



# TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501  
(845) 373-8860 [www.ameniany.gov](http://www.ameniany.gov)

## REORGANIZATIONAL MEETING January 6, 2022 – 5:30 P.M.

This meeting was held via Zoom. Supervisor Perotti moved to open the meeting.

Town Clerk Klingner announced the newly elected officials who have completed their Oath of Office prior to the start of this evening's meeting-

Town Supervisor	Victoria Perotti
Town Councilman	Brad Rebillard
Town Councilman	Leo Blackman
Town Highway	Superintendent Megan Chamberlin
Town Justice	Christopher Klingner
Town Clerk	Dawn Marie Klingner

Klingner announced she has received two resignations, Judge Norman Moore effective 12/31/2022 and Maureen Earl Rule from the CAC; Klingner shared an update on the ongoing scanning project that her staff is working on and read aloud the legal notice of the 2022 Notice of Receipt of Tax Roll and Warrant. Klingner encouraged residents to be involved as this is how the town will evolve. As a result of the Town Clerk's report the following actions were taken:

Motion made by Gutierrez; Seconded by Perotti *to accept resignation of Judge Moore with regret and thanks for his years of service*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Motion made by Doyle; Seconded by Gutierrez *to accept the resignation of Maureen Earl Rule from the CAC*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Following the Town Clerk's report the Town of Amenia, Town Board began their Reorganizational meeting. Clerk called the roll- the following members present:

Supervisor Victoria Perotti  
Deputy Supervisor Vicki Doyle  
Councilman Damian Gutierrez  
Councilman Brad Rebillard  
Councilman Leo Blackman

The following actions were taken:

Acceptance of Rules of Procedure, Committee Guideline and Procurement Policy

Motion made by Perotti; Seconded by Doyle *to accept Town of Amenia Rules of Procedure, Committee Guidelines, and Procurement Policy*

Roll Call 4 Ayes (Doyle, Gutierrez, Rebillard, Perotti) 1 Nay (Blackman)

Adoption of Meeting Schedules

Motion made by Doyle; Seconded by Gutierrez *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

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Adopt Elected and Appointed Salaries

Motion made by Gutierrez; Seconded by Doyle *to establish elected and appointed officials' salaries as noted:*

Supervisor \$ 25,838.00  
Councilman/woman (4) \$ 6,135.00  
Sole Assessor \$ 30,700.00  
Justice (a) \$ 18,181.00  
Justice (b) \$ 18,181.00  
Town Clerk \$ 35,873.00  
Highway Superintendent \$ 66,422.00

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Appointment of Town Attorney

Blackman motioned; Seconded by Gutierrez *to appoint Ian C. Lindars, Esq., of Stenger, Diamond & Glass LLP as Town Attorney:*

Ian Lindars, Esq \$200.00/hour  
Litigation \$245.00/hour  
Paralegals \$125.00/hour  
Legal Assistants \$85.00/hour

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Appointment of Tax Certiorari Attorney

Motion made by Rebillard; Seconded by Doyle *to appoint Shane J. Egan, Esq. of Cappillino Rothschild & Egan LLP for tax certiorari matters:*

Donald Cappillino \$245.00/hour  
Jeffrey Rothschild \$245.00/hour  
Shane J. Egan \$245.00/hour  
Elizabeth Cappillino \$245.00/hour  
Robert J. Marvin \$245.00/hour  
Paralegals/Law Clerks \$125.00/hour

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Acceptance of Appointments and Salaries

Motion made by Perotti; Seconded by Blackman *to accept appointments and salaries as noted:*

*Appointments with Salaries and Hourly Rates*

Bookkeeper - Marge Arnold, 24 hours/week	\$27.59/hour
Alternate Per Diem Bookkeeper - Lorna Sherman	\$25.00/hour
Bank Reconciliation Clerk (Supervisor) – Michele Somogyi	\$500.00 (salaried)
Treasurer (Water District) – Victoria Jasmin	\$4,086.00 (salaried)
Clerk (Water District) – Nancy Nowak	\$4,168.00 (salaried)
Town Court Special Prosecutor - Hilarie Thomas	\$175.00/hour
Attorney for Old Amenia Landfill per contract - Kimberlea Rea, Esq.	\$200.00/hour
Director of Finance – Victoria Perotti	\$7,429.00 (salaried)
Secretary to Supervisor - Annette Culligan	\$17.13/hour
Typist - Nancy Nowak	\$16.40/hour
Code Enforcement - Michael Segelken, 32hrs/week	\$28.48/hour
Building Clerk – Joan Roberts, 32hrs/week	\$16.00/hour
Deputy Inspector – TBA	\$22.00/hour
Tax Collector - Dawn Marie Klingner	\$7,019.00 (salaried)
Registrar of Vital Statistics - Dawn Marie Klingner	\$10.00 per transaction
Deputy Town Clerk - Ericka Howard	\$16.79/hour
Record Management (Town Clerk) - Patricia Sawicki	\$15.76/hour
Bank Reconciliation Clerk (Town Clerk) – TBA	\$15.76/hour
Secretary – Planning & Zoning Boards - Judy Westfall, 40hrs/week	\$16.95/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
Assessor Clerk - Donna Morrison	\$8,918.00 (salaried)
Assessor Aide – Amanda Chamberlin	\$16,500.00 (salaried)
Real Property Data Lister - John Lloyd	\$18.94/hour
Constable - Jason Dean	\$17.30/hour
Constable - Duesdayne Jackson,	\$17.30/hour
Constable - Francis Lansing	\$16.79/hour
Chief Constable - Abdur Muhammad	\$16.30/hour
Constable Marcos Mendoza	\$15.50/hour
Constable Justin Romeu	\$15.50/hour
Justice Clerk - Maureen Moore	\$18,215.00 (salaried)
Justice Clerk - Dawn Marie Klingner for Honorable Klingner	\$17,507.00 (salaried)
Working Supervisor - Paul Voorhees	\$26.90/hour
Highway Equipment Operator - Darren Peterson	\$26.33/hour
Highway Equipment Operator - Preston Vincent	\$24.63/hour
Highway Equipment Operator - John Williams	\$25.74/hour
Highway Equipment Operator - Jay Spock	\$25.16/hour
Account Clerk Typist - Judith Carlson, 15hrs/week	\$17.65/hour
Custodian - James Morse	\$16.72/hour
Maintenance Mechanic – TBA	\$25.00/hour
Recreation Groundskeeper - Shawn Howard	\$20.19/hour

Assistant Recreation Groundskeeper – Charles Mayville	\$17.13/hour
Recreation Supervisor – Kelly Milano	\$15.76/hour
Summer Recreation Director – TBA	\$16.00/hour
Audio-Visual Technician – Mike Flint	\$6,666.00 (salaried)
Animal Control Officer – Maria Genovesi	\$9,990.00 (salaried)
Grant Writer – Mike Hagerty	\$29.71/hour

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Execute of Highway Funds

Motion made by Doyle; Seconded by Perotti *to execute agreement to spend highway funds of \$232,761.67 in 2022:*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Appointments without salaries

Motion made by Gutierrez; Seconded by Doyle *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

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Approval of Bonding for Town Officials

Motion made by Blackman; Seconded by Doyle *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 Officers and Administrative Assistant (each)
- Planning and Zoning Board of Appeals Secretary
- Justices (2) each
- Court Clerks (2) each

Constables (6) each  
Highway Superintendent and Working Supervisor (each)

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Establishing of Mileage Reimbursement

Motion made by Rebillard; Seconded by Perotti *to establish mileage reimbursement at federal rate of \$0.58.5:*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Renewal of SEBI Environmental Services Contract

Motion made by Perotti; Seconded by Gutierrez *to renew contract SEBI Environmental Services Inc. for water treatment to the Water District \$34,200 (contractual)*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize Prepay of Claims

Motion made by Doyle; Seconded by Blackman *to prepay bills by resolution: Utilities, Postage Meter, Copy Machine Maintenance, Rents, Debt Service, Credit Card, Ambulance, Employee Benefits, NYS Retirement, and NYS Unemployment Insurance Prepay.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Official Depositories

Motion made by Gutierrez; Seconded by Blackman *to Name M & T Bank Corp., Bank of Millbrook and Salisbury Bank and Trust Co. the official depositories for Town Funds.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Official Town Newspaper

Motion made by Blackman; Seconded by Gutierrez *to designate the Millerton News as the official Town Newspaper*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize use of tape recorders

Motion made by Rebillard; Seconded by Gutierrez *to authorize all boards to use tape recorders for aid with minutes with the understanding that the tape does not replace typed and accepted minutes.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Town Board Appointments

Motion made by Perotti; Seconded by Blackman *to accept Town Board appointments to standing committees and Boards as noted:*

Recreation Commission	C/Blackman & C/Doyle
Amenia Housing Board	C/Doyle & C/Blackman
Enhancement Committee	C/Blackman & C/Doyle
Conservation Advisory Council	C/Doyle & C/Rebillard
Emergency Response/Safety Committee	C/Gutierrez & C/Rebillard
Board of Ethics	C/Rebillard & C/Gutierrez
Wastewater Committee	C/Blackman & C/Gutierrez
Industrial & Commercial Incentive Board	C/Gutierrez & C/Rebillard

*Alternate to all standing Committees – Supervisor Perotti*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Emergency Response Successors

Motion made by Doyle; Seconded by Blackman *to designate Emergency Interim Successors (3) for Dutchess County Emergency Response:*

Council Members: Vicki Doyle, Brad Rebillard, Leo Blackman

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

AOT Representation

Motion made by Gutierrez; Seconded by Doyle *to appoint Supervisor Victoria Perotti to represent the Town of Amenia at the 2022 Association of Towns Meeting in NYC.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize Bookkeeper duties

Motion made by Blackman; Seconded by Perotti *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*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Return Check Fee

Motion made by Rebillard; Seconded by Doyle *to authorize a charge of \$20.00 on each check tendered as payment and returned for insufficient funds, including lost payroll checks.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorized to make deposits

Motion made by Gutierrez; Seconded by Blackman *to authorize the Supervisor to make certificate of deposit and money market investments of available funds*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Outside Auditor

Motion made by Doyle; Seconded by Blackman *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 12/31/21.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Bank Reconciliations

Motion made by Gutierrez; Seconded by Doyle *that all monthly bank reconciliations of Town Clerk and Town Bookkeeper be made by an outside party.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Distributions of Monthly Budget Reports

Motion made by Blackman; Seconded by Gutierrez *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.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize conferences and training sessions

Motion made by Rebillard; Seconded by Gutierrez *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.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

ZBA and Planning Board Schedules

Motion made by Perotti; Seconded by Doyle *to accept 2022 schedules for the Zoning Board of Appeals and the Planning Board.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Appointments to Committees/Boards

Motion made by Doyle; Seconded by Perotti *to appoint/re-appoint the following members to committees/boards: \*as amended*

**Planning Board:**

Robert Boyles Jr. (Chair); Anthony Robustelli (Deputy Chair); Neal Kusnetz; John Stefanopoulos;  
Matt Deister; Walter Brett; Nina Peek

**Zoning Board of Appeals:**

John (Terry) Metcalfe (Chair); David Menegat (Deputy Chair); Paula Pelosi; James Wright; Tracy Salladay; Alternates: James Walsh; Brian Distelberg

**Zoning Review Committee:** Walter Brett; Tracy Salladay; George Bistransin

**Board of Assessment Review:** Steven Benardete (Chair); Laurence Levin; Vern Fish; Herbert Schwager; Anthony Robert

**Recreation Commission:** Christopher Milano; Linda Gregory; Barbara Rotovnik; Paul Winters; Peter McCaffrey;

**Board of Ethics:** Charlotte Murphy (Chair); Jeanne Thornton Schwager; ~~Lorenzo Siconolfi~~; Jeff-Barnett-Winsby; Barbara Rotovnik

**Conservation Advisory Council:** Michael Peek (Chair); Mark Doyle; Christine Gast; Sharon Kroeger; Maria Genovesi; Stacy Mantel

**Emergency Response Committee:** Christopher Howard (Chair); Victoria Perotti; Megan Chamberlin; Tim Shea; Aaron Howard, Jr.; Marco D’Antonio; Mike Segelken; Justin Romeu

**Enhancement Committee:** Eric Eschbach (Chair); Margie O’Brien

**Amenia Housing Board:** Tracy Salladay; Jeff Barnett-Winsby; Stacy Mantel; Charlie Miller; Alison Francis

**Wastewater Committee:** Jim Wright (Chair); Nathan Roy; John Stewart; Stacy Mantel; Paul Winters; Charlie Miller; Shannon Roback

**Industrial & Commercial Incentive Board:** Katherine Lee; Tracy Salladay; Nina Peek; Lorenzo Siconolfi; James Wright

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

*Custodian of Records*

Motion made by Gutierrez; Seconded by Perotti *that the Town Clerk maintains custody of all original records, minutes, contracts, grants and documents from the Committees, Boards and Vendors.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)



Municipal CPA Support

Motion made by Blackman; Seconded by Doyle *to appoint RBT as Municipal CPA Support.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Adoption of Fee Schedule

Motion made by Rebillard; Seconded by Blackman *to adopt fee schedules for the Town Clerk's Office and Building Department.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

**RESOLUTIONS**

Adoption of Investment Policy

Motion made by Perotti; Seconded by Doyle *to execute Resolution #1 of 2022 Adoption of Investment Policy.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize Carry of Firearms

Motion made by Doyle; Seconded by Gutierrez *to execute Resolution #2 of 2022 Constables Authorized to Carry Identified Firearms.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize Agreement with Town Historical Society

Motion made by Gutierrez; Seconded by Doyle *to execute Resolution #3 of 2022 Authorizing Execution of Service Agreement with the Town of Amenia Historical Society.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Accounting and Auditing Services

Motion made by Blackman; Seconded by Doyle *to execute Resolution #4 of 2022 Employing Certified Public Accountants for 2022 Accounting and Auditing Services.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Legal Services

Motion made by Rebillard; Seconded by Doyle *to execute Resolution #5 of 2022 Employing Town of Amenia 2022 Legal Services.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Special Prosecutor

Motion made by Doyle; Seconded by Gutierrez *to execute Resolution #6 of 2022 Employing Town of Amenia 2022 Special Prosecutor Legal Services. \*as amended*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Tax Certiorari Legal Services

Motion made by Doyle; Seconded by Blackman *to execute Resolution #7 of 2022 Employing Town of Amenia 2022 Tax Certiorari Legal Services.*  
Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Engineering Services

Motion made by Gutierrez; Seconded by Doyle *to execute Resolution #8 of 2022 Employing Town of Amenia 2022 Engineering Services.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Planning Board and Zoning Board of Appeals Legal Services

Motion made by Blackman; Seconded by Doyle *to execute Resolution #9 of 2022 Employing Planning and Zoning Board of Appeals 2022 Legal Services.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Visual Assessment Consultant

Motion made by Rebillard; Seconded by Blackman *to execute Resolution #10 of 2022 Employing Planning and Zoning Board of Appeals 2022 Visual Assessment Consultant.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Employment of Forestry Consultant

Motion made by Doyle; Seconded by Blackman *to execute Resolution #11 of 2022 Employing Planning and Zoning Board of Appeals 2022 Forestry Consultant.*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Introduce Local Law re Change of Grievance Day

Motion made by Doyle; Seconded by Gutierrez *to execute Resolution #12 of 2022 Introducing Proposed Local Law No. X of 2022 Entitled “ A Local Law to Change the Grievance Day for Assessment”*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorizing Assessor Authority to Grant Exemptions

Motion made by Gutierrez; Seconded by Perotti *to execute Resolution #13 of 2022 Granting Town Assessor Authority to Grant Exemptions on the 2022 Town Assessment Roll*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Authorize License Agreement with DCC

Motion made by Blackman; Seconded by Doyle *to execute Resolution #14 of 2022 Authorizing a License Agreement with Dutchess Community College for English as a Second Language Program*

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

***Supervisor’s 2022 Goals***

Supervisor Perotti read the following:

1. Choose an engineering firm to do a Highway Garage and Salt Shed feasibility study in order to define the scope of work and budget in addition to finding grants to help pay for construction
2. Plan upgrades to Water District using American Rescue Funds and grants
3. Complete Amenia Town Hall kitchen project
4. Pursue grants for upgrading Fountain Square

***Town Board Comments***

Blackman goals- would like to start planning for the future regarding wastewater and affordable housing. Small projects of bike path and signage from Rail trail to business district; signage and lighting to connect the Wassaic Park; pedestrian improvements on main street; increase programs at town hall for seniors and teens; commented on the communications and timely responses; access to the decisions of the Planning Board and Zoning Board of Appeals and having reports from all committees and the building department so they are aware of all the activity.

Doyle goals – work on minutes on the website, as a liaison she will work with her committees. She read from Open Minutes Law. Getting required training up to date for those required by NYS Law. Looking forward to working with CAC, Housing, Enhancement and Recreation to further goals; working on the lighting grant for the extension of the Rail Trail; fixing an historic lamp in Wassaic; playground equipment and expansion of Wassaic park. Fix the broken bricks and complete the Greenway Grant; fix the broken bricks on Mechanic Street; and she Congratulated Judge Moore on his retirement.

Rebillard- encouraged more community involvement; more recreation and senior programs in town.

Gutierrez reminds all that the pandemic has had an impact on many, and asked for all to be neighborly. Shared his willingness to continue to train those on the telecommunication systems that are currently in place and offered to help with proper notice of meetings and getting them posted and shared to the website. Encourage respectfully communications and dialogue.

***Adjourn***

Motion made by Perotti; Seconded Doyle to adjourn at 7:07pm

Roll Call 5 Ayes (Blackman, Doyle, Gutierrez, Rebillard, Perotti)

Respectfully submitted:

*Dawn Marie Klingner*

Dawn Marie Klingner

Town Clerk

*me* Accepted by town board on ( 1-20-22 )