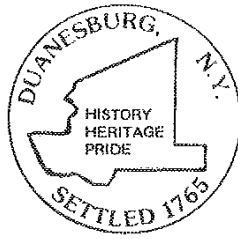


**Roger Tidball**, Town Supervisor  
**Jennifer Howe**, Town Clerk  
**Brandy Fall**, Deputy Town Clerk  
**William Reed**, Highway Superintendent



**John D. Ganther**, Council Member  
**Francis R. Potter**, Council Member  
**Jeffrey Senecal**, Council Member  
**William Wenzel**, Council Member

## **January 6, 2021 ORGANIZATIONAL MEETING**

5:30 PM

Meeting called to order by Supervisor Tidball

Present: Supervisor Tidball, Council Members Ganther, Potter, Senecal, Wenzel,  
Attorney Bakner, Deputy Town Clerk Fall

Resolution#1-21: Motioned by Council Member Senecal, seconded by Council Member Wenzel 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, 5 ayes

Resolution#2-21: Motioned by Council Member Potter, seconded by Supervisor Tidball to designate the Gazette Newspapers as the official Town of Duanesburg newspaper.

Motion carried, 5 ayes

Resolution#3-21: Motioned by Council Member Ganther, seconded by Council Member Senecal to establish the mileage rate for town employees at 58 cents per mile as per IRS guidelines.

Motion carried, 5 ayes

Resolution#4-21: Motioned by Supervisor Tidball, seconded by Council Member Senecal to continue membership in the Association of Towns for the year 2020.

Motion carried, 5 ayes

Resolution#5-21: Motioned by Council Member Wenzel, seconded by Council Member Potter to utilize Robert's Rules of Order as a guide for conducting public meetings.

Motion carried, 5 ayes

Resolution#6-21: Motioned by Council Member Senecal, seconded by Council Member Potter to designate the Town Hall bulletin board on the first-floor lobby, across from the Town Clerks office as the official sign board for posting of all legal notices.

Motion carried, 5 ayes

Resolution#7-21: Motioned by Council Member Potter, seconded by Council Member Senecal to approve Teressa Bakner and Whiteman, Osterman & Hanna as an attorney for the town.

Motion carried, 5 ayes

Resolution#8-21: Motioned by Council Member Ganther, seconded by Council Member Senecal to approve O'Connell and Aronowitz as an attorney for the town.  
Motion carried, 5 ayes

Resolution#9-21: Motioned by Supervisor Tidball, seconded by Council Member Wenzel to appoint Delaware Engineers as an engineer for the town.  
Motion carried, 5 ayes

Resolution#10-21: Motioned by Council Member Wenzel, seconded by Council Member Senecal to appoint PRIME, as an engineer for the town.  
Motion carried, 5 ayes

Resolution#11-21: Motioned by Council Member Senecal, seconded by Council Member Potter to appoint C. T. Male Associates as an engineer for the town.  
Motion carried, 5 ayes

Resolution#12-21: Motioned by Council Member Potter, seconded by Council Member Senecal to appoint H2H Associates, LLC as an engineer for the town.  
Motion carried, 5 ayes

Resolution#13-21: Motioned by Council Member Ganther, seconded by Council Member Senecal to appoint Ingalls & Associates, LLP as an engineer for the town.  
Motion carried, 5 ayes

Resolution#14-21: Motioned by Supervisor Tidball, seconded by Council Member Wenzel to set all town employee and elected officials' salaries as fixed as per the adopted 2020 town budget.  
Motion carried, 5 ayes

Resolution#15-21: Motioned by Council Member Wenzel, seconded by Council Member Senecal to approve Supervisor Roger Tidball to sign all 2021 emergency services contracts.  
Motion carried, 5 ayes

Resolution#16-21: Motioned by Council Member Senecal, seconded by Council Member Potter to approve Supervisor Roger Tidball to sign all 2021 inter municipal agreements with the Village of Delanson.  
Motion carried, 5 ayes

Resolution#17-21: Motioned by Council Member Potterer, seconded by Council Member Senecal to establish the date of the Planning Board meetings on the third Thursday of the month at 7:00 PM.  
Motion carried, 5 ayes

Resolution#18-21: Motioned by Council Member Ganther, seconded by Council Member Senecal to establish the date of the Zoning Board of Appeals meetings on the third Tuesday of the month at 7:00 PM.  
Motion carried, 5 ayes

Resolution#19-21: Motioned by Supervisor Tidball, seconded by Council Member Senecal to appoint the following members to the Board of Ethics for 2020: Tammy Arquette, Jean Frisbee, Toni DiCaprio, Laurie Meyer and Town Board member Rick Potter.  
Motion carried, 5 ayes

Resolution#20-21: Motioned by Council Member Wenzel, seconded by Council Member Senecal to establish hourly rate for part time Highway Department employees at \$15.00 per hour for newly hired wingmen. \$16.00 per hour for wingmen with more than one year of service, and \$17.00 per hour for wingmen with more than eight years of service. Wingmen will be guaranteed 4 hrs. of pay per called in shift. The hourly rate for summer laborers will be \$15.00 per hour.  
Motion carried, 5 ayes

Resolution#21-21: Motioned by Council Member Senecal, seconded by Council Member Wenzel to appoint Steve Ash as Deputy Highway Superintendent with term ending 12/31/2021.  
Motion carried, 5 ayes

Resolution#22-21: Motioned by Council Member Potter, seconded by Council Member Senecal to appoint Jennifer Howe as Registrar of Vital Statistics.  
Motion carried, 5 ayes

Resolution#23-21: Motioned by Council Member Ganther, seconded by Council Member Wenzel to appoint Mazzotta, Siegel & Vagianelis, P.C. as special counsel for Sewer District #3.  
Motion carried, 5 ayes

Resolution#24-21: Motioned by Supervisor Tidball, seconded by Council Member Wenzel to appoint Elaine McCarthy as Summer Youth Program Administrator for 2021.  
Motion carried, 5 ayes

Resolution#25-21: Motioned by Council Member Wenzel, seconded by Council Member Potter to reconfirm the appointments of Elaine McCarthy, Debra Peters, Josh Houghton, as commission members and Jean Frisbee as Chairperson the Duanesburg Park Commission.  
Motion carried, 5 ayes

Resolution#26-21: Motioned by Council Member Senecal, seconded by Council Member Potter to reappoint Annabel Felton as chairperson of the broadband expansion committee.  
Motion carried, 5 ayes

Resolution#27-21: Motioned by Council Member Potterer, seconded by Council Member Wenzel to appoint the following as Town Court Officers

Colin Farley, Andrew Lucks and Nicholas Hilton  
Motion carried, 5 ayes

Resolution#28-21: Motioned by Council Member Ganther, seconded by Council Member Wenzel to establish the Town of Duanesburg Holiday schedule for 2020 as New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day. As per CSEA Holiday schedule.  
Motion carried, 5 ayes

Resolution#29-21: Motioned by Supervisor Tidball, seconded by Council Member Senecal to reconfirm the following appointments:  
Roger Tidball as Town Budget Officer  
Howard Ohlhous as Town Historian  
Darla Gullota as Dog Control Officer  
Brandy Fall as Deputy Town Clerk  
Mellissa Deffer as Planning and Zoning Clerk  
Cara Avery as Building and Assessment Clerk  
Dale Warner as Town Building Inspector, Town Planner and Sewer Districts Coordinator, Town Building and Grounds Manager  
Dominic Viascariello as Deputy Code Enforcement Officer.  
Michael McGuire as Town Assessor  
Brian Powles as Town Hall/Town Park Maintenance  
Andrew Dennis as WWTP operator  
Corwin Vielle as WWTP back up operator  
Lynn Masterpolo and Marsha Winans as Town Court Clerks  
Dedorah Hoffmann as Highway Dept. and Records Clerk  
Motion carried, 5 ayes

Supervisor Tidball appoints the following Committees:  
Highway Committee - Rick Potter, Jeff Senecal  
Public Safety Committee – Bill Wenzel  
Park & Recreation Committee – Bill Wenzel  
Sewer Committee – Jeff Senecal, John Ganther  
Technology Committee- John Ganther

Supervisor Tidball reconfirms the appointments of Carmie Cervera as Human Resource Clerk for the town supervisors' office.

Supervisor Tidball appoints John Ganther as Deputy Supervisor with term ending 12/31/2021

Reminder to audit the books by January 20<sup>th</sup>.

Future projects/ideas –

Highway- Great relationship with Bill, have been able to get him the equipment he needs. Got some plans from Bill Brown at Delaware Engineering for the possibility of an addition onto the current building. Will sit with Bill and start looking at the plans this year to see how much it will cost and what can be done.

Sewer-Taking bids on the Long-term improvement projects until January 22, 2021. Looking to hire another waste-water treatment plant operator, ads have been put on Facebook and website.

Public Safety-There haven't been any meetings due to COVID. We as a Town Board applaud our first responders for putting their lives on the line to take care of others.

Parks-The vendor has the contract for the disc golf and get it implemented by the time the weather breaks in the spring. Will be looking for volunteers hopefully depending on COVID to help clean up the parklands and trails in town and update trail markings. Bathrooms need to be finished in spring. Pavilion needs a little work as well.

IT- Still working to get every house possible hooked up with broadband by the end of the year. Will finish getting the server closet cleaned out, a fan in there and the closet vented. Looking at inventorying all the equipment and get one consolidated list with all the network equipment, computers with the device names and location of each piece with an estimated retirement date.

Possible organizational changes. May look into the possibility of forming a Department of Public Works.

Motion to adjourn by Supervisor Tidball, Seconded by Council Potter.  
Motion carried, 5 ayes

6:12pm

Respectfully Submitted,

Brandy Fall  
Deputy Town Clerk