

**TOWN OF SOUTHEAST
ORGANIZATIONAL MEETING
JANUARY 5, 2006**

Present: Supervisor John J. Dunford
Councilman Paul P. Johnson
Councilman Richard B. Honeck
Councilman Pat Bonanno
Councilwoman Mitts

Also: Town Counsel Willis H. Stephens, Jr.
Bernadette Kerbe –Deputy Town Clerk

And: Approximately 8 persons

Supervisor Dunford made a notation of exits
Pledge of Allegiance

Supervisor Dunford made a motion to open the meeting and Councilwoman Mitts
seconded. All in favor.

Rules of Order Councilman Bonanno made a motion to Adopt Roberts Rules of Order.
Councilwoman Mitts seconded. All in favor

Meeting Dates A motion was made by Councilman Honeck to set Town Board meeting
date for Thursdays. Councilman Bonanno seconded. All in favor

Roll Call Voting Order Councilwoman Mitts made a motion for Roll Call Voting Order
of the Town Board to be accomplished by Seniority. Councilman Johnson Seconded.
All in favor.

Depositories Councilman Johnson made a motion to Designate the Official Depositories
for the Town of Southeast to be The Mahopac National Bank or any other bank that is
qualified to business in New York State. Councilwoman Mitts seconded. All in favor

Official Newspaper Councilman Honeck made a motion to designate the Official
Newspaper as the Putnam County Press & Journal News or any other paper as necessary.
Councilwoman Mitts seconded. All in favor

Town Board Committees Supervisor Dunford set the following Town Board Committees.

a) Putnam County Liaison	<i>Honeck</i>
b) Brewster Village Liaison	<i>Mitts</i>
c) Watershed - Croton Plan	<i>Johnson</i>
d) IDA Liaison	<i>Honeck</i>
e) Special Districts	<i>Bonanno & Johnson</i>
f) Recreation	<i>Mitts</i>
g) Personnel	<i>Honeck</i>
h) Parking Facilities	<i>Bonanno</i>
i) Cable	<i>Johnson & Mitts</i>
j) Code Enforcement	<i>Bonanno</i>
k) Landfill Closure	<i>Johnson</i>
l) Planning Board	<i>Mitts</i>
m) Zoning Board of Appeals	<i>Honeck</i>
n) Conservation Board	<i>Bonanno</i>
o) Tonetta Lake Advisory	<i>Johnson</i>
p) Open Space Committee	<i>Honeck</i>

Deputy Town Clerks – The Supervisor announced that the Town Clerk’s appointments for Deputy Town clerks are Angela Milano & Bernadette Kerbe

Registrar of Vital Statistics. Councilman Johnson made a motion to appoint Ruth A. Mazzei as the Registrar of Vital Statistics. Councilman Bonanno seconded. All in favor

Handicap Issuing Agent Councilman Johnson made a motion to appoint Ruth A. Mazzei as the Handicap Issuing Agent. Councilman Honeck seconded. All in favor

Records Management Officer Councilman Johnson made a motion to appoint Ruth Mazzei Records Management Officer. Councilwoman Mitts seconded. All in favor

Marriage Officer Councilman Bonanno made a motion to appoint Ruth A. Mazzei as the Town of Southeast Marriage Officer. Councilman Honeck seconded. All in favor

Receiver of Taxes and Deputy Receiver of Taxes Councilman Honeck made a motion to appoint Susan Tobacco, Receiver - Nancy Dwyer, Deputy Receiver. Councilman Bonanno seconded. All in favor

Town Historian Supervisor Dunford made a motion to defer the appointment and Councilman Bonanno seconded. All in favor

Town Facilities and Special District Administrator Councilwoman Mitts made a motion to appoint Michael Levine as The Facilities and special District

Wetlands Inspector Councilman Bonanno made a motion to appoint George Hauser as Wetlands Inspector. Councilman Honeck seconded. All in favor

Councilman Honeck made a motion to appoint the following positions and Councilman Johnson seconded; all in favor.

Fire Inspector - Kenneth Clair

Assistant Fire Inspector - John Leather

Safety Coordination Officer - James Lawlor.

Town Counsel Councilman Bonanno made a motion to A. Designate Stephens & Charbonneau as Town Counsel and B. Town Engineer Designate Nathan Jacobson Assoc. & Various Firms as needed. Councilwoman Mitts seconded. All in favor

Annual Association of Towns Councilwoman Mitts made a motion to appoint Ruth Mazzei/Richard Honeck as delegate to Annual Association of Towns Meeting. Councilman Honeck seconded. All in favor.

Fixed Assets Officer Councilman Johnson made a motion to appoint Ron Hund as Fixed Assets Officer. Councilman Honeck seconded. All in favor

Mileage Rate Councilman Bonanno made a motion to set Mileage Rate as per IRS Standard for 2006. Councilwoman Mitts seconded. All in favor

Standard Work Day Councilman Honeck made a motion to adopt a standard work day from 9am - 4:30pm Councilman Johnson seconded. All in favor

Dog Control Officer Councilman Johnson made a motion to appoint Alan Jacknick as Dog Control Officer. Councilman Honeck seconded. All in favor.

Fee Schedule for 2006 and Special Districts and Rates for 2006 Supervisor Dunford made a motion to accept the amended fee schedule and special districts rates for 2006. Councilman Honeck seconded. All in favor

Levy Taxes Supervisor Dunford made a motion to authorize Putnam County to Levy Taxes. Councilman Johnson seconded. All in favor

Deputy Supervisor Supervisor Dunford announced the Appointment of Paul Johnson as his Deputy Supervisor

Procurement Policy Supervisor Dunford made a motion to Review and Adopt Procurement Policy. Councilman Johnson seconded. All in favor

Parking Enforcement Officer Councilman Johnson made a motion to appoint William Reig as Parking Enforcement Officer. Councilwoman Mitts seconded. All in favor

Board Seats: Councilman Honeck made a motion to appoint the following seats and Supervisor Dunford seconded. All in favor

Board of Assessment Review	Ellie McCaughey	09/30/10
Historic Sites Commission	Peter Tringali	12/31/12
Library	Frederick Voss	08/05/10
Zoning Board of Appeals	Thomas Costello	12/31/10
Architectural Review Board	Thomas Frasca	12/31/08
	Virginia Stephens	12/31/08
	John Goudy	12/31/06

Open Space Committee:	David Bruen	12/31/06
	Don Burrows	12/31/06
	Kerry Cunningham	12/31/06
	Ann Fanizzi	12/31/06
	Cheri Ingraham	12/31/06
	Angela Matra	12/31/06
	Mildred Nugent	12/31/06

Tonetta Lake Advisory Board:	Michael Langley	12/31/06	
	Ralph Woodgate	12/31/06	
	Robert Lund	12/31/06	
	Karl Lebitsch	12/31/06	
	Karen Ratajack	12/31/06	
	Margaret Papp	12/31/06	
	Robert Zubrycki	12/31/06	
	Donald Hazen	12/31/06	

Open Space Committee Chairman Supervisor Dunford made a motion to defer appointment of Open Space Committee Chairman. Councilman Honeck seconded. All in favor.

Tonetta Lake Advisory Board Chairman Councilman Johnson made a motion to appoint Don Hazen as Chairman. Councilwoman Mitts seconded. All in favor

Planning Board Chairman Councilwoman Mitts made a motion to appoint George Rohrman as Chairman. Councilman Honeck seconded. All in favor

Planning Board Vice Chairman Councilwoman Mitts made a motion to appoint David Rush as Vice Chairman. Councilman Honeck seconded. All in favor

Zoning Board Chairman Councilman Honeck made a motion to appoint Ed Colello as Chairman. Councilwoman Mitts seconded. All in favor.

Zoning Board Vice Chairman Councilman Honeck made a motion to appoint Tom Costello as Vice Chairman. Councilwoman Mitts seconded. All in favor

Conservation Commission Chairman Councilman Bonanno made a motion to appoint Steve Fasano as chairman. Councilman Johnson seconded. All in favor

Architectural Review Board Chairman Supervisor Dunford made a motion to defer appointment of Architectural Review Chairman. Councilwoman Mitts seconded. All in favor.

Acting Building Inspector Councilman Honeck made a motion to appoint Joe Hernandez as Acting Building Inspector Councilman Bonanno seconded. All in favor

RESOLUTION # /2006 SHARED MUNICIPAL SERVICES GRANT APPLICATION
PEACH LAKE SEWER DISTRICT

Introduced: Supervisor Dunford
Seconded By: Councilwoman Mitts

WHEREAS, the State of New York has announced that it is accepting applications for financial grants to assist municipalities seeking to engage in inter-municipal shared services agreements (“IMA”); and

WHEREAS, the water quality of Peach Lake which is shared by the Town’s of North Salem and Southeast has declined over the years due, in part, to introduction of nutrients and pollutants leaching from failed or inadequate septic systems serving the homes in the Peach Lake vicinity; and

WHEREAS, the Town Board of North Salem has been working with this Town Board toward the establishment of waste water collection and treatment districts (“Sewer District”) within their respective towns in the Peach Lake area, understanding that geography and economy would dictate the construction of one waste water treatment facility (“WWTF”) to serve both communities; and

WHEREAS, the WWTF would treat waste generated in both North Salem and Southeast with the cost to build, operate and maintain the WWTF shared between the residents within the proposed districts pursuant to an inter-municipal shared service agreement (“IMA”); and

WHEREAS, the cost of establishing the districts, drafting and finalizing the IMA and, ultimately, constructing, operating and maintaining the physical plant, will be significant, but significantly less as a whole, provided the two Towns utilize shared services.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Southeast hereby authorizes Supervisor John J. Dunford, or his designee, to submit an application to the Shared Municipal Services Incentive Grant Program for the 2005-2006 Program Year (the “Grant Program”), for the Peach Lake Sewer District Inter-Municipal Shared Services project (the “Project”); to submit such application in cooperation with the Town of North Salem, with North Salem as the Lead Applicant and the Town of Southeast as the co-applicant; to take any and all actions necessary to implement the application and to execute any and all other financial and/or administrative processes relating to the Grant Program; and be it further

RESOLVED, the application shall seek the full amount available to both Towns through the program which is One Hundred Thousand (\$100,000.00) dollars per municipality; and be it further

RESOLVED, that the Town of Southeast hereby commits to provide the funds necessary to meet the ten percent (10%) matching contribution required under the Grant Program.

Upon Roll Call Vote:

Supervisor Dunford - Aye

Councilman Johnson - Aye

Councilman Bonanno - Aye

Councilman Honeck - Aye

Councilwoman Mitts - Aye

VOTE: carried by a vote of 5 in favor, 0 against; 0 abstained.

MOTION-REFER AMENDMENTS TO PUTNAM COUNTY PLANNING

Supervisor Dunford made a motion to refer zoning amendments to Putnam County Planning Councilman Johnson seconded. All in favor

Supervisor Dunford made a motion to close the special meeting and Councilman Honeck seconded. All in favor

Respectfully Submitted,

Bernadette Kerbe
Deputy Town Clerk

DRAFT