

Town of Olive
 County of Ulster
 State of New York
 Tuesday, January 2, 2024

Minutes of the Town Board Organizational meeting of the Town of Olive Town Board, held Tuesday, January 2, 2024 7:00 pm at the Town Hall, Bostock Road, Shokan.

Members Present: Jim Sofranko, Supervisor
 Drew Boggess, Board Member
 Scott Kelder, Board Member
 David Edinger, Board Member
 Victoria Read, Board Member

Recording Secretary: Dawn Giuditta, Town Clerk

Others Present: Brian Burns, Highway Superintendent; Gene Sorbellini, Facilities & Recreation Director; Amanda Winne, Deputy Town Clerk; Christopher Winne, Olive Fire Chief; John Ingram, CEO; Timothy Cox, Town Justice; Peggy Haug, Town Justice

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

Town Justice Timothy Cox gave the Oath of Office to elected Jim Sofranko, Supervisor; Andrew Boggess and David Edinger, Town Board Members; Margaret Haug, Town Justice

On an **Edinger/Read** motion, the Town Board approved the 2024 salaries set forth as follows:

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

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

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

Aye: Bogges, Kelder, Edinger, Read and Sofranko **Nay:**
 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.

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

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

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

Aye: Bogges, 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 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

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

Aye: Bogges, 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
- 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.

On an **Edinger/Kelder** motion, the Town Board 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.

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

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

On a **Sofranko/Boguess** motion, the Town Board set the following Town Office, Transfer Station Closings and the department hours:

Aye: Boguess, Kelder, Edinger, Read and Sofranko

Nay:

- 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

On a **Sofranko/Read** the Town Board approved the following appointments:

Aye: Boguess, Kelder, Edinger, Read and Sofranko

Nay:

Supervisor Sofranko reappoints Drew Boguess, Deputy Supervisor.

Supervisor Sofranko reappoints Rebecca DeGondea as Clerk to the Supervisor.

Reappointed Marlies Rosier as 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 reappoint 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

On a **Boggess/Edinger** motion, the Town Board approved the reappointment of Paul Wright to the Planning Board with a term to expire on 12/31/2030.

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

<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

On a **Sofranko/Read** motion, the Town Board approved 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.

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

<u>Zoning Board Members</u>	<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

On a **Sofranko/Edinger** motion, the Town Board reappointed the following people to the Board of Ethics:

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

Board of Ethics Members

- Rebecca DeGondea
- Ronald Wright
- Ed Kahil

On a **Sofranko/Read** motion the Town Board appoint Henrietta Shannon to the vacated seat on the Board of Assessment Review with a term to end 9/30/24.

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

Board of Assessment Review

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

On a sad note Supervisor Sofranko acknowledged the passing of BAR Member Stewart Grant and on a **Sofranko/Boggess** motion, requested a condolence card be sent to the family.

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

On a **Sofranko/Kelder** motion, the Town Board approved the appointment of the following Collaborations, Committees and Commissions.

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

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.

On a **Sofranko/Edinger** motion, the Town Board appointed the following Conservation Advisory Council Members and reappointed Simon Strauss as the Town of Olive representative to the Ulster county Environmental Management 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-Chairman
Chester Karwatowski Matt Kovner David Maddox

Supervisor Sofranko made the following appointments:

Olive Day Committee - Drew Boggess (Town Board liaison)

Debbie Downes- Coordinator

Gene Sorbellini Paul Wright Ronald Wright 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
Chief 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
Bill Melvin, Secretary
Eric Pezzello
Kevin Wortman

Lori Matteson
Robert Shultis
Brittany Burgher

Scenic Byway- David Edinger (Town Board liaison)
Helen Chase

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

All pertinent business having been conducted the Town Board Organizational meeting ended at 7:25 pm on a **Sofranko/Boggess** motion and in the memory of Stewart Grant.

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


Dawn Giuditta, Town Clerk