, aye; Paladino, aye; Litts, aye.

Three ayes carried.

Rosaria Peplow appoints Rena Rizzo, Second Deputy Town Clerk.

7. **RESOLUTION** made by Paladino, seconded by Litts, to establish salaries of elected officials as follows:

Councilmember	\$ 9,469.00	Each
Supervisor	\$ 29,995.00	
Town Justice	\$31,114.00	Each
Highway Superintendent	\$56,400.00	
Town Clerk	\$47,755.00	

Roll call: Litts, aye; Paladino, aye; Hansut, aye.

Three ayes carried.

8. **RESOLUTION** made by Paladino, seconded by Litts, to establish the annual salary of Dog Control Officer at \$14,000.00 and appoint Andrew Mckee, Dog Control Officer.

Roll call: Paladino, aye; Litts, aye; Hansut, aye.

Three ayes carried.

9. **RESOLUTION** made by Paladino, seconded by Litts, to establish the base salary of Recreation Director at \$40,000.00

Roll call: Hansut, aye; Litts, aye; Paladino, aye.

Three ayes carried.

- 10. RESOLUTION** made by Paladino, seconded by Litts, to establish the base rate of pay for Clerk to the Justice at \$15.53 per hour.
Roll call: Litts, aye; Paladino, aye; Hansut, aye.
Three ayes carried.
The Town Justices appoint Lucy Davoli and Stacey Lopez, as Clerks to Justices.
- 11. RESOLUTION** made by Litts, seconded by Paladino, to establish the rate of pay of the full time-time secretary to the Highway Superintendent at \$14.75 per hour.
Roll call: Paladino, aye; Hansut, aye; Litts, aye.
Three ayes carried.
Richard Klotz, Highway Superintendent, appoints Denise Rhoades as his secretary.
- 12. MOTION** made by Paladino, seconded by Litts, to designate the third Wednesday of each month at 7:00 PM as the Regular meeting day and time for the Town Board at Town Hall, unless otherwise scheduled, and that all agenda items will be submitted to the Town Clerk no later than 4 PM the Friday preceding the meeting.
Three ayes carried.
- 13. MOTION** made by Paladino, seconded by Litts, to designate “Workshop” Town Board meetings to be held the first Wednesday of each month at 4:00 PM, at Town Hall and require all Department Heads and Administrators to be in attendance, and that all agenda items will be submitted to the Town Clerk no later than 4:00 PM the Friday preceding the meeting as amended.
Three ayes carried.
- 14. MOTION** made by Litts, seconded by Paladino, to designate the fourth Wednesday of each month at 7:00 PM as the Special meeting date for The Town Board at Town Hall, as necessary.
Three ayes carried.
- 15. RESOLUTION** made by Litts, seconded by Paladino, to authorize the Supervisor to invest idle funds.
Roll call: Paladino, aye; Litts, aye; Hansut, aye.
Three ayes carried.
- 16. MOTION** made by Litts, seconded by Paladino, to designate the last day of the month as the last date for vouchers to be received by the Town Board for payment in succeeding month.
Three ayes carried.
- 17. RESOLUTION** made by Paladino, seconded by Litts, to authorize the Supervisor to pay utility, freight, postage, health insurance and miscellaneous rents when rendered.
Roll call: Hansut, aye; Litts, aye; Paladino, aye.
Three ayes carried.
- 18. MOTION** made by Litts, seconded by Paladino, to designate the **Middletown Record** as an official newspaper of the Town.
Three ayes carried.
- 19. MOTION** made by Litts, seconded by Paladino, to designate the **Poughkeepsie Journal** as an official newspaper of the Town.
Three ayes carried.
- 20. MOTION** made by Litts, seconded by Paladino, to designate the **New Paltz Times** as an official newspaper of the Town.
Three ayes carried.
- 21. MOTION** made by Litts, seconded by Paladino, to designate the **Southern Ulster Times** as an official newspaper of the Town.
Three ayes carried.
- 22. MOTION** made by Litts, seconded by Paladino, to require that all public works projects are advertised in the New York State Contract Reporter.
Three ayes carried.
- 23. RESOLUTION** made by Litts, seconded by Paladino, to designate M&T Bank, Chase- JP Morgan, Citizens Bank and Orange County Trust Company as the official Town of Lloyd Banking Institutions and Depository of all operating accounts.

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Roll call: Paladino, aye; Hansut, aye; Litts, aye.

Three ayes carried.

24. RESOLUTION made by Litts, seconded by Paladino, to designate M&T Bank, Chase-JPMorgan, Citizens Bank, and Orange County Trust Company as banking institutions to be utilized for certificates of deposit, savings accounts, notes and bonds.

Roll call: Litts, aye; Paladino, aye; Hansut, aye.

Three ayes carried.

25. RESOLUTION made by Litts, seconded by Paladino, to require that banking transactions such as bonds, CD's, notes, etc., be submitted by verbal or sealed bids, as applicable.

Roll call: Hansut, aye; Litts, aye; Paladino, aye.

Three ayes carried.

26. MOTION made by Litts, seconded by Paladino, to authorize the continued membership in the New York State Association of Towns for 2013.

Three ayes carried.

27. MOTION made by Litts, seconded by Paladino, to authorize the continued membership in the New York State Supervisors and County Legislators Association for 2013.

Three ayes carried.

28. MOTION made by Litts, seconded by Paladino, to authorize attendance of Elected Town Officials and Department Heads to the annual convention of the New York State Association of Towns and to *be reimbursed for transportation and class enrollment costs only* up to amounts included in budget line item maximum set by the Town Board with prior approval of the Town Board. Once the registration fee is paid by the Town, anyone not attending will be required to reimburse the Town for fees paid.

Three ayes carried.

29. MOTION made by Litts, seconded by Paladino, to authorize membership for the Town of Lloyd in the NYS Planning Federation.

Three ayes carried.

30. MOTION made by Litts, seconded by Paladino, to authorize continued membership for the Town of Lloyd in the Southern Ulster Alliance.

Three ayes carried.

31. RESOLUTION made by Litts, seconded by Paladino, to authorize the following departments to maintain petty cash funds in the amounts specified as follows and authorizes reconciliations to be done monthly:

Town Clerk	\$300.00
Water/Sewer Department	\$100.00
Highway Department	\$100.00
Police Department	\$100.00
Buildings & Grounds/Transfer Station	\$100.00

Roll call: Paladino, aye; Litts, aye; Hansut, aye.

Three ayes carried.

32. RESOLUTION made by Paladino, seconded by Litts, to establish the following as pay periods for 2013:

Pay Period #	Dates	Time Sheets Due	Days	Checks
1	Jan 1 - Jan 4	1/7	4	1/10
2	Jan 5 - Jan 18	1/21	10	1/24
3	Jan 19- Feb 1	2/4 Friday	10	2/7
4	Feb 2 - Feb 15	2/15	10	2/21
5	Feb 16 - March 1	3/4	10	3/7
6	March 2 - March 15	3/18	10	3/21
7	March 16 - March 29	4/1	10	4/4
8	March 30 - April 12	4/15	10	4/18
9	April 13 - April 26	4/29	10	5/2

10	April 27 - May 10	5/13 Friday	10	5/16
11	May 11 - May 24	5/24	10	5/30
12	May 25 - June 7	6/10	10	6/13
13	June 8- June 21	6/24	10	6/27
14	June 22- July 5	7/8	10	7/11
15	July 6 - July 19	7/22	10	7/25
16	July 20 - Aug 2	8/5	10	8/8
17	Aug 3 - Aug 16	8/19 Friday	10	8/22
18	Aug 17- Aug 30	8/30	10	9/5
19	Aug 31-Sept 13	9/16 Friday	10	9/19
20	Sept 14- Sept 27	9/27 Friday	10	10/3
21	Sept 28- Oct 11	10/11	10	10/17
22	Oct 12 - Oct 25	10/28 Friday	10	10/30
23	Oct 26 - Nov 8	11/8 Friday	10	11/14
24	Nov 9 - Nov 22	11/22	10	11/27
25	Nov 23 - Dec 6	12/9	10	12/12
26	Dec 7 - Dec 31	12/23	17	12/26

Roll call: Litts, aye; Hansut, aye; Paladino, aye.

Three ayes carried.

33. MOTION made by Paladino, seconded by Litts to establish the following as legal holidays for 2013 for the Town of Lloyd:

Tuesday, January 1	New Year's Day
Monday, February 18	President's Day
Friday, March 29	Good Friday
Monday, May 27	Memorial Day
Thursday, July 4	Independence Day
Monday, September 2	Labor Day
Monday, October 14	Columbus Day
Tuesday, November 5	Election Day
Monday, November 11	Veterans Day
Thursday, November 28 & 29	Thanksgiving Day and day after
Wednesday, December 25	Christmas Day

**additional compensation to be paid for holidays worked only if including the designated holiday the hours for the week exceed 40 hours (other leave days not applicable).

Roll call: Hansut, aye; Paladino, aye; Litts, aye.

Three ayes carried.

34. MOTION made by Litts, seconded by Paladino, to authorize Department Heads to employ part-time personnel with the approval of the Town Board at an hourly rate to be determined by the Town Board and in compliance with all labor agreements.

Three ayes carried.

- 35. MOTION** made by Litts, seconded by Paladino, to establish standard hours of operation for the Town Hall to be Monday through Friday, 8:30 a.m. to 4:30 p.m.
Three ayes carried.
- 36. RESOLUTION** made by Paladino, seconded by Litts, to appoint the firm of DiStasi Moriello & Murphy Law, PLLC, as attorney for the Town of Lloyd.
Roll call: Litts, aye; Hansut, aye; Paladino, aye.
Three ayes carried.
- 37. RESOLUTION** made by Paladino, seconded by Litts, to designate Whiteman, Osterman and Hanna, PC, special counsel to the Town of Lloyd.
Roll call: Hansut, aye; Paladino, aye; Litts, aye.
Three ayes carried.
- 38. RESOLUTION** made by Paladino, seconded by Litts, to authorize employee benefits for non-Union Town employees the same as specified in the current labor contract with CSEA.
Roll call: Litts, aye; Paladino, aye; Hansut, aye.
Three ayes carried.
- 39. RESOLUTION** made by Litts, seconded by Paladino, to designate Paul Hansut, Supervisor as the Equal Opportunity Housing and Americans with Disabilities Act Law Coordinator for the Town of Lloyd along with Rosaria Peplow, Town Clerk.
Roll call: Paladino, aye; Hansut, aye; Litts, aye.
Three ayes carried.
- 40. RESOLUTION** made by Litts, seconded by Paladino, to designate Kimball and O'Brien, PC, for the filing of the Town's 2012 Annual Report.
Roll call: Hansut, aye; Litts, aye; Paladino, aye.
Three ayes carried.
- 41. RESOLUTION** made by Paladino, seconded by Litts, to establish that all hourly rates are paid at 1½ (one and one half) times full wages for all actual hours worked in excess of 40 hours per week.
Roll call: Litts, aye; Hansut, aye; Paladino, aye.
Three ayes carried.
- 42. RESOLUTION** made by Litts, seconded by Paladino, to offer Medical Insurance with MVP Health Plan with the Town contributing 82% of the premiums.
Roll call: Hansut, aye; Paladino, aye; Litts, aye.
Three ayes carried.
- 43. RESOLUTION** made by Paladino, seconded by Litts, to authorize the participation of Town employees in the Ulster County Federal Credit Union.
Roll call: Litts, aye; Hansut, aye; Paladino, aye.
Three ayes carried.
- 44. RESOLUTION** made by Paladino, seconded by Litts, to authorize Worker's Compensation to be carried on all employees.
Roll call: Paladino, aye; Litts, aye; Hansut, aye.
Three ayes carried.
- 45. RESOLUTION** made by Litts, seconded by Paladino, to authorize the following department heads to carry cell phones at the Town's expense or be paid a stipend for use of personal cell phone:
Supervisor
Building Department Director and his designees
Water & Sewer designees
Chief of Police and his designees
Highway Superintendent and his designees
Judges
Cell Phone numbers are to be submitted to the Supervisor's Office once issued.
Roll call: Hansut, aye; Paladino, aye; Litts, aye.
Three ayes carried.
- 46. MOTION** made by Paladino, seconded by Litts, to designate the Bookkeeper, as Welfare Officer for the Town of Lloyd at no additional remuneration.
Three ayes carried.

47. MOTION made by Paladino, seconded by Litts, to designate the Town Clerk as Registrar of Vital Statistics, Collector of Sewer Rents, Water Rents, Assessments and Taxes at no additional remuneration.

Three ayes carried.

48. MOTION made by Paladino, seconded by Litts to designate the Deputy Town Clerks as Collectors of Water Rents, Sewer Rents, Assessments, and Taxes, at no additional remuneration.

Three ayes carried.

49. MOTION made by Paladino, seconded by Litts, to designate the Town Clerk responsible for the Transfer Station Permit Tickets and Transfer Station Bag Cards.

Three ayes carried.

50. MOTION made by Paladino, seconded by Litts, made by Paladino, seconded by Litts to reappoint John Litts to the Zoning Board of Appeals for a 5-year term to expire 12/31/2017.

Three ayes carried.

51. MOTION made by Paladino, seconded by Litts, to appoint William Ogden to a 7-year term to the Town of Lloyd Planning Board to expire 12/31/2019.

Three ayes carried.

52. MOTION made by Paladino, seconded by Litts, to designate Paul Garguilo, Zoning Board of Appeals Chairman for 2013.

Three ayes carried.

53. MOTION made by Paladino, seconded by Litts, to designate Anthony Giangrasso Zoning Board of Appeals Vice-Chairman for 2013.

Three ayes carried.

54. MOTION made by Paladino, seconded by Litts, to designate Scott Saso, Planning Board Chairman for 2013.

Three ayes carried.

55. MOTION made by Paladino, seconded by Litts, to designate Brad Scott Planning Board Vice-Chairman for 2013.

Three ayes carried.

56. MOTION made by Paladino, seconded by Litts, to appoint Frederick Pizzuto as alternate member #1 to the Town of Lloyd Planning Board for a 1- year term to expire 12/31/2013.

Three ayes carried.

57. MOTION made by Paladino, seconded by Litts, to appoint Peter Brooks as alternate member #2 to the Town of Lloyd Planning Board for a 1-year term to expire 12/31/2013

Three ayes carried.

58. MOTION made by Paladino, seconded by Litts, to appoint Anthony Pavese as alternate member #1 to the Town of Lloyd Zoning Board of Appeals for a 1-year term to expire 12/31/2013.

Three ayes carried.

59. MOTION made by Paladino, seconded by Litts, to appoint Meredith Engle as alternate member #2 to the Town of Lloyd Zoning Board of Appeals for a 1-year term to expire 12/31/2013.

Three ayes carried.

60. MOTION made by Paladino, seconded by Litts, to authorize the Recreation Commission to hire part-time employees at rates established by the Town Board upon the recommendation of the Recreation Commission.

Three ayes carried.

61. MOTION made by Paladino, seconded by Litts to appoint the Law Firm of DiStasi Moriello & Murphy Law, PLLC as counsel to the Lloyd Community Development Corporation.

Three ayes carried.

62. MOTION made by Paladino, seconded by Litts, to re-appoint Nicholas Magliato to a three-year term to the Lloyd Community Development Corporation to expire in 2015.

Three ayes carried.

63. MOTION made by Paladino, seconded by Litts to re-appoint Elaine Rivera to a three-year term to the Lloyd Community Development Corporation to expire in 2015.

Three ayes carried.

64. MOTION made by Paladino, seconded by Litts, to appoint Paul Hansut as the Civil Defense Director for the Town of Lloyd.

Three ayes carried.

65. MOTION made by Paladino, seconded by Litts, to re-appoint Rafael Diaz to a three-year term on the Ethics Board to expire December 31, 2015

Three ayes carried.

66. MOTION made by Paladino, seconded by Litts, to appoint Joseph A. Indelicato as an alternate on the Ethics Board.

Three ayes carried.

67. MOTION made by Paladino, seconded by Litts, designating Rosaria Peplow, Town Clerk, Records Management Officer at no additional remuneration

Three ayes carried.

68. MOTION made by Paladino, seconded by Litts, designating Rosaria Peplow, Town Clerk, Records Access Officer at no additional remuneration.

Three ayes carried.

69. MOTION made by Paladino, seconded by Litts, to establish the following committees and commissions and designate the following appointments for 2013:

A. Recreation Commission

Eric Andersen	Sharon Morris
Kevin McKenna	Jill Indelicato
Kathy Schoonover	Peter Paulsen

B. Environmental Conservation Council

Jack Maguire, Chairman	Donna Deeprise
Kelly Oggenfuss	Nancy Hammond
Leonard Hossenlopp	

C. Water and Sewer Study /Drainage Committee

Louis DuBois, Chairman	DiStasi, Moriello & Murphy PLLC
Morris Associates	Alan VanDeBogart
Fire Chief, John Gallagher	Larry Hammond
Robert Hebel	Adam Litman, W/WW Administrator
Franco Zani	Highway Superintendent, Richard Klotz

D. Emergency Management Plan Committee:

Supervisor Paul Hansut	Police Chief Daniel Waage
Fire Chief John Gallagher	David Barton
HCSD Business Admin - Louise Lynch	
HCSD Buildings & Grounds - Peter Miller	

E. Events/Beautification Committee:

Kate Jonietz, Chair	Stephanie Fraino
AnnMarie Meisel	Joseph Indelicato

F. Employee Safety Committee:

Adam Littman	Eugene Roosa
Lt. James Janso	David Barton
Philip Roloson	Highway Superintendent, Richard Klotz

G. Tower Lease Committee

Kevin Ronk	Adam Litman	Anthony Prizzia
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H. Economic Development/Greater Highland Community Development Committee

Charles Glasner, Chair	Peter Brooks
Vivian Wadlin	Darlene Plavchak
Alan VanDeBogart	Mikki Myers

I. Comprehensive Plan Review/Revision Committee

Brad Scott, Chair	Vivian Wadlin	Paul Garguilo
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Charles Glasner
Patti Brooks

Donna Deeprise
David Barton

Liz Weisz
Herbert Litts, III

J. Code Review/Revision Committee

Rosalie Peplow, Town Clerk
David Barton

Councilmember Michael Guerriero

Authorize the Supervisor's Office to contact all current committee/commission members inquiring into their continued commitment to serve and request anyone interested in serving on a committee/commission to contact the Supervisor's Office.

*Councilman Guerriero arrived at 6:45 PM

Four ayes carried.

70. MOTION made by Paladino, seconded by Litts, to authorize letters of appreciation by Supervisor on behalf of the Town Board, be sent to those who have served the Town of Lloyd and will no longer be serving.

Four ayes carried.

71. MOTION made by Paladino, seconded by Litts, to authorize letters of notification by the Supervisor on behalf of the Town Board, to be sent to individual persons appointed to serve the Town of Lloyd.

Four ayes carried.

72. MOTION made by Paladino, seconded by Litts, to require all employees to complete bi-weekly time sheets approved by the Department Head and submit to the Bookkeeper on the next business day after each payroll period ends, unless otherwise specified.

Four ayes carried.

73. MOTION made by Paladino, seconded by Litts, to designate Paul Hansut as the Sexual Harassment and Discrimination Official for the Town of Lloyd.

Four ayes carried.

74. RESOLUTION made by Litts, seconded by Paladino, that anyone who drives a Town Vehicle is subject to random drug testing with the exception of the Police Department who have their own drug/alcohol testing policy.

Roll call: Paladino, aye; Guerriero, aye; Litts, aye; Hansut, aye.

Four ayes carried.

75. RESOLUTION made by Guerriero, seconded by Paladino, to re-appoint Kathy Schoonover as secretary to the Recreation Commission at the budgeted salary of \$1,280.00 per year.

Roll call: Hansut, aye; Litts, aye; Guerriero, aye; Paladino, aye.

Four ayes carried.

76. RESOLUTION made by Paladino, seconded by Litts, to assign the Deputy Supervisor and Budget Officer check-signing privileges

Roll call: Guerriero, aye; Hansut, aye; Litts, aye; Paladino, aye.

Four ayes carried.

77. MOTION made by Paladino, seconded by Guerriero, to appoint Councilman Herbert Litts, Project Manager, for the Tillson Avenue Reconstruction Project, PIN 8757.81.

Roll call: Hansut, aye; Guerriero, aye; Paladino, aye; Litts, abstain.

Three ayes carried.

78. MOTION to TABLE RESOLUTION made by Paladino, seconded by Guerriero, to appoint John DiValentino, Alternate Court Officer, at the request of Justices Elia and Rizzo at a rate of \$15.50/hour.

Supervisor stated that he would like to discuss this at the February 6, 2013 Workshop meeting and would like a plan for security in the court room; everything will remain the same until a decision is made.

Four ayes carried.

Appointments made by the Supervisor:

A. Town Board Liaisons

Assessor – Councilmember Paladino

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Audit – January 1 – June 30, 2013: Councilmembers Brennie and Litts
July 1-December 31, 2013: Councilmembers Paladino and Guerriero
Building Department – Supervisor Hansut
Dog Control – Councilmember Brennie
Environmental – Councilmember Guerriero
Grants – Supervisor Hansut
Highland Fire Districts – Councilmember Paladino
Highland Central School – Councilmember Paladino
Historian – Supervisor Guerriero
Highway/Transfer Station – Councilmember Guerriero
Justice – Councilmember Litts
Lights – Councilmember Brennie
Planning Board – Councilmember Guerriero
Police – Supervisor Hansut
Recreation/Buildings & Grounds/Events/Bob Shepard Highland Landing Park/Hudson
Valley Rail Trail - Councilmember Brennie
Safety – Supervisor Hansut
Water and Sewer – Councilmember Litts
Zoning Board of Appeals – Councilmember Litts

- B. Appoint Karen McPeck, Bookkeeper to the Supervisor.
- C. Appoint Liz Alfonso, Town of Lloyd Historian.
- D. Appoint Kate Jonietz, full-time Confidential Secretary to the Supervisor.
- E. Appoint Elaine Rivera, Budget Officer, at no additional remuneration.
- F. Appoint Jeffrey Paladino, Deputy Supervisor, at no additional remuneration.

Litts commented that there were no engineers appointed.

Supervisor responded that Morris Associates, engineers, have a two year contract that expires December 31, 2013.

Rafael Diaz expressed a concern that the Town Board Member attends the meeting of the committee for whom he is a liaison.

Supervisor agreed that the liaison should attend the committee or commission meeting.

Councilmember Guerriero wished to express appreciation to Dom Martorana for his years of service on the Planning Board and hoped it would be acknowledged.

Supervisor said that is something that will be done.

MOTION made by Litts, seconded by Guerriero, to adjourn the meeting at 6:53 PM.

Respectfully submitted

Rosaria Schiavone Peplow
Town Clerk