

The Reorganization Meeting and Regular Bi-Monthly Meeting of the Town Board of the Town of Tuxedo held on Monday, January 22, 2008 at the Tuxedo Town Hall, One Temple Drive, Tuxedo, New York, was called to order by Supervisor Peter M. Dolan at 7:41 p.m.

Town Board Members Present:	Mr. Peter M. Dolan	Supervisor
	Mr. Daniel Castricone	Councilperson
	Mr. Thomas Darling	Councilperson
	Mr. Gary Phelps	Councilperson
	Ms. Lisa Spivak	Councilperson

Town Board Members Absent: None

Other Town Officials Present: Donald G. Nichol, Esq., Town Counsel, Mr. Daniel J. Carlin, Police Chief; Mr. Joseph P. Tripoli, Sr., Highway Superintendent; Mr. Edward Pfizenmaier, Deputy Highway Superintendent; Mr. Gregory G. Stevens, Receiver of Taxes and Town Assessor; Mr. Frank Peverly, Zoning Board of Appeals Chairman; Loretta K. Davis, Esq. and Hume Steyer, Esq., Town Justices; and Mrs. Elaine M. Laurent, Town Clerk.

The meeting was opened by a pledge of allegiance to the flag.

ADMINISTRATION OF OATHS OF OFFICE OF ELECTED OFFICIALS

Oaths of Office were administered by Town Justice Hume Steyer on the newly-elected Town officials.

REORGANIZATION MEETING

The Supervisor appointed the following positions:

Supervisor's Clerk:	Shari Brooks
Supervisor's Bookkeeper:	Patricia Monico-Sullivan
Deputy Supervisor:	Daniel Castricone

The Town Clerk appointed the following positions:

Deputy Registrar:	Antionette Matthews
First Deputy Town Clerk:	Antionette Matthews

Supervisor Dolan offered the following reorganization meeting resolutions and moved their adoption.

RESOLVED, that the Town Board will approve reimbursement of actual and necessary expenses by elected and appointed employees to attend the 2008 Association of Towns Convention in February, 2008;

RESOLVED, that the Supervisor be designated the voting delegate at the 2008 Annual Meeting of the Association of Towns, and that Councilman Daniel Castricone be designated as the alternate voting delegate;

RESOLVED, that the Regular Bi-Monthly Town Board Meetings be held on the second and fourth Mondays of each month at 7:30 p.m. at the Town Hall and, when circumstances deem it desirable, be held at other locations in other parts of the Town. Should a meeting date fall on an observed holiday, the meeting will be held on the Tuesday of that week;

RESOLVED, that the *Times Herald-Record* be named the official newspaper of the Town of Tuxedo for the calendar year 2008;

RESOLVED, that JP Morgan Chase be appointed as the official depository (checking and savings accounts) for the Town of Tuxedo for the calendar year 2008, and that the major portion of the Town's funds be invested in the FlexiCash Account administered by JP Morgan Chase.

RESOLVED, that the compensation for 2008 for employees be paid every two weeks, with the payroll period ending on the Friday before the payday on the following Friday, or Thursday if a holiday should fall on Friday;

RESOLVED, that the schedule of 2008 holidays for Town non-contractual employees be the same as that followed by the Orange County Department of Personnel, except for the following:

Day after Thanksgiving – Friday, November 28, 2008 (Closed)

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**REORGANIZATION
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(Continued)**

REORGANIZATION MEETING (Continued)

RESOLVED, that the yearly salaries be approved as stated for the following Town Officials:

Town Council	\$ 5,372.00 each
Town Justice Davis	\$23,397.00
Town Justice Steyer	\$20,786.00
Supervisor	\$31,520.00
Receiver of Taxes	\$ 9,202.00
Town Clerk	\$51,244.00
Superintendent of Highways	\$81,000.00

RESOLVED, that the salary of the full-time (35+ hour work week) Supervisory Court Clerk be set at \$39,286.00 per annum, and that Sandra Boss be appointed to this position;

RESOLVED, that the salary of the full-time (30+ hour workweek) Justice Clerk be set at \$30,786.00 per annum, and that Elizabeth Smith be appointed to this position;

RESOLVED, that the salary of the part-time (20 hour workweek) Court Clerk be set at \$16,694.00 per annum, and that Claire Squillini be appointed to Court Clerk;

RESOLVED, that the salary of the part-time (20 hour workweek) Court Clerk be set at \$14,894.00 per annum, and that Mary Stalnaker be appointed to Court Clerk;

RESOLVED, that the salary of the full-time (30 hour workweek) Supervisor's Clerk, who will additionally perform the duties of Recreation Clerk, be set at \$41,200.00 per annum;

RESOLVED, that the salary of the Supervisor's Bookkeeper be set at \$21,799.00 per annum and that the working hours be flexible and as required by the Supervisor;

RESOLVED, that Lynda Witte be retained as a consultant to the Bookkeeper and Supervisor and be compensated at the rate of \$35.00 per hour;

RESOLVED, that the salary of the Budget Officer be set at \$3,640.00 per annum, and that Peter Dolan be appointed Budget Officer;

RESOLVED, that the salary of the Deputy Budget Officer be set at \$4,160.00 per annum, and that Patricia Monico-Sullivan be appointed Deputy Budget Officer;

RESOLVED, that the salary of the part-time Assessor be set at \$32,630.00 per annum, that Gregory Stevens be appointed part-time Assessor, that the working hours be as needed/seasonal for such position, and that the minimum hours be 1,040 per annum;

RESOLVED, that the salary of the Board of Assessment Review Chairman and Members be set at \$1,300.00 and \$470.00 per annum, , respectively, that the working hours be as needed; that Lou DeBrino be appointed Chairman of the Board of Assessment Review, and that such board be comprised by the following individuals through the term expiration dates indicated:

Jerry Magurno	09/30/2008
Carol Matthews	09/30/2009
Edward Brennan	09/30/2010
Lou DeBrino	09/30/2011
Nathaniel Jackson	09/30/2012

RESOLVED, that the salary of the First Deputy Town Clerk be set at \$26,092.00 per annum for a 27-hour workweek;

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REORGANIZATION MEETING (Continued)

RESOLVED, that the salary of the Payroll Clerk be set at \$2,322.00 per annum, that Anita Rogers be appointed Payroll Clerk, and that the hours be as needed;

RESOLVED, that the compensation for Custodians of the Voting Machines be set at \$800.00 per annum for two elections, with an additional \$200.00 per election in excess of two (2) elections in one year, and that Lou DeBrino and Jack Kossover be appointed Custodians of the Voting Machines.

RESOLVED, that the compensation for the alternate Custodians for the Voting Machines be set at \$8/Hour, and that the amount be paid from the absent Custodian's per-annum salary, and that Louis DeBrino, III be appointed to this position.;

RESOLVED, that the compensation for Election Inspectors be set as follows: Inspection Chairmen - \$12.50 per hour; Inspectors - \$10.50 per hour;

RESOLVED, that the election sites be compensated as follows:

American Legion Hall \$100 per use
Eagle Valley Fire House \$100 per use

RESOLVED, that the salary of the Records Management Officer be set at \$3,019.00 per annum and, as required by the New York State Records Management Law, that the Town Clerk is recognized as Records Management Officer;

RESOLVED, that the salary of the Deputy Records Management Officer be set at \$2,000.00 per annum, and that the First Deputy Town Clerk is appointed Deputy Records Management Officer;

RESOLVED, that the salary of the part-time Dog Control Officer be set at \$6,490.00 per annum, that Thomas Murphy be appointed part-time Dog Control Officer, and that the working hours be as needed;

RESOLVED, that Nils Gerling and Louis DeBrino, III be appointed as Deputy Emergency Management Officers at a salary of \$625 each per annum, and that the hours be as required;

RESOLVED, that the hourly pay of the part-time Clerk for the Superintendent of Highways be set at \$16.77 per hour, that Deborah Villanueva be appointed part-time Clerk for the Superintendent of Highways, and that the working hours be as needed;

RESOLVED, that the hourly pay of the 1st part-time Parking Fee Collector be set at \$15.00 per hour and that Claire Squillini be appointed 1st part-time Parking Fee Collector;

RESOLVED, that the hourly pay of the 2nd part-time Parking Fee Collector be set at \$13.70 per hour and that Mary Stalnaker be appointed 2nd part-time Parking Fee Collector;

RESOLVED, that the salary of the part-time Recreation Coordinator be set at \$5,000.00 per annum, that the working hours be as needed during the summer recreation program; and that an appointment be made to this position prior to the 2008 summer recreation program session;

RESOLVED, that the salary and benefits of the Police Chief, Daniel J. Carlin, be as set forth in the January 1, 2008 contract on file with the Town;

RESOLVED, that the 2008 salaries and benefits of the Police Lieutenant, Sergeants and Patrolmen be as set forth in the 2008-2010 contract for the year 2008;

RESOLVED, that the 2008 salaries and benefits of the full-time Police Dispatchers be as provided in the 2001-2003 contract with the New York State Union of Police until a successor contract has been ratified,

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REORGANIZATION MEETING (Continued)

RESOLVED, that the salary of the full-time (minimum 30 hours per week) Fire and Building Inspector be set at \$50,619.00 per annum, and that David Maikisch be appointed Fire and Building Inspector;

RESOLVED, that the salary of the full-time (minimum 37.5 hours per week) Project Coordinator for the Building Department, Planning Board, Zoning Board of Appeals and Architectural Review Board be set at \$44,488.00 per annum, and that Anita Rogers be appointed to this position;

RESOLVED, that the salaries of the Zoning Board of Appeals Chairman and Members be set at \$1,424 and \$1,030.00 per annum, respectively, that working hours be as required; that Francis W. Peverly be appointed Chairman of the Zoning Board of Appeals; and that such board be comprised by the following individuals through the term expiration dates indicated or until a successor is appointed:

George Langberg	12/31/2008
(Open Position)	12/31/2009
Francis W. Peverly	12/31/2010
Andrew Rogers	12/31/2011
Brian Sullivan	12/31/2012

RESOLVED, that the salaries of the Planning Board Chairman, Members and Alternate Member be set at \$5,357.00, \$2,400.00 and \$1,000.00 per annum, respectively, that working hours be as required, that Nils Gerling be appointed Chairman of the Planning Board; and that such board be comprised of the following individuals through the term expiration dates indicated or until a successor is appointed:

James Hays	12/31/2007
Susan Goodfellow, Alternate	12/31/2007
Joseph Gartiser	12/31/2008
(Open Position)	12/31/2009
Mary Hanson	12/31/2010
Nils Gerling	12/31/2011

RESOLVED, that the salaries of the Architectural Review Board Chairman and Members be set at \$1,545.00 and \$1,000.00 per annum, respectively, that working hours be as required, that Mary O. Hansen be appointed Chairman of the Architectural Review Board; and that such board be comprised of the following individuals through the term expiration dates indicated or until a successor is appointed:

Sharon Radulov	12/31/2008
Mary Hanson	12/31/2009
George McCathern	12/31/2010
Michael Reardon	12/31/2010
(Open Position)	12/31/2011

RESOLVED, that the salary of the part-time Recording Secretary to the Zoning Board, Planning Board and Architectural Review Board be set at \$16.77 per hour, and that Deborah Villanueva be appointed to this position;

RESOLVED, that the 2008 salaries of the Highway Department employees be as set forth in the 2007-2009 contract with the International Brotherhood of Electrical Workers for the year 2008;

RESOLVED, that the salary of the Hamlet Sewer District Administrator be set at \$2,812.00 per annum, that Joseph P. Tripoli, Sr. be appointed to this position, and that the hours be as required;

RESOLVED, that the annual parking permit fee for 2008 for the resident-only municipal parking lot at the train station be set at \$150.00 and that the annual permit fee for non-resident handicapped parking at such lot be set at \$192;

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REORGANIZATION MEETING (Continued)

**REORGANIZATION
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RESOLVED, that the parking fee for 2008 for the daily-fee commuter parking lot on Powerhouse Lane be set at \$2.00 per day, or \$192 for 12 months, \$112 for 6 months, and \$60 for 3 months;

RESOLVED, that the Supervisor and Councilwoman Lisa Spivak be authorized to sign Payroll and Town Checks, that the Supervisor, the Supervisor's Clerk and the Town Clerk be authorized to make withdrawals from the Town Savings and FlexiCash Accounts, and that the Town Bookkeeper be authorized to transfer funds among the Town's accounts;

RESOLVED, that the Supervisor and Councilwoman Lisa Spivak be authorized to make payment for payroll, hospitalization, dental, retirement, gas, electric, telephone, water, postage, express mail, garbage contracts and debt service without prior audit by the Town Board;

RESOLVED, that the contractual retainer of the Town Legal Counsel be set at \$40,750.00 per annum, and a maximum hourly rate of \$180 for non-retainer items, and that Jacobowitz and Gubits be retained as Town Legal Counsel;

RESOLVED, that Holzmacher, McLendon & Murrell, P.C. be appointed as Engineers for the Town of Tuxedo and that payment for services be as contractually defined;

RESOLVED, that Theodore J. Eglit, Jr., CPA, of Hopewell Junction, New York is retained by the Town of Tuxedo to review the books and records of the Town for the fiscal year 2007 and to assist the bookkeeper in preparation of the Town's Annual Financial Report and in accounting and financial matters which arise during fiscal year 2008, at a rate of compensation not to exceed \$12,000.00 per annum for the Town Audit and Financial Preparation and a rate of \$75.00 per hour for additional assistance; and \$500 each for the cash audits for the Town Clerk (1), Receiver of Taxes (1) and Justice Court (2);

RESOLVED, that the contractual base fee of the Planning Board Legal Counsel be set at \$22,200.00 per annum, and that Thomas J. Egan, Esq. be retained as the Planning Board Legal Counsel;

RESOLVED, that the contractual retainer of the Planning Consultants be set at \$1,750.00 per month and that Bonnie Franson be retained as Consultant to the Planning Board;

RESOLVED, that the contractual base fee of the Zoning Board of Appeals Legal Counsel be set at \$125.00 per hour, and that Lisa J. Felicissimo, Esq. be retained as the Zoning Board of Appeals Legal Counsel;

RESOLVED, that Paul Mitchell be appointed Town Veteran's Officer;

RESOLVED, that Nils Gerling be appointed Public Information Officer;

RESOLVED, that Christian Sonne be appointed Town Historian;

RESOLVED, that Peter Dolan be appointed liaison to the Village of Tuxedo Park Board of Trustees, the Tuxedo Union-Free School District, the Police Department, the Highway Department and the Hamlet Sewer District;

RESOLVED, that Daniel Castricone be appointed liaison to the Village of Tuxedo Park Board of Trustees, the Tuxedo Union-Free School District and the Parks & Recreation Department;

RESOLVED, that Lisa Spivak be appointed liaison to the Tuxedo Police Department, the Tuxedo Volunteer Ambulance Corps, the Assessor's Office, the Board of Assessment Review and the Library;

RESOLVED, that Thomas Darling be appointed liaison to the Monroe-Woodbury School District, the Zoning Board of Appeals and the Joint Fire District;

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REORGANIZATION MEETING (Concluded)

RESOLVED , that Gary Phelps be appointed liaison to the Planning Board, the Architectural Review Board and the Tuxedo Chamber of Commerce;

RESOLVED, that the mileage reimbursement for personal car usage for Town business be set at \$.505/mile for 2008; and

RESOLVED, that the Standard Schedule of Fees is modified as follows: Section V, Towing Permits - fees are increased from \$50 per vehicle to \$500 per application.

The adoption of the foregoing resolutions was seconded by Councilperson Spivak and duly put to a vote on roll call, which resulted as follows:

Adopted: AYES: [5] NAYS: [0] ABSENTEES: [0]

SPECIAL MEETING

VOUCHERS

RESOLVED, motion made by Supervisor Dolan, seconded by Councilperson Spivak, that the following vouchers, having been audited by the Town Board, are hereby approved for payment:

- Claim numbers 1 through 44
- General Fund Claim totaling \$75,680.17
- Part-Town Fund Claim totaling \$4,286.99
- Highway Town Wide Claim totaling \$-0-
- Highway Part-Town Claim totaling \$-0-
- Tuxedo Refuse District Claim totaling \$-0-
- Hamlet Sewer District Claim totaling \$1,067.77
- Total abstract amount: \$81,034.93

Adopted: AYES: [5] NAYS: [0] ABSENTEES: [0]

Authorization for Payment was thereafter signed by Councilperson Spivak, Councilperson Darling and Councilperson Castricone.

ADJOURNMENT

RESOLVED, motion made by Supervisor Dolan, seconded by Councilperson Spivak, to adjourn the meeting at 8:00 p.m.

Adopted: AYES: [5] NAYS: [0] ABSENTEES: [0]

Meeting adjourned.

Respectfully submitted,

Elaine M. Laurent
Town Clerk

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