

LUMBERLAND TOWN BOARD
RE-ORGANIZATIONAL MEETING
JANUARY 3, 2018

The Town Board of the Town of Lumberland held a Re-Organizational Meeting on January 3, 2018, at 6:30 p.m. at the Town Hall in Glen Spey, N.Y. Supervisor Jenny Mellan opened the meeting at 6:30 p.m., followed by the Pledge of Allegiance.

Roll Call was administered to those members present:

Supervisor Jenny Mellan
Councilman Leigh Sherman
Councilman Joseph Carr
Councilman James Akt
Councilwoman Zoriana Gingold arrived at 6:34 p.m.

Also present were Town Clerk Laurie Terry, Code Enforcement Officer David Sparling, PB Chair Sharon Sparling, Rose Carr, Town Historian Frank Schwarz, Helen Sherman, Chief Constable Patrick Cahill, Cathy Konival, Heidi Spannos, Michele Myslinski Deputy Town Clerk, Town Attorney, Danielle Jose

A **Motion** was made by Councilman Leigh Sherman to enter executive session to discuss a specific personnel issue, seconded by Councilman James Akt. All in favor, so carried.

A **Motion** was made by Councilman Joseph Carr to resume the re-organizational meeting, seconded by Councilman James Akt. All in favor, so carried.

PRE-FILED RESOLUTIONS

- 1.- Appointments
- 2.- Salaries
- 3.- Attorney for the Town
- 4.- Depository
- 5.- Mileage
- 6.- Regular Monthly Meetings
- 7.- Supervisor - Fiscal Authority
- 8.- Investment Policy
- 9.- Procurement Policies & Procedures
- 10.- UDC Representative
- 11.- Planning Board Compensation
- 12.- Planning Board Attorney
- 13.- Zoning Board of Appeals Compensation
- 14.- Zoning Board of Appeals Attorney
- 15.- Official Radio Stations
- 16.- Official Town Newspapers
- 17.- Association of Towns 2018 Dues

- 18.- School - Assessor
- 19.- School - Code Enforcement
- 20.- School - Town Clerk & Deputy Town Clerk
- 21.- School - Highway Superintendent
- 22.- Highway Superintendent Conference
- 23.- Mutual Aid Assistance – Constables
24. -Association of Towns Delegates – 2018
- 25.- Town Board Designee- Town Board Meetings
- 26.- Official Undertaking of Municipal Officers
27. – Supervisor’s Training School Approval
28. – TB Mtgs. – Dept. Heads Attendance
29. - Supervisor’s Authorization Prepayment Of Bills
30. – Authorizing the Town Supervisor to Sign Contracts Pertaining To Town Contracts
31. - 2018 Summer Youth Program Appts.
32. – Gasoline, Diesel Fuel & eating Fuel Purchase Approval 2018-2019
33. – Planning Board Alternate Members Re-Appts. - King & Dobzynski
34. – 2017 Audit Expenditure Approval
35. – Highway Shared Services Agreement Approval
36. – Planning Board Members Appts. – Edzenga & King
37. – ZBA Member Re-Appointment – Krzywicki
- 38.- ZBA Alternate Members Appts. -
39. – State Dot Shared Services Agreement with Town
40. – UDC Delegate – Sherman & Alternate – Gingold Appt.
41. – Eldred Little League- Use of Ball Field Request
42. – 2018 Association of Towns Alternate Delegate Appt. –
43. – Partners in Safety Program Approval – Highway
44. - 2018 Planning Board Officers Appts.

The Board members agreed to approve Resolution #1 for appointments all together instead of each individual appointment.

The following changes/adjustments were made;

Resolution # 1, UPPER DELAWARE COUNCIL DELEGATES and one (1) member of the CULTURAL SERIES are unfilled and will need to be advertised as open positions.

Supervisor Mellan advised that the CONSTABLES need to be administered an Oath of Office yearly and that each officer needs to sign a page that notes that they have read and understand the Constabulary manual. Town Attorney Danielle Jose added that all appointed positions should be given a new W4 tax form.

Resolution #2, a correction was made to the Deputy Supervisor salary, it should read \$720.00

Resolution #9, Supervisor Mellan reported that there are new guidelines issued regarding procurement policies. This resolution will be approved tonight and if after review of the new guidelines, changed to comply. A change was made to read under (A) Purchase contracts below \$20,000.00 not \$10,000.00. Under (A-2) the amount of verbal quotes needed now reads two (2) and in three (3) places, an addition was made to also accept email bids.

Resolution #25, add to paragraph 3, the Confidential Assistant.

A **Motion** was made by Councilman Joseph Carr to close the re-organizational meeting and open the workshop meeting, seconded by Councilwoman Zoriana Gingold. All in favor, so carried.

The Board members reviewed the meeting Agenda, Minutes and Monthly Reports. Supervisor Mellan noted that Fire Dept. monthly report was not on file. Supervisor Mellan noted that the Abstracts were separated into 2017 and 2018 bills.

An email received from Eldred Little League requesting permission to use the fields in Glen Spey and Pond Eddy was read. The Board agreed that if a valid insurance certificate was on file, a resolution could be approved at the January 10, 2018 regular meeting.

Supervisor Mellan noted that the agenda did not reflect the two public hearings scheduled for the January 10, 2018 meeting and would need to be added.

Supervisor Mellan stated that there was some inconsistencies in titles of certain employees. Jeanne Mulcahey and Heather Worzel before her were appointed as Bookkeeper/Confidential Secretary. Heidi Spannos, Deanna Rasjz and Christine Shablovsky were known as clerks. Supervisor Mellan called for a motion to amend the Municipal Health Insurance policy to read that the position currently held by Jeanne Mulcahey be known as Bookkeeper/Confidential Assistant. Councilwoman Zoriana Gingold made the **motion**, seconded by Councilman Joseph Carr. All in favor, so carried.

Supervisor Mellan stated that on Dec 30, 2017 at approximately 9:30 am, an accident involving Ernest Moeller, while driving a Lumberland Constable car occurred on Route 211 Orange County. No tickets were issued, the matter was turned over to the insurance company and on the chance of pending litigation the Board was advised to avoid any further comment.

Frank Schwarz advised that the kitchen and museum bulbs should be replaced with LED bulbs. The kitchen bulbs are the standard size but the museum would have to be ordered.

Michele Myslinski requested constable presence for the tax collection season. Supervisor Mellan stated that someone would be available for bank deposits.

Supervisor Mellan asked if any member of the public wished to speak. No replies.

Councilwoman Gingold made a **motion** to adjourn at 8:12 p.m., seconded by Councilman Carr, all in favor, so carried.

Respectfully Submitted,

Laurie Terry, Town Clerk