ORGANIZATIONAL MEETING
TOWN BOARD, TOWN OF NORTH EAST
JANUARY 2, 2015

Members Present:

Supervisor John Merwin
Councilman Jim Campbell
Councilman Ralph Fedele
Councilman George Kaye

Members Absent:

Steven Merwin

Call to Order:

Supervisor Merwin called the meeting to order at 5:30 P.M. with the Pledge of Allegiance.

Acceptance of Agenda:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to accept the agenda

Supervisor's Welcome:

Supervisor Merwin gave a brief welcoming speech and said that the Town would move forward with the issues that needed to be addressed.

Appointment of Deputy Supervisor by Supervisor:

On a motion by Councilman Fedele, seconded by Councilman Kaye the following was

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to approve the appointment of Steven Merwin as Deputy Supervisor of the Town of North East

Designate Regular Meeting Times and Place:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to hold the monthly Business Meeting on the second Thursday of each month at the Town Hall at 7:00 P.M.

Designation of Official Depository:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Salisbury Bank and Trust as the Town's official depository

Designation of Official Newspapers:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint the Millerton News as the Town's official newspaper, and the Poughkeepsie Journal as an alternative

Appointment of Legal Counsel:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Warren Replansky as Attorney for the Town, and to authorize the Supervisor to secure services

Appointment of Engineering Services:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele,, Kaye)
NAYS - 0

RESOLVED, to appoint the firm of Morris Associates for engineering services for the Town of North East and to authorize the Supervisor to secure services

Appointment of Accounting Services:

On a motion by Councilman Kay, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint the firm of Sickler, Torcia, Allen and Churchill as accountant for **the Town of North East, and authorize the Supervisor to secure services.**

Resolution to authorize the Supervisor to Appoint Bookkeeper:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Lorna Sherman Bookkeeper, for the Town of North East for the year 2015

Resolution to authorize the Supervisor to appoint a Budget Officer:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES -4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Lorna Sherman, as Budget Officer for the Town of North East for the year 2015

Appointment of Assessor's Aid:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Donna Morrison as Assessor's Aide

Appointment of Real Property Data Lister:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint John Lloyd Real Property Data Lister

Appointment of Secretary to Planning and Zoning Boards:

On a motion by Councilman Fedele, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Claudia Stevens as Secretary to the Planning and Zoning **Boards**

Appointment of Secretary to the Building Department:

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Claudia Stevens as Secretary to the Building Department

Appointment of Clerk to the Justices:

On a motion by Councilman Kaye seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Dorene Morrison as Clerk to the Justices

Appointment of Building Inspector/Code Enforcement Officers:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)

NAYS - 0

RESOLVED, to appoint Kenneth McLaughlin as Building Inspector/Code Enforcement Officer for Administrative and Zoning matters.

Appointment of Deputy Building Inspector/Code Enforcement Officer:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Michael Segelken Deputy Building Inspector/Code Enforcement Officer for Building/Fire Inspection and Field Work

Appointment of Deputy Town Clerk:

Town Clerk Lisa Cope appointed Ellen Owens as Deputy Town Clerk for office assistance the Board did the following:

On a motion by Councilman Fedele, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Ellen Owens, Deputy Town Clerk for office assistance for 2015

Appointment of Registrar of Vital Statistics:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Lisa Cope, as Registrar of Vital Statistics

Registrar's Appointment of Deputy Registrar:

On a motion by Councilman Fedele, seconded by Councilman Merwin the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to approve the Registrar's appointment of Ellen Owens, as Deputy Registrar of Vital Statistics for 2015

Resolution designating the Town Clerk as the Records Management Officer:

TOWN BOARD TOWN OF NORTH EAST
JANUARY 2, 2015
RESOLUTION 1-2015
RESOLUTION DESIGNATING THE TOWN CLERK AS THE RECORDS MANAGEMENT OFFICER:

Councilman James Campbell, offers the following and moves its adoption:

Seconded by Ralph Fedele

WHEREAS, records are essential to the administration of local government because they contain information that keeps government programs functioning; and

WHEREAS, a records management program assists officials in making decisions, administering programs and providing administrative continuity with past operations;

NOW THEREFORE BE IT RESOLVED, a records management program shall be established under the aegis of the Town Clerk and headed by a records management officer.

BE IT FURTHER RESOLVED, the Town Clerk is designated as the Records Management Officer (RMO) and will be responsible for administering current and archival public records in accordance with local, state and federal laws and guidelines.

ROLL CALL VOTE:

Supervisor John Merwin	AYE
Councilman George Kaye	AYE
Councilman James Campbell	AYE
Councilman Ralph Fedele	AYE
Councilman Steven Merwin	ABSENT

This resolution was declared duly adopted on January 2, 2015

Dated: January 2, 2015
Millerton, NY

LISA COPE
Town Clerk, Town of North East

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Lisa Cope, Records Management Officer.

Resolution to adopt the Records Retention and Disposition Schedule MU-1:

TOWN BOARD TOWN OF NORTH EAST
JANUARY 2, 2015
RESOLUTION 2-2015

RESOLUTION ADOPTING THE MU-1 RECORDS RETENTION AND DISPOSITION SCHEDULE PURSUANT TO ARTICLE 57-A OF THE ARTS AND CULTURAL AFFAIRS LAW

Councilman George Kaye offers the following and moves its adoption:
Seconded by: Ralph Fedele

RESOLVED, by the Town Board of the Town of North East to adopt the Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, and it is hereby adopted for use by all offices in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

a) only those records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention periods described therein; and

b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

ROLL CALL VOTE:

Supervisor	John Merwin	AYE
Councilman	George Kaye	AYE
Councilman	James Campbell	AYE
Councilman	Ralph Fedele	AYE
Councilman	Steven Merwin	ABSENT

This resolution was declared duly adopted on January 2, 2015

Dated: January 2, 2015
Millerton, NY

LISA COPE
Town Clerk, Town of North East

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to adopt the MU-1 Records Retention and Disposition Schedule Pursuant to Article 57-A of the Arts and Cultural Affairs Law.

Zoning Board Appointments:

On a motion by Councilman Fedele, seconded by Councilman Kaye the following was:

APPROVED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Julie Schroeder and Edith Greenwood as Co-Chairpersons of the Zoning Board of Appeals.

On a motion by Councilman Campbell, seconded by Councilman Kaye, the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Carl Stahovec as a member of the Zoning Board of Appeals for a term ending December 31, 2019.

Planning Board Appointments:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint William Kish to the Planning Board for a term ending December 31, 2021.

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Dale Culver as Chairman of the Planning Board for 2015.

Ethics Committee Appointments:

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Brian Kaye to the Ethics Committee for a term ending December 31, 2019.

Agricultural Advisory Board Appointments:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Lynn Mordas to the Agricultural Board for terms ending December 31, 2017.

Appointment of MEO Foreman:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell. Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Ray Kilmer MEO Foreman for 2015.

Appointment of Highway Assistant Foreman:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Shawn Morrison Highway Assistant Foreman.

Appointment of Dog Control Officer:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)

NAYS - 0

RESOLVED, to appoint James Reilly as Dog Control Officer for 2015.

Resolution to fix the salaries of all Elected and Appointed Officers and establish the wage rate for all other Personnel:

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to adopt the 2015 schedule of salaries and wages.

Authorize the Town Clerk to open competitive bids on public works or purchase contracts required to be advertised.

On a motion by Councilman Kaye, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to authorize the Town Clerk to open competitive bids on public works or purchase contracts required to be advertised.

Establish mileage for Code Enforcement Officers, Dog Control Officer, Assessor and Real Property Data Lister for Town Business within the Town, and for all other officers and employees for Town business outside the Town:

On a motion by Councilman Kaye, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to establish the mileage rate at $.57.5.

Appointment of Emergency Interim Successors by Supervisor:

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to appoint Emergency Interim Successors in the Following manner:

Steven Merwin - 1st
George Kaye - 2nd
Ralph Fedele - 3rd

Authorization for appointed and elected officials to attend the Association of Towns Annual Meeting in New York City, February 15-18, 2015:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)

NAYS - 0

RESOLVED, to authorize appointed and elected officials to attend the Association of Towns Annual Meeting in New York City, on February 15-18, 2015.

Designation of Delegate to Annual Meeting of the NYS Association of Towns:

On a motion by Councilman Campbell, seconded by Councilman Kaye the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to designate Supervisor Merwin delegate to the Annual Meeting of the New York State Association of Towns.

Adopting of The Town of North East Board Meetings: Rule of Procedure for 2015:

On a motion by Councilman Fedele, seconded by Councilman Campbell the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to adopt the Town of North East Rules of Procedure.

Adjournment:

On a motion by Councilman Campbell, seconded by Councilman Fedele the following was:

ADOPTED - AYES - 4 (Merwin, Campbell, Fedele, Kaye)
NAYS - 0

RESOLVED, to adjourn the meeting.

The meeting adjourned at 5:50 P.M.

Respectfully Submitted,

Lisa Cope
Town Clerk

Approved: February 12, 2015