

Minutes of the Town Board Worksession held at Town Hall, 511 Route 32, Highland Mills, New York on January 12, 2009 at 7:30PM

Present: John Burke, Supervisor  
Geraldine Gianzero, Councilwoman  
Carlton Levine and Michael Queenan, Councilmen  
Absent: Amidee Haviland, Councilman (*arrived late*)  
Also Present: Richard Liberth, Attorney for the Town; Peter Stabile, Highway Superintendent; Robert Kwiatkowski, Police Chief; Maria Hunter, Village Planning Board

**1. Re-Organization Meeting:**

REORGANIZATION MEETING  
FOR CALENDAR YEAR 2009

Motion was offered by Supervisor Burke, seconded by Councilwoman Gianzero, to appoint Carlton Levine as Deputy Supervisor.

**ADOPTED** AYES 4 Burke, Gianzero, Queenan, Levine  
NOES 0

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Motion was offered by Supervisor Burke, seconded by Councilman Levine, to accept the following:

1. That the Town Board hold regular meetings in the Town Hall on the first and third Thursdays of each and every month at 7:30PM; and that the Town Board will hold a worksession the Monday preceding each Town Board meeting at 7:30PM, and others as necessary.
2. That the Middletown Times Herald Record be designated as the official newspaper for the Town of Woodbury.
3. That members of the Town Government and employees, when on official business or duty for the Town, shall be paid at the rate of 55 cents per mile for the use of their car (rate includes gas and wear/tear of vehicle). Forms are to be completed and filed with the Town Clerk before reimbursement is made.
4. The maximum food allowance per day when employees attend a conference is \$75.00.
5. That the Town of Woodbury Investment Policy be approved as follows:  
The objectives of the Investment Policy of the Town of Woodbury are to minimize risk, to insure that investments mature when cash is required, and to insure a competitive rate of return. In accordance with this policy, the Supervisor is authorized to invest Town funds which are in excess of current operating needs. Town investments are governed by applicable New York State Laws.  
The Supervisor is authorized to make the following types of investments, for the present, until other types of investments are submitted to the Town Board:
  - a. Direct purchase of guaranteed obligations of the United States Government or obligations of the State of New York and its political subdivisions.
  - b. Direct purchase of Certificates of Deposit from the designated depositories of the Town. Such Certificates of Deposit are to be collateralized by obligations enumerated in Section "a" above.
  - c. Direct purchase through Repurchase Agreements of guaranteed obligations of the United States Government. Such Repurchase Agreements should be executed either

through the designated depositories of the Town or those brokerage firms which are primary United States Government dealers which report to the Federal Reserve Bank of New York.

- d. Time Deposit Accounts are designated depositories of the Town. Such accounts are to be collateralized by the Federal Deposit Insurance Corporation or by obligations enumerated in Section "a" above.

The Supervisor shall deposit all monies received and said monies shall be released together with the related sureties from any liabilities for loss of such monies by reason of the default or insolvency of any such depository.

The following banks are to be designated as official banks for the Town:

- Bank of America, Cornwall, NY 12518
Provident Bank, Highland Mills, NY 10930
OC Trust Company, Vails Gate, NY 12584

The Supervisor shall be authorized to invest funds of the Town in these banks during the 2009 Fiscal Year under the following guidelines:

- a. All accounts shall be collateralized at 105% and said collateralization shall be held by a third party bank.
b. Collateralization shall be in accordance with the Comptroller's guidelines.
c. All designated banks will be contacted for competitive rates on an ongoing basis.

ADOPTED AYES 4 Burke, Gianzero, Queenan, Levine
NOES 0

Motion was then offered by Councilman Levine, seconded by Councilman Queenan, to reappoint W Duncan Kane to the Parks Commission with a term to expire December 31, 2015.

ADOPTED AYES 4 Burke, Gianzero, Queenan, Levine
NOES 0

Motion was then offered by Councilwoman Gianzero, seconded by Councilman Queenan, to reappoint Sigrid Barker and Jane Kinney to the Library Board with a term due to expire December 31, 2013.

ADOPTED AYES 4 Burke, Gianzero, Queenan, Levine
NOES 0

Motion was then offered by Supervisor Burke, seconded by Councilman Queenan, to designate the following consultants:

- Richard Liberth Legal Counsel for the Town of Woodbury
Dennis Lindsay Engineer for the Town of Woodbury

ADOPTED AYES 4 Burke, Gianzero, Queenan, Levine
NOES 0

Motion was then offered by Supervisor Burke, seconded by Councilwoman Gianzero, to approve the following appointments, committees, and salary schedules:

Appointments:

- Robert Kwiatkowski Woodbury Common BID Committee
Leslie Rose Town Historian
Desiree Potvin Marriage Officer
Lorelei Pitt Budget Officer

Salary Schedules:

That the 2009 salaries for non-union employees and elected officials be as approved and adopted at the 2009 Budget Public Hearing.

Town Board Committees:

|                                      |                                         |
|--------------------------------------|-----------------------------------------|
| Media Relations Committee            | Gianzero, Queenan                       |
| Woodbury Day Liaison                 | Gianzero, Queenan                       |
| Cable Franchise                      | Haviland, Levine                        |
| Court House/Town Hall Committee      | Gianzero, Queenan                       |
| Fiscal Advisory Committee            | Burke, Haviland                         |
| Environ. Conservation Committee      | Levine                                  |
| Records Management Liaison           | Burke                                   |
| Woodbury Library Liaison             | Queenan                                 |
| M-W School Board Liaison             | Haviland                                |
| Cornwall School Board Liaison        | Levine                                  |
| Gatehouse Committee Liaison          | Queenan                                 |
| Police Department Liaison            | Burke, Levine                           |
| Building & Highway                   | Burke, Queenan                          |
| Insurance                            | Burke, Haviland                         |
| Senior Citizen Advisory Com.         | Burke                                   |
| Beautification Commission Liaison    | Gianzero                                |
| Business Improvement Dist. Committee | Burke, Haviland                         |
| Refuse Committee                     | Burke, Queenan                          |
| Parks Dept. Liaison                  | Burke, Gianzero                         |
| Employee Relations Committee         | Levine, Queenan                         |
| Pre-Disaster/Mitigation Planning     | Haviland                                |
| Route 32 Traffic Committee           | Gianzero, Queenan                       |
| Village Liaison                      | Burke, Queenan                          |
| <b>ADOPTED</b>                       | AYES 4 Burke, Gianzero, Queenan, Levine |
|                                      | NOES 0                                  |

2. Discussion – Association of Towns Resolutions:

The Board reviewed the twelve proposed resolutions that would be voted on by the designated delegate at the annual business meeting scheduled for February 18, 2009. All members present agreed each resolution should be approved. Supervisor Burke stated he would like Councilman Haviland to have an opportunity to review the resolutions prior to action being taken by the Board. This will be done either at the January 15 meeting or after the next worksession.

3. Discussion – Erection of Street Lights:

Motion was offered by Councilman Queenan, seconded by Supervisor Burke, to authorize the Supervisor to sign an application with Orange and Rockland Utilities to erect two street lights on Seven Springs Road. The one-time cost for this installation is \$1,643 and the projected annual usage charge is \$91.32 per streetlight.

|                |        |                                  |
|----------------|--------|----------------------------------|
| <b>ADOPTED</b> | AYES 4 | Burke, Gianzero, Queenan, Levine |
|                | NOES 0 |                                  |

4. Discussion – Monroe/Harriman Consolidated Fire District:

Correspondence was received from Frank Simeone with Kornfeld, Rew, Newman & Simeone, a law firm representing the collective group of the Villages of Harriman and Monroe and the Town of Monroe, informing Woodbury about their want to establish a joint fire district. The three municipalities

will be forming a "Steering Committee" composed of interested and active members/officers of the involved fire departments, and hopefully two Board members of each municipality (including Woodbury). The Steering Committee would prepare "Determinations" to be enacted by each Board which would form the joint district. A resolution is being requested to be adopted by Woodbury that would approve the hiring of the law firm at a cost to not exceed \$60,000. The cost would be shared equally between all municipalities but Woodbury, which will bear no expense at all. Attorney Liberth stated he spoke with Village of Woodbury Attorney Golden this afternoon and left a message for Attorney Simeone. The Village Board is discussing this issue at their January 13 meeting. He feels that it is not entirely clear why Woodbury is involved in this process or if there would be any loss in revenue to the Fire Department. Councilman Queenan stated he recalls, from meeting that were held in 2007 about this issue, that a portion of Harriman is covered by the Woodbury Fire Department. He then noted that he had hoped an arrangement could be made for a "swap" in area so that the Woodbury Fire District could be recreated since the boundaries would be different from that of the Village. He also noted that he believes, as part of the State Local Government Efficiency program, that there will be consolidation of Fire Districts on a larger scale in the future. Attorney Liberth stated he would have more information for the Board at the January 15 meeting.

EXTRA ITEM – Approval of Abstract:

Motion was offered by Councilwoman Gianzero, seconded by Supervisor Burke, to approve Abstract 1, Vouchers 20090001 – 20090087, totaling \$260,353.42.

**ADOPTED**      AYES    4            Burke, Gianzero, Queenan, Levine  
                     NOES    0

EXTRA ITEM – Statement of Support from Department of Defense:

Supervisor Burke stated a letter/certificate was received from the NYS Committee for Employer Support of the Guard and Reserve recognizing the Highway Departments support for our troops. The certificate will be displayed at the Highway Garage.

***Councilman Haviland arrived.***

8:25PM – Executive Session:

Motion was offered by Councilwoman Gianzero, seconded by Councilman Levine, to enter into an executive session pursuant to Article 7 of the Public Officers Law to discuss one item relating to contractual negotiations with the Dispatchers.

**ADOPTED**      AYES    5            Burke, Gianzero, Haviland, Levine, Queenan  
                     NOES    0

*There were no minutes of the executive session recorded.*

With no further business to discuss, a motion was offered by Councilman Queenan, seconded by Councilman Haviland, to exit the executive session and adjourn the meeting at 9:30PM.

**ADOPTED**      AYES    5            Burke, Gianzero, Haviland, Levine, Queenan  
                     NOES    0

Desiree Potvin, Town Clerk