

**TOWN OF NORTH EAST
TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 2, 2020**

Councilpersons present:

Supervisor Christopher Kennan
Councilman Ralph Fedele
Councilman John Midwood
Councilwoman Lana Morrison

Councilpersons absent:

Call to order:

Supervisor Kennan called the meeting to order at 5:00 p.m. with the Pledge of Allegiance.

Acceptance of agenda:

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to accept the agenda.

Supervisor's welcome:

Supervisor Kennan welcomed everyone to the first meeting of the year. He acknowledged the re-election of Councilman John Midwood, Assessor Katherine Johnson, and Town Justice Dennis Johnson; the election of Councilwoman Morrison and Clerk Gail Wheeler. Mr. Kennan's election created a vacancy on the Board. Notice has been given for persons interested in filling the position to contact the Board.

Appointment of Deputy Supervisor by Supervisor:

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Ralph Fedele as Deputy Supervisor.

Designate regular meeting times and place:

**Set monthly business meeting –
Adoption of official meeting schedule –**

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to designate regular meeting times and place as the second Thursday of the month at 7:00 p.m. at Town Hall.

Designation of official depositories:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to designate the official depository as Salisbury Bank & Trust.

Designation of official newspapers:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to designate the official newspaper as *The Millerton News* and *The Poughkeepsie Journal* as the alternate.

Appointment of legal counsel:

**Appoint Attorney for the Town –
Authorize Supervisor to secure services –**

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Warren Replansky as legal counsel and authorize the Supervisor to secure services.

Appointment for engineering services:

**Appointment for engineering services –
Authorize Supervisor to secure services –**

The appointment for engineering services is to be determined at a later date.

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to authorize the Supervisor to secure engineering services.

Appointment of accounting services:

**Appointment of accounting services provider –
Authorize Supervisor to secure services –**

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Sickler, Torchia, Allen & Churchill as accounting services provider and authorize the Supervisor to secure services.

Resolution to authorized Supervisor to appoint a Bookkeeper:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to authorize the Supervisor to appoint Lorna Sherman as Bookkeeper.

Resolution to authorize Supervisor to appoint a Budget Officer:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to authorize the Supervisor to appoint Lorna Sherman as Budget Officer.

Appointment of Assessor's Aide:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Donna Morrison as the Assessor's Aide.

Appointment of Real Property Data Lister:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint John Lloyd as the Real Property Data Lister.

Appointment of Secretary to Planning Board:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Debra Phillips as Secretary to the Planning Board for meetings and Lorna Sherman for the office.

Appointment of Secretary to Building Department:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Patricia Millius as Secretary to the Building Department.

Appointment of Secretary to the Zoning Board of Appeals:

The person for the office is to be determined.

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Debra Phillips as Secretary to the Zoning Board of Appeals for meetings.

Appointment of Clerk to the Justices:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to Dorene Morrison as Clerk to the Justices.

**Appointment of Building Inspector/Code Enforcement Officers:
Appointment of Building Inspector/CEO for administrative and zoning matters –
Appointment of Deputy Building Inspector/CEO for building/fire inspections and field work –**

On a motion by Councilwoman Morrison, seconded by Councilman Midwood, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Kenneth McLaughlin as Building Inspector and Code Enforcement Officer for administrative and zoning matters and Michael Segelken as Deputy Building Inspector and Code Enforcement Officer for building and fire inspections and field work.

**Appointment of Deputy Town Clerk:
Deputy Town Clerk (for office assistance) –**

Clerk Wheeler indicated she wanted to appoint Marcy Wheatley as the Deputy Town Clerk.

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Marcy Wheatley as Deputy Town Clerk.

**Appointment of Registrar of Vital Statistics:
Appointment of Registrar of Vital Statistics –
Registrar's appointment of Deputy Registrar –**

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Gail Wheeler as Registrar of Vital Statistics.

Clerk Wheeler indicated she wanted to appoint Marcy Wheatley as Deputy Registrar of Vital Statistics.

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Marcy Wheatley as Deputy Registrar of Vital Statistics.

Resolution designating the Town Clerk as the Records Management Officer:

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint the Town Clerk as Records Management Officer.

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

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to adopt the Records Retention and Disposition Schedule MU-1.

Appointment of Scan Clerk:

The Supervisor indicated the appointment of Scan Clerk was going to be skipped at this time.

Zoning Board Appointments:

**Appointment of ZBA Board member for a term ending December 31, 2024 –
Appointment of Julie Schroeder as Chairman and Edie Greenwood as Vice-Chairman –**

On a motion by Councilwoman Morrison, seconded by Councilman Midwood, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Karen Pitcher to a term on the Zoning Board of Appeals ending December 31, 2024 and the appointment of Julie Schroeder as Chair and Edie Greenwood as Vice-Chair of the Zoning Board of Appeals.

Planning Board Appointments:

**Appointment of Dale Culver for a term ending December 31, 2026 –
Appointment of Dale Culver as Chairman –**

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Dale Culver for a term on the Planning Board ending December 31, 2026 and appoint Dale Culver as Chair.

Ethics Committee Appointments:

Appointment of John Merwin for a term ending December 31, 2024 –

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint John Merwin for a term on the Ethics Committee for a term ending December 31, 2024.

Appointment of Highway Superintendent for a term ending 12/31/2021:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Robert Stevens as Highway Superintendent for a term ending December 31, 2021.

Appointment of Highway HMEO Foreman

Appointment of Highway HMEO Assistant Foreman:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Shawn Morrison Highway HMEO Foreman and appoint Joshua Schultz Highway HMEO Assistant Foreman.

Appointment of Dog Control Officer:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Richard Prentice as Dog Control Officer.

Appointment of Historian:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Ed Downey as Town Historian.

Appointment of Town Board Members to Committees:

Supervisor Kennan read the listing of Town Board Committees 2020. The list is as follows:

Emergency Services: John Midwood and Ralph Fedele
Police Services: Ralph Fedele and Lana Morrison
Highway: Chris Kennan and Ralph Fedele
Recreation: Lana Morrison and John Midwood
Personnel: Ralph Fedele and Lana Morrison
Buildings, Grounds & Facilities: Chris Kennan and John Midwood
Budget: Chris Kennan and Lana Morrison
Community Communications: John Midwood, Lorna Sherman and Gail Wheeler
Cemetery: Ralph Fedele and John Midwood
Zoning Review: John Midwood and Chris Kennan
Hazard Mitigation: Chris Kennan, Ralph Fedele, Bob Stevens, and Ken McLaughlin
Grants: John Midwood, Chris Kennan, and Gail Wheeler
Rudd Pond Study Group: Chris Kennan and Ralph Fedele

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to approve the Board committees.

Resolution to fix the salaries of all elected and appointed officers, and establish the wage rates for all other personnel:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to fix the salaries of all elected and appointed officers and establish the wage rates for all other personnel.

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

On a motion by Councilwoman Morrison, seconded by Councilman Midwood, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

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

Establish mileage rates for Code Enforcement Officers, Dog control Officer, Assessor and Real Property Data Lister for town business within the town, and for all officers or employees for town business outside the town:

Supervisor Kennan indicated the new IRS standard rate for 2020 is \$0.575 per mile and this rate is less than the rate from last year.

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to approve the establishment of the mileage rate of \$0.575 per mile for Code Enforcement Officers, Dog Control Officer, Assessor, and Real Property Data Lister for town business within the town, and for all officers or employees for town business outside the town.

Appointment of Emergency Interim Successors by Supervisor:

Supervisor Kennan’s proposed order of emergency interim successors is as follows:

1. Ralph Fedele
2. John Midwood
3. Lana Morrison

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to approve the list of Emergency Interim Successors by the Supervisor.

Authorization for appointed and elected officials to attend the NYS Association of Towns Annual Meeting in New York City, February 16-19, 2020:

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to authorize appointed and elected officials to attend the NYS Association of Towns Annual Meeting in New York City, February 16-19, 2020.

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

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

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to appoint Supervisor Kennan as the delegate to the annual meeting of the NYS Association of Towns.

Adoption of the North East Town Board Meetings: Rules of Procedure for 2020:

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to adopt the North East Town Board Meetings: Rules of Procedure for 2020.

Town of North East
Town Board
Minutes
January 2, 2020

Adjournment:

On a motion by Councilman Midwood, seconded by Councilwoman Morrison, the following was:

ADOPTED – AYES – 4 (Kennan, Fedele, Midwood, Morrison)
NAYS – 0

RESOLVED, to adjourn the meeting at 5:15 p.m.

Respectfully submitted,

/s/

Gail J. Wheeler
Town Clerk

Approved: 02/13/2020