



TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501
(845) 373-8860 www.ameniany.gov

REORGANIZATIONAL MEETING

January 7, 2021 – 7:00 P.M.

The Town of Amenia, Town Board began their meeting at 7:00pm on Thursday, January 7, 2021 at 4988 Route 22, Amenia New York. Supervisor Perotti moved to open the meeting.

Roll Call was taken by the Clerk with the following members were present:

Supervisor Victoria Perotti
Deputy Supervisor Vicki Doyle
Councilman Damian Gutierrez
Councilman James Morris
Councilwoman Michele Somogyi

Also Present: Town Clerk Dawn Marie Klingner

The following motions were made:

Motion to accept Town of Amenia Rules of Procedure, Committee Guidelines and Procurement Policy

Motion made by: Supervisor Perotti

Seconded by: Councilman Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish Date/Time/Place for Scheduled Town Board Meetings:

Business Workshop	1st Thursday of the month	7:00 P.M.
Regular Meeting	3rd Thursday of the month	7:00 P.M.
Place: Town Hall	4988 Route 22, Amenia, New York 12501	

Motion made by: Gutierrez

Seconded by: Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish elected and appointed officials' salaries as noted:

Supervisor	\$ 25,331.00
Councilman/woman (4)	\$ 6,135.00
Sole Assessor	\$ 30,700.00
Justice (a)	\$ 18,916.00
Justices (b)	\$ 18,181.00
Town Clerk	\$ 35,169.00
Highway Superintendent	\$ 64,488.00

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint Ian C. Lindars, Esq. of Stenger, Diamond & Glass LLP as town attorney

Ian Lindars, Esq. Attorney to the Town – General	\$200.00/hour
Litigation	\$245.00/hour
Paralegals	\$125.00/hour
Legal Assistants	\$85.00/hour

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to accept appointments and salaries as noted:

Bookkeeper - Marge Arnold, 22 hours/week	\$27.05/hour
Alternate Per Diem Bookkeeper - Lorna Sherman	\$25.00/hour
Bank Reconciliation Clerk (Bookkeeper) -	TBA
Treasurer to Water District - Katrina Gore-Alexander	\$4,086.00 (salaried)
Clerk to Water District – Nancy Nowak	\$4,086.00 (salaried)
Town Court Special Prosecutor - Hilarie Thomas	\$175.00/hour
Attorney for Old Amenia Landfill per contract - Kimberlea Rea, Esq.	\$200.00/hour
Budget Officer - Supervisor	\$7,283.00 (salaried)
Secretary to Supervisor - Annette Culligan	\$16.79/hour
Typist - Nancy Nowak	\$16.08/hour
Building Inspector I - Michael Segelken, 32hrs/week	\$28.48/hour
Senior Typist (PM) - Katrina Gore-Alexander, 16hrs/week	\$19.04/hour
Clerk (AM) - Judy Westfall, 16hrs/week	\$16.62/hour
Registrar of Vital Statistics - Dawn Marie Klingner	\$10.00 per transaction
Tax Collector - Dawn Marie Klingner	\$6,881.00 (salaried)
Planning Board Secretary - Judy Westfall, 24hrs/week	\$16.62/hour
Zoning Board of Appeals Secretary - Susan Metcalfe, 15hrs/week	\$18.44/hour
Planning Board Chairman - Robert Boyles Jr	\$2,745.00 (stipend)
Zoning Board of Appeals Chairman – John Metcalfe	\$2,000.00 (stipend)
Planning Board and ZBA Attorney - Dave Everett, Esq.	\$225.00/hour
First Deputy Town Clerk - Ericka Howard	\$16.46/hour
Second Deputy Town Clerk - Patricia Sawicki	\$15.45/hour
Records Management Clerk	TBA
Clerk (Assessor) - Donna Morrison	\$17,836.00 (salaried)
Real Property Data Collector - John Lloyd	\$18.56/hour
Real Property Data Collector - Donna Dipippo	\$18.56/hour
Constable - Christopher Klingner	\$18.45/hour
Constable - Jason Dean	\$16.96/hour
Constable- Duewayne Jackson	\$16.96/hour
Constable- Francis Lansing	\$16.46/hour
Constable- Abdur Muhammad	\$15.98/hour
Justice Clerk - Maureen Moore for Honorable Moore	\$17,857.00 (salaried)
Justice Clerk - Dawn Marie Klingner for Honorable Devine	\$17,163.00 (salaried)
Working Supervisor - Paul Voorhees	\$25.86/hour

Highway Equipment Operator- Darren Peterson	\$25.32/hour
Highway Equipment Operator- Preston Vincent	\$23.68/hour
Highway Equipment Operator- John Williams	\$24.75/hour
Highway Equipment Operator- Jay Spock	\$24.19/hour
Account Typist Clerk - Judith Carlson, 15hrs/week	\$17.30/hour
Custodian - James Morse	\$16.40/hour
Maintenance Mechanic - John Scott	\$26.37/hour
Groundskeeper - Shawn Howard	\$19.79/hour
Assistant Recreation (Groundskeeper) – Charles Mayville	\$16.79/hour
Recreation Supervisor – Kelly Milano	\$15.45/hour
Grant Writer - Michael Hagerty	\$29.13/hour
Audio Visual Technician – Mike Flint	\$6,535.00 (salaried)
Animal Control Officer – Maria Genovese	\$9,795.00 (salaried)

Motion made by: Gutierrez

Seconded by: Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute agreement to spend highway funds of \$200,655.67 in 2021

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to make the following appointments without salaries:

- | | |
|---|---------------------|
| A. Deputy Supervisor | Vicki Doyle |
| B. Town Historian | TBA |
| C. Deputy ZBA Chairman | David Menegat |
| D. Deputy Planning Board Chairman | Anthony Robustelli |
| E. All Hazard Mitigation | Victoria Perotti |
| F. Records Management Officer | Dawn Marie Klingner |
| G. Deputy Tax Collector | Ericka Howard |
| H. Deputy Registrar of Vital Statistics | Ericka Howard |

Motion made by: Doyle

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to approve One Million Dollar Bonding for Town Officials:

- Supervisor
- Deputy Supervisor
- Secretary to Town Supervisor
- Bookkeeper and Alternate Bookkeeper (each)
- Town Clerk and Deputy Town Clerk (each)
- Tax Collector and Deputy Tax Collector (each)
- Code Enforcement Officer and Administrative Assistant (each)
- Zoning Board of Appeals Secretary
- Planning Board Secretary

Justices (2) each
Court Clerks (2) each
Constables (5) each
Highway Superintendent and Working Supervisor (each)

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to establish mileage reimbursement at federal rate of \$0.56

Motion made by: Perotti

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to renew contract SEBI Environmental Services Inc. for water treatment to the Water District \$34,200 (contractual)

Motion made by: Gutierrez

Seconded by: Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to pay bills by resolution: Utilities, Postage Meter, Copy Machine Maintenance, Rents, Debt Service, Credit Card, Ambulance, Employee Benefits NYS Retirement and NYS Unemployment Insurance Prepay.

Motion made by: Doyle

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to Name M & T Bank Corp., Bank of Millbrook and Salisbury Bank and Trust Co. the official depositories for Town Funds.

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to designate the Millerton News as the official Town Newspaper

Motion made by: Somogyi

Seconded by: Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize all boards to use tape recorders for aid with minutes with the understanding that the tape does not replace typed and accepted minute.

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to accept Town Board appointments to standing committees and Boards as noted:

Recreation Commission	C/Somogyi & C/Doyle
Amenia Housing Board	C/Doyle & C/Gutierrez
Enhancement Committee	C/Morris & C/Doyle
Conservation Advisory Council	C/Doyle & C/Somogyi
Emergency Response/Safety Committee	C/Gutierrez & C/Somogyi
Board of Ethics	C/Morris & C/Gutierrez
Wastewater	C/Morris & C/Gutierrez

Alternate to all standing Committees – Supervisor Perotti

Motion made by: Gutierrez

Seconded by: Morris

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to designate Emergency Interim Successors (3) for Dutchess County Emergency Response:

Council Members: Vicki Doyle, Michele Somogyi, P. Damian Gutierrez

Motion made by: Doyle

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint Supervisor Victoria Perotti to represent the Town of Amenia at the 2021 Association of Towns Meeting in NYC

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize the Supervisor's Bookkeeper to do pre-audit functions of vouchers including math accuracy, checking for sales slips delivery slips, and paid bills by municipal employee receiving goods in addition to the Town Clerk's office reviewing all vouchers for monthly claims to be paid

Motion made by: Somogyi

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize a charge of \$20.00 on each check tendered as payment and returned for insufficient funds, including lost payroll checks.

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to authorize the Supervisor's Bookkeeper to make certificate of deposit and money market investments of available funds

Motion made by: Gutierrez

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that RBT will perform the annual cash audit procedures as required in Town Law Section 123 and the Uniform Justice Court Act Section 2020-a and as described in the Fiscal Oversight Responsibilities of the Governing Board published by the NYS Comptroller's Office. These procedures will be applied to the offices of the Tax Collector and Justice Courts for the year ended 12/31/20.

Motion made by: Doyle

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that all monthly bank reconciliations of Town Clerk and Town Bookkeeper be made by an outside party

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that monthly budget reports are distributed to all department heads and the complete monthly budget report is distributed to the Town Clerk for public viewing by Town Bookkeeper.

Motion made by: Somogyi

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that the Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions as required per General Municipal Law 77-b.

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to accept 2021 schedules for the Zoning Board of Appeals and the Planning Board.

Motion made by: Gutierrez

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint/re-appoint the following members to committees/boards:

Planning Board: Robert Boyles Jr.; (Chair); Anthony Robustelli (Deputy Chair); Patrick Lawler; John Stefanopoulos; Matt Deister; Walter Brett, Leo Blackman

Zoning Board of Appeals: John (Terry) Metcalfe (Chair); David Menegat (Deputy Chair); Paula Pelosi; James Wright; Tracy Salladay; Alternate James Walsh; Alternate Brad Rebillard

Zoning Review Committee: Leo Blackman (Chair); Walter Brett; Andrew Durbridge; Nina Peek

Board of Assessment Review: Steven Benardete (Chair); Winifred Couture; Vern Fish; Herbert Schwager; Anthony Robert

Recreation Commission: Scott Russo (Chair); Christopher Milano; Linda Gregory; Peter McCaffrey; Kenneth Elliott

Board of Ethics: Charlotte Murphy (Chair); Jeanne Thornton Schwager; Evelyn O'Connell; Lorenzo Siconolfi;

Conservation Advisory Council: Michael Peek (Chair); Mark Doyle; Christine Gast; Lorenzo Siconolfi; Sharon Kroeger; Maria Genovese, Maureen Earls

Emergency Response Committee: Christopher Howard (Chair); Victoria Perotti; Megan Chamberlin; Dough Corrow; Aaron Howard, Jr.; Marco D'Antonio; Mike Segelken, Christopher Klingner

Enhancement Committee: Eric Eschbach (Chair); Maureen Earls; Margie O'Brien

Amenia Housing Board: Leo Blackman (Chair); Erica Doyle; Joy Johnson; Nina Peek; Tracy Salladay; Jeff Barnett-Winsby

Wastewater Committee: Jim Wright (Chair); Nathan Roy; John Stewart; Brad Rebillard; Stacy Mantel

Motion made by: Doyle

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion that the Town Clerk maintains custody of all original records, minutes, contracts, grants and documents from the Committees, Boards and Vendors

Motion made by: Morris

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to appoint RBT as Municipal CPA Support.

Motion made by: Somogyi

Seconded by: Doyle

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to adopt fee schedules for the Town Clerk's Office and Building Department.

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute Resolution #1 of 2021 Constables Authorized to Carry Firearms

Motion made by: Gutierrez

Seconded by: Perotti

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Motion to execute Resolution #2 of 2021 Adoption of Investment Policy.

Motion made by: Doyle

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Other Matters

Adoption of Retention Schedule

Clerk Klingner presented the new retention schedule that replaces the MU-1 Schedule previously adopted.

Motion to execute Resolution #3 of 2021 Adoption of NYS LGS-1 Retention and Disposition Schedule

Motion made by: Perotti

Seconded by: Gutierrez

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Clerk Klingner read aloud the Notice of Receipt and the Tax Roll and Warrant for 2021 with the penalty schedule. Announced the payment options and procedure for this year and notes that the Tax Bills were mailed out on December 31st.

Resolution: Transfer of Funds

Motion to execute Resolution #4 Transfer of Funds for December #2

Motion made by: Perotti

Seconded by: Somogyi

ROLL CALL: 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Supervisor's 2021 Goals, Supervisor Victoria Perotti

2021 Supervisor Goals for Re-Organization Meeting:

1. Plan new Highway Garage and Salt Shed construction and financing
2. Work on upgrading Water District Lavelle Road pump house and generator
3. Research feasibility study grant options for downtown Amenia wastewater
4. Complete website upgrade through shared services plan with the Dutchess County Office of Central and Information Services
5. Use donated monies to put flooring in kitchen and make decisions on what next steps should be taken in addition to pursuing grants for completion

Town Board Comments

Morris presented a request from his neighbors to request speed humps along Separate Road, as a result of the recent notice of increased speed. Supervisor Perotti recommended that he inform the highway superintendent

Doyle presented an update on the following committees

Wastewater- working on obtaining copies of reports provided by DC Water and Wasterwater and getting them added to our website;

Enhancement Committee- Fountain Square needs an update

Kitchen- possible grant opportunities through Didi Barrett's office;

Recreation- needs more publicity

CAC- like to see use become a climate smart community

Housing- working on getting out a survey

Looking forward to getting groups back together to patriciate and be active together.

Somogyi announced she looks forward to venues opening up and the return of senior trips

Gutierrez brought up the activity that took place yesterday at the Capitol and thanked his colleagues for their service.

Adjourn

Motion to adjourn at 8:00pm

Motion made by Morris

Seconded by Somogyi

Roll Call 5 Ayes (Doyle, Gutierrez, Morris, Somogyi, Perotti)

Respectfully submitted:

Dawn Marie Klingner

Dawn Marie Klingner

Town Clerk

 Accepted by town board on (1-21-2021)