

The Milan Town Board held their Reorganization meeting on 01/01/2018 at 1:00 PM at the Milan Town Hall.

Present: Supervisor William Gallagher
Councilperson Jack Campisi, Charles Godfrey, William Jeffway, Douglas Raelson

The Supervisor opened the meeting with the Pledge of Allegiance.

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Campisi

Move to set the annual rate of pay for the following elected officials:

Town Board Members (4) \$ 5,800.00 each

Supervisor
\$20,536.00

Highway Superintendent \$61,500.00

Town Clerk \$31,314.00

Assessors (3) \$10,700.00 each

Town Justices (2) \$18,435.00 each

Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Godfrey to appoint the following individuals:

Roberta Egan as chair of the assessors, to serve at the pleasure of the Town Board, for an annual salary of \$3,972.00, in addition to the salary she is to receive as an assessor.

Catherine Gill as Registrar and Darlene Palmatier as sub-Registrar of Vital Statistics at no salary.

Colleen McGerry as Clerk to Justice Kenneth Kremenick at an hourly rate of \$20.17 for 29 hours per week, serving at the pleasure of Justice Kremenick and the Town Board.

Pamela Lucia as Clerk to Justice Richard Mattson at an hourly rate of \$16.61 for 29 hours per week, serving at the pleasure of Justice Mattson and the Town Board.

Amy Ramsey as bookkeeper at an hourly rate of \$29.92 for 18 hours per week, serving at the pleasure of the Town Supervisor.

Darlene Palmatier as Deputy Town Clerk at an hourly rate of \$16.85 for 12 hours per week serving at the pleasure of the Town Clerk.

Stephanie Fitzpatrick as Dog Control Officer at an annual salary of \$3,404.00, serving at the pleasure of the Town Board

Stephen Cole as Building Inspector/Code Enforcement officer at an annual salary of \$20,549.00, serving at the pleasure of the Town Board.

Deborah Frankel as Assessor Clerk at an hourly rate of \$22.65 for 20 hours per week serving at the pleasure of the Town Board.

Karen Buechele as Secretary to the Planning Board and Zoning Board of Appeals at an hourly rate of \$21.41 for 36 hours per week and an additional 108 hours per year for Planning and Zoning meetings at an hourly rate of \$21.41, serving at the pleasure of the Town Board.

William Mansfield as cleaner at an hourly rate of \$21.00 for 9 hours per week, serving at the pleasure of the Town Board.

Victoria LoBrutto as clerk to the supervisor at an hourly rate of \$17.00 for 6 hours a week, serving at the pleasure of the Town Board. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO – 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Jeffway to authorize that the immediate supervisor of a part-time employee may adjust the hours of a part-time employee, provided that the adjustment is temporary and the Town Supervisor is notified promptly in writing of the temporary adjustment by the immediate supervisor; and

Further, in the event that there is a need to temporarily extend the hours of any part-time employee on any particular day due to an unusual and unanticipated occurrence, the Town Board hereby grants to the Town Supervisor power and authority to make such temporary change. The additional time shall be paid at the part-time employees stated hourly rate Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

Highway Department

MOTION ~~Supervisor~~Supervisor Gallagher seconded by Council. Godfrey to. set the hourly rate for full time highway heavy motorized equipment operator employees at \$24.66, the hourly rate for full time highway motorized equipment operator employees at \$23.58;

Substitute laborer and groundskeeper \$16.29

Probation: heavy motorized equipment operator and motorized
 equipment
 operator \$18.29
 Full-Time Laborer \$18.29
 Probation: Substitute Temporary and part-time laborer
 and groundskeeper \$15.97
 Probation: highway motorized equipment operator \$16.29
 Roll was taken and carried
 YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher
 NO - 0

Other Positions

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Campisi to set the following annual rates:

Chair of the Zoning Board of Appeals	\$ 850.00
Zoning Board of Appeals Members	\$ 350.00 each
Chair of the Planning Board	\$ 1,050.00
Planning Board Members	\$ 350.00 each
Chair of the Board of Assessment Review	\$ 350.00
Board of Assessment Review Members	\$ 225.00 each
Chair of Recreation Committee	\$ 350.00
Vice Chair of Recreation Committee	\$ 250.00
Recreation Committee Member	No Salary
Town Historian	No Salary

Roll was taken and carried

YES - 5 Campisi, Godfrey, JeffwayMathison, Raelson, Gallagher

NO - 0

MOTION by SupervisorSupervisor Gallagher seconded by

Council. Jeffway to appoint the following individuals:

John Mautone to the Planning Board for a seven year term ending at midnight December 31, 2024;

Joan Wyant as Chair of the Milan Planning Board, serving at the pleasure of the Town Board;

Rocco Mancini to the Zoning Board of Appeals for a five year term ending at midnight, December 31, 2022;

Rocco Mancini as Chair of the Zoning Board of Appeals, serving at the pleasure of the Town Board;

Joan Wyant to the Ethics Committee for a five year term ending December 31, 2022;

Karen Buechele as the Authorized Employee Representative for 2018;

Glenn Butler, Douglas Raelson and Karen Buechele as the Workplace Violence Response Team for 2018; Roberta Egan to serve as an alternate;

Keith Wheeler as Chair of the Recreation Committee, serving at the pleasure of the Town Board.;

Timothy Williams, Alfred LoBrutto, David Byrne, Benjamin Trivelli and Reginald Coon to the Veterans Committee, serving at the pleasure of the Town Board;

Johanna Bard as town historian and Victoria LoBrutto as deputy historian, serving at the pleasure of the Town Board;

Victoria LoBrutto as co-chair of the Bicentennial Committee replacing William Jeffway, serving at the pleasure of the Town Board. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Campisi to extend the bid proposal of Northeast Computer Services, dated November 13, 2015, without change, for the Fiscal Year 2018. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Campisi to appoint the Chazen Company to monitor the closed landfill for the fiscal year 2018 at a cost not to exceed \$3,800.00. Roll was taken and carried

YES - 5 Campisi, Godfrey, ~~Jeffway~~Mathison, Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Godfrey to appoint KC Engineering and Land Surveying as Town Engineer for the fiscal year 2018 at the following hourly rates plus approved itemized expenses:

Project Manager	\$125.00
Senior Engineer	\$ 107.00
Engineer	\$ 98.00
Survey Instrument Person	\$ 47.00*
Survey Rod Person	\$47.00**

Survey Computation	\$90.00
CADD/Drafting Tech	\$57.00
Survey party Chief	\$71.00
Clerical	\$42.00
Construction Inspector	\$60.00 - \$90.00*

- * Amount to be determined by the salary of the construction inspector based on experience and/or education.
- ** Municipal Public Work Surveying in Dutchess County to be paid at the prevailing wage rate set by the New York State Department of Labor at that time. Roll was taken and carried
YES - 5 Campisi, Godfrey, Jeffway, Mathison, Raelson, Gallagher
NO – 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council. Jeffway to appoint Morris Associates as Planners for the Milan Town Board, Planning Board and Zoning Board of Appeals for the fiscal year 2018 at the following hourly rates:

Planner	\$105.00
Word Processing	\$42.00

Roll was taken and carried
YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher
NO - 0

MOTION by ~~Supervisor~~Supervisor Gallagher seconded by Council Jeffway to appoint Angela Lore Esq., as Attorney to the Milan Town Board, Planning Board and Zoning Board of Appeals for

the fiscal year 2018 at the hourly rate of \$150.00, plus approved itemized expenses. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Mathison, Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~ Supervisor Gallagher seconded by

Council. Campisi to appoint Kelly Flood-Myers, Esq., the law firm of Cappillino & Rothschild, LLP. and Angela Maie4r Lore, Esq. as Prosecutor for the Town of Milan for the fiscal year 2018. Per Town of Milan Resolution 8 of 2017, at the hourly rate of \$150.00, plus approved itemized expenses. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Mathison, Raelson, Gallagher

NO - 0

MOTION by ~~Supervisor~~ Supervisor Gallagher seconded by

Council. Jeffway to set the Millbrook National Bank in Pine Plains, N.Y. as the depository for all Town funds for the fiscal year 2018, except for Justice Court funds and Town Clerk funds, which may be deposited in the Merchants & Traders Bank; and further, to designate William Gallagher and Jack Campisi as signers on the Town of Milan accounts. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION Supervisor Gallagher seconded by Council. Campisi

to designate the Poughkeepsie Journal as the official Town newspaper and to authorize the use of the Daily Freeman and the Northern Dutchess County News when deemed necessary by the

Town Clerk or the Town Board for fiscal 2018. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council.

Jeffwayove to set the regular meeting of the Town Board on the third Monday of the month in the Wilcox Memorial Town Hall at 20 Wilcox Circle in the Town of Milan at 7:00 p.m. **Roll was taken and carried**

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO -0

MOTION by Supervisor Gallagher seconded by Council. Campisi
to set the annual accounting meeting of town officials and employees
for Fiscal Year 2017 at the regular town board meeting of January 15,
2018 at 6:50 p.m. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Campisi
to set the mileage reimbursement rate at \$0.50 per mile for those
officials who conduct on-site inspections and/or are required to travel
on official business. Said reimbursement shall apply only to out-of-
town travel, except for assessors, building inspector, code
enforcement officer and dog control officer. The calculation of miles
shall be as follows:

Town Hall to any Post Office _____ 07 miles

Town Hall to Millbrook National Bank _____ 07 miles

Town Hall to Merchants and Traders Bank _____ 08 miles

And Further, the. Town of Milan will not pay or reimburse any expenses, including but not limited to registration fees, overnight accommodations, mileage, meals, and/or tolls, incurred by any elected official or employee, for attendance at any conference, and the town will not pay hourly wages to go, attend, and/or return from any conference, regardless of the conference's content Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Campisi to authorize the Supervisor to spend no more than \$3,000.00 for equipment or supplies per occurrence without prior town board approval. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey to authorize the Highway Superintendent to spend no more than \$4,999.00 for equipment or supplies per occurrence without prior town board approval. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey that because of the need for prompt public and official access to the Town Supervisor and Highway Superintendent, these officials be reimbursed \$35 a month each for the cost of their cell phones. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Jeffway
to set the following twelve (12) paid holidays for 2018 for full-time
active employees and part-time employees. Employees are entitled to
paid holidays only when the paid holidays fall on regularly scheduled
work days.

<u>January 1,</u>	<u>For New Year's Day 2018</u>
<u>January 15</u>	<u>Martin Luther King Day</u>
<u>February 19</u>	<u>President's Day</u>
<u>March 30</u>	<u>Good Friday</u>
<u>May 28</u>	<u>Memorial Day</u>
<u>July 4</u>	<u>Independence Day</u>
<u>September.3</u>	<u>Labor Day</u>
<u>October 8</u>	<u>Columbus Day</u>
<u>November 12</u>	<u>Veteran's Day</u>
<u>November 22 & 23</u>	<u>Thanksgiving Day and Day After</u>
<u>December 25</u>	<u>For Christmas Day</u>

Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Jeffway
that all elected officials and employees shall be paid bi-weekly, with
the bi-weekly payroll beginning on a Monday and ending on a Friday,

and that payroll checks shall be available by 11:00 am of the following Friday. Roll was taken and carried.

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO – 0

MOTION by Supervisor Gallagher seconded by Council. Campisi to set the petty cash fund of the following individuals at \$50.00: Town Clerk, Code Enforcement Officer, and to set the petty cash fund of the following individuals at \$75.00: Chair of the Planning Board, Chair of the Zoning Board of Appeals, and to set the petty cash fund of each justice at \$100.00. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Jeffway to set the order of emergency contact for the Wilcox Memorial Town Hall as follows;

William Gallagher, Supervisor

Glenn Butler, Highway Superintendent

Jack Campisi, Town Board Member

And to set the order of emergency contact for the Town Highway Department as:

Glenn Butler, Superintendent

William Gallagher, Supervisor

Charles Godfrey, Town Board Member

Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Jeffway
to appoint the following individuals to the Comprehensive Emergency
Management Plan Committee: Glenn Butler, Charles Godfrey,
Laurence Brody, Milan Volunteer Fire Department, Inc. Director and
Corporate Secretary, and Mark Sardaro, Milan Volunteer Fire
Department, Inc. Chief. Roll was taken and carried
YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Campisi
to appoint MVP to handle the Town's Health Insurance and FLEX
Plan. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

Supervisor's Appointments:

<u>Deputy Supervisor</u>	<u>Jack Campisi</u>
<u>Planning Board Liaison</u>	<u>William Jeffway</u>
<u>Zoning Board of Appeals Liaison</u>	<u>Charles Godfrey</u>
<u>Highway & Bridge Liaison</u>	<u>William Gallagher</u>
<u>Investment Committee</u>	<u>William Gallagher, and</u>
	<u>Jack Campisi</u>
<u>Lawsuits/Attorney Liaison</u>	<u>William Gallagher</u>
<u>Northern and Eastern Dutchess</u>	

Communities Regional Hazard

Mitigation Plan Liaison Charles Godfrey

Milan Fire Department &

Rescue Squad Liaison

William Gallagher and

Jack Campisi

Wappinger Creek Watershed

Intermunicipal Council Douglas Raelson and

William Jeffway

Bicentennial Committee Liaison William Jeffway

Security Administrator Jack Campisi

Alternate Security Administrator Catherine Gill

MOTION by Supervisor Gallagher seconded by Council. Campisi to hold a public hearing on proposed Local Law No. 1 of 2018, a local law amending Section 183-7.2 of the Cold War Veterans Exemption in the Town of Milan for January 15, 2018 at 6:55 pm at the Milan Town Hall. Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway Raelson, Gallagher

NO - 0

MOTION by Supervisor Gallagher seconded by Council. Campisi to adjourn this meeting.

(1:23 PM). Roll was taken and carried

YES - 5 Campisi, Godfrey, Jeffway, Raelson, Gallagher

NO - 0

Respectfully submitted,

Catherine Gill, Town Clerk

~~Stephen Cole as Building Inspector/Code Enforcement officer at an annual salary of \$20,549.00, serving at the pleasure of the Town Board.~~

~~Deborah Frankel as Assessor Clerk at an hourly rate of \$22.65 for 20 hours per week serving at the pleasure of the Town Board.~~

~~Karen Buechele as Secretary to the Planning Board and Zoning Board of Appeals at an hourly rate of \$21.41 for 36 hours per week and an additional 108 hours per year for Planning and Zoning meetings at an hourly rate of \$21.41, serving at the pleasure of the Town Board.~~

~~William Mansfield as cleaner at an hourly rate of \$21.00 for 9 hours per week, serving at the pleasure of the Town Board.~~

~~Victoria LoBrutto as clerk to the supervisor at an hourly rate of \$17.00 for 6 hours a week, serving at the pleasure of the Town Board.~~

~~**Move** to authorize that the immediate supervisor of a part-time employee may adjust the hours of a part-time employee, provided that the adjustment is temporary and the Town Supervisor is notified promptly in writing of the temporary adjustment by the immediate supervisor; and~~

~~Further, in the event that there is a need to temporarily extend the hours of any part-time employee on any particular day due to an unusual and unanticipated occurrence, the Town Board hereby grants to the Town Supervisor power and authority to make such temporary change. The additional time shall be paid at the part-time employees stated hourly rate~~

~~**Highway Department**~~

~~**Move** to set the hourly rate for full time highway heavy motorized equipment operator employees at \$24.66, the hourly rate for full time highway motorized equipment operator employees at \$23.58;~~