

**Town of Washington
Town Board Meeting
Annual Organizational meeting
January 11, 2018**

The Town Board of the Town of Washington held their regular meeting and annual organizational meeting on Thursday, January 11, 2018, at the Town Hall, 10 Reservoir Drive, Millbrook, NY. Supervisor Gary Ciferri called the meeting to order at 7:00 PM with the following present: Councilmen Stephen Turletes, Robert Audia and Al De Bonis, Town Clerk Mary Alex, Highway Superintendent Joseph Spagnola, Bookkeeper Dana Sukow and Attorney Jeffrey Battistoni.

Also present were Judith Balfe and Howard Schuman and several men that reside on Terbar Court.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

- Attorney Jeffrey Battistoni administered the Oath's of Office to Supervisor Gary Ciferri And Councilman Stephen Turletes. They were elected in November for an additional four-year term of office.

Supervisor Ciferri opened the floor to the residents of Terbar Court. A gentleman said they live near Taylor Oil and continue to be concerned about the cement operation by Taylor Oil. They haven't heard any recent news and want to ensure they are in the loop. Supervisor Ciferri said the Town Zoning Administrator has issued a cease and desist order and a notice to remove the violation.

Mr. Taylor appeared before the Planning Board, however the Planning Board was the wrong venue. The Zoning Board of Appeals is where they must go first, however the ZBA will not listen to an appeal until the violation is cleared. The operation is shut down, but the structures are required to be removed from the property. They residents thanked the Board for staying on top of their complaint.

Steve/Al

On the recommendation of Supervisor Gary Ciferri and seconded by Councilman De Bonis, the Board appointed Stephen Turletes as Deputy Supervisor through December 31, 2021. All ayes were recorded.

A resolution was offered by Councilman Turletes and seconded by Councilman De Bonis to appoint:

- Mindy Moore as Deputy Town Clerk, Deputy Tax Collector and Deputy Vital Registrar through December 31, 2019
- Michael Llanes as Deputy Highway Superintendent through December 31, 2018
- Casey Murphy to the Highway Department as a laborer
- Dana Sukow as Bookkeeper to the Supervisor

- Christine Briggs as Justice Court Clerk
- Chelsea Edson as Recreation Director
- Kelly Cassinelli as Assistant Recreation Director
- Judy Malstrom as Clerk of the Assessor
- Nancy Patrick as Clerk of the Building Inspector and Zoning Administrator
- Thomas Fiore as Interim Building Inspector and Zoning Administrator
- Nikki Caul as Secretary to the Planning Board, Zoning Board of Appeals
- Louis Spagnola, Jr. as Constable
- Louis Spagnola III as Deputy Constable
- Anthony De Bonis as Dog Control Officer
- David Greenwood as Town Historian
- Kenneth Holzberg to an additional five-year term on the Zoning Board of Appeals
- Donald Hanson to an additional seven-year term on the Planning Board
- Craig Moore to a seven-year term on the Recreation Commission
- The law firm of Van de Water and Van de Water as Attorneys for the town.
- Authorize the Supervisor to invest town funds in time or authorized investments as approved by the Town Board.
- Establish the official rate of mileage as fifty-three cents per mile for reimbursement to employees and elected officials while on official Town business.
- Authorize all elected officials to attend the Association of Towns meeting in February if they so desire.
- Established a procurement policy to authorize the Highway Superintendent to spend up to \$3,500 to buy additional equipment and highway materials without prior approval of the Town Board, \$3,500.01 - \$5,000.00 with prior Town Board approval, and \$5,000.01 - \$10,000.00 with Town Board approval and quotes from a minimum of two vendors.
- Establish the regular meeting of the Town Council to be held on the second Thursday of the month beginning at 7:00 PM
 - January 11
 - February 8
 - March 8
 - April 12
 - May 10
 - June 14
 - July 12
 - August 9
 - September 13
 - October 11
 - November 8
 - December 13
- Appoint the Poughkeepsie Journal and/or Millerton News as the official newspapers of the Town. Legal notices will be published dependent upon publication needs.
- Approve the procurement of a blanket undertaking from a duly authorized corporate surety covering the officers, clerks and employees of the town. Any such blanket

undertaking entered into must indemnify against losses caused by the failure of the officers or employees to faithfully perform their duties or by their fraudulent or dishonest acts.

- compensate the employees within the limits of the appropriated funds as established in the 2018 budget. All non-salaried employees are to receive time and a half for hours worked over forty (40) hours per week, and
- to establish the rates of compensation for all officials and employees as indicated in the 2018 budget and detailed below without a previous audit from the Town Board.

Supervisor Gary Ciferri	\$17,484.25	
Deputy Supervisor Stephen Turletes	\$5,464.15	
Councilman Robert Audia	\$4,371.32	
Councilman Al De Bonis	\$4,371.32	
Councilman Michael Murphy	\$4,371.32	
Town Clerk Mary Alex	\$60,076.00	
Highway Superintendent Joseph Spagnola	\$58,800.00	
Town Justice Elizabeth Shequine	\$15,478.84	
Town Justice Jeff Feigelson	\$15,478.84	
Deputy Town Clerk Mindy Moore	\$34,000.00	
Bookkeeper Dana Sukow	\$46,072.00	
Recreation Director Chelsea Edson	\$53,045.00	
Recreation Assistant Director Kelly Cassinelli	\$38,198.58	
Court Clerk Christine Briggs	\$17.51 p/h	\$16,389.36.
Assessor Kathleen Myers	\$30.90 p/h	
Assessor's Aide Judy Malstrom	\$18.36 p/h	\$14,320.80
Secretary Planning Board/ZBA	\$20.45 p/h	
Animal Control Officer Anthony De Bonis	\$10,184.00	
Interim Building Inspector Thomas Fiore	\$22.50 p/h	
Building Dep't. Secretary Nancy Patrick	\$18.36 p/h	\$19,094.00
Groundskeeper (Vacant)	\$16,152.50	
Constable Louis Spagnola	\$3,602.94	
Constable P/T Louis Spagnola, III	\$2,518.35	
Cleaner Earl Smith	\$12.55 p/h	\$2,107.38
Solid Waste Attendant James Brownell	\$18.39 p/h	\$22,950.72
Solid Waste Attendant Joseph Magnarella	\$18.39 p/h	\$22,950.72
MEO Kevin Granger	\$20.00 p/h	\$41,600.00
Auto Mechanic Charles Erts	\$28.00 p/h	\$58,240.00
HMEO Thomas Coy	\$25.40 p/h	\$52,832.00
MEO Joseph Erts	\$23.10 p/h	\$48,048.00
MEO Jason Murphy	\$22.15 p/h	\$46,072.00
MEO Wayne Gruntler	\$26.00 p/h	\$54,080.00
Dep. Highway Super Michael Llanes	\$25.65 p/h	\$53,352.00
Laborer Casey Murphy	\$17.00 p/h	\$35,360.00

The vote was as follows:

Supervisor Ciferri: Aye

Councilman Turletes: Aye
Councilman Audia: Aye
Councilman De Bonis: Aye
Councilman Murphy: Absent

On a motion made by Councilman De Bonis and seconded by Councilman Turletes the Board named the Bank of Millbrook as the Official Depository of Town Funds.

The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Abstained
Councilman De Bonis: Aye
Councilman Murphy: Absent

Supervisor Ciferri named the following individuals as Emergency Interim Successors in the absence of the Town Supervisor:

1. Stephen Turletes
2. Robert Audia
3. Michael Murphy.

Supervisor Ciferri said any official, employee or volunteer with an interest in a business, corporation or entity that the town has a business dealing with, must provide a verbal and written notice to the Town Supervisor, as per the Annual Statement of Disclosure.

Councilman Turletes: None
Councilman Audia: Board of Directors Bank of Millbrook
Councilman Murphy: Absent
Councilman De Bonis: None
Town Clerk Alex: Husband is an officer of the Chazen Companies
Highway Superintendent Spagnola: None

Ms. Sukow, Bookkeeper to the Supervisor provided the Board with the monthly report including revenue and expense reports. She requested that the Town Board Audit of the books of the Bookkeeper and Town Clerk be completed at the February meeting due to December bank statements received on 1/10/18. The Board agreed. Ms. Sukow is completing reconciliations of the Planning Board Escrow, Payroll and Account Payable bank accounts.

Ms. Sukow has requested an extension from the Office of the State Comptroller to file the Annual Financial Report. In addition, she reported that all New York State taxes have all been filed. She has processed Casey Murphy as an employee. He will enroll in the town health insurance plan in August.

Ms. Sukow sought proposals to complete the Court Audit for each Town Justice for 2016 and 2017. Marshall and Sterling sent a procedures engagement in the amount of \$1800 - \$2300 per year. They are available on February 1st. Accountant Ted Eglit proposed \$500.00 per justice, per year and is available immediately.

On a motion made by Councilman Audia and seconded by Councilman De Bonis the Board accepted the proposal of Accountant Ted Eglit to provide an audit of the court records of Justice Shequine and Justice Feigelson in the amount of \$500.00 per Justice per year.

The vote was as follows:

Supervisor Ciferri:	Aye
Councilman Turletes:	Aye
Councilman Audia:	Aye
Councilman De Bonis:	Aye
Councilman Murphy:	Absent

Ms. Sukow advised that the IRS deductions based on the new tax laws have not yet been released. The State information has been received and the software has been updated.

The Mortgage Tax Report from the Dutchess County Clerk has been received and emailed to the Board members.

Highway Superintendent Joseph Spagnola provided his monthly report. This recent snow has caused a lot of drifting snow. He was out until 11 pm checking roads. At 2 am a man begins the overnight watch and continues until 7:30 am when the rest of the crew is in. It takes 3 ½ hours to make the loop of the roads checking for problems. The weather report says rain for the next 36 hours with the roads turning to ice. The Town may go to the extreme measure to plow ice/mud off roads. We can't pretreat for these conditions. Mr. Spagnola has already spoken to the school superintendent to give him an update. There will probably be a delay, but he is more concerned with getting the kids home in the afternoon. There is an additional storm scheduled for Saturday morning with the snow to last three hours.

There have been several weekend storms and they are becoming expensive. For the most part, the equipment is holding up. There have been issues with truck 4 and truck 16 is from 1990 and is seeing its last days.

Highway Superintendent Spagnola said the Board will see a voucher for Tank compliance from American Petroleum for \$800.00. He has engaged them to be our consultant to ensure compliance and for DEC engagement. They have completed the DEC tank compliance and five-year report for \$500.00.

Highway Superintendent Spagnola advised that Casey Murphy, the laborer employee is a great kid. He jumps right in, is willing to work and he knows how to plow. He is currently working on getting his CDL which will be helpful in the future.

Councilman De Bonis said on Christmas Day he was watching the guys load up and plow. He realized they are working many hours when there aren't many food options available. He suggested authorizing a fund to be able to feed the men through the diner, deli or other local establishment. After a brief discussion, the Board concurred and authorized Highway Superintendent Spagnola to make arrangements with the local restaurants to provide a meal for the men during winter events, and the Town will provide the restaurant with a voucher for

payment. Highway Superintendent Spagnola thanked the Board and said the men would appreciate this gesture.

Town Clerk Mary Alex provided the Town Clerk Report. The December 14, 2017 minutes have been distributed to all Board members. Monthly reports have been filed and received from the Town Clerk, Justice Court, Recreation Department and Building and Zoning Departments.

The Annual Town Clerk Report has been prepared for the Town Board:

January 1 – December 31, 2017
Town Clerk Annual Report

Miscellaneous Fees	\$43.00
Conservation Licenses	\$611.29
Marriage License Fees	\$560.00
Certified Marriage Licenses	\$190.00
Dog Seizure	\$50.00
Foil Requests	\$15.00
Postage	\$1.25
Vital Records	\$650.00
Landfill Contractor	\$355.00
One Day Permit	\$70.00
Additional Vehicle	\$480.00
Resident Permits	\$11,325.00
Senior Permits	\$10,215.00
Losap (Fire Department)	11 issued no revenue
10 Bag Ticket	\$26,700.00
5 Bag Ticket	\$3,950.00
Exempt Dogs	\$7.50
Female Spayed	\$2092.50
Female Intact	\$200.00
Male Neutered	\$1,815.00
Male Intact	\$437.50
Purebred	\$1,154.00
Replacement Tags	\$33.00
TOTAL	\$60,946.54

Revenue paid to other agencies

NYS Ag & Market for Spay/Neuter program	\$1196.00
NYS Department of Environmental Conservation	\$12,029.71
NYS Health Department Marriage Licenses	\$720.00

Town Clerk Alex advised the Board that Tax Collection commenced on December 27th. Many residents were pleased that the Town made it so easy for them to pay the 2018 taxes in 2017, due to the new tax laws. She worked closely with Dutchess County agency officials

requesting a plan of action in mid-December. Prior to receiving the information from the county, we allowed residents to pay the 2017 amount. For many, the taxes were reduced and we will be providing refunds to those that have overpaid. Overall, the town received 188 payments. The Supervisor will receive a Tax Payment of \$1,221,250.55 for money received to date.

The Town has worked with Business Automation Services to revise the website, and the website has officially been launched. Training for employees has commenced and we will be able to update it as often as necessary and continue to have support from BAS. Town Clerk Alex recommends that residents sign up for the newsletter feature.

Town Clerk Alex attended the Harassment Awareness & Distracted Driver Refresher Class offered by NYMIR. Mrs. Alex is now able to provide the training to all Town employees and officials. She will work with Highway Superintendent Spagnola to schedule the class.

Supervisor Ciferri told the Board that court revenues in other towns are much higher than ours. He asked Town Clerk Alex to see if there is any reason why the Justice Court revenues seem to be decreasing. Mrs. Alex said that the town is not advocating for revenue from violations, as that is not the purpose of the Justice Court System. There is a marked decrease in the number of moving violation summonses being issued in the Town and the Village. Since the Town has taken over the Village court system, the Town has never seen the volume of summonses or total fines that were predicted. It appears that the Village Police Department has decreased patrol hours, have focused their attention on other patrol matters or has made it a policy not to issue tickets for moving violations. The Village receives revenue for parking tickets because they are a violation of the Village Code; whereas the Town and State share the fines for moving violations.

There appears to be less of a presence of the Dutchess County Sheriff's Department and the New York State Police as there was in the past. The Troopers used to issue a larger number of speeding tickets, however since the overtime policy for the NYSP has changed, the enforcement of speed limits declined dramatically.

The Board said that there doesn't seem to be a decrease in the number of speeders through the community. Mrs. Alex said that when the Town has asked for traffic reductions in certain areas, the strongest reason the state DOT has given for not reducing the speed is because the traffic studies show that the average traffic pattern shows a higher speed driven than is posted. Mr. Schuman said he prefers the lack of speed traps. He thought the Village businesses did not want enforcement. Mrs. Alex stated that parents speed every day on Alden Place. The Board discussed having Supervisor Ciferri discuss the findings with agency representatives. Bookkeeper Sukow will be asked to prepare numbers for him.

On a motion made by Councilman Turletes and seconded by Councilman Audia, the Board authorized Town Clerk Alex to seek interest rates for a Bond Anticipation Note for the new highway equipment.

The vote was as follows:

Supervisor Ciferri:	Aye
Councilman Turletes:	Aye

Councilman Audia: Aye
Councilman De Bonis: Aye
Councilman Murphy: Absent

Town Clerk Alex advised that the Town will be able to accept credit cards for tax payments, as well as other town payments including recreation fees. The Town Clerk's office will process credit cards for building and zoning and recreation. Once the funds cleared, those departments will receive a check for the amount received on their behalf, which can be deposited into the appropriate bank accounts.

Liaison Reports:

Councilman Turletes said the Recreation Commission had a meeting last night. The Commission approved minutes for several meetings. The end of the year financial is being finished, and then the Commission will review some of the programs. The Commission members to bring two new program ideas to next the meeting.

Councilman Turletes provided an update on the Guertin Gym. The Recreation Department had the floors refinished and new gym mats were purchased for the gym hall walls. The cost for the new mats were \$4500.00. The replacement was very much needed since they were last replaced in 1999. It looks very nice. Team sponsors have banners that have been hung.

The Commission had voted on their officers and currently Molly Sager will serve as President and Linda Fauci as Treasurer. Vice President and Secretary will be determined at a later date.

The following programs will begin shortly:

- kindergarten basketball clinic
- Saturday basketball at Guertin Gym, 1 night a week practice
- 40 first and second graders
- 24 boys for 3rd and 4th grade
- 16 boys for 5th and 6th grade
- 15 girls 3rd, 4th and 5th grade 15 110 kids total

Be careful driving along Merritt Ave. as there will be many children in the vicinity.

- Teen night open gym begins on Monday nights January 8 – March 12. 7:30 – 9:30
- Indoor lacrosse clinic – Feb 11 Sundays at Dutchess Day, Boys grades 2 – 5
- Kids Golf Clinic Feb. 12 @ 1 pm, swing training
- Recreation will try an adult program later in the year
- Indoor Adult Volleyball – Thursday nights
- Family Open Gym Monday March – April – parents and kids play together
- The Junior Youth Indoor Soccer in November and December had good reviews, with 3 divisions participating
- The Drop and Shop was cancelled due to lack of participants.

Councilman Audia said he will meet with Assessor Myer regarding agricultural exemptions. There are revised regulations and the Board should be aware of how it will affect the 2019 budget.

Councilman De Bonis reported on the Planning Board & ZBA. Taylor Oil came to the Planning Board meeting to discuss their cement operation. They were advised that they need to see the ZBA first. Guardian Angels Day Care has to determine how she will move forward with her state license. Mr. Schuman brought up the question as to whether she can transfer her current license to the new facility, which will become a commercial operation.

Ron Blass, an attorney with Van de Water will represent the Planning Board in place of Neil Wilson. Town Clerk Alex reported that Mr. Wilson will be providing answers to some of the Town's questions in the near future. He is currently settling in to his new position with Mackey, Butts and Wise.

There is a vacancy on the Planning Board due to the resignation of James Shequine. Interviews will be held later in the month for a replacement.

On a motion made by Supervisor Ciferri and Councilman seconded by Councilman De Bonis the following claims were accepted as presented:

Gen Fund A	\$66042.70
Gen Fund B	\$1748.10
Highway DB	\$28941.63
Fund T	\$551.25

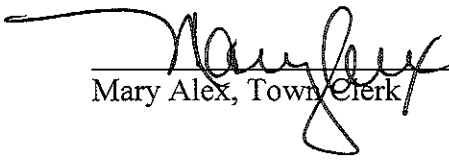
The vote was as follows:

Supervisor Ciferri:	Aye
Councilman Turletes:	Aye
Councilman Audia:	Aye
Councilman De Bonis:	Aye
Councilman Murphy:	Absent

There being no other business, on a motion made by Councilman Audia and seconded by Councilman De Bonis the meeting was closed at 9:30 pm.

The vote was as follows:

Supervisor Ciferri:	Aye
Councilman Turletes:	Aye
Councilman Audia:	Aye
Councilman De Bonis:	Aye
Councilman Murphy:	Absent


Mary Alex, Town Clerk