The 2020 Organizational Meeting of the Town of Hurley was convened at 6:00PM on January 2, 2020 at the Town Hall

Presiding: Supervisor John Perry

Town Board members present: Councilman Humphries, Councilwoman Zell, Councilwoman McKnight, Highway Superintendent Shultis and 8 members of the public.

#### **RESOLUTION #2020-1:**

#### **OFFICIAL NEWSPAPER**

Offered by Supervisor Perry

Seconded by Councilman Humphries

RESOLVED that the Daily Freeman be designated the Official Newspaper for the Town of Hurley for 2020.

All Voted Aye

#### **RESOLUTION # 2020-2:**

#### **DESIGNATION OF DEPOSITORIES**

Offered by Councilwoman McKnight

Seconded by Supervisor Perry

RESOLVED that the Town Board of the Town of Hurley, pursuant to Section 64 of the Town Law, does hereby designate Bank of Greene County, 2 Miron Lane Kingston and as the depositories for the funds of the Supervisor and the Town Clerk/Tax Collector for 2020.

All Voted Aye

#### **RESOLUTION #2020-3:**

#### HIRING OF ATTORNEY

Offered by Councilman Humphries

Seconded by Councilwoman Zell

RESOLVED to hire Matthew Jankowski as general legal consultant of the Town Board for 2020.

All Voted Aye

# RESOLUTION #2020-4:

# APPOINTMENT OF MUNICIPAL CODE OFFICER (BI II & MS4 OFFICER)

Offered by Supervisor Perry

Seconded by Councilwoman Zell

RESOLVED to appoint Glenn Hoffstatter as Municipal Code Officer (BI II & MS4 Officer) for 2020.

All Voted Aye

#### **RESOLUTION #2020-5:**

### STIPEND FOR MUNICIPAL CODE OFFICE

Offered by Councilwoman Zell Seconded by Supervisor Perry BE IT RESOLVED to pay Code Enforcement Officer, Glenn Hoffstatter, a stipend of \$1500.00, in equal installments for added duties of reporting and committee assignments for the ye

### **RESOLUTION #2020-6:**

### **Appointment of Leachate Monitors**

Offered by Councilwoman McKnight

Seconded by Supervisor Perry

BE IT RESOLVED to appoint Fred Klun and Charles O'Keefe inspectors of the leachate and recording of the data with a stipend of \$500.00 each for the year 2020.

This Resolution was tabled

# RESOLUTION #2020-7: APPOINTMENT OF BOOKKEEPER AND ACCOUNTANT

Offered by Councilman Humphries

Seconded by Councilwoman Zell

RESOLVED to appoint Sickler, Torchia, Allen & Churchill as bookkeeper and accountant for the year 2020.

All Voted Aye

RESOLUTION #2020-8: APPOINTMENT OF RECREATION SECRETARY

Offered by Supervisor Perry Offered by Councilwoman Zell

RESOLVED to appoint Shirley Paley as Recreation Secretary for year 2020

All Voted Ave

**RESOLUTION #2020-9:** APPOINTMENT OF HISTORIAN FOR HURLEY

Offered by Councilwoman Zell

Seconded by Councilwoman McKnight

RESOLVED to appoint James Decker as Historian for the year 2020.

All Voted Aye

RESOLUTION #2020-10: APPOINTMENT OF SPCA FOR ANIMAL CONTROL

Offered by Councilwoman McKnight

Seconded by Councilwoman Zell

RESOLVED to appoint SPCA and as Dog Control Officer for the year 2020.

All Voted Aye

**RESOLUTION #2020 11:** APPOINTMENT OF ASSESSOR

Offered by Councilman Humphries Seconded by Councilwoman McKnight

RESOLVED to appoint Brittney Balfe as Single Appointed Assessor for the year 2020. All Voted Aye

**RESOLUTION #2020-12:** APPOINTMENT OF TOWN ENGINEER

Offered by Supervisor Perry Seconded by

RESOLVED to appoint the company of Brinnier and Larios as Town Engineers for the year 2020.

This Resolution was tabled

**RESOLUTION #2020-13: APPOINTMENT OF Maintenance Worker** 

Offered by Councilwoman Zell

Seconded by Supervisor Perry

BE IT RESOLVED to appoint Charles O'Keefe as the town's maintenance worker for the year 2020

All Voted Aye

RESOLUTION #2020-14: APPOINTMENT OF TRANSFER STATION MANAGER

Offered by Councilwoman McKnight Seconded by Supervisor Perry

RESOLVED to appoint Robert Mathisen as Transfer Station Operator for the year 2020.

All Voted Aye

RESOLUTION #2020-15: APPOINTMENT OF TRANSFER STATION **ATTENDANTS** 

Offered by Councilman Humphries

Seconded by Councilwoman Zell

RESOLVED to appoint Francis Fisher, , Javier Perez and Robert Comerford, Ash Devens and Howard Whittaker as the Transfer Station Attendants for the year 2020. All Voted Aye

APPOINTMENT OF DEPUTY TOWN CLERK **RESOLUTION #2020-16:** 

Offered by Supervisor Perry Seconded by Councilwoman Zell RESOLVED to appoint Doreen Meyer, Deputy Town Clerk #1 for the year 2020.

All Voted Aye

RESOLUTION #2020-17: APPOINTMENT OF REGISTRAR OF VITAL STATISTICS & DEPUTY

Offered by Councilwoman Zell

Seconded by Supervisor Perry

RESOLVED to appoint Judy Mayhon Registrar of Vital Statistics and Doreen Meyer Deputy Registrar of Vital Statistics for the year 2020.

All Voted Aye

# RESOLUTION #2020-18: APPOINTMENT OF RECORDS MANAGEMENT OFFICER

Offered by Councilwoman McKnight

Seconded by Councilwoman Zell

RESOLVED that Judy Mayhon be appointed Records Management Officer for the year 2020.

All Voted Aye

#### **RESOLUITION #2020-19:**

**Appointment Fixed Assets Officer** 

Offered by Councilman Humphries

Seconded by Councilwoman Zell

BE IT RESOLVED to appoint Judy Mayhon the Fixed Assets Officer for the year 2020

All Voted Aye

# RESOLUTION #2020-20: ANNUAL SALARIES FOR THE YEAR 2020 Offered by Supervisor Perry Seconded by Councilman Humphries

Supervisor John Perry	\$28,000.00
Councilman Michael Boms	\$ 5,700.00
Councilwoman Barbara Zell	\$ 5,700.00
Councilman Melinda McKnight	\$ 5,700.00
Councilman Peter Humphries	\$ 5,700.00
Town Clerk/Tax Collector, Judy Mayhon	\$46,534.00
Town Justice, John E. Parker	\$18,889.00
Town Justice, Roy Hochberg	\$18,889.00
Assessor/Chairman Brittany Balfe	\$44,571.00
Highway Superintendent, Michael Shultis	\$52,132.00
Municipal Code Officer/BII & MS4 Officer, Glenn Hoffstatter	\$56,244.00
Financial Officer, John Perry	\$5,000.00
Bookkeeper/Accountant/Payroll Torchia, Allen, Sickler & Churchill	\$4,395/month
Transfer Station Operator, Robert Mathisen	\$16.20/ hour
Transfer Station Attendant, Ash Devens	\$12.00/hour
Transfer Station Attendant, Javier Perez	\$13.70/hour
Transfer Station Attendants, Francis Fisher	\$13.25/hour
Transfer Station Attendant, Robert Comerford	\$12.00/hour
Transfer Station Attendant, Howard Whittaker	\$12.00/hour
Fixed Assets Officer Judy Mayhon	\$250.00/year
Town Historian, James Decker	\$129.16 month
General Legal Consultant, Matthew Jankowski	\$12,000/year
Court Traffic Prosecutor Matt Jankowski	\$150.00 hour
Court Traffic Prosecutor Dana Blackmon	\$150.00 hour
Town Planner, Alan Sorensen	\$130/hour-Town
	\$140/hour-PB

All Voted Aye

RESOLUTION #2020-21: HOURLY RATE FOR CLERICAL PERSONNEL

Offered by Councilwoman Zell

Seconded by Councilwoman McKnight

Deputy Clerk #1 Doreen Meyer Clerk to Justice #1 Erma Moore	\$13.92/hour \$16.40hour
	* * *
Clerk to Justice #2 Jennifer Schimmrich	\$14.07 /hour
Court Security Officer (pt) Oliver Potter	\$14.58/hour
Court Security Officer (pt) Miles Schillinger	\$14.58/hour
Assessment Field Worker Dawn Wiacek	\$14.38/hour
Assessor's Aide #1 Charleen Roy-Cornelison	\$11.80/ho
aSecretary to the Zoning Board Doris Alden	\$14.84hour
Secretary to the Planning Board Lisa Mance	\$14.84/hour
Secretary to the Supervisor Joanne Hoban	\$15.34/hour
Recreation Secretary (pt) Shirley Paley	\$12.75/hour
All other Clerical Secretaries	\$11.80/hour
Park Custodian:	\$120/week (in season)
	\$ 60/week (off season)
Maintenance Worker – Charles O'Keefe	\$15.00/hour

#### Contractual Snow Plowers

Pick up with 7' - 8' plow = \$ 45/hour 1 ton with 9' plow = \$ 50/hour Any vehicle with sander = +\$12/hour

All Voted Aye

# RESOLUTION#2020-22: DELEGATES TO THE ASSOCIATION OF TOWNS MEETING

Offered by Councilwoman McKnight

Seconded by Councilman Humphries

RESOLVED that John Perry be appointed Delegate to the Association of Towns Meeting, and Barbara Zell be the alternate Delegate.

### All Voted Aye

# RESOLUTION #2020-23: TO SET HIGHWAY EMPLOYEES RATES

Offered by Councilman Humphries

Seconded by Supervisor Perry

RESOLVED that highway employees be paid at a rate agreed upon with UPSEU (United Public Service Employees Union)

### All Voted Aye

#### **RESOLUTION #2020-24:**

**MILEAGE RATE** 

Offered by Supervisor Perry

Seconded by Councilman Humphries

RESOLVED that the mileage rate be \$.45/mile for the year 2020.

All Voted Aye

### **RESOLUTION #2020-25:** MONTHLY CONTRACTUAL EXPENSES

Offered by Seconded by Councilwoman Zell Sec

Seconded by Councilman Humphries

RESOLVED that monthly expense vouchers be submitted for auditing at the Town Clerks office by 2:00PM on the Friday before the monthly Agenda meeting and that monthly expenses must be paid the following month from time incurred. No vouchers voted down will be presented for re-vote without Town Board approval.

All Voted Aye

#### **RESOLUTION #2020-26:** TOWN BOARD MEETING LOCATIONS & DATES

Offered by Councilwoman McKnight

Seconded by Councilman Humphries

Whereas the Town of Hurley has purchased a Town Hall for the purpose of conducting Town business and that all records and equipment is stored at the Hurley Town Hall. Now

therefore be it resolved that all Agenda and Town Hall meetings will be held at the Hurley Town Hall unless changed by Town Resolution.

RESOLVED that the Town Board meetings start at 7:00 p.m. at the Hurley Town Hall, Jan. 27, Feb. 24, Mar. 23., Apr. 27, May 26, June 22, July 27, Aug. 24, Sept 29. Oct 26., Nov. 23 and Dec. 28.

BE IT FURTHER RESOLVED that the monthly Workshop Agenda Meetings will be held at the Hurley Town Hall at 7 PM; Jan.21 , Feb.18 Mar.16 , Apr.20 May 18, June 15, July 20 Aug. 17, Sept. 21, Oct.19, Nov 16 .and Dec. 21

BE IT FURTHER RESOLVED that the Annual Audit Meeting be held Dec. 29 at 7:00 p.m. at the Town Hall offices.

All Voted Aye

#### RESOLUTION #2020-27: RECYCLING CENTER HOURS AND RATES

Offered by Councilwoman Humphries

Seconded by Supervisor Perry

RESOLVED that the Recycling Center be open on Monday, Tuesday, Friday & Saturday, and charge \$.015 (cents) per pound to the nearest .025 (cents)

All Voted Aye

# RESOLUTION #2020-28: TOWN BOARD MINUTES SHOULD BE SENT TO FOLLOWING:

Offered by Supervisor Perry

Seconded by Councilwoman Zell

RESOLVED that the Town Clerk send copies of the Town Board minutes to the following: Town Board Members, Attorney, Zoning Board, Planning Board, Youth Recreation Commission, Highway Superintendent, Zoning/Code Enforcement Officer, Ethics Committee, Bookkeeping, both Town Justices, Assessor, Chairman of the Recycling Committee, Conservation Advisory Committee, Historic Preservation Advisory Committee, Transfer Station Manager and Historian and post on the Town web site within tow weeks after the meeting.

All Voted Aye

#### RESOLUTION #2020-29:

### CLAIMS, BILLS, VOUCHERS ETC.

Offered by Seconded by Councilwoman Zell

**Supervisor Perry** 

RESOLVED that all claims, bills, vouchers etc. must be submitted to the Town Clerk on the Friday before each monthly Agenda Meeting for review by the Town Board. All Claims or Vouchers must be accompanied with purchase bills or receipts of purchased items and also signed and dated by Department Heads where applicable.

All Voted Aye

# RESOLUTION #2020-30: HIGHWAY SUPERINTENDENT'S WARRANT SHEET

Offered by Councilwoman McKnight Seconded by Councilman Humphries

RESOLVED that the Superintendent of Highways shall submit to the Supervisor on the Friday before each monthly Agenda Meeting a copy of the Warrant Sheet of Highway Claims. Also, The Superintendent of Highways shall use the purchase order form system. Copies of the warrant sheet must be presented to the Town Board for audit.

All Voted Aye

# **RESOLUTION #2020-31:** SUPERVISORS COMMITTEES AND APPOINTMENTS Offered by Councilman Humphries Seconded by Councilwoman McKnight

Recreation Michael Boms

Preservation Barbara Zell Melinda McKnight Environmental **Transfer Station** Peter Humphries Justices Barbara Zell Building and Fire Codes Peter Humphries Planning Board Michael Boms Melinda McKnight **ZBA** Safety Peter Humphries

Assessors

Insurance\Finance
Insurance\Finance
Retirement\Pensions
John Perry
Town Assets
John Perry
Highways
Peter Humphries
Publicity
John Perry

Buildings\Properties All Board Members
Architectural Review Committee Melinda McKnight
UC Department of Transportation Council Peter Humphries
All Voted Aye

RESOLUTION #2020-32: APPOINTED BOARDS AND THEIR MEMBERS

Offered by Supervisor Perry Seconded by Councilwoman McKnight

# PLANNING BOARD MEMBERS AND THEIR TERMS EXPIRATION DATE

Robert Kellar	12/31/2020
Karl Brueckner	12/31/2026
Diana Cline	12/31/2023
Ray Palmer	12/31/2024
Henry Gleich	12/31/2023
Wayne Rice	12/31/2022
Mitchen Cohen(chair)	12/31/2024

#### ZONING BOARD OF APPEALS MEMBERS AND THEIR TERMS EXPIRATION

Arthur Bowen	12/31/2020
Abby Gross	12/31/2021
Josh Vogt (chair)	12/31/2026
Orin Shands	12/31/2023
Len Waters	12/31/2022
Gerard Greaves	12/31/2023
Jana Martin	12/31/2024

# ASSESSMENT BOARD OF REVIEW AND THEIR TERMS EXPIRATION DATE

Grievance Day - \$100 per year Deliberation - \$100 per year

Secretary - \$25.00 School - \$25.00

Michael DiBattista 9/30/2022 Douglas Eighmey 9/30/2023 Leslie Rice 9/30/2024 Wendy Williams 9/30/2020

# YOUTH RECREATION BOARD AND THEIR TERMS EXPIRATION DATE

Shirley Paley (Secretary) 12/31/2020 Mary Sayut 12/31/2020 Diana Cline (Chair) 12/31/2023 Elizabeth Unterman 12/31/2022

#### CONSERVATION ADVISORY COMMITTEE AND THEIR EXPIRATION DATES

Joan Paccione, Chair	12/31/2024
Kristen Schara	12/31/2020
David Yozzo	12/31/2021
Tony Bonavist	12/31/2022
Ralph Durham	12/31/2025
Nancy Johnson	12/31/2023
Andrew Shapiro	12/31/2028

# PRESERVATION COMMISSION AND THEIR EXPIRATION DATE

Jim Decker	12/31/2022
Frank Dunn (Chair)	12/31/2023
John Krenek	12/31/2021
Garrett Roche	12/31/2020
Scott Davis	12/31/2024

#### ETHICS COMMITTEE

Glen Decker	12/31/2022
Wendy Hennessy	12/31/2022
Peter McKnight	12/312021
Judy Alexander	12/31/2021
Michael DiBattista	12/31/2020

All Voted Aye

#### **RESOLUTION #2020-33:**

#### **HOLIDAY OFFICE CLOSINGS**

Offered by Councilwoman McKnight

Seconded by Councilwoman Zell

BE IT RESOLVED to close for town holidays on

- 1. New Year's Day
- 2. Martin Luther King Day
- 3. Presidents' Day
- Fresidents Day
   Memorial Day
   Independence Day
   Labor Day
   Columbus Day

- 8. Veterans' Day9. Thanksgiving Day
- 10. Christmas Eve (12pm-5pm)
- 11. Christmas Day
- 12. New Year's Eve (12pm-5pm)

All Voted Aye

#### **RESOLUTION #2020-34:**

#### PAYMENT OF CLAIMS PRIOR TO AUDIT

Offered by Councilwoman Zell

Seconded by Councilman

BE IT RESOLVED to authorize the payment of claims prior to audit for the following: public utility services (such as electric, gas, telephone, cell phone) postage, freight, express charges, health and dental insurance, and payroll related expenses.

All Voted Aye

RESOLUTION #2020-35:

TOWN OFFICIALS AND THEIR ADDRESSES

Supervisor:Town Clerk/Tax CollectorTown Justice:John PerryJudy MayhonRoy Hochberg126 Sunset Terrace188 Old Route 209402 Old Route 28Hurley, NY 12443Hurley, NY 12443Glenford, NY 12433

Town Justice:Assessor:Councilwoman:John E. ParkerBrittany BalfeMichael Boms374 St. Rt. 28A1097 County Route3 Norbert CourtHurley, NY 12443Livingston, NY 12541Hurley, NY 12443

Councilman:Councilman:Councilwoman:Peter HumphriesMelinda McKnightBarbara Zell22 Tanglewood Rd60 Holland Drive237 Thomas StreetWest Hurley, NY 12443West Hurley, NY 12491Hurley, NY 12443

Highway Superintendent Michael Shultis 1 Shultis Lane Hurley, NY 12443

All Voted Aye

#### **RESOLUTION #2020-36**:

### **INVESTMENT POLICY**

Offered by Councilwoman Zell

Seconded by Supervisor Perry

BE IT RESOLVED TO re-adopt Resolution #108, dated August 19, 1996 which approves the Town of Hurley Investment Policy.

All Voted Aye SET PROCUREMENT POLICY

**RESOLUTION #2020-37**: Offered by Supervisor Perry

BE IT RESOLVED that the procurement and investment policies for the Town of

Hurley as described in the January 3, 2013 resolution of the Town Board shall remain in effect but with the revisions authorized by the New York State Comptroller that exempt from the bidding process:

- Purchase contracts involving expenditures of \$20,000 or less
- Contracts for public work involving expenditures of \$35,000 or less, and
- Professional services and other procurements not required by law to be competitively bid.

The Resolution was tabled

# **RESOLUTION #2020-38:**

#### **HIRE PLANNING CONSULTANT FOR 2020**

Offered by Councilman Humphries

Seconded by Supervisor Perry

RESOLVED to hire Alan Sorensen as the Planning Board Consultant for the year 2020..

#### **RESOLUTION #2020-39:**

# STIPEND FOR DEPUTY HIGHWAY SUPERINTENDENT

Offered by Supervisor Perry

Seconded by

RESOLVED to the Deputy Highway Superintendent a yearly stipend of \$500.00 to be paid in equal installments.

This Resolution was tabled

#### **RESOLUTION #2020-40:**

#### STIPEND FOR SUPERVISOR'S SECRETARY

Offered by Councilwoman Zell

Seconded by Councilwoman McKnight

RESOLVED to pay the Supervisor's Secretary a yearly stipend of \$500.for Human Resources duties to be paid in equal installments.

All Voted Aye

**RESOLUTION #2020-41:** 

ESTABLISH HRA ACCOUNT

Offered by Councilman Humphries

Seconded by Councilwoman Zell

RESOLVED to establish an Health Reimbursement Arrangement (HRA) for Supervisor John Perry, Code Enforcement Officer Glenn Hoffstatter and Highway employees hired after 12/31/2019.

All Voted Aye

**RESOLUTION #2020-:42** 

SUPERVISOR'S APPOINTMENT OF DEPUTY

Offered by Councilman Humphries

Seconded by Councilman

RESOLVED to appoint Barbara Zell as Deputy Supervisor for the year 2020.

All Voted Aye

**RESOLUTION #2020-43:** 

Offered by Councilman La Clair

TOWN HALL MEETING AT WH

Seconded by Supervisor Perry

BE IT RESOLVED to hold a Town Hall Meeting at the West Hurley Fire House six times during 2020. Dates to be determined by the West Hurley Fire Commission.

All Voted Aye

**RESOLUTION #2020-44:** 

ETHICS COMMITTEE ANNUAL MEEETING

Offered by Councilwoman McKnight

Seconded by Councilwoman Zell

RESOLVED to establish the second Tuesday in January as the first Ethics Committee meeting of each year.

All Voted Aye

**RESOLUTION #2020-45:** 

ESTABLISHING AN ARCHITECTURAL REVIEW COMMITTEE

Offered by Councilman Humphries

Seconded by Councilwoman Zell

BE IT RESOLVED to establish an advisory Architectural Review Committee with Architect Frank Dunn, and Urban Planner, Meghan Miller.

All Voted Aye

**RESOLUTION #2020-46:** 

HIRE OUTSIDE FIRM FOR INVESTGATIVE SERVICES

Offered by Supervisor Perry

Seconded by Councilwoman Zell

WHEREAS, the Town of Hurley feels the need for a complete outside source and skilled counselors to perform both the NY State mandatory Sexual harassment, workplace violence, sensitivity, discrimination as well as any other pertinent training's. And the investigative services needed to complete the discrimination issues at the Town Highway Department, and

WHEREAS, the law firm of Roemer Wallens Gold and Mineaux LLP have been highly recommended by both Nina Dawson the UC Commissioner of Human Rights, and the Town

Attorney Matt Jankowski to perform these services at a cost to be determined once a full investigation and the mandatory training are completed.

THEREFORE, BE IT RESOLVED to hire the Law Firm of Roemer Wallens Gold and Mineaux LLP.

All Voted Aye

Motion to adjourn was made by Supervisor Perry and seconded by Councilwoman McKnight

Judy Mayhon, Town Clerk