



The Town of East Greenbush

225 Columbia Turnpike, Rensselaer, New York 12144

ORGANIZATIONAL MEETING

January 2, 2018

Call to Order

6:00 PM

Pledge of Allegiance

Members of Town Board

Present

Absent

Supervisor J. Conway

Councilor T. Tierney

Councilor H. Kennedy

Councilor R. Matters

OATH OF OFFICE – REPORT BY TOWN CLERK

The Clerk reports that all qualified elected Town Officials for this year have taken their Oath of Office and copies thereof are filed in the East Greenbush Town Clerk’s Office in accordance with Section 25 of the Town Law.

SUPERVISOR

As this is the first meeting of the Town Board for the fiscal year 2018, the Board is required to authorize certain procedures to follow for the proper conduct of Town affairs and appoint persons to Town offices. We will proceed by authorizing the following:

➤ **REGULAR TOWN BOARD MEETINGS**

Motion by Supervisor J. Conway that the regular monthly meeting of the Town Board throughout the year 2018 will be held at 7:00 PM in Town Hall, 225 Columbia Turnpike in the Town of East Greenbush on the third Wednesday of the month. A Pre-Board Meeting will be held at 6:00 PM on the Wednesday before the regular Town Board Meeting. This resolution is in accordance with Sections 62 and 63 of the Town Law.

Seconded by: Councilor R. Matters

ROLL CALL:

Supervisor J. Conway

VOTED:

Councilor R. Matters

VOTED:

Councilor T. Tierney

VOTED:

Councilor H. Kennedy

VOTED:

➤ **HOURS OF TOWN HALL**

Motion by Supervisor J. Conway that the Town Hall shall be open Monday through Friday from 8:30 AM to 4:30 PM.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **TRANSFER STATION HOURS**

Motion by Councilor T. Tierney that the official Transfer Station hours be established for 2018 as follows:

TUESDAY, WEDNESDAY, & FRIDAY:	8:30 AM – 4:55 PM
THURSDAY:	8:30 AM – 6:55 PM
SATURDAY:	8:00 AM – 4:00 PM
CLOSED – SUNDAY, MONDAY AND ALL TOWN HOLIDAYS.	

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **TOWN PARK HOURS**

Motion by Councilor H. Kennedy that the official Town Park hours for 2018 be established as follows:

8:00 AM until Dusk: The Town Parks will be staffed on Monday through Friday from Memorial Day to Labor Day. Additional staffing on weekends and school vacations will be arranged as needed.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **OFFICIAL NEWSPAPER**

Motion by Councilor H. Kennedy that The Record be designated as the Official Newspaper of the Town of East Greenbush and that the Times Union will be used when necessary as per Section 64, Subdivision 11 of the Town Law.

Seconded by: Councilor T. Tierney

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **OFFICIAL BANKS**

Motion by Councilor T. Tierney that in accordance with Section 64 Subdivision 1 of the Town Law, that the East Greenbush branches of TD Bank, Pioneer Bank, National Union Bank of Kinderhook, M & T Bank and Key Bank can be used when needed.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **MILEAGE FOR TOWN OFFICIALS**

Motion by Supervisor J. Conway that non-union Town Officials may be compensated not more than 45 cents per mile for the use of their automobiles when on official Town business as authorized by Section 116 Subdivision 1 of Town Law. Officials may receive mileage reimbursement only if they submit proper documentation as determined by the Supervisor and Town Comptroller.

Seconded by: Councilor R. Matters

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:

➤ **COMMISSIONER OF PUBLIC WORKS, LIMITATION OF PURCHASES**

Motion by Councilor T. Tierney that the Commissioner of Public Works is hereby authorized to purchase equipment, tools and implements for highway purposes in an amount not to exceed \$1,000.00 without prior approval of the Town Board as per Section 142 of the Highway Law providing there is a budget appropriation for that purpose sufficient to cover the cost of said purchase, and also providing that such purchase is in accordance with the Town's Procurement Policy.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **LIMITATIONS OF PURCHASES**

Motion by Councilor T. Tierney that all Department Heads, except for the Commissioner of Public Works, shall be authorized to purchase commodities for departmental purposes in an amount not to exceed \$300.00 without prior approval of the Town Supervisor and Town Comptroller, providing there is a budget appropriation for that purpose sufficient to cover the cost of said purchase, and also providing that such purchase is in accordance with the Town's Procurement Policy.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **DISHONORED CHECK FEE**

Motion by Supervisor J. Conway to approve a \$20 fee for dishonored checks, as authorized by Section 85 of General Municipal Law (Section 5-328 of General Obligations Law sets the maximum fee at \$20). This applies to checks received by all Town Offices, including the Receiver of Taxes, Town Clerk, Transfer Station, Town Services Department, Building Department, Water and Sewer Office and Police Department.

Seconded by: Councilor R. Matters

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:

➤ **COMMISSIONER OF PUBLIC WORKS**

Motion by Councilor T. Tierney that Scott F. Gallerie, Sr. be appointed to the position of Commissioner of Public Works for a two-year term to expire on December 31, 2019.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **TOWN COMPTROLLER**

Motion by Councilor T. Tierney that George Phillips be appointed to the position of Town Comptroller for a two-year term to expire on December 31, 2019.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **TOWN COMPTROLLER- WAIVER OF RESIDENCY REQUIREMENT**

Motion by Supervisor J. Conway that George Phillips be granted a waiver from the Town's residency requirement for the period of January 1, 2018 – December 31, 2018.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **FULL TIME CLERK TO THE TOWN COMPTROLLER**

Motion by Councilor T. Tierney that Mary Hendrick be appointed to the position of Full Time Clerk to the Town Comptroller.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **TOWN SERVICES COORDINATOR**

Motion by Councilor H. Kennedy that Jessica Lansing be appointed as Town Services Coordinator.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:

➤ **HUMAN RESOURCES MANAGER**

Motion by Supervisor J. Conway that Lisa A. Borst be appointed as Human Resources Manager.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **DIRECTOR OF PLANNING AND ZONING**

Motion by Supervisor J. Conway that Adam Yagelski be appointed to the position of Director of Planning and Zoning for a two-year term to expire on December 31, 2019.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **SECRETARY FOR PLANNING AND ZONING**

Motion by Councilor T. Tierney that Alison Lovely be appointed Secretary for Planning and Zoning.

Seconded by Councilor R. Matters

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **TYPIST TO THE CHIEF OF POLICE**

Motion by Councilor T. Tierney that Stephanie Scheibly be appointed as Typist to the Police Chief.

Seconded by Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **SECRETARY TO TOWN JUSTICE**

Motion by Councilor R. Matters to appoint Stephanie Phillips as Secretary to the Hon. Town Justice Mary Pat Donnelly.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **SECRETARY TO TOWN JUSTICE**

Motion by Councilor H. Kennedy to appoint Eileen Donahue as Secretary to the Hon. Town Justice Kevin Engel.

Seconded by: Councilor T. Tierney

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **SECRETARY TO THE COURT OFFICE**

Motion by Supervisor J. Conway to appoint Laura Ingoldsby as Secretary to the Court Office.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:

➤ **ATTORNEY TO THE TOWN**

Motion by Supervisor J. Conway that David Gruenberg, Esq., be appointed Attorney to the Town on an Independent Contractor basis as per retainer letter submitted to the Town.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Supervisor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **DEPUTY ATTORNEY TO THE TOWN**

Motion by Councilor H. Kennedy that Craig Crist, Esq., be appointed Deputy Attorney to the Town for all NYS Vehicle and Traffic Law prosecutions and such other and further duties as may be of assistance to the Town, on an Independent Contractor basis per retainer letter submitted to the Town.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **ASSISTANT ATTORNEY TO THE TOWN FOR THE ZONING BOARD OF APPEALS**

Motion by Councilor T. Tierney that George Hoffman, Esq., be appointed Assistant Attorney to the Town for the Zoning Board of Appeals and such other and further duties as may be of assistance to the Town, on an Independent Contractor basis per retainer letter submitted to the Town.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **ASSISTANT ATTORNEY TO THE TOWN FOR THE PLANNING BOARD**

Motion by Councilor T. Tierney that Joseph B. Slater, Esq., be appointed Assistant Attorney to the Town for the Planning Board and such other and further duties as may be of assistance to the Town, on an Independent Contractor basis per retainer letter submitted to the Town.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **ASSISTANT ATTORNEY TO THE TOWN FOR THE BOARD OF ETHICS**

Motion by Councilor R. Matters that Joseph B. Slater, Esq., be appointed Assistant Attorney to the Town for the Board of Ethics on an Independent Contractor basis per retainer letter to be submitted to the Town.

Seconded by: Councilor T. Tierney

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **DOG WARDEN**

Motion by Councilor R. Matters that Robert A. Guyer, Jr., be appointed Dog Warden.

Seconded by: Councilor T. Tierney

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **REAL PROPERTY APPRAISAL AIDE- PT**

Motion by Councilor R. Matters that Patrice Burek be appointed Real Property Appraisal Aide.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **TYPIST PT - TOWN SERVICES**

Motion by Councilor H. Kennedy that Amy Walsh be appointed Office Typist in the Town Services Department on a part-time basis.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:

➤ **SECRETARY – PUBLIC WORKS- PT**

Motion by Councilor T. Tierney that Nancy Hicks be appointed Secretary in the Department of Public Works on a part-time basis.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **ASSESSOR'S OFFICE CLERKS- PT**

Motion by Councilor R. Matters that Ellen Schwab and Debra Boyd be appointed Assessor's Office Clerks on a part-time basis.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:

➤ **CLERKS-PT**

Motion made by Supervisor J. Conway to appoint Mary Harwood and Linda Boettner as part-time Clerks.

Seconded by Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **POLICE MATRON - PT**

Motion made by Supervisor J. Conway to appoint Stephanie Scheibly as part-time Police Matron.

Seconded by Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor Kennedy	VOTED:
Councilor Matters	VOTED:

➤ **RECREATION ASSISTANT -PT**

Motion made by Councilor H. Kennedy to appoint Tyler VanCour-Bryant as part-time Recreation Assistant.

Seconded by Supervisor J. Conway

ROLL CALL:

Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:

COURT ATTENDANTS

Motion by Councilor R. Matters to appoint Robert Bennett, William Hart and Edward Meyer as Court Attendants.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

BINGO INSPECTORS

Motion by Councilor H. Kennedy to appoint Richard Bender and William Mahan as Bingo Inspectors.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **ONE MEMBER OF THE PLANNING BOARD 7-YEAR TERM**

Motion by Councilor T. Tierney that Kurt Bergmann be appointed to the Planning Board for a seven-year term to expire on 12/31/2024.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **CHAIRPERSON OF THE PLANNING BOARD**

Motion by Councilor T. Tierney that Matthew Mastin be appointed Chairperson of the Planning Board.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **ONE MEMBER OF THE ZONING BOARD OF APPEALS 5-YEAR TERM**

Motion by Councilor T. Tierney that Scot Strevell be appointed to the Zoning Board of Appeals for five-year terms to expire on 12/31/2022.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **CHAIRPERSON OF THE ZONING BOARD OF APPEALS**

Motion by Councilor T. Tierney that Jeffrey Pangburn be appointed Chairperson of the Zoning Board of Appeals.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:

➤ **ONE MEMBER OF THE BOARD OF ETHICS - 5-YEAR TERM**

Motion by Councilor T. Tierney that Mary Boisvert be appointed to the Board of Ethics for a five-year term to expire on 12/31/2022.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **ONE ALTERNATE MEMBER OF THE BOARD OF ETHICS - 2-YEAR TERM**

Motion by Councilor T. Tierney that Bonnie Kenna be appointed to the Board of Ethics as an alternate member for a two-year term to expire on 12/31/2019.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **BOND COUNSEL**

Motion made by Councilor R. Matters that the Law Firm of Mazzotta, Sherwood & Vagianelis, P.C., be named as Bond Counsel for the Town of East Greenbush, with additional Bond Counsels being the firms of McNamee, Lochner, Titus & Williams, Esqs., Barclay Damon, LLP, Bond, Schoeneck and King, Esqs., and Lemery Greisler, LLC, for the Town of East Greenbush.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:

➤ **SPECIAL COUNSEL**

Motion made by Councilor H. Kennedy that Hannigan Law Firm PLLC, be named as Special Counsel for purposes of all Ambulance District and Litigation issues and the Law Firm of Girvin & Ferlazzo, PC, be named as Special Counsel for purposes of all Labor Law, Labor Negotiation and Litigation issues. The Vincelette Law Firm is named as Special Counsel for purposes of Tax Certiorari and Litigation issues, and the Law Firm of Whiteman Osterman & Hanna, LLP is named as Special Counsel for purposes of all legal issues relating to the Water and Sewer District in the Town of East Greenbush, with all of the aforementioned attorneys to serve on an Independent Contractor basis as per respective retainer letters submitted to the Town.

Seconded by: Councilor R. Matters

ROLL CALL:

Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **SPECIAL ACCOUNTING/AUDIT SERVICES**

Motion made by Supervisor J. Conway that the following firms be appointed as Independent Contractors pursuant to retainer agreement to be filed with the Town hereafter for purposes of rendering accounting/audit services to the Town of East Greenbush: UHY, LLC, CPAs and Purinton & Morris CPA's, LLC.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **SPECIAL ASSESSOR/APPRaisal AND VALUATION SERVICES**

Motion made by Councilor R. Matters that Industrial & Utility Valuation Consultants, Inc., Laurence P. Farbstein, President, be appointed as Independent Contractor pursuant to retainer agreement filed with the Town hereafter for purposes of rendering Special Assessor/Appraisal and Valuation services to the Town of East Greenbush.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor R. Matters	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:

➤ **TOWN ENGINEERING SERVICES CONSULTANTS**

Motion made by Councilor T. Tierney to designate Greenman-Pedersen Inc., Delaware Engineering, D.P.C., Behan Planning and Design, CT Male Associates, D.P.C., Barton & Loguidice, MJ Engineering and Land Surveying, P.C., Creighton Manning, Laberge Group, and H. V. LaBarba & Associates as the Town's engineering services consultants.

Seconded by: Supervisor J. Conway

ROLL CALL:

Councilor T. Tierney	VOTED:
Supervisor J. Conway	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **DEPUTY TOWN CLERK**

Town Clerk Kimberly Carlock hereby appoints Michelle Eckler as Deputy Town Clerk.

➤ **CLERK PT - TAX DEPARTMENT**

Receiver of Taxes and Assessments Toni Murphy hereby appoints Kathleen Bennett as Deputy Receiver of Taxes and Assessments.

➤ **SUPERVISOR APPOINTMENTS**

Supervisor Conway makes the following appointments:

Deputy Supervisor	Christine Tierney
Director of Finance	Meaghan Hart
Secretary to the Supervisor	Lisa O'Brien
Bookkeeper to the Supervisor (Part-time)	Florence Taylor
Town Historian	Roberta Reno

➤ **MUNICIPAL LIAISONS**

Motion by Supervisor J. Conway that the following liaisons be designated for 2018:

Councilor H. Kennedy:	Town Services; Receiver of Taxes Office; Library.
Councilor R. Matters:	Assessor; Animal Control; Building Department
Councilor T. Tierney:	Planning and Zoning; School District; Public Works;
Fifth Member:	Board of Ethics; Comptroller; Town Clerk;
Supervisor J. Conway:	Police Department, Court, Dispatch, Ambulance District; Fire Services.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **SALARIES**

Motion by Supervisor J. Conway that the salaries/base pay rates for the non-union Town Employees/Officers for 2018 be as detailed on the 2018 Salaries/Compensation Sheet, a copy of which is attached hereto, made a part hereof, and incorporated herein by reference.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

➤ **ESTABLISHING 2018 TOWN HOLIDAYS**

Motion by Councilor T. Tierney that the Town Board designates the following Holidays for 2018 for non-union employees.

New Year's Day	Indigenous Peoples/Columbus Day
Dr. Martin Luther King, Jr. Day	Election Day
Presidents' Day	Veterans Day
Memorial Day	Thanksgiving
Independence Day	Day after Thanksgiving
Labor Day	Christmas

In addition, non-union employees are entitled to one (1) floating holiday per year. In 2018 the floating holiday will be December 24, 2018.

Seconded by: Councilor H. Kennedy

ROLL CALL:

Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:

➤ **APPROVING BLANKET UNDERTAKING PURSUANT TO PUBLIC OFFICERS LAW
SEC. 11(2)**

Motion by Supervisor J. Conway that, pursuant to past practice, in lieu of any additional undertaking as required by law, the procurement of a blanket undertaking from an authorized corporate surety covering the officers, clerks, and employees of the Town, be, and the same hereby is, approved.

Seconded by: Councilor R. Matters

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor R. Matters	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:

**01-2018 A Resolution Reclassifying a Motorized Equipment Operator (Heavy)
Position as a Working Foreman in the Parks Department**

WHEREAS, the Department of Public Works exists to operate and maintain the Town’s Highway, Water, Waste Water Systems; Parks, Transfer Station and Buildings; and

WHEREAS, the Public Works Commissioner has determined that the duties and responsibilities being undertaken by the current Motorized Equipment Operator (Heavy) James Hempstead in the Parks Division are commensurate with those of a Working Foreman; and

WHEREAS, the Public Works Commissioner requests that the Town Board approve the reclassification of the Motorized Equipment Operator (Heavy) in the Parks Division to that of Working Foreman; and

WHEREAS, the Town Comptroller has confirmed that this resolution will not have a material impact on the Town’s finances;

now, therefore, be it

RESOLVED, that the Town Board approves the reclassification of the Motorized Equipment Operator (Heavy) to a Working Foreman in the Park Division in the Department of Public Works.

The foregoing resolution was duly moved by Supervisor J. Conway and seconded by Councilor T. Tierney and brought to a vote resulting as follows:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

**02-2018 A Resolution to Appoint Guy Warner to the Town Board of the Town of East
Greenbush**

WHEREAS, Local Law #2 of 2011 of The Town of East Greenbush provides that no person shall be eligible to hold elective office in The Town of East Greenbush while at the same time holding any elective office of the County of Rensselaer; and

WHEREAS, Town Board member Thomas Grant was elected to the Rensselaer County Legislature at the general election in November, 2017, and has now taken the oath of office as a Rensselaer County Legislator, thus creating a vacancy on The East Greenbush Town Board; and

WHEREAS, The Town Board desires to fill that vacancy with a new board member who shall serve until December 31, 2018;

now, therefore, be it

RESOLVED, that Guy Warner is hereby appointed as a member of the East Greenbush Town Board for a term to end on December 31, 2018;

and, be it further

RESOLVED, that the Town Comptroller confirms that this position is budgeted for and will not have a material impact on the Town’s Finances;

and, be it further

RESOLVED, that the board hereby expresses its gratitude appreciation to Mr. Grant for his service as a member of the East Greenbush Town Board over the past two years.

The foregoing resolution was duly moved by Supervisor J. Conway and seconded by Councilor T. Tierney and brought to a vote resulting as follows:

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

ADJOURNMENT

Motion by Supervisor J. Conway to Adjourn.

Seconded by: Councilor T. Tierney

ROLL CALL:

Supervisor J. Conway	VOTED:
Councilor T. Tierney	VOTED:
Councilor H. Kennedy	VOTED:
Councilor R. Matters	VOTED:

**TOWN OF EAST GREENBUSH
2018 SALARY/BASE PAY SHEET**

ELECTED OFFICIALS

Position	Person	Amount
Town Supervisor	John J. Conway	\$70,000
Town Clerk	Kimberly Carlock	\$46,181
Registrar of Vital Statistics	Kimberly Carlock	\$ 7,004
Receiver of Taxes and Assessments	Antonette Murphy	\$57,652
Justice of the Peace	Kevin Engel	\$32,743
Justice of the Peace	Mary Pat Donnelly	\$32,743
Town Board Member	Christine Tierney	\$10,000
Town Board Member	Hollie Kennedy	\$10,000
Town Board Member	Richard Matters	\$10,000
Town Board Member		\$10,000

APPOINTED FULL-TIME POSITIONS

Position	Person	Amount
Chief of Police	Christopher Lavin	\$93,380
Commissioner of Public Works	Scott Gallerie	\$86,275
Comptroller	George Phillips	\$72,065
Director of Planning/Zoning	Adam Yagelski	\$65,000
Town Assessor	Susan McCarthy	\$64,453
Code Enforcement Officer	Kevin Hitchcock	\$52,273
Director of Finance	Meaghan Hart	\$47,705
Typist to Chief	Stephanie Scheibly	\$44,660
Town Services Coordinator	Jessica Lansing	\$42,630
Assistant Building Inspector	Nicholas Petramale	\$40,600
Secretary to the Town Justice	Eileen Donahue (plus \$75 per Session)	\$40,600
Secretary to Planning & Zoning	Alison Lovely (plus \$75 per Session)	\$38,062
Secretary to Supervisor	Lisa O'Brien	\$37,555
Human Resources Manager	Lisa Borst	\$35,525
Clerk to Comptroller	Mary Hendrick	\$35,525
Deputy Town Clerk	Michelle Eckler	\$35,000
Secretary to the Town Justice	Stephanie Phillips (plus \$75 per Session)	\$32,480
Secretary to the Court Office	Laura Ingoldsby	\$32,480

APPOINTED ATTORNEYS - INDEPENDENT CONTRACTORS

Position	Person	Amount
Attorney to the Town	David Gruenberg, Esq.	\$38,000
Deputy Attorney to the Town	Craig Crist, Esq.	\$20,000
Asst. Attorney to the Town - PB	Joseph B. Slater, Esq.	\$16,500
Asst. Attorney to the Town - ZBA	George Hoffman, Esq.	\$12,500
Asst. Attorney to the Town – Ethics	Joseph B. Slater, Esq.	\$ 2,500

APPOINTED PART-TIME POSITIONS

<u>Position</u>	<u>Person</u>	<u>Amount</u>
Dog Warden	Robert Guyer	\$13,195
Town Historian	Roberta Reno	\$ 5,075
Planning Board Chairperson	Matthew Mastin	\$ 5,075
ZBA Chairperson	Jeffrey Pangburn	\$ 5,075
Fire Inspector Part-time	Kevin Hitchcock	\$ 2,538
Fire Inspector part-time	Nicholas Petramale	\$ 2,538
Assessment Review Bd. Chair	Cassandra Maloy	\$ 1,274
Deputy Town Supervisor	Christine Tierney	\$ 0
Police Matron part-time	Stephanie Scheibly	\$16.00/hr
Real Property Appraisal Aide.	Patrice Burek	\$16.50/hr*
Bookkeeper to the Supervisor	Florence Taylor	\$16.50/hr*
Deputy Receiver of Taxes	Kate Bennett	\$16.24/hr
Clerk PT – Assessor Office	Ellen Schwab	\$15.73/hr
Clerk PT – Assessor Office	Debra Boyd	\$15.23/hr
Typist PT	Amy Walsh	\$16.24/hr
Clerk PT	Mary Harwood	\$16.00/hr
Clerk PT	Linda Boettner	\$15.23/hr
Secretary DPW	Nancy Hicks	\$17.26/hr
Recreation Asst. PT	Tyler VanCour-Bryant	\$12.18/hr
Justice Court Attendant	Robert Bennett	\$75.00/Session
Justice Court Attendant	Edward Meyer	\$75.00/Session
Justice Court Attendant	William Hart	\$75.00/Session
Bingo Inspector	Richard Bender	\$50.00/Session
Bingo Inspector	William Mahan	\$50.00/Session

* Not to exceed \$12,500 for the year.

Planning Board Members Term End in Parentheses (\$80.00/Session)

Matthew Mastin (12/31/18), Michael Bottillo (12/31/19), Nancy Kupiec (12/31/20), Matthew Polsinello (12/31/21), James Moore (12/31/22), Ralph Viola (12/31/23), and Kurt Bergmann (12/31/2024)

Zoning Board Members Term End in Parentheses (\$75.00/Session)

Jeffrey Pangburn (12/31/18), Robert Seward, III (12/31/19), Joyce Lapham (12/31/19), John Conway, Jr. (12/31/20), Matthew Ostiguy (12/31/21), and Scot Strevell (12/31/22)

Assessment Review Board Members (Not to exceed \$500.00 each) \$25.00/hr

Carol Orvis (9/30/18), William Siegmann (09/30/18), Robert Jucha (09/30/20), Barbara Cavallo (9/30/21), and Cassandra Maloy (09/30/22)