



**WHEREAS**, the essential duties and responsibilities of Planner include the following:

- Manage the land development application review process;
- Interpret the Comprehensive Zoning Law, Subdivision Regulations, the Comprehensive Plan, and make related determinations in close coordination with involved Town officials, staff, and consultants;
- Develop, implement, and prepare Staff Reports to involved Town boards as well as SEQRA materials, board resolutions;
- Serve as the Town’s Municipal Separate Storm Sewer (MS4) Administrator responsible for day-to-day implementation of the Town’s MS4 program;
- Serve as initial point of contact for the public, land development community, and others seeking land use, zoning, land development project information; and
- Make professional planning recommendations and carry out special projects relative to the Town’s comprehensive plan, land use regulations, MS4 program, complete streets, natural resources conservation initiatives, and other planning topics; and

**WHEREAS**, the Town posted an advertisement seeking qualified applicants for the position of Planner on trade websites, online employment-related platforms, and the Town’s website; and

**WHEREAS**, twenty-six (26) applications were received, eight (8) candidates phone-interviewed, and three (3) finalists in-person interviewed; and

**WHEREAS**, Dalia Szarowicz met all of the qualifications and participated in two interviews with Town staff and members of the Town Board; and

**WHEREAS**, the Town Comptroller confirms that this position was included in the 2020 budget funding of account 80201.01.01 Planning PS;

now, therefore, be it

**RESOLVED**, that Dalia Szarowicz is hereby appointed to the position of Planner in the Department of Planning and Zoning of the Town of East Greenbush at an annual salary of \$50,000.00;

and be it further

**RESOLVED**, that this appointment shall take effect on February 10, 2020.

The foregoing resolution was duly moved by Supervisor Conway and seconded by Councilor 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:
Councilor B. Fritz	VOTED:

**ADJOURNMENT**

Motion to adjourn by Supervisor Conway, seconded by Councilor Tierney and brought to a vote as follows:

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