

Town of Olive
 County of Ulster
 State of New York
 January 4, 2011

Minutes of the 2011 Organizational meeting of the Town Board of the Town of Olive held Tuesday, January 4, 2011, 7:00 pm at the Town Meeting Hall in Shokan, NY.

Members Present: Berndt Leifeld, Supervisor
 Henry Rank, Board Member
 Linda Burkhardt, Board Member
 Bruce La Monda, Board Member
 Peter Friedel, Board Member

Recording Secretary: Sylvia Rozzelle, Town Clerk

Others Present: Drew Boggess, Planning Board Chairman

Supervisor Leifeld appointed Bruce La Monda Deputy Supervisor.

On a Leifeld/Burkhardt motion the Town Board approved the following actions and appointments:

2011 Salaries are set forth as follows:

TOWN BOARD (3)	\$ 8,087.00
TOWN BOARD (1)	\$ 7,928.00
SUPERVISOR	\$47,277.00
TOWN JUSTICES (2)	\$11,929.00
TOWN CLERK/TAX COLLECTOR/RMO	\$54,619.00
SUPERINTENDENT OF HIGHWAY	\$54,785.00
JUSTICE COURT CLERK	PER HOUR \$21.90
JUSTICE COURT CLERK/DEPUTY TOWN CLERK	PER HOUR \$19.67
CLERK TO SUPERVISOR/WELFARE OFFICER	PER HOUR \$19.67
BOOKKEEPER	PER HOUR \$27.32
ASSESSOR CLERK	PER HOUR \$19.67
DEPUTY TOWN CLERK/TAX COLLECTOR	PER HOUR \$25.13
ZONING & BUILDING CLERK and PLANNING BOARD CLERK	PER HOUR \$21.90
ZONING BOARD CLERK	PER HOUR \$19.67
SECRETARY to HIGHWAY SUPERINTENDENT	PER HOUR \$21.90
ASSESSOR	PER HOUR \$24.01
BUILDING INSPECTOR	\$ 7,633.00
ASST. BUILDING INSPECTOR	PER HOUR \$15.01
ZONING ENFORCEMENT OFFICER	\$ 9,927.00
TRANSFER STATION SUPERVISOR	PER HOUR \$ 23.35
TRANSFER STATION OPERATOR	PER HOUR \$ 12.90
TRANSFER STATION ATTENDANT	PER HOUR \$ 11.36
POLICE OFFICER (Full Time)	PER HOUR \$23.10
POLICE CHIEF	\$23,868.00
POLICE OFFICER PART TIME PROBATIONARY	PER HOUR \$16.74
POLICE OFFICERS PART TIME	PER HOUR \$ 19.83
DOG CONTROL OFFICER & KENNEL KEEPER	\$ 3,165.00
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$10.54
PARK ATTENDANT (Seasonal & Part Time Starting Pay)	PER HOUR \$ 9.83
RECREATION DIRECTOR	\$ 7,100.00
ASST. RECREATION DIRECTOR/CAMP DIRECTOR	\$ 3,816.00
POOL DIRECTOR	\$ 3,279.00
DAY CAMP	

Step 1. C.I.T. 1 ST year	\$ 300.00
Step 2. Junior Counselor 1 st year	\$ 450.00
Step 3. Junior Counselor 2 nd year	\$ 500.00
Step 5. Senior Counselor 1 st year	\$ 600.00
Step 6. Senior Counselor 2 nd year	\$ 650.00
Step 7. Senior Counselor 3 rd year	\$ 700.00
Step 8. Senior Counselor 4 th year	\$ 750.00
Step 9. Rec. Leader 1 st year	\$1,000.00
Step 10. Rec. Leader 2 nd year	\$1,050.00
Step 11. Rec. Leader 3 rd year	\$1,100.00
Step 12. Rec. Leader 4 th year	\$1,150.00

Any Counselor possessing CPR card will receive an additional \$25.00 to the step pay they are in.

POOL STAFF—STEP 1, 1 ST YEAR	PER HOUR \$8.75
STEP 2, 2 ND YEAR	PER HOUR \$9.00
STEP 3, 3 RD YEAR	PER HOUR \$9.25
STEP 4, 4 TH YEAR	PER HOUR \$9.50
STEP 5, 5 TH YEAR	PER HOUR \$9.75
HEAD LIFEGUARD	PER HOUR \$11.25
(If not returning this year, Head Lifeguard starting pay)	PER HOUR \$10.00

CAMP DIRECTOR, ARTS & CRAFTS DIRECTOR, SPORTS DIRECTOR, & POOL ASSISTANT will enter as Recreation Leader Step 1 pay unless the following specific persons return in 2011:

ARTS & CRAFTS DIRECTOR	\$1,000.00
SPORTS DIRECTOR	\$1,000.00

Approved the highway pay rates as set forth in the Union Contract as follows:

	January 1, 2011 – December 30, 2011		
MEO Mechanic	\$22.33	\$22.74	\$23.11
HEO	\$21.58	\$22.04	\$22.39
MEO	\$20.95	\$21.37	\$21.81
Laborer	\$20.05	\$20.79	\$21.22
Working Foreman (2)			\$23.11

Appointed Sylvia Rozzelle Registrar of Vital Statistics and Susan Henderson Deputy Registrar at no fee to the Town.

Appointed Janice Lanzarotta as Bookkeeper for the Town and Assistant Budget Officer.

Appointed Dawn Giuditta as Court Clerk and Brenda VanLeuvan as Deputy Court Clerk.

Supervisor Leifeld appointed Susan Horner as Clerk to the Supervisor.

Highway Superintendent Jimmy Fugel appointed Jennifer Vines as Secretary to the Superintendent of Highways.

Highway Superintendent Jimmy Fugel appointed Kevin Tyler as Deputy Highway Superintendent.

Town Clerk/Tax Collector/RMO Rozzelle appointed Susan Henderson as Deputy Town Clerk/Tax Collector/Records Management Officer and Brenda Van Leuvan as Part-time Deputy Town Clerk.

Appointed Kimball & O'Brien as Independent Auditors at \$7,200.00.

Reappointed Edwin Maldonado as member of the Planning Board with his term to expire 12/31/17.

Reappointed Fred Perry as member of the Zoning Board of Appeals with his term to expire 12/31/15.

Approved the following appointments and actions:

- approved hiring Attorneys for the Town at individual hourly rates as needed.
- appointed Ed Swenson as Civil Defense Director at no pay.
- empowered elected officials to attend schools as per budget.
- empowered the Superintendent of Highways to spend \$10,000.00 on equipment without prior approval.
- empowered the Superintendent of Highways to hire trucks and machines as set forth by the NYS DOT.
- empowered the Supervisor to pay prior audit bills.
- approved payment of elected officials as set forth in the 2011 Budget.
- approved the appointment of Ruth Williams as Dog Control Officer & Kennel Keeper

Approved the following:

- The Town *Board* will not designate an official newspaper but will use the DAILY FREEMAN and WOODSTOCK TIMES.
- established personal mileage rate at \$.45 per mile with prior approval.
- empowered the Supervisor to transfer funds.
- empowered the Supervisor to appoint committees.
- set the Petty Cash fund for the Town Clerk/Tax Collector at \$75.00.
- designated the Wilber National Bank and Bank of America as official banks.
- require prior approval from Supervisor for purchases over \$250.00.
- Set the following Town Board Meetings and Audit Meetings for 2011. All meetings, unless otherwise noted, are to be held at the Town Meeting Hall and will commence at 7:30 pm.

January 4 th	Organizational Meeting 7:00 p.m.
January 11 th	Regular Meeting
February 7 th	Audit Meeting
February 8 th	Regular Meeting
March 7 th	Audit Meeting
March 8 th	Regular Meeting
April 11 th	Audit Meeting
April 12 th	Regular Meeting
May 9 th	Audit Meeting
May 10 th	Regular Meeting
June 13 th	Audit Meeting
June 14 th	Regular Meeting
July 11 th	Audit Meeting
July 12 th	Regular Meeting
August 8 th	Audit Meeting
August 9 th	Regular Meeting
Sept. 12 th	Audit Meeting
Sept. 13 th	Regular Meeting
Oct. 11 th	Combined Audit & Regular Mtg.
Nov. 10 th	Budget Public Hearing & Audit Mtg.
Nov. 15 th	Regular Meeting
Dec. 12 th	Audit Meeting
Dec. 13 th	Regular Meeting
Dec. 29 th	(3:00 pm.) Annual Audit Mtg. (Town Office Bldg., W. Shokan)

- Set the following Town Office Closings:

Jan. 3rd & 17th, Feb. 21st, April 22nd, May 30th, July 4th, Sept. 5th, Oct. 10th, Nov. 8th, 11th, 24th & 25th, Dec. 23rd, 26th, & 30th.

- Set the following Transfer Station Closings:
 Jan. 1st & 17th, Feb. 21st, April 22nd & 24th, May 30th, July 4th, Sept.5th, Oct.10th, Nov. 11th & 25th,
 Dec. 24th, 25th, & 31st
- Set the following department hours:
 - Supervisor, Town Clerk, & Assessor 9 am -4 pm, Monday through Friday
 - Highway Office, 8 am – 3 pm, Monday through Friday
 - Building, Zoning, and Planning Office, 9 am - 4 pm, Monday, Wednesday, and Friday
 - Town Justice Court Clerk Office, 9 am - 1 pm, Monday through Friday
 - Transfer Station Hours, 7:30 am - 3:00 pm, Monday, Wednesday, Friday, & Saturday,
 and 11 am- 2:30 pm, Sunday.

Supervisor Leifeld made the following committee liaison appointments:

Highway Committee liaison -----Henry Rank
 Transfer Station & Recycling Center liaison-----Peter Friedel
 Town Police Commission liaison-----Bruce La Monda
 Recreation Committee liaison-----Linda Burkhardt
 Cablevision/Roadrunner Representative-----Peter Friedel

On a Leifeld/La Monda motion the Town Board approved the following payments for the Boiceville Sewer District:

Voucher #1	August 2010	\$25,949.67
Voucher #2	September 2010	\$34,216.54
Voucher #3	October 2010	\$23,664.86
Voucher #4	November 2010	\$24,423.26

On a Leifeld/La Monda motion the Town Board adjourned to executive session at 7:28 pm to discuss a specific personnel issue relative to the Union Contract.

At 7:55 pm the Town Board reconvened the regular meeting at which time they adjourned on a Leifeld/La Monda motion.

Sylvia B. Rozzelle, Town Clerk