

A REGULAR MEETING, TOWN OF DURHAM, JANUARY 4, 2011

A meeting of the Town Board of the Town of Durham, County of Greene and the State of New York was held at the Town Hall, 7309 State Route 81, East Durham, NY on the 4th, day of January 4.

PRESENT:	Gary Hulbert	----	Supervisor
	Jerry Cunningham	----	Councilperson
	Linda Sutton	----	Councilperson
	Jodi Wood	----	Councilperson
	Chris Kohrs	----	Town Clerk

ABSENT:	William Carr	----	Councilperson
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OTHERS PRESENT: Alan Beechert-Highway Superintendent, Larry Cooke-Code Enforcement Officer, David Cunningham-Building Inspector, Cindy Moore-Bookkeeper and Mert Tripp-Dog Control Officer and seventeen community members.

Supervisor Hulbert called the meeting to order 7:32 p.m.

Supervisor Hulbert offered the following resolution and moved its adoption:

RESOLUTION DATED January 4, 2011

Organizational Resolution

BE IT RESOLVED by the Town Board of the Town of Durham as follows:

That the Town procures a blanket bond covering all officers, clerks, and employees of the Town,

That the Town Supervisor is authorized to appoint a bookkeeper for the Town,

Mileage Policy

Mileage will be reimbursed at a per mile rate if the duties require travel more than 10 miles from the employees' official work site or place of residence as established by the Town Board. A written statement detailing odometer readings and destination to and from must be provided with a voucher. The following positions are exempt from the 10-mile limit if a town vehicle is not available: Building Inspector, Code Enforcement, Data Collection and Dog Control Officer. The Town Board set the mileage rate at **45 cents per mile**,

Travel and Lodging Policy

If the duties require travel, the employee must obtain authorization for such travel in advance from the Town Board. Only one multi-day training or seminar will be paid per year. Every effort should be made to attend training classes or seminars closest to the employees' official work site or place of residence,

Travel between residence and official work site is not reimbursable,

Receipts must be obtained for all services paid in cash (e.g., taxi, train or bus charges); they are required for all payments, and they must be attached to the travel voucher. Meals and lodging will not be reimbursed for any employee while within 35 miles of the employees' official work site or place of residence. A meal allowance of \$35.00 a day (\$10.00 breakfast/\$25.00 dinner) will be allowed for overnight travel. Expenses for meals are reimbursable with the following schedule:

Breakfast: A breakfast reimbursement is allowed if departure occurs at least one (1) hour prior to the traveler's normal work starting time.

Dinner: A dinner reimbursement is allowed if the traveler returns at least two (2) hours after his or her normal work ending time.

Lunch: No reimbursement for lunch is allowed.

Original lodging receipts are required as evidence of an overnight stay. If more than one lodging accommodation is offered, the lowest rate will be paid.

Memberships

One State and one County Membership may be joined yearly for each Department. All other memberships must be approved by the Town Board each year.

All vouchers received for reimbursement of expenses must have receipts attached.

Sales tax is not reimbursable due to our tax-exempt status.

That the regular **Town Board meetings** throughout 2011 will be held at **7:30 P.M.** on the **first Tuesday** (work session and subdivisions) and **third Tuesday** (Regular Session) each month at the Town Building in Oak Hill,

That the **Catskill Daily Mail** and the **Greenville Press** be the **official newspapers** of the Town,

That **The Bank of Greene County** and **The National Bank of Coxsackie** be designated for **deposit of Town funds**, and authorized for direct deposit of payroll pursuant to Town direction, on direction of respective employees (Banking Law, 96-b; General Municipal Law 93-d; Town Law 29 (3),

That the **Highway Superintendent** is **authorized to purchase** equipment tools and implements **not to exceed \$2000.00**, and on the recommendation of the Highway Superintendent, **Cindy Moore** is appointed **Clerk to the Highway Superintendent**,

That the Town participate in the purchase of materials, equipment, supplies, etc. bid and contracted for by Greene County, subject to the rules adopted by the County pursuant to Section 408 -A of the County Law, the Highway Superintendent is also authorized to purchase materials, equipment, supplies, etc. bid and contracted for by other towns or counties if it is to the advantage of the Town of Durham,

That since the State is contracting for certain highway materials, equipment and supplies; that the Town of Durham Highway Superintendent is authorized to participate in such purchases during the year 2011,

That in lieu of the annual financial report to be filed by January 30th, the Supervisor shall submit to the Town Clerk a copy of his report to the State Comptroller within 60 days after the close of the fiscal year,

That any **item exceeding \$200.00** in cost to be purchased by the **Town Justices and Building & Code Enforcement Department** is **approved in advance by the Town Board**,

That the Town Board **authorizes the Clerk/Collector to hire one deputy** to work no more than a total of **25 hours per week**.

That **Tal Rappleyea** be appointed **Attorney for the Town** at \$85.00/hour,

That the annual salaries of all elective and appointive officers and the rates of hourly employees, including overtime and regular pay be established as follows:

Employee salaries 2011			Pay
	Position	Salary	Frequency
Councilperson		\$ 4,341.50	per year
Court	Justices	\$ 9,600.00	" "

Minutes of January 4, 2011

	Clerk 1	\$14,884.00	"	"
Supervisor	Supervisor	\$11,598.00	per year	"
	Bookkeeper	\$15,914.00	"	Bi-weekly
Assessor	Sole Assessor	\$29,500.00	"	"
	Clerk	\$15,914.00	"	"
	Data Collector	\$ 11.95	per hour	monthly
Town Clerk/Collector	Town Clerk/Collector	\$24,411.00	"	"
	Deputy 1	\$ 6,473.00	"	Monthly
Board of Assessment Review	Chairman	\$ 350.00		Annually
	Members	\$ 250.00		Annually
Police	Chief/Acting-Sutton	\$14,050.00	per year	Monthly
	Police Officers:			
	Scarey, M	\$ 14.45	per hour	"
	Shauger	\$ 14.45	"	"
	Miller	\$ 14.45	"	"
	Marriott	\$ 14.10	"	"
	Borwegen	\$ 14.10		
	Peace Officers:			
	Tripp	\$ 11.60	"	"
	HB Scarey	\$ 11.60	"	"
	Dispatcher	\$ 1,390.00	per year	"
Dog Control Officer		\$ 4,148.00	per year	Monthly
Buildings	Inspector	\$13,642.00	per year	"
	CEO	\$15,450.00	"	"
	Clerk	\$ 4,935.00	"	"
Health Officer		\$ 1,200.00	"	Quarterly
Vital statistics	Registrar	\$ 465.00	"	Bi-weekly
	Deputy	\$ 285.00	"	Monthly
Highway Superintendent	Super	\$50,000.00	"	Bi-weekly
	Secretary	\$ 2,415.00	"	"
Youth Program	Director	\$ 2,300.00	"	Monthly
	Others			
	Minimum	\$ 7.50	per hour	Annually
	Maximum	\$ 10.00	"	"
Historian		\$ 300.00	per year	Quarterly
Highway Employees	Minimum	\$ 10.00	per hour	Bi-weekly
	Maximum	\$ 20.00	"	"
	Laborer	\$ 11.95	"	"
	Overtime=One and one half per hour			
Recycling		\$ 11.95	per hour	"
Building Custodian		\$ 95.00	per wk	Monthly
	Semi Annual Cleaning	\$ 95.00	each	2 times per year

That **David Cunningham** be appointed **Building Inspector** and **Laurence H. Cooke** be appointed **Code Enforcement Officer**, and **Lois Rockefeller, Clerk for the Building and Code Enforcement Department.**

That **Roy Handel** be appointed representative to the **Greene County Planning Board**

That **Merton Tripp** be appointed **Dog Control Officer** for the year,

That **Roger Vaughn** is appointed **Chairman of the Board of Assessment Review.**

That **Charles Soderblom** is appointed to a five-year term on the **Board of Assessment Review.**

That **Chrissy Kohrs, Town Clerk/Collector** is appointed **Registrar of Vital Statistics.**

That **Amanda Kosich** is appointed as Health Officer.

That **Ruth Fishman** is appointed as **Youth Program Director.**

That the following **Police appointments** be made:

Sergeant	Thomas Sutton
Dispatcher	Linda Sutton
Police Officer	Kristy Borwegen
Police Officer	Shawn Marriott
Police Officer	Raymond Miller
Police Officer	Michael Scarey
Police Officer	John Shauger
Peace Officer	H B Scarey
Peace Officer	Merton Tripp

On the recommendation of Supervisor Hulbert, **Cindy Moore** is appointed **bookkeeper.**

On the recommendation of the Gordon Bennett, Sole Assessor, **Cindy Moore** is appointed **Assessor's Clerk.**

On the recommendation of Supervisor Hulbert, **William A. Carr, Jr.** is appointed **Deputy Supervisor.**

On the recommendation of Supervisor Hulbert, **Nick Nahas** is appointed **Town Historian.**

On the recommendation of Superintendent Beechert, **Joseph Van Holstein** is appointed **Deputy Highway Superintendent.**

On the recommendation of the Justices, **Charlene Hull** is appointed **Court Clerk**.

On the recommendation of the Town Clerk, **Patricia Fetty** is appointed **Deputy Town Clerk and Deputy for Registrar of Vital Statistics**.

Councilperson Sutton **seconded** the motion.

The question of the adoption of the foregoing resolution was duly put to a vote of roll call, which resulted as follows: 4- yeas 0-nays 1-absent

Mr. Hulbert	voting Yea
Mrs. Sutton	voting Yea
Mr. Cunningham	voting Yea
Mr. Carr	voting Absent
Ms. Wood	voting Yea

The resolution was thereupon declared adopted.

The Justices and Court Clerk are permitted to attend training of their choosing in NYC or Annual Conferences in accordance with the Travel and Lodging Policy.

Patterson, Kosky and Rath will prepare the annual statement for the Town of Durham to be filed by February 28, 2011.

The board will review the books of the Court Clerk and Town Clerk at the January 18th meeting.

Mrs. Oestreicher and her daughter met with the board regarding the proposed subdivision discussed at the December 21, 2010 meeting. The board explained why they were requiring the road maintenance agreement as a requirement for the subdivision. Mrs. Oestreicher will have the surveyor add the statement to the survey and the Town Clerk will email a sample road maintenance agreement to the daughter. Once the new survey is received, notices will go out to the adjoining property owners and in the paper for the public hearing to be held February 1, 2011.

Jerry Cunningham stated is discontent with NYS and their recent \$30 million purchase of development rights for 89,000 acres in the Adirondacks, yet the state is broke. It is his opinion that this was money not well spent.

The board discussed the skating rink for Brandow Park. The plastic and bales of hay will be donated and the Oak Hill Durham Vol. Fire Co will flood the pavilion. Discussion followed regarding purchasing wood for framing and support or perhaps we will have enough snow to use as support. Put the bales in place lay the plastic over them and then back fill with snow to hold in place until water

freezes. JoAnn Rascoe will contact Chris Hunt about installing the motion lights. Weather permitting the set up date is January 15, 2011 at 10 a.m.

Nick Nahas announced that Oak Hill Preservation Association has received a grant from the Greene County Council of the Arts for \$900 to support Oak Hill Days on July 30 and there will be a restoration workshop on June 7, 2011 for the Oak Hill Cemetery and St. Paul's Cemetery. Additional information will be available, as we get closer to the date. The object of the workshop is to identify plots in need of restoration and recommending the best procedure.

The Town Clerk has received a request from a production company to film the outside of the town hall and assessor rolls for a shoot involving the Point Lookout and a paranormal presence to be aired on the Animal Plant sometime in the spring. The board granted permission, Attorney Rappleyea has reviewed the no fee contract and gave his approval via email.

Ms. Wood made a motion and seconded by Mr. Cunningham to adjourn the meeting at 8:07 p.m.

Minutes approved:

Chris Kohrs, Town Clerk