

**The 2024 Organizational Meeting of the Town of Hurley was convened at 6:00 PM on January 4, 2024 at the Town of Hurley Town Hall.**

*Presiding:* Supervisor Michael Boms

*Councilmembers present:* Diana Cline, Deb Dougherty, Gregory Simpson

**Resolution #2024 – 03**

**Date: January 4, 2024**

Offered by \_\_\_\_\_ Seconded by \_\_\_\_\_

**Office of the Town Supervisor**

As per Town Law, the Supervisor as an elected official appointed the following positions:

<b>Deputy Supervisor</b> (Unclassified)	<b>TBD</b>
<b>Budget Officer</b> - (Civil Service - Exempt)	<b>John Perry</b>
<b>Secretary to Supervisor</b> - (Civil Service - Exempt)	<b>Samara Genee</b>

1. **RESOLVED**, that a person to be determined in the position of **Deputy Supervisor** be paid an annual salary of **\$2,500**. Budget Code A1220.1 for \$2,500.00.
2. **RESOLVED**, that **John Perry** in the position of **Budget Officer** (Civil Service #0780 - Exempt) be paid an annual salary of **\$5,000**. Budget Code A1340.1 for \$5,000.00.
3. **RESOLVED**, that **Samara Genee** in the full-time position of **Secretary to Supervisor** (Civil Service #5860 - Exempt) be paid at the hourly rate of **\$19.00** per hour for 40 hours per week (2080 hours annually). Budget Code A1220.1 for \$39,520.
4. **RESOLVED**, that **Leslie McKewan** is appointed (provisionally) to the full-time position of **Municipal Bookkeeper** (Civil Service #4400 - Competitive) at the hourly rate of **\$17.51** per hour for 40 hours per week (2080 hours annually). Budget Code A1220.1 for \$36,426.
5. **RESOLVED**, that **James Herdman** is appointed to the part-time position of **Laborer** (Civil Service #3800 - Labor) at the hourly rate of **\$30.00** per hour for 20 hours per week (1040 hours annually). Budget Code A1220.1 for \$31,200.
6. **RESOLVED**, that **Michael Boms** is appointed **Delegate to the Association of Towns Annual Meeting**, and **John Perry** is appointed **Alternate Delegate**, for calendar year 2024.

## Office of the Town Clerk

As per Town Law, the Town Clerk as an elected official appointed the following positions:

7. **Deputy Town Clerk / Deputy Registrar** - Part-Time (Civil Service - Exempt) Doreen Meyer
8. **Deputy Town Clerk / Deputy Registrar** - Part-Time (Civil Service - Exempt) Wendy Trojak
9. **RESOLVED**, that **Doreen Meyer** in the part-time position of **Deputy Town Clerk** (Civil Service #2480 - Exempt) be paid at the hourly rate of **\$17.00** per hour for 15 hours per week (780 hours annually). Budget Code A1410.1 for \$13,260.
10. **RESOLVED**, that **Wendy Trojak** in the part-time position of **Deputy Town Clerk** (Civil Service #2480 - Exempt) be paid at the hourly rate of **\$17.00** per hour for 15 hours per week (780 hours annually). Budget Code A1410.1 for \$13,260.
11. **RESOLVED**, that **Tracy Kellogg** is appointed as the **Fixed Assets Manager** at the annual salary of **\$250**. Budget Code A1225.1 for \$250.00.
12. **RESOLVED**, that **Tracy Kellogg** is appointed as the **Records Management Officer** for calendar year 2024 with no additional compensation. Budget Code A1460.
13. **RESOLVED**, that **Tracy Kellogg** is appointed to **Registrar of Vital Statistics** (Civil Service #5520 - Non-Competitive) at the annual salary of **\$250**. Budget Code A4020.1 for \$250.

## Justice Court

14. **RESOLVED**, that **Erma Moore** is re-appointed – with the advice and consent of the Town Justices – to the part-time position of **Clerk to Justice** (Civil Service #1370 - Exempt) at the hourly rate of **\$22.00** per hour for 30 hours per week (1560 hours annually). Budget Code A1110.1 for \$34,320.
15. **RESOLVED**, that **Mark Grimes** and **Doug Hoyt** are designated as part-time **Town Court Security Officers** (Civil Service # ) at the hourly rate of \$25.00 per hour with a minimum of 3 hours at a time. Budget Code A1110.1.

## **Highway Department**

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

- 16. RESOLVED**, that **John Wiacek** is re-appointed to the full-time position of **Deputy Highway Superintendent** (Civil Service #2360 - Exempt) at the annual salary of **\$2,500**. Budget Code A5010.1 for \$2,500.
- 17. RESOLVED**, that **Michele Bergenn** is re-appointed to the full-time position of **Secretary to Highway Superintendent** (Civil Service #5885 - Exempt) at the hourly rate of **\$20.00** per hour for 40 hours per week (2080 hours annually). Budget Code A5010.1 for \$41,600.
- 18. RESOLVED**, that the wage rates of bargaining unit employees in the Highway Department are as negotiated in the Collective Bargaining Agreement with the United Public Service Employees Union.
- 19. RESOLVED**, that contractual snow plowers hourly rates are as follows:

Pick up with 7' – 8' plow	\$45.00/hour
1 ton with 9' plow	\$50.00/hour
Any vehicle with sander	\$12.00/hour

## **Building Department**

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

- 20. RESOLVED**, that Town Board Member **Deb Dougherty** is appointed as **liaison** to the Town's **Building Department** for calendar year 2024.
- 21. RESOLVED**, that **Paul Economos** is appointed (provisionally) to the full-time position of **Municipal Code Officer/Building Inspector II** (Civil Service #4440 - Competitive) at the hourly rate of \$36.05 per hour for 40 hours per week (2080 hours annually). Budget Code A3620.1 for \$75,000.
- 22. RESOLVED**, that **Troy Ashdown** is appointed to the part-time position of **Municipal Code Officer/Building Inspector I** (Civil Service #4430 - Non-Competitive) at the hourly rate of **\$33.00** per hour for 20 hours per week (1040 hours annually). Budget Code A3620.1 for \$34,320.
- 23. RESOLVED**, that **Harold Castellano** is appointed to the part-time position of **Municipal Code Officer/Building Inspector I** (Civil Service #4430 - Non-Competitive) at the hourly rate of **\$32.00** per hour for 21 hours per week (1092 hours annually). Budget Code A3620.1 for \$33,280.

**24. RESOLVED**, that **Erin Stewart** is appointed (provisionally) to the part-time position of **Municipal Code Aide** (Civil Service #4408 - Competitive) be paid at the hourly rate of **\$17.00** per hour for 30 hours per week (1560 hours annually). Budget Code A3620.1 for \$26,520.

## Transfer Station

25. **RESOLVED**, that **Javier Perez** is re-appointed to the full-time position of **Transfer Station Operator** (Civil Service #7405 - Non-Competitive) at the hourly rate of **\$22.00** per hour for 40 hours per week (2080 hours annually). Budget Code A8160.1 for \$45,760.00.
26. **RESOLVED**, that **Daniel Perez** is re-appointed to the full-time position of **Transfer Station Attendant** (Civil Service #7401 - Labor) at the hourly rate of **\$19.00** per hour for 40 hours per week (2080 hours annually). Budget Code A8160.1 for \$39,520.
27. **RESOLVED**, that **Gabriel Perez** is re-appointed to the full-time position of **Transfer Station Attendant** (Civil Service #7401 - Labor) at the hourly rate of **\$19.00** per hour for 40 hours per week (2080 hours annually). Budget Code A8160.1 for \$39,520.
28. **RESOLVED**, that **Kyle Kinney** is re-appointed to the part-time position of **Transfer Station Attendant** (Civil Service #7401 - Labor) at the hourly rate of **\$15.50** per hour for 20 hours per week (1040 hours annually). Budget Code A8160.1 for \$16,120.

## Other Town Offices

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

29. **RESOLVED**, that **Brittany Santarelli** in the full-time position of **Assessor** (Civil Service #0210 - Non-Competitive) be paid at the annual salary of **\$48,000**. Budget Code A1355.1 for \$48,000.
30. **RESOLVED**, that **Patty Smith** is appointed to the part-time position of **Assessor's Aide** (Civil Service #0220 - Non-Competitive) at the hourly rate of **\$17.00** per hour for 10 hours per week (520 hours annually). Budget Code A1355.1 for \$8,840.
31. **RESOLVED**, that **Maggie Colan** in the part-time position of **Secretary to the Planning Board** (Civil Service #5830 - Exempt) be paid at the hourly rate of **\$17.00** per hour for 17 hours per week (884 hours annually). Budget Code A8020.1 for \$15,028.
32. **RESOLVED**, that **person to be appointed at a later date** to the part-time position of **Secretary to the Zoning Board of Appeals** (Civil Service #5900 - Exempt) be paid at the hourly rate of **\$17.00** per hour for 10 hours per week (520 hours annually). Budget Code A8010.1 for \$8,840.
33. **RESOLVED**, that **James Decker** is re-appointed to the part-time position of **Town Historian** (Civil Service #7340 - Non-Competitive) at the monthly salary of **\$250 per month**. Budget Code A7510.1 for \$3,000.00.

## Elected Officials

Supervisor Michael Boms offered the following reorganization meeting resolution and moved its adoption.

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

Supervisor Michael Boms	\$28,000	Term: 12/31/2025
Town Board Member Diana Cline	\$6,000	Term: 12/31/2027
Town Board Member Gregory Simpson	\$6,000	Term: 12/31/2027
Town Board Member Deb Dougherty	\$6,000	Term: 12/31/2024
Town Board Member Tim Kelly	\$6,000	Term: 12/31/2024
Town Clerk/Tax Collector Tracy Kellogg	\$48,890	Term: 12/31/2024
Highway Superintendent Michael Shultis	\$54,675	Term: 12/31/2025
Town Justice Roy Hochberg	\$20,240	Term: 12/31/2027
Town Justice John E. Parker	\$20,240	Term: 12/31/2027

## Zoning Board of Appeals

Town Board Member **Deb Dougherty** offered the following reorganization meeting resolutions and moved their adoption.

**35. RESOLVED**, that **Joshua Vogt** is re-appointed as **Chair of the Zoning Board of Appeals**, and that such board be comprised of the following individuals through the term expiration dates indicated or until a successor is appointed:

Orin Shands	Term: 12/31/2028 (see attached memo)
Kara Snyder	Term: 12/31/2028
_____	Term: 12/31/2027
Alex Marra	Term: 12/31/2026
Joshua Vogt	Term: 12/31/2025
Andrew Shapiro	Term: 12/31/2024

**36. RESOLVED**, that Town Board Member **Deb Dougherty** is appointed as **liaison** to the Town's **Zoning Board of Appeals** for calendar year 2024.

## Planning Board

Town Board Member **Diana Cline** offered the following reorganization meeting resolutions and moved their adoption.

- 37. RESOLVED**, that **Peter McKnight** is re-appointed as **Chair 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:

Mitch Cohen	Term: 12/31/2030
Dennis O'Clair	Term: 12/31/2029
Debra Kossar	Term: 12/31/2028
Kathryn Kiewel	Term: 12/31/2027
Karl Brueckner	Term: 12/31/2026
Griff Liewa	Term: 12/31/2025
Peter McKnight	Term: 12/31/2024

- 38. RESOLVED**, that Town Board Member **Diana Cline** is appointed as **liaison** to the Town's **Planning Board** for calendar year 2024.

- 39. RESOLVED**, that **Mitch Cohen** is appointed as representative to the **Ulster County Planning Board** for calendar year 2024.

- 40. RESOLVED**, that **Maggie Colan** is appointed as alternate representative to the **Ulster County Planning Board** for calendar year 2024.

- 41. RESOLVED**, Ray Palmer is appointed as **Alternate #1** to the Planning Board, with a term to expire 2025.

- 42. RESOLVED**, Janet Briggs is appointed as **Alternate #2** to the Planning Board, with a term to expire 2026.

## Other Appointments

Supervisor Michael Boms offered the following reorganization meeting resolution and moved its adoption.

- 43. RESOLVED**, that Town Board Member **Diana Cline** is appointed as **liaison** to the Town's **Recreation Board** for calendar year 2024.

- 44. RESOLVED**, that a Town Board Member to be determined will be appointed as **liaison** to the Town's **Library Board** for calendar year 2024.

**45. RESOLVED**, that the **Zoning Task Force** to review the Town zoning code be comprised of the following individuals for calendar year 2024: Josh Vogt, Peter McKnight, Paul Economos, Matt Jankowski, Tracy Kellogg



## **Professional Services**

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

- 46. RESOLVED**, that **Matt Jankowski** is appointed as **Attorney for the Town** and that payment for services be pursuant to the professional services agreement for 2024 which is to be on file with the Town Clerk.
- 47. RESOLVED**, that **Brinnier and Larios, Peak Engineering, and Crawford & Associates** are appointed as **Engineers** for the Town of Hurley and that payment for services be pursuant to the professional services agreement for 2024 which is to be on file with the Town Clerk.
- 48. RESOLVED**, that **RBT CPAs** is appointed as **Town Auditor** to review financial reports on a monthly basis, prepare the Annual Update Document (AUD), and assist in accounting and financial matters which arise during fiscal year 2024, and that payment for services be pursuant to the professional services agreement for calendar year 2024 which is to be on file with the Town Clerk.
- 49. RESOLVED**, that **Roemer Wallens Gold & Mineaux** are appointed as Labor Relations Attorneys and Consultants, and that payment for services be pursuant to the professional services agreement for calendar year 2024 which is to be on file with the Town Clerk.
- 50. RESOLVED**, that **John Lyons** and **Kimberly Garrison** are appointed as **Legal Counsel** to the **Planning Board** and that payment for services be pursuant to the professional services agreement for calendar year 2024 which is to be on file with the Town Clerk.
- 51. RESOLVED**, that **Matt Jankowski** is appointed as **Legal Counsel** to the **Zoning Board of Appeals** and that payment for services be pursuant to the professional services agreement for 2024 which is to be on file with the Town Clerk.
- 52. RESOLVED**, that **John Lyons** and **Kimberly Garrison** are appointed as alternate **Legal Counsel** to the **Zoning Board of Appeals** upon request by the **Zoning Board of Appeals** and that payment for services be pursuant to the professional services agreement for 2024 which is to be on file with the Town Clerk.
- 53. RESOLVED**, that **John Lyons, Kimberly Garrison** and **Matt Jankowski** are appointed as **Legal Counsel** to the **Building Department** in regard to specified applications as identified in Planning Board resolution.
- 54. RESOLVED**, that **Nelson, Pope, and Voorhis** are appointed as **Town Planners** and that Bonnie Franson will be the planner for the Planning Board and payment for services be pursuant to the professional services agreement for calendar year 2024 which is to be on file with the Town Clerk.
- 55. RESOLVED**, that **Michael Richardson** is appointed as **Municipal Consultant for Workforce Planning and Labor Relations** and that payment for services be pursuant to

the professional services agreement for calendar year 2024 which is to be on file with the Town Clerk.

**56. RESOLVED**, that **Ulster County SPCA** is appointed as **Dog Control Officer** and that payment for services be pursued to the contract for services for calendar year 2024 which is to be on file with the Town Clerk.

## **Town Meetings and Notices**

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

57. **RESOLVED**, that the **Workshop Town Board Meetings** be held on the second Tuesday of each month at 6:00 p.m. at the West Hurley Fire District #1, 24 Wall Street, West Hurley, and, when circumstances deem it desirable, be held at other locations in other parts of the Town.
58. **RESOLVED**, that the **Regular Town Board Meetings** be held on the fourth Tuesday of each month at 6:00 p.m. at the Town Hall, 10 Wamsley Place, and, when circumstances deem it desirable, be held at other locations in other parts of the Town.
59. **RESOLVED**, that the **Kingston Daily Freeman** is designated the **official newspaper** of the Town of Hurley for calendar year 2024.

## **Finance**

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

60. **RESOLVED**, that pursuant to Town Law ¶64, the **Bank of Greene County** is appointed as the official depository for the Town of Hurley for calendar year 2024.
61. **RESOLVED**, that the Town Supervisor and Budget Officer are authorized to **make withdrawals** from the bank accounts at the Bank of Greene County.
62. **RESOLVED**, that the Town Supervisor, Budget Officer, Bookkeeper and Supervisor's Secretary are authorized to **transfer funds** among the Town's accounts.
63. **RESOLVED**, that the Town Supervisor and the Budget Officer are authorized to **make payment** for payroll, medical insurance, dental insurance, vision plans, retirement plans, Workers' Compensation, gas, electric, telephone, cellular telephone, cable service for internet access, water, postage, express mail, garbage contract and debt service **without prior audit** by the Town Board.

**64. RESOLVED**, that all **Official Undertakings** and bonds by the officers, clerks or employees of the Town of Hurley may be in the form of a blanket undertaking from the **New York Municipal Insurance Reciprocal**, and said blanket undertaking shall indemnify the Town of Hurley against the loss of the type more particularly set forth in Article 2, Section 11 of the Public Officers Law and shall constitute a guarantee for elected and appointed officials, officers and employees of the Town of Hurley for the faithful performance of their duties and the prompt and proper account for paying over all money received by said employees in their official capacities.

**Miscellaneous**

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

**65. RESOLVED**, that the **holidays** listed below be observed on the day designated by the Town Board at its organizational meeting in January of each year.

- |  |   |
|--|---|
| New Year’s Day (Monday, January 1)           | Election Day (Tuesday, November 5)              |
| Martin Luther King, Jr. Day (Monday, Jan 15) | Veterans’ Day (Monday, November 11)             |
| Presidents’ Day (Monday, February 19)        | Thanksgiving Day (Thursday, November 28)        |
| Memorial Day (Monday, May 27)                | Native American Heritage Day (Friday, Nov 29)   |
| Juneteenth (Wednesday, June 19)              | Christmas Eve - 1/2 day (Tuesday, December 24)  |
| Independence Day (Thursday, July 4)          | Christmas Day (Wednesday, December 25)          |
| Labor Day (Monday, September 2)              | New Year’s Eve - 1/2 day (Tuesday, December 31) |
| Indigenous Peoples’ Day (Monday, October 14) |   |

**66. RESOLVED**, that the **mileage reimbursement** for personal car usage for Town business is **67 cents** per mile for calendar year 2024, to be adjusted as promulgated by the Internal Revenue Service.

**The adoption of the foregoing resolutions was seconded by Town Board Member \_\_\_\_\_ and duly put to a vote on roll call which resulted as follows:**

	AYE	NAY
Michael Boms, Supervisor	_____X_____	_____
Diana Cline, Councilperson	_____X_____	_____
Deb Dougherty, Councilperson	_____X_____	_____
Gregory Simpson, Councilperson	_____X_____	_____