

TOWN OF OLIVE
COUNTY OF ULSTER
STATE OF NEW YORK
JANUARY 3, 2013

Minutes of the Town Board of the Town of Olive held Thursday, January 3, 2013, 7:30 pm at the Town Meeting Hall in Shokan, NY. The purpose of the meeting as stated in the legal notice was to conduct the Organizational Meeting for the Town of Olive for the year 2013.

Members Present: Bruce La Monda, Deputy Supervisor
Donald VanBuren, Board Member
Linda Burkhardt, Board Member
Peter Friedel, Board Member
Member Absent: Berndt Leifeld, Supervisor
Recording Secretary: Sylvia B. Rozzelle, Town Clerk
Others Present: Drew Boggess, Planning Board Chairman

Supervisor Leifeld was absent due to family health issues.

On a La Monda/Burkhardt motion the Town Board approved the following:

In Supervisor Leifeld's absence the Town Board approved his appointment of Bruce La Monda as Deputy Supervisor.

The 2013 Salaries are set forth as follows:

TOWN BOARD (3)	\$ 8,249.00
TOWN BOARD (1)	\$ 7,928.00
SUPERVISOR	\$ 48,223.00
TOWN JUSTICES (2)	\$ 12,411.00
TOWN CLERK/TAX COLLECTOR/RMO	\$ 56,825.00
SUPERINTENDENT OF HIGHWAY	\$ 56,998.00
JUSTICE COURT CLERK	PER HOUR \$ 22.79
JUSTICE COURT CLERK/DEPUTY TOWN CLERK	PER HOUR \$ 20.46
CLERK TO SUPERVISOR/WELFARE OFFICER	PER HOUR \$ 20.46
BOOKKEEPER	PER HOUR \$ 28.43
ASSESSOR CLERK	PER HOUR \$ 20.46
DEPUTY TOWN CLERK/TAX COLLECTOR	PER HOUR \$ 26.14
ZONING & BUILDING CLERK and PLANNING BOARD CLERK	PER HOUR \$ 22.79
ZONING BOARD CLERK	PER HOUR \$ 22.79
SECRETARY to HIGHWAY SUPERINTENDENT	PER HOUR \$ 22.79
ASSESSOR	PER HOUR \$ 24.98
BUILDING INSPECTOR	\$ 7,942.00
ASST. BUILDING INSPECTOR	PER HOUR \$ 15.62
ZONING ENFORCEMENT OFFICER	\$ 10,329.00
TRANSFER STATION SUPERVISOR	PER HOUR \$ 24.30
TRANSFER STATION OPERATOR	PER HOUR \$ 13.42
TRANSFER STATION ATTENDANT	PER HOUR \$ 11.82
POLICE OFFICER (Full Time)	PER HOUR \$ 24.03
POLICE CHIEF	\$ 24,832.00
POLICE OFFICER PART TIME PROBATIONARY	PER HOUR \$ 17.41
POLICE OFFICERS PART TIME	PER HOUR \$ 20.63
DOG CONTROL OFFICER & KENNEL KEEPER	\$ 3,293.00
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 12.34
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 10.97
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 10.23
RECREATION DIRECTOR	\$ 7,387.00

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

January 1, 2013 – December 30, 2013
MEO Mechanic \$24.05

HEO	\$23.29
MEO	\$22.69
Laborer	\$22.07
Working Foreman (2)	\$24.05

Highway New Hire Rate (full time) will be paid two dollars per hour below the job rate during the first full year of employment, then one dollar per hour below the job rate for the second full year of employment, then the full job rate at the beginning of the third year.

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 Van Leuvan as Deputy Court Clerk.

Approved Supervisor Leifeld's appointment of Susan Horner as Clerk to the Supervisor and Town Welfare Officer.

Approved Highway Superintendent Jimmy Fugel's appointment of Jennifer Vasta as Secretary to the Superintendent of Highways.

Approved Highway Superintendent Jimmy Fugel's appointment of Kevin Tyler as Deputy Highway Superintendent.

Approved Town Clerk/Tax Collector/RMO Rozzelle's appointment of 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.

Approved the following appointments and actions:

- approved hiring Attorneys for the Town at individual hourly rates as needed.
- appointed Carl Swenson, III 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 2013 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 56.5 cents 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 Community 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 2013. All meetings, unless otherwise noted, are to be held at the Town Meeting Hall and will commence at 7:30 pm.

January 3 rd	Organizational Meeting 7:30 p.m.
January 8 th	Regular Meeting
February 11 th	Audit Meeting
February 12 th	Regular Meeting
March 11 th	Audit Meeting
March 12 th	Regular Meeting
April 8 th	Audit Meeting
April 9 th	Regular Meeting
May 13 th	Audit Meeting
May 14 th	Regular Meeting
June 10 th	Audit Meeting

June 11 th	Regular Meeting
July 8 th	Audit Meeting
July 9 th	Regular Meeting
August 12 th	Audit Meeting
August 13 th	Regular Meeting
Sept. 9 th	Audit Meeting
Sept. 10 th	Regular Meeting
Oct. 7 th	Audit Meeting
Oct. 8 th	Regular Meeting
Nov. 7 th	Budget Public Hearing & Audit Mtg.
Nov. 12 th	Regular Meeting
Dec. 9 th	Audit Meeting
Dec. 10 th	Regular Meeting
Dec. 30 th	(3:00 pm.) Annual Audit Mtg. (Town Office Bldg., W. Shokan)

- Set the following Town Office Closings:
Jan. 1st & 21st, Feb. 18th, March 29th, May 27th, July 4th, Sept. 2nd, Oct. 14th, Nov. 5th, 11th, 28th & 29th, Dec. 24th, 25th, & 31st
- Set the following Transfer Station Closings:
Jan. 21st, Feb. 18th, March 29th & 31st, May 27th, Sept. 2nd, Oct. 14th, Nov. 11th & 29th, Dec. 25th
- 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.

Approved the following committee liaison appointments as requested by Supervisor Leifeld:
Highway Committee liaison -----Don VanBuren
Transfer Station & Recycling Center liaison-----Peter Friedel
Town Police Commission liaison-----Bruce La Monda
Recreation Committee liaison-----Linda Burkhardt
Cablevision/Roadrunner Representative-----Peter Friedel

Deputy Supervisor La Monda noted the following meeting schedule for various boards and committees:

OLIVE PLANNING BOARD--- Meets 1st & 3rd Tuesday of each month—7:30 pm

ZONING BOARD OF APPEALS----Meets only when application is before the board on the
1st Thursday of each month—7:30 pm

BOARD OF POLICE COMMISSIONERS----Meets the third Thursday of every other month, when
necessary, starting with February—7:30 pm

RECREATION COMMITTEE----Meets the third Thursday of every month—7:00 pm

HIGHWAY COMMITTEE---Meets, when necessary, the Wednesday immediately before the
Town Board Meeting at the Highway Superintendent's Office—7:30 pm—
Contact 657-8809 to verify meeting dates

All business pertinent having been discussed the Town Board adjourned at 7:45 pm on a La Monda/VanBuren motion.

Sylvia B. Rozzelle, Town Clerk