

Town of Olive
County of Ulster
State of New York
Monday, January 4, 2021

Minutes of the monthly Organizational meeting of the Town of Olive Town Board, held Monday, January 4, 2022 7:00 pm via ZOOM link: <http://bit.ly/olivetownboard>

Members Present: Jim Sofranko, Supervisor
Drew Boggess, Board Member
Scott Kelder, Board Member
David Edinger, Board Member
Victoria Read, Board Member (arrived 7:07 pm)

Recording Secretary: Dawn Giuditta, Town Clerk

Others Present: Brian Burns, Highway Superintendent; Gene Sorbellini, Facilities & Recreation Director

Jim Sofranko, Town Supervisor, called the meeting to order at 7:00 pm.

Oaths of Office issued to Supervisor Jim Sofranko, Board Member Scott Kelder, Board Member Victoria Read, Town Justice, Timothy Cox, Highway Superintendent Brian Burns and Town Clerk/Tax Collector Dawn Giuditta all were completed on December 30, 2021 at the Annual Audit Meeting

On a **Sofranko/Boggess** motion, the Town Board approved the 2022 salaries set forth as follows:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

TOWN BOARD (4)	\$ 8,874.00
SUPERVISOR	\$58,000.00
DEPUTY SUPERVISOR	\$ 1,200.00
TOWN JUSTICES (2)	\$13,668.00
TOWN CLERK/TAX COLLECTOR/RMO	\$61,200.00
SUPERINTENDENT OF HIGHWAYS	\$65,000.00
JUSTICE COURT CLERK	PER HOUR \$ 24.63
DEPUTY JUSTICE COURT CLERK	PER HOUR \$ 16.03
CLERK TO SUPERVISOR	PER HOUR \$ 24.63
BOOKKEEPER	PER HOUR \$ 30.00
ASSESSOR CLERK	PER HOUR \$ 24.63
DEPUTY TOWN CLERK/TAX COLLECTOR	PER HOUR \$ 20.00
ZONING & BUILDING CLERK	PER HOUR \$ 21.50
ZONING BOARD, PLANNING BOARD, & POLICE COMMISSION SECRETARY	PER HOUR \$ 27.43
SECRETARY to HIGHWAY SUPERINTENDENT	PER HOUR \$ 20.00
ASSESSOR	PER HOUR \$ 30.00
BUILDING INSPECTOR	\$12,500.00

ASST. BUILDING INSPECTOR	PER HOUR \$ 20.50
ZONING ENFORCEMENT OFFICER	\$ 15,500.00
TRANSFER STATION SUPERVISOR	PER HOUR \$ 29.28
TRANSFER STATION ATTENDANT (1)	PER HOUR \$ 14.95
TRANSFER STATION ATTENDANT (1)	PER HOUR \$ 15.98
TRANSFER STATION ATTENDANT (3)	PER HOUR \$ 14.00
POLICE CHIEF	\$25,500.00
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$16.00
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 14.39
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 13.50
PARKS LABORER (Seasonal & Part Time)	PER HOUR \$22.25
RECREATION DIRECTOR	\$10,900.00
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	\$1,387.00
BOARD OF ASSESSMENT REVIEW MEMBERS	PER HOUR \$20.00
FACILITIES DIRECTOR	\$50,936.00
POOL MAINTENANCE STIPEND	750.00
WEBSITE MANAGEMENT STIPEND	\$1,200.00
SOCIAL MEDIA STIPEND	\$1,200.00

On a **Sofranko/Read** motion, the Town Board approved the highway pay rates as set forth in the Union Contract as follows:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

January 1, 2022 – December 31, 2022	
MEO Mechanic	\$28.95
HEO	\$28.04
MEO	\$27.36
Laborer	\$26.57
Working Foreman (1)	\$28.95

Highway new Hire Rate (full time) will be paid two dollars per hour below the job rate during the first full year of employment, then one dollar per hour below the job rate for the second full year of employment, then the full job rate at the beginning of the third year.

On a **Sofranko/Boggess** motion, the Town Board approved Police Officer pay rates as set forth in the Union Contract:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

1/1/22 through 12/31/22	
Police Officer – Part-time	\$26.00
Sergeant – Part-time	\$28.00
Without MPTC Certification	\$22.10
Field Training Rate	\$22.10

On a **Sofranko/Edinger** motion, the Town Board approved the following appointments and actions:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

- Will not establish the position of Town Attorney but will engage the services of Attorney Dan Heppner to give professional service and advice as the Town may require. Other attorneys may be hired as needed with Town Board approval.
- Require that all Town departments receive prior approval from the Supervisor before engaging the services of Attorney Heppner or Town Board approval if engaging other attorneys or consultants.
- Empower elected officials to attend schools as per the adopted budget.
- Empower the Superintendent of Highways to spend \$10,000.00 on equipment without prior approval.
- Empower the Superintendent of Highways to hire trucks and machines as set forth by the NYS DOT.
- Empower the Supervisor to pay prior audit bills.
- Approve payment of elected officials as set forth in the 2022 Budget.
- Delegate the Supervisor with the powers and duties necessary for the day-to-day administration of the Town
- Appoint UHY Advisors Inc. as Independent Auditors at \$7,200
- Authorize Highway Superintendent to plow Olive Fire Houses, Olive Free Library, and Olive First Aid

On a **Sofranko/Edinger** motion, the Town Board approved the following:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

- The Town Board will not designate an official newspaper but will use the DAILY FREEMAN and Hudson Valley One
- Establish personal mileage rate at .585 cents per mile with prior approval.
- Empower the Supervisor to transfer funds.
- Empower the Supervisor to appoint committees.
- Set working cash for the Town Clerk/Tax Collector at \$75.00.
- Designate Greene County Commercial Bank and Community Bank as official banks.
- Require prior approval from Supervisor for purchases over \$250.00.

On a **Sofranko/Read** motion, the Town Board set the following Town Board Meetings and Audit Meetings for 2022.

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

All meetings, unless otherwise noted, are to be held at the Town Meeting Hall or at Zoom meeting link: <https://bit.ly/olivetownboard> and will commence at 7:00 pm.

January 4 nd	Organizational Meeting 7:00 pm
January 11 th	Regular Monthly Meeting
February 7 th	Audit & Workshop Meeting
February 8 th	Regular Monthly Meeting
March 7 th	Audit & Workshop Meeting
March 8 th	Regular Monthly Meeting
April 11 th	Audit & Workshop Meeting
April 12 th	Regular Monthly Meeting
May 9 ^h	Audit & Workshop Meeting

May 10 th	Regular Monthly Meeting
June 13 th	Audit & workshop Meeting
June 14 th	Regular Monthly Meeting
July 11 th	Audit & workshop Meeting
July 12 th	Regular Monthly Meeting
August 8 th	Audit & Workshop meeting
August 9 th	Regular Monthly Meeting
September 12 th	Audit & Workshop Meeting
September 13 th	Regular Monthly Meeting
October 5 th – 3 p.m. Town Offices	Present Tentative Budget to Town Board
October 11 th	Audit & Regular Monthly Meeting
November 10 th	Budget Public Hearing Meeting
November 14 th	Audit & Workshop Meeting
November 15 th	Regular Monthly Meeting
December 12 th	Audit & Workshop Meeting
December 13 th	Regular Monthly Meeting
December 29 th	Annual Audit Meeting (3:00 pm) (Town Office Building, West Shokan)

- Set the following Town Office Closings:
 - Jan. 3 & 17, Feb. 21, April 15, May 30, July 4, Sept. 5, Oct.10, Nov. 8 , 11, 24 & 25, Dec. 23, 26, & 30

- Set the following Transfer Station Closings:
 - Jan. 1 & 17, Feb. 21, April 15 & 17, May 30, July 4, Sept. 5, Oct. 10, Nov.11, & 25, Dec. 24th , 25th & 31st

- Set the following department hours:
 - Supervisor, Town Clerk & Assessor**- 9 am-4 pm, Monday through Friday
 - Highway Office**- 8 am- 3 pm, Monday through Friday
 - Building & Zoning Office**-9 am – 4 pm Monday through Friday
 - Justice Court Office**- 9 am-1 pm, Monday through Friday
 - Transfer Station Hours**- 7:30 am – 3 pm, Monday, Wednesday, Friday & Saturday, 11 am-2:30 pm, Sunday

On **Sofranko/Kelder** motion, the Town Board approved the following appointments:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Supervisor Sofranko appointed Drew Boggess, Deputy Supervisor.

Supervisor Sofranko appointed Rebecca DeGondea as Clerk to the Supervisor.

The Town Board appointed Marlies Rosier Bookkeeper for the Town.

Approved the reappointment of Dawn Giuditta Registrar of Vital Statistics and Amanda Winne Deputy Registrar at no fee to the Town.

Town Justices Timothy E. Cox and Peggy Haug appointed Virginia Wiswall as Court Clerk and Cassandra Mazzawy as Deputy Court Clerk.

Highway Superintendent Brian Burns reappointed Sierra Smith as Secretary to the Superintendent of Highways.

Highway Superintendent Brian Burns reappointed Greg McCauley as Deputy Highway Superintendent.

Town Clerk/Tax Collector/RMO Dawn Giuditta reappointed Amanda Winne as Deputy Town Clerk/Tax Collector/Records Management Officer.

Town Board Appointments

Planning Board

Meetings 1st Tuesday of every month and the 3rd Tuesday, if necessary, at Town Meeting Hall or **Zoom Link: <http://bit.ly/oliveplanning>** at 7:00 pm

Approved appointment of Donald DiMartini as Planning Board Member (term to expire 12/31/28) on 12/30/2021

<u>Planning Board Members</u>	<u>Term Expires</u>
Nick Burgher	12/31/22
Paul Wright	12/31/23
Heidi Emrich	12/31/24
Steven Dibbell, Chairman	12/31/25
Ed Kahil	12/31/26
Timothy Peck	12/31/27

Zoning Board of Appeals

Meets only upon application 1st Thursday of the Month at the Town Meeting Hall at 7 pm

On a **Sofranko/Edinger** motion, the Town Board approve the reappointment of Bill Vilkelis as ZBA member (term to expire 12/31/26).

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

<u>Zoning Board Members</u>	<u>Term Expires</u>
Brian O'Rourke	12/31/22
Sandy Friedel	12/31/23
Chet Scofield	12/31/24
Fred Perry	12/31/25

On a **Sofranko/Read** motion, the Town Board appointed the following individuals to the Board of Ethics:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Board of Ethics Members

Rebecca DeGondea
Ronald Wright
Ed Kahil

Board of Assessment Review

Mary Ann Shepard	9/30/22
Ron Bergeron	9/30/23
Heather Martin	9/30/24
Tom Planz	9/30/25
Stewart Grant	9/30/26

On a **Sofranko/Kelder** motion, the Town Board reappointed the following individuals to the Central Catskill Collaborative:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Central Catskill Collaborative

David Edinger Helen Chase

On a **Sofranko/Boggess** motion, the Town Board appointed the following individuals to the Olive Wastewater Advisory Committee:

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Olive Wastewater Advisory Committee

Eric Matteson
Steve Norman
Don VanBuren

On a **Sofranko/Read** motion, the Town Board reappointed the following individuals to the Police Commission and approved the meeting schedule of the Police Commission.

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Police Commission - Drew Boggess, Town Board Liaison

Robert Krause John Kurz Earla VanKleeck

2022 Police Commission Meetings Schedule:

January 3, February 7, March 7, April 4, May 2, June 6, June 27, Aug 1, Aug 29, Oct 3, Nov 7, Dec 5
Meetings are held at the Town Hall or via Zoom link: <http://bit.ly/olivepolicecomm> at 6 pm.

On a **Sofranko/Edinger** motion, the Town Board reappointed the following individuals to the Conservation Advisory Council.

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

Conservation Advisory Council (CAC) - Victoria Read, Town Board Liaison

CAC also serves as Town of Olive Climate Smart Community Task Force

Daniel F. White	Simon Strauss
Chester Karwatowski	Matt Kovner

On a **Sofranko/Edinger** motion, the Town Board reappointed Simon Strauss as the Town of Olive representative to the Ulster County Environmental Management Council.

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

SUPERVISOR APPOINTMENTS:

Olive Day Committee - Drew Boggess, Liaison

Ternice Winne, Coordinator	Gene Sorbellini	Paul Wright	Ronald Wright
Peter Friedel Rick Wolff	Dawn Giuditta	B.J. Leifeld	Dianna Carchidi

Olive Emergency Management Committee

Supervisor	Jim Sofranko
Deputy Emergency Management Coordinator	Carl Swenson, III
Fire Chief	Chris Winne
Police Chief	Sean Ryan
Captain of Olive First Aid	Yvonne Fuller
Superintendent of Highways	Brian Burns

Deputy Emergency Management Coordinator

Carl Swenson, III

Assistant Budget Officer

Marlies Rosier

Cable Franchise Committee-----Jim Sofranko, Chairman

Members: Simon Strauss
Henrietta Shannon

Parks & Recreation Committee--- Scott Kelder, Town Board Liaison

Recreation Director, Gene Sorbellini

Members: Craig Grazier, Chairman	Lori Matteson
Bill Melvin, Secretary	Robert Shultis
Eric Pezzello	Jeff Harkin
Kevin Wortman	

Scenic Byway- David Edinger, Town Board Liaison

Zoning Committee - Drew Boggess, Town Board Liaison

Victoria Read, John Ingram, Steve Dibbell, Bill Vilkelis, Ed Maldonado, Fred Perry, Dianna Carchidi

Building Committee – Scott Kelder, Town Board Liaison

Jim Henderson Ron Wight and Eric Matteson Gene Sorbellini

Website Manager (serves at the discretion of the Supervisor)

Dianna Carchidi

Social Media Manager (serves at the discretion of the Supervisor)

Amanda Winne

On a **Read/Boggess** motion, the Town Board approved the following recreation fee schedule as per recommended by the Recreation Committee.

Aye: Boggess, Kelder, Edinger, Read and Sofranko **Nay:**

2022 Pool/Park/Camp Fee Schedule

Pool Rates

Daily:

Resident adult \$3.00,

Resident children (under 14) \$2.00, (under 2 free)

Guests \$5.00. (Resident must accompany guests)

Temporary resident {Airbnb} - \$10.00pp

Season Pass (Residents only)

Family - \$100.00 (Family defined for a pool season pass: limited to one set of no more than two parents, guardians, or adults residing together and their children of any age. Does not include extended families of grandparents, their adult children and spouses, grandchildren, and cousins; these are separate families. Does not include cousins, friends and other relatives, etc.)

Senior Citizen – \$80.00 {all persons must be over 65}

Individual - \$50.00

Senior citizen - \$40.00 {65 and older}

Short Term Renter -Property owner season pass - \$500.00

Pavilion Rental Fee

Pavilion use permit - \$150.00 {groups larger than 25 permit is required}

Pavilion deposit - \$200.00 {refundable if pavilion/park is properly cleaned and trash removed}

Day Camp Fee

Resident 6-weeks - \$60.00 per child

Resident guest - \$30.00 per child {1-week max}

Softball Fees- \$350.00 {team fee}

\$25.00 pp {non-resident fee}

All pertinent business having been discussed the meeting adjourned on a **Kelder/Edinger** motion at 7:29pm.

Aye: Boggess, Kelder, Edinger, Read and Sofranko

Nay:

Dawn Giuditta, Town Clerk