

Town of Olive  
County of Ulster  
State of New York  
Tuesday, January 3, 2017

Minutes of the monthly Organizational meeting of the Town of Olive Town Board, held Tuesday, January 3, 2017 7:00 pm at the Town Meeting Hall in Shokan, NY.

Members Present: Sylvia Rozzelle, Supervisor  
Peter Friedel, Board Member  
Drew Boggess, Board Member  
Scott Kelder, Board Member  
Members not present: Jim Sofranko, Board Member

Recording Secretary: Dawn Giuditta, Town Clerk

Others Present: Brian Burns, Highway Superintendent; Gene Sorbellini, Recreation Director

Sylvia Rozzelle, Town Supervisor, called the meeting to order at 7:00 pm.

The Town Clerk gave the oath of office to Brian Burns as Highway Superintendent.

**On a Rozzelle/Boggess motion the Town Board approved the 2017 salaries that were set forth as follows:**

<b>AYE-</b> Boggess, Kelder, Friedel, Rozzelle	<b>Nay</b>	<b>Absent-</b> Sofranko
TOWN BOARD (4)		\$ 8,700.00
SUPERVISOR		\$53,900.00
TOWN JUSTICES (2)		\$13,400.00
TOWN CLERK/TAX COLLECTOR/RMO		\$60,000.00
SUPERINTENDENT OF HIGHWAYS		\$62,400.00
JUSTICE COURT CLERK		PER HOUR \$ 22.15
JUSTICE COURT CLERK/DEPUTY TOWN CLERK		PER HOUR \$ 22.15
CLERK TO SUPERVISOR		PER HOUR \$ 22.15
BOOKKEEPER		PER HOUR \$ 30.77
ASSESSOR CLERK		PER HOUR \$ 22.15
DEPUTY TOWN CLERK/TAX COLLECTOR		PER HOUR \$ 28.28
ZONING & BUILDING CLERK		PER HOUR \$ 22.15
ZONING BOARD, PLANNING BOARD, &POLICE COMMISSION SECRETARY		PER HOUR \$ 24.67
SECRETARY to HIGHWAY SUPERINTENDENT		PER HOUR \$ 24.67
ASSESSOR		PER HOUR \$ 27.04
BUILDING INSPECTOR		\$8,597.00
ASST. BUILDING INSPECTOR		PER HOUR\$ 16.91
ZONING ENFORCEMENT OFFICER		\$11,181.00
TRANSFER STATION SUPERVISOR		PER HOUR \$ 26.32
TRANSFER STATION OPERATOR		PER HOUR \$ 15.00
TRANSFER STATION ATTENDANT		PER HOUR \$ 11.60
POLICE OFFICER (Full Time)		PER HOUR \$ 22.55
POLICE CHIEF		\$22,369.00
POLICE OFFICER PART TIME PROBATIONARY		PER HOUR \$ 17.76
POLICE OFFICERS PART TIME		PER HOUR \$ 21.04
PARK ATTENDANT (Seasonal & Part Time)		\$13.85

PARK ATTENDANT (Seasonal & Part Time)	\$12.39
PARK ATTENDANT (Seasonal & Part Time)	\$11.60
PARKS LABORER (Seasonal & Part Time)	PER HOUR \$ 20.00
RECREATION DIRECTOR	\$9,800.00
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	\$1,248.00
BOARD OF ASSESSMENT REVIEW MEMBERS	PER HOUR \$20.00

Police Probationary Salary is for three (3) months. Civil Service Probationary Period is one (1) year.

**On a Rozzelle/Friedel motion, the Town Board approved the highway pay rates as set forth in the Union Contract as follows:**

<b>AYE-</b> Boggess, Kelder, Friedel, Rozzelle	<b>Nay</b>	<b>Absent-</b> Sofranko
January 1, 2017 – December 30, 2017		
MEO Mechanic		\$26.03
HEO		\$25.21
MEO		\$24.59
Laborer		\$23.89
Working Foreman (1)		\$26.03

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.

**On a Rozzelle/Boggess motion, the Town Board approved the following appointments and actions:**

**AYE-** Boggess, Kelder, Friedel, Rozzelle                      **Nay**                      **Absent-** Sofranko

- Will not establish the position of Town Attorney but will engage the services of Attorney Dan Heppner to give professional service and advice as the Town may require. Other attorneys may be hired as needed with Town Board approval.
- Require that all Town departments receive prior approval from the Supervisor before engaging the services of Attorney Heppner or Town Board approval if engaging other attorneys.
- Empower elected officials to attend schools as per budget.
- Empower the Superintendent of Highways to spend \$10,000.00 on equipment without prior approval.
- Empower the Superintendent of Highways to hire trucks and machines as set forth by the NYS DOT.
- Empower the Supervisor to pay prior audit bills.
- Approved payment of elected officials as set forth in the 2016 Budget.
- Delegate the Supervisor with the powers and duties necessary for the day-to-day administration of the Town
- Appoint Pattison, Koskey, Howe & Bucci, and CPA's as Independent Auditors at \$7,200.00.
- Authorize Highway Superintendent to plow Olive Fire Houses, Olive Free Library, and Olive First Aid

**On a Rozzelle/Kelder motion, the Town Board approved the following:**

**AYE-** Boggess, Kelder, Friedel, Rozzelle                      **Nay**                      **Absent-** Sofranko

- The Town Board will not designate an official newspaper but will use the DAILY FREEMAN and WOODSTOCK TIMES.
- Established personal mileage rate at .535 cents per mile with prior approval.
- Empower the Supervisor to transfer funds.
- Empower the Supervisor to appoint committees.
- Set the Petty Cash fund for the Town Clerk/Tax Collector at \$75.00.

- Designate the Community Bank as the official bank.
- \* Require prior approval from the Supervisor for purchases over \$250.00.

**On a Rozzelle/Friedel motion, the Town Board approved the following meeting schedule for 2017.**

**AYE-** Boggess, Kelder, Friedel, Rozzelle                      **Nay**                      **Absent-** Sofranko

- Set the following Town Board Meetings and Audit Meetings for 2017. All meetings, unless otherwise noted, are to be held at the Town Meeting Hall and will commence at 7:00 pm.

January 3rd	Organizational Meeting 7:00 pm
January 10 <sup>th</sup>	Audit & Town Board Meeting
February 13 <sup>th</sup>	Audit & Workshop Meeting
February 14 <sup>th</sup>	Regular Monthly Meeting
March 13 <sup>th</sup>	Audit & Workshop Meeting
March 14 <sup>th</sup>	Regular Monthly Meeting
April 10 <sup>th</sup>	Audit & Workshop Meeting
April 11 <sup>th</sup>	Regular Monthly Meeting
May 8 <sup>th</sup>	Audit & Workshop Meeting
May 9 <sup>th</sup>	Regular Monthly Meeting
June 12 <sup>th</sup>	Audit & Workshop Meeting
June 13 <sup>th</sup>	Regular Monthly Meeting
July 10 <sup>th</sup>	Audit & Workshop Meeting
July 11 <sup>th</sup>	Regular Monthly Meeting
August 7 <sup>th</sup>	Audit & Workshop meeting
August 8 <sup>th</sup>	Regular Monthly Meeting
September 11 <sup>th</sup>	Audit & Workshop Meeting
September 12 <sup>th</sup>	Regular Monthly Meeting
October 10 <sup>th</sup>	Audit & Town Board Meeting
November 9 <sup>th</sup>	Budget Public Hearing Meeting
November 13 <sup>th</sup>	Audit & Workshop Meeting
November 14 <sup>th</sup>	Regular Monthly Meeting
December 11 <sup>th</sup>	Audit & Workshop Meeting
December 12 <sup>th</sup>	Regular Town Board Meeting
December 28 <sup>th</sup>	Annual Audit Meeting (3:00 pm) (Town Office Building, West Shokan)

**On a Rozzelle/Friedel motion, the Town Board approved the following closings of the Town Office and Transfer Station.**

**AYE-** Boggess, Kelder, Friedel, Rozzelle                      **Nay**                      **Absent-** Sofranko

- Set the following Town Office Closings: Jan. 2<sup>nd</sup> & 16<sup>th</sup>, Feb. 20<sup>th</sup>, April 14<sup>th</sup>, May 29<sup>th</sup>, July 4<sup>th</sup>, Sept. 4<sup>th</sup>, Oct. 9<sup>th</sup>, Nov. 7<sup>th</sup>, 10<sup>th</sup>, 23<sup>rd</sup> & 24<sup>th</sup>, Dec. 22<sup>nd</sup>, 25<sup>th</sup>, & 29<sup>th</sup> ○
  - Set the following Transfer Station Closings: Jan. 1<sup>st</sup> & Jan 16<sup>th</sup>, Feb. 20<sup>th</sup>, April 14<sup>th</sup> & April 16<sup>th</sup>, May 29<sup>th</sup>, Sept. 4<sup>th</sup>, Oct. 9<sup>th</sup>, Nov. 11<sup>th</sup> & 24<sup>th</sup>, Dec. 24<sup>th</sup>, 25<sup>th</sup>, & 31<sup>st</sup>

**On a Rozzelle/Boggess motion, the Town Board approved the following office hours.**

**AYE-** Boggess, Kelder, Friedel, Rozzelle                      **Nay**                      **Absent-** Sofranko

- Set the following department hours:



**Zoning Board Members**

Conrad "Dino" Giuliano  
Sandy Friedel  
Chet Scofield  
Fred Perry  
Jim Mays, Chairman

**Term Expires**

12/31/17  
12/31/18  
12/31/19  
12/31/20  
12/31/21

On a Rozzelle/Friedel motion, the Town Board reappointed the following members to the Board of Ethics:

**AYE-** Boggess, Kelder, Friedel, Rozzelle      **Nay**      **Absent-** Sofranko  
**Board of Ethics Members --**      Janice Lanzarotta  
      Robert Overton  
      Ed Kahil

**Board of Assessment Review-**

Mary Ann Shepard      9/30/17  
Ron Bergeron      9/30/18  
Heather Martin      9/30/19  
Tom Planz      9/30/20  
Dennis Morley      9/30/21

**Central Catskill Collaborative-**

On a Rozzelle/Kelder motion, the Town Board reappointed Drew Boggess and Helen Chase to The Central Catskill Collaborative.

**AYE-** Kelder, Friedel, Rozzelle      **Nay**      **Absent-** Sofranko      **Abstain-** Boggess

**Olive Wastewater Advisory Committee-----**

On a Rozzelle/Friedel motion, the Town Board reappointed Joe Stein and Donald VanBuren to Olive Wastewater Advisory Committee.

**AYE-** Boggess, Kelder, Friedel, Rozzelle      **Nay**      **Absent-** Sofranko  
  
Members: Donald VanBuren      12/31/19  
      Joseph Stein      12/31/19

**Police Commission---**

On a Rozzelle/Kelder motion, the Town Board reappointed Robert Krause, Earla VanKleeck & John Kurz to the Police Commission.

**AYE-** Boggess, Kelder, Friedel, Rozzelle      **Nay**      **Absent-** Sofranko

2017 Police Commission Meetings Schedule:

Feb.6<sup>th</sup>, March 6<sup>th</sup>, April 3<sup>rd</sup>, May 1<sup>st</sup>, June 5<sup>th</sup>, July 3<sup>rd</sup>, July 31<sup>st</sup>, Sept 5<sup>th</sup>, Oct. 2<sup>nd</sup>, Nov. 6<sup>th</sup>, & Dec.4<sup>th</sup>  
All Police Commission meetings are held at the Town Meeting Hall—7pm.

**Conservation Advisory Council (CAC)—Jim Sofranko, Town Board liaison**

CAC also serves as Town of Olive Climate Smart Community Task Force

Daniel White, Chairman  
Maraleen Manos-Jones  
Jim Mays  
David Edinger

Jim Mays is the Chairman of the Climate Smart Community Task Force

**Olive Day Committee—**

**On a Rozzelle/Friedel motion the Town Board appointed the following members of the Olive Day Committee.**

**AYE-** Boggess, Kelder, Friedel, Rozzelle

**Nay**

**Absent-** Sofranko

Ternice Winne, Coordinator

Gene Sorbellini

Paul Wright

Ronald Wright

Drew Boggess

Peter Friedel

Dawn Giuditta

B.J. Leifeld

**SUPERVISOR APPOINTMENTS- Supervisor Rozzelle reappointed the following committees and members**

**Deputy Emergency Management Coordinator—**Carl Swenson, III

**Assistant Budget Officer—**Janice Lanzarotta

**Cable Franchise Committee-----**Jim Sofranko, Chairman

Members: Simon Strauss

Henrietta Shannon

**Parks & Recreation Committee---** Scott Kelder, Town Board Liaison

Recreation Director, Gene Sorbellini

Members: Craig Grazier, Chairman

Lori Matteson

Bill Melvin, Secretary

Robert Shultis

Eric Pezzello

Jeff Harkin

Kevin Wortman

**Planning Board Liaison—**Drew Boggess, Town Board liaison to Planning Board

**Police Commission –** Drew Boggess, Town Board liaison to Police Commission

**Flood Advisory Committee—**Sylvia Rozzelle, Chair

Members: Ed Kahil

Heather Gierloff

Andrew Emrich

Nicholas Burgher

Jody Hoyt

Judy Coutinho

John Ingram

Dominick Covello

Jim Hyde

All pertinent business being addressed on a Rozzelle/Friedel motion the meeting was adjourned at 7:20 pm.

**AYE-** Boggess, Kelder, Friedel, Rozzelle

**Nay**

**Absent-** Sofranko

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Dawn Giuditta