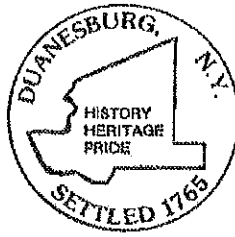


William Wenzel, Town Supervisor
Dale Warner, Deputy Supervisor
Jennifer Howe, Town Clerk
Carol Sowycz, Deputy Town Clerk



Dianne Grant, Council Member
Andrew Lucks, Council Member
James Mugits, Council Member
Mike Santulli, Council Member

January 2, 2024 ORGANIZATIONAL MEETING

9:00 AM

Meeting called to order by Supervisor Wenzel

Present: Supervisor Wenzel, Council Members Lucks, Mugits, Santulli, Town Clerk Howe

Absent: Council Member Grant

Resolution#1-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to establish the dates for the regular town board meetings to be held on the second and fourth Thursday of each month beginning at 7:00 p.m. To be held at Duanesburg Town Hall.

Motion carried, 4 ayes

Resolution#2-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to designate the Gazette Newspapers as the official Town of Duanesburg newspaper. Motion carried, 4 ayes

Resolution#3-24: Motioned by Council Member Lucks, seconded by Council member Santulli to establish the mileage rate for town employees at .67 cents per mile as per IRS guidelines.

Motion carried, 4 ayes

Resolution#4-24: Motioned by Supervisor Wenzel, seconded by Council Member Lucks to continue membership in the Association of Towns for the year 2024.

Motion carried, 4 ayes

Resolution#5-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to utilize Robert's Rules of Order as a guide for conducting public meetings.

Motion carried, 4 ayes

Resolution#6-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to designate the Town Hall bulletin board on the first-floor lobby, as the official sign board for posting of all legal notices.

Motion carried, 4 ayes

Resolution#7-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to approve Teresa Bakner and Whiteman, Osterman & Hanna as an attorney for the town.

Motion carried, 4 ayes

Resolution#8-24: Motioned by Supervisor Wenzel, seconded by Council Member Lucks to appoint Delaware Engineers as an engineer for the town.
Motion carried, 4 ayes

Resolution#9-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to appoint PRIME AE, as an engineer for the town.
Motion carried, 4 ayes

Resolution#10-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint H2H Associates, LLC as an engineer for the town.
Motion carried, 4 ayes

Resolution#11-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to set all town employee and elected officials' salaries as fixed as per the adopted 2024 town budget.
Motion carried, 4 ayes

Resolution#12-24: Motioned by Supervisor Wenzel, seconded by Council Member Lucks to establish the date of the Planning Board meetings on the third Thursday of the month at 7:00 PM.
Motion carried, 4 ayes

Resolution#13-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to establish the date of the Zoning Board of Appeals meetings on the third Tuesday of the month at 7:00 PM.
Motion carried, 4 ayes

Resolution#14-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint the following members to the Board of Ethics for 2024: Tammy Arquette, Jean Frisbee, Lorri Meyers, Rick Potter and Town Board member James Mugits.
Motion carried; 4 ayes

Resolution#15-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to establish hourly rate for part time Highway Department employees at \$20.00 per hour for wingmen. Wingmen will be guaranteed 4 hrs. of pay per called in shift.
Motion carried, 4 ayes

Resolution#16-24: Motioned by Supervisor Wenzel, seconded by Council Member Lucks to appoint Steve Ash as Deputy Highway Superintendent with term ending 12/31/2024.
Motion carried, 4 ayes

Resolution#17-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to appoint Jennifer Howe as Registrar of Vital Statistics.
Motion carried, 4 ayes

Resolution#18-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint Mazzotta & Vagianelis, P.C. as special counsel.
Motion carried, 4 ayes

Resolution#19-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint Elaine McCarthy as Summer Youth Program Administrator for 2024.
Motion carried, 4 ayes

Resolution#20-24: Motioned by Supervisor Wenzel, seconded by Council Member Lucks to reconfirm the appointments of Elaine McCarthy, Debra Peters, Josh Houghton, Deanna Fox as commission members and Jean Frisbee as Chairperson the Duanesburg Park Commission.
Motion carried, 4 ayes

Resolution#21-24: Motioned by Council member Santulli, seconded by Council Member Lucks to appoint Deanna Fox as the Hometown Hero Banner Program Chairperson.
Motion carried, 4 ayes

Resolution#22-24: Motioned by Council Member Potter, seconded by Council Member Lucks to appoint Annabel Felton as chairperson of the broadband expansion committee.
Motion carried, 4 ayes

Resolution#23-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint the following as Town Court Officers
Christophe Avery and Jamison Facticeau
Motion carried, 4 ayes

Resolution#24-24: Motioned by Council Member Santulli, seconded by Council Member Lucks to establish the Town of Duanesburg Holiday schedule for 2024 as New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Indigenous Peoples Day, Election Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day. As per CSEA Holiday schedule.
Motion carried, 4 ayes

Resolution#25-24: Motioned by Council Member Lucks, seconded by Council Member Santulli to reconfirm the following appointments:
William Wenzel as Town Budget Officer
Howard Ohlhous as Town Historian
Darla Gullota as Dog Control Officer
Carol Sowycz as Deputy Town Clerk
Jennifer Howe as Webmaster
Coryn Van Deusen as Planning & Zoning Clerk
Cara Avery as Building & Assessment Clerk
Christopher Parslow as Building Inspector, Code Enforcement and Town Planner
Dale Warner as Building /Town Park Coordinator
Michael McGuire as Town Assessor
Patrick Burns as Town Assessor Assistant

Brian Powles and Eugene Hotaling as Town Hall/Town Park Maintenance
Andrew Dennis as WWTP operator and Sewer District Coordinator
Corwin Viele as WWTP Back Up Operator
Alan Livengood as WWTP Laborer
Lynn Masterpolo, Barbara Powles and Heather McPartlon-Geidel as Town Court Clerks
Deborah Hoffmann as Highway Dept. and Records Clerk
Motion carried, 4 ayes

Supervisor Wenzel appoints the following Committees:
Highway Committee – Primary Council Member Mugits, Alternate Council Member Grant
Public Safety Committee – Primary Council Member Grant, Alternate Supervisor Wenzel
Park & Recreation Committee – Supervisor Wenzel, Alternate Council Member Mugits
Sewer Committee – Primary Council Member Lucks, Secondary Council Member Santulli
IT Committee- Primary Council Member Santulli, Secondary Council Member Lucks

Supervisor Wenzel reconfirms the appointments of Carmie Cervera as Human Resource Clerk for the Town Supervisors' Office and Town Board Clerk.

Supervisor Wenzel appoints Dale Warner as Deputy Supervisor with term ending 12/31/2024.

Reminder to audit the books by January 20th.

Motion to adjourn by Council Member Lucks, Seconded by Council Member Santulli.
Motion carried, 4 ayes

Respectfully Submitted,

Jennifer Howe
Town Clerk