

Town of Ancram
Town Board
2010 Organizational Meeting
January 5, 2010

Present: Supervisor Arthur Bassin, Deputy-Supervisor James Miller, Councilman John MacArthur, Councilman Chris Thomas, Councilwoman Madeline Israel, Town Clerk Monica Cleveland

Supervisor Bassin called the 2010 Organizational Meeting to order at 7:00pm with a salute to the flag.

Mr. Bassin explained that this was the yearly organizational meeting and that its purpose was to set up committees, appoint boards and designate and appoint those offices who served at the pleasure of the board. Mr. Bassin explained that the Town Clerk would read the Resolutions one at a time. Once read, he would ask the board members for any comments they may have regarding the resolution followed by comments from the public. Once all comments were heard and discussed, he would then call for a motion and a second followed by a roll call of a vote.

Resolution #1 of 2010:

RESOLVED: That the Town Board of the Town of Ancram retain the firm of Rapport, Meyers, Whitbeck, Shaw & Rodenhausen to be attorneys for the town for 2010. Services will be provided as requested by the Town Board at an hourly rate of \$175, with the exception of legal work to prepare public finance documents, which will have its own fee schedule. The Planning and Zoning Boards may retain legal counsel of their choice subject to the prior approval of the town board.

Mr. Bassin explained that the board will not have a fixed retainer with the Town Attorney and would instead use him on a needs basis. If a legal questions arose, the supervisor would contact the attorney for his advice. The attorney will only attend meetings when asked, Mr. Bassin stated.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #1 of 2010 as read. Motion carried by unanimous vote.

Resolution #2 of 2010

RESOLVED: That the Town Board of the Town of Ancram does hereby allow the Town Supervisor to be authorized to change banking relationships to make banking more convenient and less expensive for the Town.

Mr. Bassin stated that this was not the most important resolution and that the change may not happen for many months. This resolution, he explained, allowed him to change the bank when he had a chance to. All of the board members stated that they agreed that the bank be moved closer to the Town of Ancram. Councilman MacArthur stated that he has

been asking for this move to happen for two years. Mr. Bob Murphy asked that this issue be resolved rather quickly because it has been discussed at length for a long time.

A motion was made by Councilman Miller and seconded by Councilman Thomas to pass Resolution #2 of 2010. Motion carried by a unanimous vote.

Resolution #3 of 2010:

RESOLVED: That the Town Board of the Town of Ancram accept the proposal of the Kleeber Agency to provide insurance coverage for the Town of Ancram beginning January 4, for 2010 for a total premium of \$20,254, and approve the payment of this premium as billed.

Councilman Miller stated that this issue had to be resolved due to the fact that the insurance had expired at midnight the previous day. Mr. Bassin stated that the board had some issues with the other proposal submitted and the fact that there was a possibility in the future for monetary liabilities. The Kleeber insurance does not include flood and earthquake coverage but Mr. Bassin stated that this could be changed in the future. A question was asked if vehicle insurance was included. Mr. Bassin stated that it was.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #3 of 2010. Motion carried by unanimous vote.

Resolution #4 of 2010

RESOLVED: That the Town Board of the Town of Ancram accept the proposal from the Copake Rescue Squad to provide ambulance services to the Town of Ancram during 2010 for an annual fee of \$87,437, subject to entering into a satisfactory letter agreement to this effect, and approve payment of this annual fee on a quarterly basis, as of the first day of each quarter.

Mr. Bassin gave some back round on the Rescue Squad situation. He said that he had spoken to the rescue squad and was told that they had reviewed their budget and had reduced it by \$200,000.00 and changed the basis of the allocations. The Town of Copake increased their portion and the Town of Hillsdale is still in negotiations. Mr. Bassin stated that the amount was not as much as they really wanted but was enough to keep them running. He stated that the rescue squad is grateful that the Town of Ancram is paying them at the beginning quarter. With the new budget Ancram will saved \$45,000.00 . Councilwoman Israel asked where they had cut their budget. Mr. Bassin explained that they had originally had a 20% salary increase included and that this had been cut to 5%. \$100,000.00 for a new ambulance had also been included, Mr. Bassin said. He explained to the rescue squad that the Town of Ancram Highway department is in need of new machinery as well and that the town does not have money for this, so we cannot for see being able to purchase a new ambulance. Mr. Ed Wiggers addressed the board. He stated that he is pleased that the town is going to meet the needs of the rescue squad but

explained that one of the vehicles is down, and the squad needs some up front cash to get it fixed. The squad will then be reimbursed after the fact by Ford. He asked if there was some way the town can assist them with this. Mr. Bassin stated when this resolution is passed, the board will allow the first quarter to be paid to the rescue squad which should be enough to cover the engine. Mr. Jack Lindsey asked what the 2010 budget called for in regards to the rescue squad. Mr. Bassin stated \$132,000.00. Mr. Lindsey asked where this extra money is going to go to. Mr. Bassin stated that the board will be going through the 2010 budget to look at each line item. He stated that the State insurance bill (retirement) for the year is twice the amount expected. Some items budgeted, he explained, are less than what is needed. Jane Shannon stated that Councilman MacArthur brought up having a volunteer ambulance service and suggested that it would make sense to look into this. Councilman MacArthur stated that the State is involved too in the process to do this. They have control over what is done with the rescue squad. Mr. MacArthur stated that in the future, changes will have to be decided by the County. Mr. MacArthur stressed that they cannot deny coverage. Mr. Bassin stated that the strong rescue companies are resisting the County taking over. Ms. Shannon suggested that the town develop the monitoring system of the squads performance. She has heard of people calling and not getting a response. She suggested possibly finding out how many people used them and a possible survey of the community. Mr. Jerry Boice stated that there is a problem with Wiltsie Bridge are not listed under the 911 numbers yet.

Councilman Miller made a motion seconded by Councilman Thomas to pass Resolution #4 of 2010. Motion carried with unanimous vote.

Resolution #5 of 2010: Appointments & Designations

RESOLVED: That the Town Board of the Town of Ancram does hereby make the following official appointments and designations for the year 2010 with all appointments to continue at the pleasure of the Board

Budget Officer: Art Bassin, Town Supervisor
Deputy Town Supervisor: Jim Miller
Town Attorney: Jason Shaw
Town Accountant: Brian Fitzgerald
Town Historian: Clara VanTassel
Town Hall Building Manager: George Wittlinger
Town Assessor: Ken Leggett
Building Inspector/ZEO/CEO: Ed Feratto
Animal Control Officer: Gary Deitch
Emergency Preparedness Plan Coordinator: Joanne Dwy
Registrar of Vital Statistics: Monica Cleveland
Records Management Officer: Monica Cleveland
Clerk of the Town Court: Ruth Wittlinger
Deputy Clerk of the Town Court: Colleen Lutz

Planning Board Clerk: Suzanne Bressler
Zoning Board of Appeals Clerk: Suzanne Bressler
Deputy Town Clerk: Ruth Wittlinger
Deputy Tax Collector: Amanda Bishop
Assessor's Clerk: Mary Faith Boice
Deputy Building Inspector/ZEO/CEO: William Hunt
Clerk of the ZEO/CEO: Marie McDermott

Official Bank/Depository: National Bank of Kinderhook
Town Justices Depository: Key Bank
Town Clerk Depository: First Niagara
Official Newspapers: The Register Star and the Columbia Paper
Official Dog Kennel: On Animal Control Officer's premises
Backup Dog Kennel: Columbia Greene Humane Society

Representative to the Advisory Council to the Office of the Aging: Madeleine Israel
Alternate Representative to the Advisory Council to the Office of the Aging:
Adrienne Citrin
Representative to the Columbia County Traffic Safety Board: Libby McKee
Representative to the County Environmental Management Council: Jamie Purinton

Official Polling Places

District #1 The Ancram Town Hall
District #2 The Ancramdale Presbyterian Church

Mr. Bassin stated that Mr. Ken Legget serves at the pleasure of the board until 2013. Mr. Bassin stated that the Columbia Paper is listed as an official paper but that they cannot take legal notices until April of 2010.

Court Clerk Ruth Wittlinger stated that the court clerks are appointed by the Justices.

A motion was made by Councilman Miller and seconded by Councilman Thomas to pass Resolution #5 of 2010. Motion carried by unanimous vote.

Resolution #6 of 2010: Frequency of Compensation of Town Officials, employees and services:

RESOLVED: That the Town Board of the Town of Ancram does hereby authorize the Supervisor to compensate Officials of the Town for duties performed on the following basis:

Quarterly: Town Board, Town Supervisor, Town Justices and Town Hall Building Manager, Rescue Squad

Monthly: Animal Control Officer; Assessor, ZEO/CEO, Deputy ZEO/CEO, Town Clerk, Planning and Zoning Board Clerks, Assessor's Clerk, Court Clerks, Tax Collectors, Town Attorney, Town Hall Cleaning Service

Bi-weekly: Highway Department Personnel

Weekly: Department of Youth Employees

Councilman MacArthur asked if the Lifeguards are paid weekly. Clerk Cleveland stated they were.

There being no further comments, a motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #6 of 2010. Motion carried by unanimous vote.

7. Authorizations, Designations and Salaries:

RESOLVED: That the Town Board of the Town of Ancram shall approve the following authorizations and designations:

1. Authorizing the Highway Superintendent to spend up to \$3,000.00 for a single expenditure without prior Town Board approval.
2. Setting mileage reimbursement for Town Officials performing their duties on Official Town Business at the IRS rate per mile.
3. Accepting all County and State bids that will apply to the Town of Ancram, including but not limited to regular gasoline, propane, heating oil, diesel fuel, stone, road oil, tires and culvert pipe.
4. Salaries set for elected and appointed officials and employees for the year 2010 will be in accordance with the 2010 budget, as amended.
5. Designating the official meeting of the Ancram Town Board as the third Thursday of each month, beginning at 7:00 p.m. at the Ancram Town Hall, 1416 County Route 7, with Saturday meetings to be scheduled at discretion of the Board.
6. Clerk Salaries are to be recommended by the department head and approved by the Town Board, as set in the 2010 budget, as amended.
7. Authorizing the Town Clerk to advertise for, accept and open all bids presented before this Board, with such bids in sealed envelopes, marked "sealed bids".
8. Authorizing the Town Clerk to purchase all necessary supplies, stationery and dockets not to exceed budgeted amounts included in the 2010 budget for such purchases.
9. Authorizing the Deputy Town Supervisor to sign checks without having them countersigned.
10. All conferences and training sessions that will be attended by any Town of Ancram Official and paid for by the Town of Ancram in excess of \$100 must be approved by the Town Supervisor prior to attending. Training and conferences that will be attended by the Town Supervisor and Town Board members and paid for by the Town of Ancram in excess of \$200 must be approved by the Town Board.

11. Salary for the Town Clerk will be reviewed and revised to reflect her expanded duties and increase in weekly hours.

12. Per hour compensation for Town Hall cleaning services will be as set in the 2010 budget.

There were no comments from the Board members. Ms. Jane Shannon suggested having the Saturday meetings once a quarter at the end of the quarter. Councilman MacArthur did not see the need in having Saturday meetings and questioned if other towns did so. It was stated that the Town of Copake does. Clara VanTassel asked what time the Saturday meetings would be held. Mr. Bassin stated that 9:30 was the proposed time and the first meeting was tentatively scheduled for March.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #7 of 2010. Motion carried by unanimous vote.

8. Appointments, Reappointments and Reaffirmations of members and Chairs of previously established Committees and Boards:

RESOLVED: That the Town Board of the Town of Ancram does hereby approve or reaffirm the following committees, commissions and boards, and appointments, reappointments and reaffirmations of earlier appointments of Chairpersons and members as indicated. All appointments are at the pleasure of the Board unless otherwise noted:

Cell Tower Committee:

Robert Roth, Chair

Senior Commission:

Chair: TBD	Donna Hoyt
Bob Mayhew	Adrienne Citrin
Barbara Simons	Madeleine Israel
Linda Bowen	

Youth Commission:

Ruth Wittlinger, Chair	Robert Wilcox
Colleen Lutz	Monica Cleveland
Alyson Kozlowski	Janice Miller
Taryn Cocheo	

Zoning Board of Appeals (ZBA): (5 year terms expiring 12/31 of year listed)

New Appointments:

Leah Wilcox 2014, Chair

Alyson Kozlowski 2012

Continuing ZBA Members

Sheldon Waldorf 2010

Susan Bassin 2011

Fred Schneeberger 2013
William Lutz, alt.

Board of Assessment Review (BAR): (5 year terms expiring on 12/31 of year listed)

New Appointments:
Baxter Stickle Jr. 2014, Chair
Robert Podris 2012

Continuing BAR members:
Robert Roth 2010
Rosalie Rothvoss 2011
Thomas Gumm 2013

Planning Board (PB): (7 Year terms expiring on 12/31 of the year listed)

New appointments:
Donald MacLean 2013, Chair
Colleen Lutz 2016, Vice Chair
Gerry Boice 2010

Continuing members:
Jamie Purinton 2011
James Stickle 2012
Dennis Sigler 2014
Terry Boyles 2015

Ancram Community Days Committee:

Jim Miller, Chair	Chris Thomas
George Wittlinger	Ruth Wittlinger
Monica Cleveland	Jane Shannon
Madeleine Israel	David Boice
Clara Van Tassel	Melissa Sorman
Adrienne Citrin	Marty Shapiro

Ethics Board:

Jack Lindsey, Chair
Madeleine Israel
Ron Brant

Comprehensive Planning Committee (CPC):

Art Bassin, Chair	Barry Chase, Vice Chair
Suzanne Bressler	Hugh Clark
Bonnie Hunt	Kyle Lougheed
Don MacLean	Jim Miller
Leah Wilcox	

Zoning Revisions Committee (ZRC):

Hugh Clark, Chair	Dennis Sigler
Art Bassin	Jim Miller
Bob Mayhew	Donna Hoyt
Terry Boyles	Rob MacArthur
Rich Bitel	Kyle Lougheed
Larry Berg	Jane Shannon
Don MacLean	Barry Chase
Ron Brant	Bonnie Hundt
Bob Roche	Fred Schneeburger
Barbara Gaba	

Agriculture & Farmland Protection Planning Committee (AFPP):

Art Bassin, Chair	Barry Chase
Frank Martucci	Marnie MacLean
Sue Bassin	Doug Brenner
Dennis Sigler	Judy Francis
Carl Butler	Jerry Peele
Laural Davenport	

Ancram Community Grants Committee (CDG):

Libby McKee, Chair	
Art Bassin	Bob Murphy
Mike Cawley	Clara Van Tassel
Jim MacArthur	Will Lutz
Suzanne Bressler	John MacArthur
Donna Hoyt	Jim Miller

A motion was made by Supervisor Bassin and seconded by Councilman Miller to allow Mr. Don McLean a one year extension on his training requirements for the Planning Board. Motion carried.

Mr. Bassin stated that Mr. Baxter Stickle has held the position of BAR chair and that that board elects their own chair at their proceedings.

Mr. Bassin stated that there had been a question about multiple family members sitting on the same board. Mr. Bassin explained that in a small community this was a possibility due to the few people who wish to serve the town. Councilwoman Israel stated that this

was the ZBA board and that she felt that it may not be a great idea to have family members on this board and it bothered her. Councilman Thomas stated that Mr. Waldorff had expressed a desire to step down from the board when his term expires next year. Mr. Jack Lindsey stated that on Non-for-profits, the family members at times reclude themselves if there is a quorum after doing so. Councilman MacArthur stated that the Town Law states there must be 5 members on a board or committee and consist of an odd number. He felt some of the proposed committees have an even number. Mr. Lindsey stated that the Ethics Board has three members at this time as the current law states but that once the law is reviewed and updated the proper way, they would like to increase to five members.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #8 of 2010. Motion carried unanimously.

Establishment of new committees and appointment of new Committee chairs and members, all subject to serving at the pleasure of the Board.

Resolution #9 of 2010: Revaluation Review Committee (RRC):

RESOLVED: That the Town Board of the Town of Ancram appoint a Revaluation Review Committee to review the Town's property tax roll and determine if property valuations, based on the last revaluation as adjusted for data changes in the inventory cards and grievances previously submitted, are fair and consistent with NYS assessment guidelines, to prepare educational materials explaining how the tax assessment and revaluation process works, and to report to the Town on their methodology and findings on a regular basis, with a final report not later than the November 2010 Town Board meeting. Membership will include:

Chris Thomas, Chair	Ken Leggett
Mary Faith Boice	Bob Wilcox
Larry Berg	Art Bassin
Ron Brant	Steve Roberts
Outside Experts TBD	

Councilwoman Israel asked if Donna Hoyt wished to be on the committee. Mr. Bassin stated when asked, she felt that she was to close to the issue.

A motion was made by Councilman Thomas and seconded by Councilwoman Israel to pass Resolution #9 of 2010. Motion passed with 4 votes of Yes and on abstencion, Councilman MacArthur.

Resolution #10 or 2010: Garage Construction Committee (GC):

RESOLVED: That the Town Board of the Town of Ancram duly allows that a Garage Construction Committee be appointed to assist the Highway Superintendent and the

Town Board to develop and review the specifications for the new town garage and salt shed by the June Town Board meeting, and to assist in the review and management of the actual garage facility and salt shed construction process. Membership will include:

Chair: TBD	Jim MacArthur
Emil Racenet	George Wittlinger
Jim Miller	Art Bassin
Ron Brant	

Ms. Shannon asked if anyone from the former committee had been asked to join. Mr. Bassin stated that the board decided not to involve them so that in the future they can bid on the project. Mr. Mike Citrin asked if the board felt it prudent to have the Highway Superintendent on the committee. Councilman Miller stated that Mr. MacArthur is in essence the customer and knows the needs of the Highway Department the best. Mr. Jack Lindsey suggested Mr. Peter Paden as a expert in regards to the contamination issue.

A motion was made by Councilman Miller and seconded by Councilman Thomas to pass Resolution #10 of 2010. Motion carried by unanimous vote.

Resolution #11 of 2010: Conservation Advisory Council (CAC):

RESOLVED: That the Town Board of the Town of Ancram duly allows that a Conservation Advisory Council be established with responsibilities as outlined in NYS General Municipal Law section 808, that the Town Board adopt a local law or ordinance if required to authorize this Council, and that the Chair of this Committee be authorized to recommend appointment of three to nine members (two of whom may be from 16 to 21 years old) for two year terms, subject to the approval of the Town Board. Membership will include:

Jamie Purinton, Chair	Choral Eddie
Colleen Lutz	Joe Hoyt
David Dembo	Andrea Barnet

Jamie Purinton read from the NYS language the reason for this committee. Ms. Purinton stated that this committee will be able to assist the Planning and Zoning boards as well as the Highway Garage construction and in any other environmental issues that arise in the town.

Mr. Bassin stated that this is now to be a Council and will become so officially after a public hearing and the passing of a Local Law.

A motion was made by Councilman Miller and seconded by Councilman Thomas to pass Resolution #11 of 2010. Motion carried by unanimous vote.

Resolution #12 of 2010: Finance Advisory Committee (FAC):

RESOLVED: That the Town Board of the Town of Ancram duly allows that a Finance Advisory Committee be appointed to assist the Town Board by providing financial analyses and advice as requested by the Town Board, and to complete projects at the

request of the Town Supervisor or Town Board such as developing a 5- year capital plan and budget. Membership will include:

Chair: TBD	Chris Thomas
Steve Roberts	Mike Citrin
Bob Wilcox	Joe Giovannelli

There were no comments on this resolution.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to pass Resolution #12 of 2010. Motion carried by unanimous vote.

#Resolution #13 of 2010: Communications Committee (CC):

RESOLVED: That the Town Board of the Town of Ancram duly allows that a Communications Committee be established to assist the Town Board to edit and distribute the Town newsletter, to manage the development and content of the Town web site and to integrate all Town communications as requested to improve their effectiveness and accessibility to all residents of the Community. Membership will include:

Chair: TBD	Jane Shannon	Madeleine Israel
Sue Bassin	Mary Murfitt	B. Docktor
Marilyn Oser		

There were no comments regarding this resolution.

A motion was made by Councilman Thomas and seconded by Councilman Miller to pass Resolution #13 of 2010. Motion passed by unanimous vote.

Town Hall Solar Panel Project:

Mr. Bob Murphy addressed the Solar Panel Project for the Town Hall building. He stated that 80% of this project is covered by the State and that the town will be hearing from them by the end of the month. The town, once awarded the money will then have to allot for the additional 20% at a cost of \$30,000.00. After the approval by the state the town will have to abstain a certificate which states that the roof on the Town Hall building can hold the panels. Mr. Murphy stated that he has received a quote to draw up this certificate for \$100.00.

A motion was made by Councilman Miller and seconded by Councilwoman Israel to allow Mr. Bob Murphy to spend \$100.00 to receive a certificate which states that the Ancram Town Hall Building Roof can carry the weight of Solar Panels. Motion carried. The question was asked as to where the \$30,000.00 was to come from. Councilman MacArthur stated that the previous board was going to use the capital improvement funds. Mr. Murphy stated that he was still looking for other grants to fund the latter amount. He stressed that the town has 6 months after getting the grant money to pay their share. Councilman Thomas asked if the panels would cover 100% of the buildings needs. Mr. Murphy stated that it would be 50-60% and that the second 50% would have to be paid out of pocket if wanted. Although, he stated, the town could repeat this process again in another 2 years. Mr. Thomas asked if the panels would be hooked to grid and Mr. Murphy stated when there was extra power generated, it would be provided the

electricity to others in the immediate area. Mr. Thomas asked if a new garage was built, can the town do this project there as well. Mr. Murphy stated that this was a possibility.

Mr. Bassin stated that a draft agenda for the next town board meeting will be sent out prior to the meeting. At the next meeting there will be a Supervisors report and an update from the county as well as a Highway Superintendent year end report. Mr. Bassin stated that there will be Resolutions that are operating resolutions. Mr. Wittlinger will have some ideas about the repairs for the tow hall building as well as the phone system. Department Heads and Committee heads will be asked give updates once a quarter.

Mr. Jack Lindsey suggested that the town allow people access to the Town Law Manuel. Clerk Cleveland suggested having a link to the Association site on the Town of Ancram website.

Mr. Bassin stated that the new committees will be allowed to set their own schedules and meetings.

There being no more business or comments, Mr. Bassin closed the 2010 Organizational Meeting.

Respectfully Submitted by,

Monica Cleveland
Town Clerk
Town of Ancram