



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
AGENDA
January 11, 2024
6:30 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Supervisor Bott	—
Councilwoman Hoffman	—
Councilwoman Merola	—
Councilman Gordon	—
Councilwoman Sabo	—

ADOPTION OF RULES OF ORDER AND MEETING PROCEDURES

Attached

ESTABLISHMENT OF TOWN BOARD MEETINGS

2nd Thursday of every month at 7PM

DESIGNATION OF OFFICIAL TOWN BUSINESS HOURS

8:00AM through 4:00PM Monday through Friday

DESIGNATION OF OFFICIAL BANKS

Pioneer Bank, Key Bank, M&T Bank, Chase Bank, New York State Liquid Asset Fund

DRAFT 1/9/2024

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DESIGNATION OF OFFICIAL NEWSPAPER

The Record

ESTABLISHING A RATE FOR MILAEGE

67¢ per mile

APPOINTMENTS

SUPERVISOR APPOINTMENTS

APPOINTMENT OF DEPUTY TOWN SUPERVISOR
(Appointed as Deputy Supervisor by letter to the Town Clerk)
01/01/24 – 12/31/24
KELLY HOFFMAN

APPOINTMENT OF TOWN HISTORIAN
PER BUDGET
01/01/24- 12/31/24
JAMES GREENFIELD

CONFIDENTIAL ASSISTANT TO THE SUPERVISOR
PART TIME PER BUDGET BI-WEEKLY
01/01/24– 12/31/24
KATHLEEN ALLEN

TOWN CLERK APPOINTMENTS

APPOINTMENT DEPUTY TOWN CLERKS
(2) PART TIME SALARY PER BUDGET BI-WEEKLY
01/01/24 – 12/31/24
JANET DICKINSON
JAMES MINER

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TOWN BOARD APPOINTMENTS

APPOINTMENT OF DEPUTY TOWN ATTORNEY FOR COURT CASES
PER BUDGET MONTHLY
01/01/24-12/31/24
HENRY BAUER

APPOINTMENT OF DEPUTY TOWN ATTORNEY – PLANNING BOARD
PER BUDGET MONTHLY
01/01/24– 12/31/24
PHIL DANAHER

APPOINTMENT OF DEPUTY TOWN ATTORNEY – ZONING BOARD
PER BUDGET MONTHLY
01/01/24 – 12/31/24
AI KOWLAKOWSKI

APPOINTMENT OF TOWN COMPTROLLER (2 YEARS)
PER BUDGET BI-WEEKLY
01/01/24 – 12/31/24
MICHAEL CHAIRES

APPOINTMENT OF DIRECTORS OF FINANCE
PER BUDGET BI-WEEKLY
01/01/24 – 12/31/24
ERICA QUINN
JENNIFER BROWE

APPOINTMENT OF DEPUTY RECEIVER OF TAXES
PER BUDGET MONTHLY PART-TIME
01/01/24– 12/31/24
KYLE WESSELS

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APPOINTMENT OF COURT SECRETARY TO TOWN JUSTICES
(2) SALARY PER BUDGET BI-WEEKLY FULL TIME
01/01/24-12/31/24
MARIE BARBERA
MEGHAN KING

APPOINTMENT OF PART TIME COURT OFFICER
PER BUDGET BI- WEEKLY
01/01/24-12/31/24
CHARLES ROCKWELL

APPOINTMENT OF TOWN ENGINEER
PER BUDGET MONTHLY
01/01/24 - 12/31/24
ERIC WESTFALL

APPOINTMENT OF PART TIME UTILITIES INSPECTOR
PER BUDGET BI-WEEKLY
01/01/24-12/31/24
PAUL PATTI

APPOINTMENT OF PART TIME STORM WATER COMPLIANCE ASSISTANT
PER BUDGET BI-WEEKLY
01/01/2024 – 12/31/2024
SETH PARROTTINO

APPOINTMENT OF DIRECTOR OF TOWN SERVICES
FULL TIME PER BUDGET BI-WEEKLY
01/01/24- 12/31/24
WILLIAM MILLER

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APPOINTMENT OF WORKING UTILITY SUPERVISOR
PER BUDGET BI-WEEKLY
01/01/24-12/31/24
KEITH HANKLE

APPOINTMENT OF UTILITY MAINTENANCE OPERATOR
PER BUDGET BI-WEEKLY
01/01/24 - 12/31/24
JASON HAMLIN

APPOINTMENT OF UTILITIES LABORER/MAINTENANCE
PER BUDGET BI-WEEKLY
01/01/2024 – 12/31/2024
PAUL GIACOMARO

APPOINTMENT OF PART TIME CUSTODIANS (Town Offices)
(2) PER BUDGET BI-WEEKLY
01/01/24 -12/31/24
PAT SICKLES
CHARLES DENUE

APPOINTMENT OF SECRETARY TO THE ZONING BOARD OF APPEALS
AND PLANNING BOARD PER BUDGET MONTHLY
01/01/24- 12/31/24
LEANNE HANLON

APPOINTMENT OF ZONING BOARD OF APPEALS CHAIRMAN (1 YEAR)
PER BUDGET MONTHLY
01/01/24- 12/31/24
RICHARD FRENCH

APPOINTMENT OF ZONING BOARD MEMBER
PER BUDGET MONTHLY
01/01/24 - 12/31/28
RICHARD FRENCH

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APPOINTMENT OF PLANNING BOARD CHAIRMAN (1 YEAR)
PER BUDGET MONTHLY
01/01/24 - 12/31/24
MARK LACIVITA

APPOINTMENT OF PLANNING BOARD
PER BUDGET MONTHLY
01/01/24 - 12/31/27
GREG DEJULIO

APPOINTMENT OF PLANNING BOARD
PER BUDGET MONTHLY
01/01/24 - 12/31/28
MARK AHERN

APPOINTMENT OF SECRETARY - BOARD OF ASSESSMEN REVIEW
PER BUDGET BY MEETING
01/01/24 - 12/31/24
MICHELLE WESSELS

APPOINTMENT OF DOG CONTROL OFFICER
PER BUDGET MONTHLY
01/01/24 -12/31/24
BOB GUYER

APPOINTMENT OF ALTERNATE DOG CONTROL OFFICERS
PER BUDGET MONTHLY
01/01/24 -12/31/24
TONIA GUYER
KEVIN BOSKO

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APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT
PART TIME PER BUDGET BI-WEEKLY
01/01/24 -12/31/24
MARK PREMO

APPOINTMENT OF HIGHWAY DEPARTMENT SECRETARY
PART TIME PER BUDGET BI-WEEKLY
01/01/24 -12/31/24
APRIL HOLMES

APPOINTMENT OF CONSULTING ENGINEERS
**CT MALE, CLOUGH HARBOUR, CAMP, DRESSER AND MCKEE, LABERGE,
ERDMANN ANTHONY, CREIGHTON MANNING (CME), PERCY COTTON,
BARTON AN LOGUIDICE**

RESOLUTION AUTHORIZING PETTY CASH FUNDS

TOWN CLERK'S OFFICE	\$200.00
TOWN JUSTICE OFFICE	\$200.00
TOWN POLICE DEPARTMENT	\$200.00

ADDITIONAL COMMITTEE APPOINTMENTS

Town Disaster Plan
Public Safety
Youth & Recreation
Board of Ambulance
Industrial Development

Highway/Utilities
Human Resource/Finance
Board of Ethics
Climate Smart

TOWN OF NORTH GREENBUSH COMMITTEE/BOARD APPOINTMENTS FOR 2024

Town Disaster Plan Committee

Supervisor Joseph Bott, Chair

Eric Westfall

Chief David Keevern

Michael Martinez

Volunteer Staff

Eric Cioffi

Public Safety Committee

Councilwoman Kelly Hoffman, Chair

Kathy Allen

Jim Schirmer

Chief David Keevern

Bob Durivage

Michael Masone

Bill Stewart

Michael Martinez

Youth and Recreation Committee

Councilwoman Jessica Merola, Chair

Kyle McCauley Belokopitsky

Lori Ruffinen

Mike Miner

Raymond Hoffman

Climate Smart Committee

Councilwoman Jim Gordon, Chair

Karl Lampson

Morgan Ruthman

David Wilson

Mark Premo

Eric Westfall

Highway/Utilities Committee

Supervisor Joseph Bott, Chair

Dave Wilson

Gaetano Tedesco

Michael Martinez

Joe Deeb

Volunteer Staff

Keith Hankle

Jason Hamlin

Human Resource/Finance Committee

Supervisor Joseph Bott, Chair

Michael Chaires

Mark Ahern

Erica Quinn

Jennifer Browe

Board of Ethics

Stephen Kraz, Chair 1/1/24-12/31/24
Doug Pinzer 1/1/22-12/31/24
Michael Masone 1/1/24-12/31/26

Bryan Goldberger, Counsel 1/1/24–12/31/24

Board of Ambulance Commissioners

(5) Board of Ambulance Commissioners, at least (1) shall be a Town Board Member

James Gordon (Town Board Member) 1/1/24-12/31/24
Lori Ruffinen 1/1/24-12/31/24
Kevin Seidan Jr. 1/1/22-12/31/24
Michael Masone 1/1/24-12/31/26
John Sroka 1/1/24-12/31/26

Industrial Development Agency (IDA)

Tom Hurbanek, Chair
John Panichi
Paul Lombardi
Brendan Casey

ADJOURNMENT:

TIME OF ADJOURNMENT:



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**CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL**

Supervisor Bott _____
Councilwoman Hoffman _____
Councilwoman Merola _____
Councilman Gordon _____
Councilwoman Sabo _____

Announcements from Supervisor:

Public comments on Agenda:

Presentation to Board:

Referral to Planning Board

New Business:

- 1.) **Resolution 2024-01-01:** In the matter of the approval of official undertakings
- 2.) **Resolution 2024-01-02:** In the matter of authoring the Supervisor to sign the attached agreement for telephone maintenance as written
- 3.) **Resolution 2024-01-03:** In the matter of approving a contract with The North Greenbush Ambulance Association as written



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- 4.) **Resolution 2024-01-04:** In the matter of the adoption of Procurement, Credit Card and Investment Policies and Procedures as written
- 5.) **Resolution 2024-01-05:** In the matter of the approval of Building permits, Zoning & Planning Board fees effective January 2024 as written
- 6.) **Resolution 2024-01-06:** In the matter of establishing an increase in town water user rate pursuant to an increase by the City of Troy for water purchase
- 7.) **Resolution 2024-01-07:** In the matter of approving the Attorney retainer agreement
- 8.) **Resolution 2024-01-08:** In the matter of the appointment of a full-time auto mechanic
- 9.) **Resolution 2024-01-09:** In the matter of the appointment of a Seasonal Laborer for the Highway Department
- 10.) **Resolution 2024-01-10:** In the matter of approving the lease agreement with Rensselaer County for the rental of rooms in the town hall for 2024
- 11.) **Resolution 2024-11:** In the matter of the Rensselaer County Industrial Development Authority's granting of a sale tax exemption for MET Life Insurance Comp. and Metlife Services and Solutions, LLC 2023 Project
- 12.) **Resolution 2024-01-12:** In the matter of authorizing tax collection at Pioneer Bank Branch locations



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13.) Resolution 2024-01-13: In the matter of approving lease agreement for the North Greenbush Police Department

Discussion:

Department Reports:

Approval of Minutes:

Approval of all December 2024 meeting minutes

Adjournment: