

**TOWN OF STUYVESANT
ORGANIZATIONAL MEETING
JANUARY 4, 2024**

The Town Board of the Town of Stuyvesant held their 2024 Organizational Meeting on Thursday, January 4, 2024. In attendance were Supervisor Ron Knott; Board members Kelley Williams, Brian Chittenden, David Quinn, and Charles Stiffler; and Highway Superintendent Joe Scrum; Town Clerk Melissa Naegeli was not in attendance. Minutes were recorded and transcribed by Melissa Naegeli

Supervisor Knott gave a quick synopsis of 2023. He highlighted the work of the Zoning Revision Committee on some updates to our Zoning Law as well as the update to the Comprehensive Plan. With the help of ARPA funds, we have improved the energy efficiency in the Town Hall as well as changing the street lights to LED, these projects were offset by 50% grants from National Grid. We have replaced all of the HVAC equipment in the Town Hall with updated thermostats and heat pumps. We have also updated the Town Website, if there are any ideas for additional changes, please let us know. We have had 2 years of a tax levy decrease.

In the upcoming year, we have a group of residents working on creating a historic district in the Town as well as an engaged Climate Smart Task Force working on ways for the Town to reduce its carbon footprint. The Depot Committee is working on ways to increase the public use of the historic building. Planning Board has been doing a good job working through a large proposed project on Sharptown Road. We will need to decide if we want to make assessed value changes to reflect the changes from the last few years. While we have made updates to the playgrounds in recent years, there is more to be done. It would be great to have younger residents involved in the Recreation Committee. Our Highway Department does a great job with keeping our roads clear and safe.

The following Organizational Chart is presented as a Resolution:

ORGANIZATIONAL MEETING – JANUARY 2024

Official Depository: Greene County Bank	Official Newspaper: Johnson Newspaper Corp
Official Meeting Night: 2 nd Thurs of each Month @ 7:00pm	Official Working Night: 1 st Thursday of each month
Official Mileage: \$.67 per mile	Deputy Supervisor: Kelley Williams
Attorney for the Town: Tal Rappleyea, Esq.	Building Inspector: Kevin Haberland
Zoning Enforcement Officer: Kevin Haberland	Town Engineer: CPL
Budget Officer: Supervisor Ron Knott	Deputy Highway Superintendent: Rick Smith
Deputy Town Clerk:	Registrar of Vital Statistics: Melissa Naegeli, Town Clerk
Deputy Registrar of Vital Statistics: Trish Delong	Records Management Officer: Melissa Naegeli, Town Clerk
Town Historian: Juanita Knott	Sole Assessor: Lynn Hotaling. / Clerk: Catherine Knott
Dog Control Officer: Maggie Simmons	Deputy Historian: Cathy Knott
Columbia Co. Traffic Safety Board: Charles Stiffler	Columbia Co. Council of Aging Delegate: Marilyn Burch Rich Moran
Assessment Board of Review: Derick Latorre	Chairman Planning Board: Tim Hotaling
Member – Planning Board: Mike Stasi	Alternate Member Planning Board: Kathy Schneider
Chairman – Zoning Board of Appeals: Margaret Pino	Member of Zoning Board: Bryan Rohrer
Deputy Chairman-Zoning Board of appeals: Steve Montie	Deputy Chairman Planning Board:
Alternate Member of Zoning Board: Rachel Samuels	Secretary to Planning & Zoning Boards: Patricia Delong
Custodian of Town Office: Michelle Doyle	Emergency Coordinator: Bill Vick
Town Accountant: Robert Paterson Town Bookkeeper: Robert Patterson	Highway Superintendent: Allowed to purchase tools and equipment under \$5000 without prior Town Board approval
Highway Superintendent: Allowed to purchase sand and gravel at prevailing rates	Highway Superintendent: Allowed to rent County equipment at prevailing rate
Supervisor: Ability to invest idle funds in CDs and Money Market Accounts	Supervisor: Ability to invest funds in approved Money market and transfer funds from Money Market account to trust & agency or general checking as needed
Supervisor: Able to pay utility and health insurance bills without prior approval of Town Board	Official Polling Places: Town Hall
Salaries: Elected & appointed officials to be paid as indicated in the Budget. Salaries for hourly staff as follows; 1) Sr. MEO: \$25.10/hour 2) MEO-1: \$22.36/hour 3) MEO-2: \$24.40/hour 4) Laborer: \$18.90 /hour 5) Part Time Driver; \$23.00 /hour 6) Part time Labor \$17.00/hour 7) Deputy Highway Super : additional .50/hour 8) Head Mechanic : additional .50/hour	Gasoline, Fuel Oil & Propane- County Bids, or best value Planning and zoning board members' salaries; Chairs-----\$50.00 per meeting Members-----\$35.00 per meeting BAR members----- \$20.00 per hour After 4hrs \$15.00 per hour
	Compensatory Time for the Highway Department: Not more than 120 hours can be accumulated
Supervisor Appoint Town Board Committee Chairpersons: Highway department Liaison: Charles Stiffler Recreation Committee: Kelley Williams Public Safety: David Quinn Town Hall Committee: Ron Knott Cemetery Committee: Cathy Knott/ David Quinn Railroad Restoration Committee: Ronald Knott/Marilyn Burch Climate Smart Task Force: Bill Schneider/Brian Chittenden	Policy Adoptions: 1. Procurement Policy 2022 2. Rules of Procedure 2018 3. Standard Workday Resolution 2020 4. Personnel Policy 2018 5. Type Reserve – Highway 6. Fund Balance Policy 2020 7. Capital Reserve – Buildings

A motion to increase the salary of the BAR members to \$20 and \$15 after 4 hours was made by Charles Stiffler. The motion was seconded by Kelley Williams and was approved by unanimous vote.

A motion to adopt the Organizational Chart Resolution was made by Kelley Williams. The motion was seconded by Charles Stiffler and was approved by unanimous vote.

There was a discussion about what to do about the Comprehensive Plan and whether or not to look for other grants, since we were denied for the one we applied for. David Quinn commented that it really needs to be updated. Supervisor Knott would like to interview some firms and get some prices to go forward. Kathy Schneider said she knows some consultants and will send a list to Supervisor Knott.

Kathy Schneider explained about the \$5000 Designation Grant we have applied for. The money has to be used to reduce greenhouse gases in the Town. The Highway Garage is the most energy inefficient building owned by the Town. She said while researching the grant, she found out we qualify for a free energy audit. The Committee will have an energy audit completed at the Highway Garage. Supervisor Knott said he believes the biggest problem at the Highway Garage energy usage is the large garage doors and the cold trucks coming in. He suggested that the office upstairs and the shop downstairs could be fitted with heat pumps or mini-splits to help with the heating. The Committee will discuss at their next meeting about how to use the money if the grant is awarded, maybe electric tools for the Highway Dept.

Dave Quinn thanked Joe Scrum and Tony Link for their help on completing the new footbridge at the trail in Hummel Park. He is recommending some culvert work be done to help with the excessive water. Joe Scrum said we should get some markers for the trees or use benches along the trail to help mark the trail. Kathy Schneider added that we will get another bench as part of the Library Trex plastic collection project. Everything being collected at the Library is being credited to Stuyvesant, in addition to what is being collected at the Town Hall.

With no further business before the Board a motion to adjourn was made by Charles Stiffler. The motion was seconded by Kelley Williams and was approved by unanimous vote.