

Supervisor Lyons welcomed everyone to the meeting.

After the Pledge of Allegiance, Supervisor Lyons introduced Attorney Conboy who administered oaths of office to the following newly elected and reelected officials:

Supervisor Sean Lyons, Town Board Member Joel Willsey; Town Clerk Anita Clayton, Highway Superintendent Randy Bashwinger, Assessor Brian Crawford, Tax Collector Gerald O'Malley, Justice Albert Raymond, & Justice Alan Zuk.

Supervisor Lyons called the 2018 organizational meeting to order at 1:00 PM on the above date with the following officers present: Supervisor Lyons; Councilmembers Schimmer; Jordan and Willsey. Councilmember Palow was not in attendance. Also present were Town Clerk Clayton, Attorney Conboy and several interested citizens.

RESOLUTION #1

APPOINTMENTS

Councilmember Schimmer offered and moved the following resolution seconded by Councilmember Jordan:

Deputy Supervisor.....	Karen Schimmer
Director-Emergency Management& Sewer District Management.....	Sean Lyons
Registrar & Dep. Tax Collector.....	Anita Clayton
Town Attorney –Town Board.....	William J. Conboy, III
Dog Control Officer.....	Cheryl-Tefts Baitholts
Chairman of Assessors.....	Brian Crawford
Deputy Town Clerk, Deputy Registrar	Katherine Hill-Brown
Marriage Officer, Alternate Deputy Town Clerk.....	Patricia M. Favreau
2 nd Deputy Tax Collector.....	Frances O'Malley
Building & Zoning Inspector.....	Chance Townsend
Historian.....	Kathleen Putzig
Planning Board Chairman.....	Debra Bajouwa
Zoning Board Chairman.....	Ron Jordan
Zoning Board Member – (5 years)(renewing term).....	Ron Jordan
Planning Board Member (5 years)	<i>vacant</i>
Conservation Board Chairman (2years).....	Kathleen Moore
Conservation Board Members (2 years).....	<i>vacant</i>
Library Board Trustee (5 years)(renewing term).....	Marion Burghart
Library Board Trustee(5 years).....	Emilie Wright
Library Board Trustee (2 years).....	Chuck Batcher
Board of Assessment Review (5 year term (expired 9/30/17)).....	<i>vacant</i>
Youth Council Chair	<i>vacant</i>
Youth Council Members (2years).....	Kathleen Stempel
Youth Council Member (2years).....	<i>vacant</i>
Youth Council Member (1 year).....	<i>vacant</i>

JANUARY 1, 2018

Youth Council Member (1 year).....*vacant*
 Switzkill Farm Board Member (2 year)(**renewing term**).....Mark Hohengasser
 Switzkill Farm Board Member (2 year)(**renewing term**).....*Richard Ronconi*
 Switzkill Farm Board Member (2 year)(**renewing term**).....Diane Kingston
 Solid Waste Coordinator.....Jeff Alexander

Resolution was declared duly adopted with the following roll call vote:
 Supervisor Lyons.....Aye Councilmember Schimmer.....Aye
 Councilmember Jordan.....Aye Councilmember Willsey.....Aye

**RESOLUTION #2
 SET SALARY SCHEDULE**

The following resolution was offered and moved by Councilmember Jordan seconded by Schimmer:

BE IT RESOLVED that the salaries for the following town officers and appointees be set at the amount provided in the annual budget for 2018:

POSITION	SALARY	PAID
Supervisor	19,226(annually)	Monthly
Town Justice (2) each	9,785(annually)	Monthly
Councilmen (4) each	3,635 (annually)	Monthly
Town Clerk	41,937(annually)	Bi-weekly
Highway Superintendent	52,224 (annually)	Bi-weekly
Tax Collector	6,934 (annually)	Monthly
Assessor (Chairman)	13,369 (annually)	Monthly
Assessor (1)	12,366 (annually)	Monthly
Assessor (2)	7,498 (annually)	Monthly
Bldg. Insp./Code Enforcement	15,450 (annually)	Monthly
Town Attorney	23,534 (annually)	Quarterly
Dog Control Officer	6,381(annually)	Monthly
Historian	1,000 (annually)	Annually
Deputy Town Clerk	17.00 per hr.	Bi-weekly
Account Clerk I (permanent part-time)	17.00 per hr.	Bi-weekly
Senior Account Clerk	53,790 (annually)	Bi-weekly
Acct. Clerk Highway (temp part-time)	16.63 per hr.	Bi-weekly
Registrar of Vital Statistics	4,800 (annually)	Semi-annually
Justice Court Clerk	18.34 per hr.	Bi-weekly
Working Foreman (Bargaining Unit)	22.65 per hr.	Bi-weekly
Highway Employees (Bargaining Unit)	21.15 per hr.	Bi-weekly
New Highway Employees	20.15 per hr.	Bi-weekly
Seasonal Highway Employees-winter	16.00 per hr.	Bi-weekly

JANUARY 1, 2018

Seasonal Highway Employees–summer	14.04 per hr.	Bi-weekly
Parks & Cemeteries Caretaker	17.00 per hr.	Bi-weekly
Buildings/Laborer (pt permanent)	19.00 per hr.	Bi-weekly
Seasonal Park Employees - youth	10.40 per hr.	Bi-weekly
Laborer - Transfer Station (pt permanent)	16.63 per hr.	Bi-weekly
Laborer-Transfer Station (part time)	16.30 per hr.	Bi-weekly
Solid Waste Coordinator	17.00 per hr.	Bi-weekly
Wastewater Treatment Plant Operators	21.00 per hr.	Bi-weekly
Alternate Wastewater Operator	19.00 per hr.	Bi-weekly
Planning Board Chairman	2,136 (annually)	Annually
Planning Board Members (4) each	1,716 (annually)	Annually
Zoning Board Chair	468 (annually)	Annually
Zoning Board Members	260 (annually)	Annually
Records Management	4,800 (annually)	Quarterly
Jurors	10.40 per day	Voucher
Bldgs./Laborer (part-time)	17.00 per hr.	Bi-weekly
Custodian	16.30 per hr.	Bi-weekly
Sewer Clerk (part-time)	17.00 per hr.	Bi-weekly
Sewer Clerk (full-time)	25.86 per hr.	Bi-weekly
Library Manager	16.81 per hr.	Bi-weekly
Library Assistant	14.71 per hr.	Bi-weekly
Library Clerk	12.61 per hr.	Bi-weekly
Library Page	10.40 per hr.	Bi-weekly
Cultural Community Sr. Employee	17.00 per hr.	Bi-weekly
Youth Director	16.30 per hr.	Bi-weekly
Intern	16.30 per hr.	Bi-weekly

Resolution was declared duly adopted with the following roll call vote:

Supervisor LyonsAye Councilmember Schimmer.....Aye
 Councilmember Jordan.....Aye Councilmember Willsey.....Aye

MOTION # 1

Councilmember Schimmer moved to designate **The Bank of Greene County** as the official depository bank and that **THE ALTAMONT ENTERPRISE** be designated as the official newspaper for the town for the year 2018. Motion was seconded by Councilmember Willsey and carried by the following roll call vote:

Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

JANUARY 1, 2018

MOTION #2

Councilmember Schimmer moved to authorize the **HIGHWAY SUPERINTENDENT** to spend up to \$1,000 for purchase of tools, tires and equipment from New York State contract and/or the Albany County Purchasing Department; other County, State or Federal contracts without prior approval by the Town Board. The motion was seconded by Councilmember Willsey and carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey & - Aye

MOTION #3

Councilmember Willsey moved to establish the second Wednesday of each month at **7:00** p.m. as the time and date for **REGULAR TOWN BOARD MEETINGS** and further to meet on the fourth Wednesday of each month at 7:00p.m. if, as and when necessary to conduct town business. The motion was seconded by Councilmember Schimmer and carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #4

Councilmember Jordan moved that the **SUPERVISOR** be and he hereby is authorized to pay all utility bills, postage, electronic data fees, website renewal fees and salaries without prior approval. The motion was seconded by Willsey and carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #5

Councilmember Willsey made the motion seconded by Councilmember Schimmer that the **HIGHWAY SUPERINTENDENT** be and he hereby is authorized to purchase gas and diesel fuel through state contract. The motion carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #6

Councilmember Schimmer made the motion seconded by Councilmember Jordan that the Supervisor be and he hereby is authorized to enter into an agreement with Community Caregivers for the purpose of administering the Senior Van transportation program. The motion carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

JANUARY 1, 2018

MOTION #7

Councilmember Jordan made the motion that the **SUPERVISOR** be and he hereby is authorized to apply for a sixty day extension in which to file his annual report with the Comptroller. The motion was seconded by Councilmember Willsey and carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #8

Councilmember Schimmer made the motion that the Supervisor be and he hereby is authorized to enter into an agreement with the **TOWN OF BERNE LIBRARY**. The motion was seconded by Councilmember Jordan and carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #9

Councilmember Schimmer made the motion that the **Tax Collector Town Clerk and Deputy Town Clerk, Town Justices and Town Court Clerk, Highway Superintendent Building & Zoning Administrator and Senior Account Clerk** be authorized to attend training and that all expenses incurred be reimbursed. Motion was seconded by Councilmember Jordan and carried with the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #10

Councilmember Schimmer made the motion seconded by Councilmember Willsey that the Highway Superintendent be and he hereby is authorized to renew the **MEMORANDUM OF UNDERSTANDING** regarding the Stream Protection Law between NYSDEC and the Town of Berne. Motion carried with the following roll call: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

MOTION #11

Councilmember Jordan made the motion seconded by Councilmember Schimmer that the Supervisor be authorized to enter into an agreement between the Town of Berne and the County of Albany for participation in the **ADVANCED LIFE SUPPORT PROGRAM** for the year 2018 at a cost not to exceed \$104,700. The motion was carried by the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey - Aye

JANUARY 1, 2018

MOTION #12

Councilmember Schimmer made the motion, seconded by Councilmember Willsey that the Supervisor be and he hereby is authorized to enter into an agreement with the **HELDERBERG AMBULANCE** for the year 2018 at a cost of \$55,000. Motion carried with the following roll call vote: Supervisor Lyons, Councilmembers Schimmer, Jordan, Willsey -Aye

LIAISON APPOINTEES

Supervisor Lyons designated as liaison personnel between various departments of town government the following officers:

HIGHWAY, YOUTH COUNCILCouncilmember Palow

LIBRARYSupervisor Lyons

CONSERVATION BOARD, TRANSFER STATIONCouncilmember Willsey

PLANNING BOARD & ZBA; SENIORCITIZENS.....Councilmember Jordan

SWITZKILL FARM BOARD; & SENIOR MEAL PROGRAM.....Councilmember Schimmer

ADJOURN

There being no further business, Councilmember Schimmer made the motion seconded by Councilmember Jordan to adjourn the meeting and so carried. Meeting adjourned at 1:17 PM.

Anita C. Clayton, Berne Town Clerk