

TOWN OF OLIVE
 ORGANIZATIONAL MEETING
 JANUARY 2, 2024
 Town Hall, Bostock Road, Shokan

Pledge of Allegiance

Roll Call

Oath of Offices: Supervisor Sofranko, Board Members Boggess & Edinger, Town Justice Haug

The 2024 salaries are set forth as follows:

TOWN BOARD (4)	\$ 9,599.00
SUPERVISOR	\$62,400.00
DEPUTY SUPERVISOR	\$ 1,200.00
TOWN JUSTICES (2)	\$14,215.00
TOWN CLERK/TAX COLLECTOR/RMO	\$65,520.00
SUPERINTENDENT OF HIGHWAYS	\$70,304.00
JUSTICE COURT CLERK	PER HOUR \$ 28.08
DEPUTY JUSTICE COURT CLERK	PER HOUR \$ 19.75
CLERK TO SUPERVISOR	PER HOUR \$ 28.08
BOOKKEEPER	PER HOUR \$ 32.45
ASSESSOR CLERK	PER HOUR \$ 22.50
DEPUTY TOWN CLERK/TAX COLLECTOR	PER HOUR \$ 25.48
ZONING AND BUILDING CLERK	PER HOUR \$ 25.48
ZONING BOARD, PLANNING BOARD, &POLICE COMMISSION SECRETARY	PER HOUR \$ 29.67
SECRETARY to HIGHWAY SUPERINTENDENT	PER HOUR \$ 25.48
ASSESSOR	PER HOUR \$ 32.45
BUILDING INSPECTOR	\$ 14,904.00
ASST. BUILDING INSPECTOR	PER HOUR \$ 24.44
ZONING ENFORCEMENT OFFICER	\$ 18,479.00
TRANSFER STATION SUPERVISOR	PER HOUR \$ 31.67
TRANSFER STATION ATTENDANT (1)	PER HOUR \$ 17.00
TRANSFER STATION ATTENDANT (1)	PER HOUR \$ 18.00
TRANSFER STATION ATTENDANT (3)	PER HOUR \$ 16.00
POLICE CHIEF	\$ 27,316.00
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 17.16
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 16.12
PARK ATTENDANT (Seasonal & Part Time)	PER HOUR \$ 15.50
PARKS/BLDGS LABORER (Seasonal & Part Time)	PER HOUR \$ 24.07
RECREATION DIRECTOR	\$ 11,790.00
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	\$ 1,388.00
BOARD OF ASSESSMENT REVIEW MEMBERS	PER HOUR \$20.00
FACILITIES DIRECTOR	\$ 55,093.00
 STIPENDS:	
DEPUTY HIGHWAY SUPERINTENDENT	\$ 1,200.00
POOL MAINTENANCE STIPEND	\$750.00
WEBSITE MANAGEMENT STIPEND	\$1,200.00
SOCIAL MEDIA STIPEND	\$1,200.00

Approve to pay the highway pay rates as set forth in the Union Contract for as follows:

January 1, 2024 – December 31, 2024	
MEO Mechanic	\$31.31
HEO	\$30.33
MEO	\$29.59
Laborer	\$28.74
Working Foreman (1)	\$31.31

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.

Approve the Police Officer pay rates as set forth in the Union Contract for as follows:

Police Officer pay rates as set forth in the Union Contract

1/1/24 through 12/31/24	
Police Officer – Part-time	\$31.00
Sergeant – Part-time	\$34.00
Without MPTC Certification	\$27.00
Field Training Rate	\$27.00

Approve the following appointments and actions:

- 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 and professional consultants may be engaged as needed by the Supervisor for a maximum expenditure of \$5000/month/contract without prior Town Board approval.
- Require that all Town departments receive prior approval from the Supervisor before engaging the services of Attorney Heppner, other attorneys, or professional 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 2024 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

Approve the following:

- The Town Board will not designate an official newspaper but will use the DAILY FREEMAN and Hudson Valley One
- Empower the Supervisor to adjust the mileage reimbursement rate as needed in alignment with the Internal Revenue Service issued standard mileage rates.
- Empower the Supervisor to transfer funds.

- Empower the Supervisor to appoint committees.
- Set working cash for the Town Clerk/Tax Collector at \$125.00.
- Designate Greene County Commercial Bank and Community Bank as official banks.
- Require prior approval from Supervisor for purchases over \$250.00.

Set the following Town Board Meetings and Audit Meetings for 2024. All meetings, unless otherwise noted, are to be held at the Town Meeting Hall and will commence at 7:00 pm.

January 2 nd	Organizational Meeting
January 9 th	Regular Monthly Meeting
February 12 th	Audit & Workshop Meeting
February 13 th	Regular Monthly Meeting
March 11 th	Audit & Workshop Meeting
March 12 th	Regular Monthly Meeting
April 8 th	Audit & Workshop Meeting
April 9 th	Regular Monthly Meeting
May 13	Audit & Workshop Meeting
May 14 th	Regular Monthly Meeting
June 10 th	Audit & workshop Meeting
June 11 th	Regular Monthly Meeting
July 8 th	Audit & workshop Meeting
July 9 th	Regular Monthly Meeting
August 12 th	Audit & Workshop meeting
August 13 th	Regular Monthly Meeting
September 9 th	Audit & Workshop Meeting
September 10 th	Regular Monthly Meeting
October 3 rd – 3pm Town Offices	Present Tentative Budget to Town Board
October 7 th	Audit & Workshop Meeting
October 8 th	Regular Monthly Meeting
November 7 th	Budget Public Hearing Meeting
November 12 th	Audit & Regular Monthly Meeting
December 9 th	Audit & Workshop Meeting
December 10 th	Regular Monthly Meeting
December 30 th – 3pm Town Offices	Annual Audit Meeting
January 2, 2025	2025 Organizational Meeting

- Set the following Town Office Closings:
 - Jan. 1 & 15, Feb. 19, March 29, May 27, July 4, Sept. 2, Oct. 14, Nov. 5 , 11, 28 & 29, Dec. 24, 25 & 31
- Set the following Transfer Station Closings:
 - March 29, July 4, Nov. 5, 28 & 29, Dec. 24, 25 & 31
- Set the following department hours:
 - Supervisor & Assessor**- 8am-3pm, Monday through Friday
 - Town Clerk's Office**- 8 am-3pm, Monday through Friday & Saturday, January 27th 8am-12 pm

Highway Office- 8 am-3 pm, Monday through Friday
Building & Zoning Office- 8am-3pm, Monday through Friday
Justice Court Office- 9am-1pm, Monday through Friday
Transfer Station Hours - 7:30am-3pm, Tuesday through Saturday

Approve the following appointments:

Supervisor Sofranko appoints Drew Boggess, Deputy Supervisor.

Supervisor Sofranko appoints Rebecca DeGondea as Clerk to the Supervisor.

Appoint Marlies Rosier as bookkeeper for the town.

Approve 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 appoint Virginia Wiswall as Clerk to Justice and Cassandra Mazzawy as Deputy Clerk to Justice.

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

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

Town Clerk/Tax Collector/RMO Dawn Giuditta reappoints 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 at 7:00 pm
Approve the reappointment of Paul Wright to the Planning Board with a term to expire on 12/31/2030.

Planning Board Members

<u>Planning Board Members</u>	<u>Term Expires</u>
Heidi Emrich	12/31/24
Steven Dibbell, Chairman	12/31/25
Ed Kahil	12/31/26
Edwin Maldonado	12/31/27
Donald DiMartini	12/31/28
Nick Burgher	12/31/29
Paul Wright	12/31/30

Zoning Board of Appeals

Meets only upon application 1st Thursday of the Month at the Town Meeting Hall at 7 pm
Approve the reappointment of Sandy Friedel to the Zoning Board of Appeals with a term to expire on 12/31/2028 and Fred Perry as Chairman.

Zoning Board Members

	<u>Term Expires</u>
Chet Scofield	12/31/24
Fred Perry – Chairman	12/31/25
Gemma Young	12/31/26
Brian O’Rourke	12/31/27
Sandy Friedel	12/31/28

Board of Ethics Members

Rebecca DeGondea
Ronald Wright
Ed Kahil

Appoint Henrietta Shannon to the vacated seat on the Board of Assessment Review with a term to end 9/30/24.

Board of Assessment Review

Henrietta Shannon	9/30/24
Tom Planz	9/30/25
Stewart Grant	9/30/26
Mary Ann Shepard	9/30/27
Ron Bergeron	9/30/28

Central Catskill Collaborative

David Edinger Helen Chase

Olive Wastewater Advisory Committee

Eric Matteson
Steve Norman
Don VanBuren

Police Commission - Drew Boggess, Town Board Liaison

Robert Krause John Kurz Earla VanKleeck

2024 Police Commission Meetings Schedule:

January 8, February 5, March 4, April 1, May 6, June 3, July 1, Aug 5, Aug 26, Sept. 30, Nov 4, Dec 2
Meetings are held at the Town Meeting Hall at 6 pm.

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 David Maddox
Chester Karwatowski Matt Kovner

Appoint Simon Strauss as the Town of Olive representative to the Ulster County Environmental Management Council

SUPERVISOR APPOINTMENTS:

Olive Day Committee - Drew Boggess (Town Board liaison)

Gene Sorbellini	Paul Wright	Ronald Wright	Debby Downes	Dianne Sorbellini
Ryne Perry	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	Virginia Wiswall
Superintendent of Highways	Brian Burns

Deputy Emergency Management Coordinator

Carl Swenson, III

Assistant Budget Officer

Marlies Rosier

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	Brittany Burgher
Kevin Wortman	

Scenic Byway- David Edinger (Town Board liaison)

Zoning Committee - Drew Boggess (Town Board liaison), Dianna Carchidi, Steve Dibbell, Leslie Dornfeld, John Ingram, Ed Maldonado, Fred Perry, Victoria Read

Comprehensive Plan Advisory Committee – Drew Boggess (Town Board liaison), Daniel Dagen, Steve Dibble, Rebecca DeGondea, Susan Jaworski, David Maddox, Kate McGloughlin, Cheryl Spada,

Boiceville Planning Committee – Jim Sofranko (Town Board liaison), Dafne DeJesus, Eric Matteson, Tim Peck, Matt Savatgy, Bernie Slovensky, Gene Sorbellini

Housing Task Force – Vikki Read (Town Board liaison), Abby Allender, Dianna Carchidi, Leslie Dornfeld, Maggie Laurence,

Website Manager (serves at the discretion of the Supervisor), Dianna Carchidi

Social Media Manager (serves at the discretion of the Supervisor), Amanda Winne