

**Town of Washington
January 4, 2016
Reorganization Meeting**

The Town Board of the Town of Washington held the Annual Organizational Meeting on Monday, January 4, 2016 at the Town of Washington Town Hall. The meeting was called to order at 7:00 PM by Supervisor Gary Ciferri with the following present: Councilmen Stephen Turletes, Al De Bonis and Michael Murphy, Town Clerk Mary Alex, Highway Superintendent Joseph Spagnola and Attorney for the Town Jeffrey Battistoni.

Resident Howard Schuman was also present.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

Attorney Jeffrey Battistoni administered the Oath of Office to:

Town Clerk Mary Alex

Councilmen Al De Bonis and Michael Murphy

Town Justice Feigelson and Highway Superintendent Joseph Spagnola have previously taken their Oath of Office and Town Justice Elizabeth Shequine will be sworn in on January 5th.

Supervisor Ciferri welcomed Councilman Murphy back to the Board and said they were delighted to have him back on board. Councilman Murphy replied he is happy to be able to help. Supervisor Ciferri also welcomed Highway Superintendent Spagnola to the Town Team. Mr. Spagnola is glad to be on board.

Supervisor Ciferri made the following Town Council Appointments:

Councilman Turletes: Recreation and Deputy Supervisor

Councilman Audia: Buildings and Grounds

Councilman De Bonis: Planning Board and Zoning Board of Appeals

Councilman Murphy: Highway Department

On a motion made by Councilman Turletes and seconded by Councilman De Bonis, on the recommendation of Town Clerk Mary Alex, the Board appointed Irene Wing as Deputy Town Clerk, Deputy Tax Collector and Deputy Vital Registrar for a four year period.

The vote was as follows:

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

On a motion made by Councilman Turletes and seconded by Councilman De Bonis the Town Board authorized the following appointments:

- Dana Sukow as Justice Court Clerk and Bookkeeper to the Supervisor
- Nikki Caul as Secretary to the Planning Board and Zoning Board of Appeals
- Warren McMillan as Recreation Director
- Kelly Cassinelli as Assistant Recreation Director
- John Neubauer as Building Inspector and Zoning Administrator

- Judy Malstrom as Clerk of the Assessor
- Nancy Patrick as Clerk of the Building Inspector and Zoning Administrator
- Louis Spagnola, Jr. as Constable
- Louis Spagnola, III as Deputy Constable
- Anthony De Bonis as Dog Control Officer
- David Greenwood as Town Historian
- The law firm of Van de Water & Van de Water as Attorney for the Town
- The Bank of Millbrook as the official depository of Town funds
- Established the regular meeting of the Town Council to be held on the second Thursday of the month beginning at 7:00 PM

January 14	February 11	March 10	April 14	May 12
June 9	July 14	August 11	September 8	October 13
November 10	December 8			

- Authorized Supervisor Ciferri to invest town funds in time or authorized investments as approved by the Town Board.
- Establish fifty cents per mile as the official rate of mileage for reimbursement to employees and elected officials while on official town business.
- 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.
- Authorized any elected official to attend the Association of Towns meeting in February
- Appointed the Poughkeepsie Journal and/or Millerton News or Northern Dutchess News as the official newspapers of the Town. Legal notices will be published dependent upon publication needs.
- Approved 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.
- To compensate the all employees within the limits of the appropriated funds as established in the 2016 budget. All non-salaried employees are to receive time and a half for hours worked over forty (40) hours per week.
- Establish the rates of compensation for all officials and employees as indicated in the 2016 budget and detailed below without a previous audit from the Town Board.

**2016 Town of Washington
Schedule of Salaries
Elected and Appointed Officials**

OFFICER	POSITION	SALARY
Gary E. Ciferri	Supervisor	16,480
Stephen Turlletes	Deputy Supervisor	5,150
Robert Audia	Councilman	4,120

Al De Bonis	Councilman	4,120
Michael Murphy	Councilman	4,120
Mary Alex	Town Clerk	53,500
Joseph Spagnola	Highway Superintendent	55,000
Elizabeth Shequine	Justice	14,590
Jeff Feigelson	Justice	14,590
Irene Wing	Deputy Town Clerk	34,000 – 30 hrs per week
Dana Sukow	Bookkeeper/Court Clerk	52,000- 30 hours per week
Warren McMillan	Recreation Director	20,000 – 40 hours per wk
Kelly Cassinelli	Recreation Assistant	33,571- 40 hrs per wk
	Assistant Clerk	9,000
W. James Tyger	Assessor	35,840 – 20 hrs per wk
Judy Malstrom	Assessor's Aide	17.31 (13,502) 15 hrs
Clayton Tyger	Real Property Data Lister	17.09 (8,887) 10 hrs
Nicolina Caul	Secretary Planning Bd/ZBA	19.28
Anthony De Bonis	Dog Control Officer	9,693
John Neubauer	Building Inspector I	34,840 – 25 hrs per week
Nancy Patrick	Building Dept Sec	16.22 (12,652) 15 hrs
Thomas Fiore	Groundskeeper	22,698 – 40 hrs
Louis Spagnola	Constable	3,396
Louis Spagnola, III	PT Constable	2,374
Earl Smith	Cleaner	11.83 (1,845) – 3.5 hrs
James Brownell	Solid Waste Attendant	17.32 (21,616) – 24 hrs
Joseph Magnarella	Solid Waste Attendant	17.32 (21,616) – 24 hrs

Highway Department – All 40 hrs per week

Edward Wheeler	H/MEO	27.30 (56,784)
Charles Erts	Auto Mechanic	25.43 (52,984)
Thomas Coy	H/MEO	23.29 (48,443)
Joseph Erts	MEO	19.90 (41,392)
Jason Murphy	MEO	19.17 (39,874)
Wayne Gruntler	MEO	21.85 (45,448)

John Hay	MEO	18.69 (38,875)
Michael Llanes	MEO	23.47 (48,818)

The vote was as follows:

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

Supervisor Ciferri advised that the Annual Statement of Disclosure must be adhered to by any elected official, employee or volunteer with an interest in a business, corporation or entity that the town has a business dealing with.

Supervisor Ciferri reminded all elected officials participating in the New York State Retirement System that they are required to keep a three month log that must be completed by May 31, 2016 and submit it to the Town Clerk by June 29, 2016.

On a motion made by Councilman De Bonis and seconded by Councilman Turletes the Town Board increased fees as proposed with the 2016 budget. In regard to the Transfer Station the Board approved the increase in Bag Punch cards from 10 bags for \$40 and 5 bags for \$20 to 10 bags for \$50 and 5 bags for \$25.

The vote was as follows:

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

On a motion made by Councilman De Bonis and seconded by Councilman Turletes the Town Board increased the fees associated with the Building and Zoning Departments as indicated on the following two sheets:

Attachment.

The vote was as follows:

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

Town Clerk Alex provided the Town Board with the Annual Report of all fees collected in 2015. Total State, County and Local revenues were \$71,833.00, \$14,753.86 was non local revenues and \$57,079.14 were local revenues. Local revenues included Conservation fees, Marriage Licenses, Vital Records, Transfer Station Permits and Dog Licenses. On a motion made by Councilman De Bonis and seconded by Councilman Turletes the Town Clerk Annual Report for 2015 was accepted as presented:

The vote was as follows:

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

Town Clerk Alex provided the Town Clerk 2015 Bank Statements for review and audit by the Town Board. Town Clerk Alex advised that the statements are reviewed by both the Town Clerk and the Deputy Town Clerk. On a motion made by Councilman De Bonis and seconded by Councilman Murphy the Town Clerk's bank records for 2015.

The vote was as follows:

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

Town Clerk Alex presented to the Town Board a resolution to regarding an IRS Section 125 Premium Only Plan as discussed in 2016 budget process. This plan allows for employee contributions towards health benefits to be deducted pretax.

On a motion made by Councilman De Bonis and seconded by Councilman Turletes, the following resolution was offered:

Whereas, the United States IRS offers employers the opportunity to participate in a Section 125 Premium Only Plan that that allows employer-sponsored premium payments to be paid by the

employee on a pre-tax basis instead of after-tax. Coverage may include the following:

- Group Medical
- Group Dental

These plans offer a tax benefit for their eligible employees. A POP provides a cost effective alternative to satisfy an employer's legal obligation when offering a pre-tax option for employer-sponsored benefits such as group insurance.

Whereas, the Employer Benefits include

- Reduced payroll taxes (including Social Security and Medicare):
for every dollar of employee contribution into the POP, employers save 7.65% FICA taxes.
- Savings on the cost of administration: the tax savings gained often covers the entire cost of Plan administration. The fee for the Town to participate is \$99.00 and is renewable every five years unless the government makes extensive changes to the IRS tax code during the five year time period.

Whereas, **the Employee/Participant Benefits**

- Reduces income taxes (Federal, State, and FICA): pre-tax payroll deductions result in a lower taxable salary.
- Increases take-home pay.

Now, therefore, Be It Resolved that the Town Board of the Town of Washington does hereby authorize the participation in an IRS Section 125 plan for Group Medical and Group Dental Insurance premiums.

The vote was as follows:

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

Councilman Audia entered the meeting.

There being no other business, on a motion made by Councilman Audia and seconded by Councilman Turletes, the meeting was closed at 7:28 PM. The vote was as follows:

The vote was as follows:

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

Mary Alex, Town Clerk