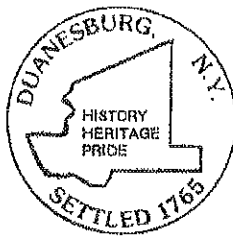


William Wenzel, Town Supervisor
Jennifer Howe, Town Clerk
Brandy Fall, Deputy Town Clerk
William Reed, Highway Superintendent



Dianne Grant, Council Member
Andrew Lucks, Council Member
Rick Potter, Council Member
Mike Santulli, Council Member

January 3, 2023 ORGANIZATIONAL MEETING

9:03 AM

Meeting called to order by Supervisor Wenzel

Present: Supervisor Wenzel, Council Members Lucks, Potter, Santulli, Attorney Bakner,
Town Clerk Howe

Absent: Council Member Grant

Resolution#1-23: Motioned by Council Member Potter, 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#2-23: Motioned by Council Member Lucks, seconded by Council Member Potter to designate the Gazette Newspapers as the official Town of Duanesburg newspaper. Motion carried, 4 ayes

Resolution#3-23: Motioned by Council Member Santulli, seconded by Supervisor Wenzel to establish the mileage rate for town employees at .655 cents per mile as per IRS guidelines.

Motion carried, 4 ayes

Resolution#4-23: Motioned by Supervisor Wenzel, seconded by Council Member Santulli to continue membership in the Association of Towns for the year 2023.

Motion carried, 4 ayes

Resolution#5-23: Motioned by Council Member Potter, seconded by Council Member Lucks to utilize Robert's Rules of Order as a guide for conducting public meetings.

Motion carried, 4 ayes

Resolution#6-23: Motioned by Council Member Lucks, seconded by Council Member Potter 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#7-23: Motioned by Council Member Santulli, seconded by Council Member Lucks to approve Teresa Bakner and Whiteman, Osterman & Hanna as an attorney for the town.

Motion carried, 4 ayes

Resolution#8-23: Motioned by Supervisor Wenzel, seconded by Council Member Potter to appoint Delaware Engineers as an engineer for the town.
Motion carried, 4 ayes

Resolution#9-23: Motioned by Council Member Potter, seconded by Council Member Santulli to appoint PRIME AE, as an engineer for the town.
Motion carried, 4 ayes

Resolution#10-23: 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#11-23: Motioned by Council Member Santulli, seconded by Council Member Lucks to set all town employee and elected officials' salaries as fixed as per the adopted 2023 town budget.
Motion carried, 4 ayes

Resolution#12-23: Motioned by Supervisor Wenzel, seconded by Council Member Potter 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#13-23: Motioned by Council Member Potter, 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#14-23: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint the following members to the Board of Ethics for 2023:
Tammy Arquette, Jean Frisbee, Lorri Meyers and Town Board member Rick Potter.
Motion carried; 3 ayes Council Member Potter abstained

Resolution#15-23: Motioned by Council Member Lucks, seconded by Council Member Santulli to establish hourly rate for part time Highway Department employees at \$16.50 per hour for newly hired wingmen, \$17.50 per hour for wingmen with more than one year of service, and \$18.50 per hour for wingmen with more than eight years of service.
Wingmen will be guaranteed 4 hrs. of pay per called in shift.
Motion carried, 4 ayes

Resolution#16-23: Motioned by Council Member Santulli, seconded by Council Member Lucks to appoint Steve Ash as Deputy Highway Superintendent with term ending 12/31/2023.
Motion carried, 4 ayes

Resolution#17-23: Motioned by Supervisor Wenzel, seconded by Council Member Potter to appoint Jennifer Howe as Registrar of Vital Statistics.
Motion carried, 4 ayes

Resolution#18-23: Motioned by Council Member Potter, seconded by Supervisor Wenzel to appoint Mazzotta & Vagianelis, P.C. as special counsel.
Motion carried, 4 ayes

Resolution#19-23: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint Elaine McCarthy as Summer Youth Program Administrator for 2023.
Motion carried, 4 ayes

Resolution#20-23: Motioned by Council Member Santulli, seconded by Supervisor Wenzel to reconfirm the appointments of Elaine McCarthy, Debra Peters, Josh Houghton, Alternate Deanna Fox as commission members and Jean Frisbee as Chairperson the Duanesburg Park Commission.
Motion carried, 4 ayes

Resolution#21-23: Motioned by Supervisor Wenzel, seconded by Council Member Potter to appoint Deanna Fox as the Hometown Hero Banner Program Chairperson.
Motion carried, 5 ayes

Resolution#22-23: 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#23-23: Motioned by Council Member Lucks, seconded by Council Member Santulli to appoint the following as Town Court Officers
Colin Farley and Jamison Facticeau
Motion carried, 4 ayes

Resolution#24-23: Motioned by Council Member Santulli, seconded by Council Member Lucks to establish the Town of Duanesburg Holiday schedule for 2023 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#25-23: 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
Brandy Fall as Deputy Town Clerk & Webmaster
Melissa Deffer as Planning & Zoning Clerk
Cara Avery as Building & Assessment Clerk
Christopher Parslow as Provisional Building Inspector, Code Enforcement and Town Planner
Dale Warner as Building Department Assistant
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 Vielle as WWTP back up operator
Alan Livengood as WWTP Laborer
Lynn Masterpolo and Barbara Powles 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 Rick Potter, Alternate Dianne Grant
Public Safety Committee – Primary Dianne Grant, Alternate Bill Wenzel
Park & Recreation Committee – Primary Bill Wenzel, Alternate Ricky Potter
Sewer Committee – Primary Andy Lucks, Secondary Mike Santulli
Technology Committee- Primary Mike Santulli, Secondary Andy 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 Rick Potter as Deputy Supervisor with term ending 12/31/2023

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