

Organizational Meeting, Hillsdale Town Board

Friday, January 4, 2008

I. Call to order

Supervisor Art Baer called to order the regular meeting of the **Hillsdale Town Board** at **7:05 pm** on **January 4, 2008** in the **Hillsdale Town Hall**. The meeting began with a moment of silent prayer and the Pledge of Allegiance.

II. Attending

The following persons were present: Supervisor Art Baer, Board Members Carmen Barbato, Ann Baldwin, Peter Cipkowski, and Augie Sena; Town Clerk Julie Kane, Town Attorney Nelson Alford, Tax Collector Joseph Hanselman, Jr., Justices Russ Immarigeon and Juliette Crill, Highway Superintendent Rickard Briggs, and Dog Control Officer Wes Powell; members of the public.

III. Oaths of Office

Oaths of office were administered to all newly elected town officials by out-going Town Clerk Ruth Dodds. These oaths were signed and will be retained in a file in the Town Records.

IV. 2008 Resolutions #1 through 8

On a motion of **Mr. Cipkowski**, seconded by **Mr. Sena**, the following resolutions were

Adopted by a vote of a vote of **4 ayes** and **0 nays**:

1. Resolved to make the following appointments for 2008:

Deputy Supervisor	Peter Cipkowski
Budget Officer	Arthur Baer
Town Attorney	Nelson Alford, Jr.
Accountant	Mark Fitzgerald
Building Inspector/CEO	John Florio
Deputy Building Inspector	Peter Goldman
Zoning Enforcement Officer	Edward Ferratto
Town Historian	Herbert Parmet
Dog Control Officer	Wes Powell
Town Kennels	Columbia – Greene Humane Society
Town Constable	Gerald Brusie
Registrar of Vital Statistics	Julie Kane
Chair, Highway Committee	Carmen Barbato
Chair, Sewer Committee	August Sena
Chair, Parks and Recreation Committee	Peter Cipkowski
Chair, Communications Committee	Ann Baldwin
Youth Director	Lauren Avenia
Designated Official Newspaper	The Independent
Designated Bank Depository	First Niagara Bank

2. *Resolved to* establish a reimbursement rate of \$0.405 per mile for all official town business.
3. *Resolved to* give the Highway Superintendent authority to purchase up to \$1,500 in new equipment without the authorization of the Town Board.
4. *Resolved to* give the Highway Superintendent permission to bid, as necessary, materials such as calcium chloride and gravel.
5. *Resolved to* allow the Highway Superintendent to share equipment with other municipalities as necessary.
6. *Resolved to* fix salaries and pay intervals for town employees and pay frequency for utility vendors as follows:

Highway Superintendent	Richard Briggs	\$ 50,599	Bi-weekly
Highway Employees	Foreman	\$ 17.99/hour	Bi-weekly
	Deputy Hwy. Supt.	\$ 17.03/hour	Bi-weekly
	MEO	\$ 15.49/hour	Bi-weekly
	Laborer	\$ 14.74/hour	Bi-weekly
	Part-time Laborer	\$ 11.16/hour	Bi-weekly
Court Clerk & Assistant to the Assessor	Jan Keefner	\$ 26,700	Bi-weekly
Accountant	Mark Fitzgerald	\$ 13,500	Monthly
Assessor	Pamela Cook	\$ 25,149	Monthly
Building Inspector / CEO	John Florio	\$ 19,375	Monthly
CEO Clerk	Theresa Kisslebrack	\$16 / hour	Monthly
Deputy CEO	Peter Goldman	\$ 6,728	Monthly
Dog Control Officer	Wes Powell	\$ 2,893	Monthly
Planning Secretary	Robina Ward	\$ 4,657	Monthly
Supervisor	Arthur Baer	\$10,715	Monthly
Tax Collector	Joseph Hanselman, Jr.	\$ 4,015	Monthly: Jan., Feb., Mar., Apr., Dec.
Town Attorney	Nelson R. Alford, Jr.	\$ 185/hour, litigation \$ 175/hour, non-litigation	Monthly
Town Clerk	Julie Kane	\$ 15,525	Monthly
Zoning Enforcement Officer	Edward Ferratto	\$ 19,250	Monthly
Councilperson	Carmen Barbato	\$ 3,867	Quarterly
Councilperson	Ann Baldwin	\$ 3,867	Quarterly
Councilperson	Peter Cipkowski	\$ 3,867	Quarterly
Councilperson	August Sena	\$ 3,867	Quarterly
Town Justice	Juliette Crill	\$ 8,667	Quarterly
Town Justice	Russ Immarigeon	\$ 8,667	Quarterly
Youth Director	Lauren Avenia	\$ 4,111	Quarterly
Budget Officer	Arthur Baer	\$ 500	Annually
Constable	Gerald Brusie	\$ 150	Annually
Registrar of Vital Records	Julie Kane	\$ 290	Annually
Historian	Herbert Parmet	\$ 200	Annually
Board of Assessment Review	Craig Norton Mary Ann Foote Frederick Laing	\$ 60 / meeting	After grievance

Telephone	Town Hall, Garage, Justices, Emergency Line		When due
Electric	Town Hall, Garage, Street Lights, Ball Field		When due

7. *Resolved that* all accounts must be submitted to the Board on a monthly basis.
8. *Resolved that* bills must be presented no later than two (2) working days before the regular monthly business meeting.
9. *Resolved that* regular Town Board meetings will be scheduled for the third Tuesday of every month at 7:30 pm.

V. Other Business

- a) Mr. Briggs, Highway Superintendent, asked the Board for permission to begin the process of requesting bids for a new front end loader. On a motion of **Ms. Baldwin**, seconded by **Mr. Barbato**, the following motion was

Adopted by a vote of a vote of **4 ayes** and **0 nays**:

To authorize the Highway Superintendent to prepare a Request for Bids for the purchase of a front end loader.

- b) Ms. Baldwin proposed that a programmable thermostat be installed on the first floor of the Town Hall. After discussion, it was agreed that Mr. Powell would purchase a thermostat from Herrington’s and install it, billing the Town for his time.
- c) Supervisor Baer stated that he and Mr. Sena had met with the New York State Office of Small Cities, asking to extend the period of the existing grant so funds would not be lost, and to “flip” the grant from Affordable Housing to Public Facilities. They also submitted charges of \$70,000 against the grant. He continued that the Town will be allowed to make the change to a Public Facilities grant and that we will be reimbursed for all expenses, not just those related to residents’ houses. When the current grant has been mostly drawn down, they would be pleased to meet with us to how to modify our grant application so that it can be successfully resubmitted for another \$400,000.
- d) Ms. Baldwin reported that the Communications Committee had met the previous evening and that it was willing to create and distribute a quarterly newsletter. Distribution would be electronic, with hard copies available at the Town hall. The Committee also asked if the Town Seal, created by Chris Kersten, could be modified so that “Hillsdale” would be at the top. The consensus of the Board was that it could be modified.
- e) Mr. Baer announced that he had received a request from Lori Schafer for a Town Agricultural Map so that a map of farms could be created for use with the Farmers’ Market.
- f) Mr. Baer stated that he would convene a public hearing before the January Town Board meeting to receive comments on the proposed modification to Local Law

#2 - 2006 No Parking Town Highway to prohibit parking on certain streets, especially Cold Water Street, during snow storms.

- g) A general discussion was held of the Town's responsibility when plowed snow pushes over a mailbox. It was generally agreed that the Town was only responsible when the plow actually hits a mailbox.
- h) The Town Clerk presented the 2008 Contract between the Town and The Roe-Jan Area Young-at-Heartners. On a motion of **Mr. Sena**, seconded by **Ms. Baldwin**, the following motion was

Adopted by a vote of a vote of **4 ayes** and **0 nays**:

That the Town enter into a contract with the Roe-Jan Area Young-at-Heartners authorizing them to appoint a delegate and alternate to represent Hillsdale on the Columbia County Council of the Aging and agreeing that the Town will contribute \$500 in 2008 to the Young-at-Heartners to be used for adult recreation and education.

Mr. Baer signed the contract as Supervisor.

- i) Mr. Baer announced that he has started his new responsibilities as County Supervisor requiring him to be in Hudson 8:30 – 4:00, Monday through Friday. He will be in his office in Hillsdale at odd hours. Mr. Sena will take on more responsibility in getting reimbursements for the sewer project. Mr. Cipkowski will be the Deputy Supervisor for 2008. There is a need to get additional people on the signature card at the bank.
- j) Mr. Baer announced that Wayne Miller has been appointed the second person from Copake to serve on the Roe-Jan Park Committee.

VI. Adjournment

On a motion of **Mr. Sena**, seconded by **Mr. Cipkowski**,

Adopted by a vote of a vote of **4 ayes** and **0 nays**:

Supervisor Baer adjourned the meeting at **8:45 pm**.

Minutes submitted by: Julie Kane, Hillsdale Town Clerk