

ORGANIZATIONAL MEETING
JANUARY 6, 2005

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

Also: Town Counsel Willis H. Stephens, Jr.
M. Rhuda –Supervisor’s Secretary

And: Approximately 10 persons

Absent: Councilwoman Mitts

Supervisor Dunford made notation of the exits.
Pledge of Allegiance

Supervisor Dunford made a motion to open the meeting and Councilman Johnson seconded. All in favor.

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

Meeting Dates – A motion was made by Councilman Honeck to tentatively set Town Board Meeting Dates. The dates are as follows: The 1st and 2nd Thursday at 7:30 p.m. at Civic Center are worksessions and the 3rd Thursday at 7:30 p.m. at Civic Center is a regular meeting. Councilman Bonanno seconded. All in favor.

Roll Call Order – Councilman Bonanno made a motion for the Roll Call Voting Order of the Town Board to be accomplished by Seniority. Councilman Johnson seconded. All in favor.

Depository – 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 do business in New York State. Councilman Honeck seconded. All in favor.

Official Newspaper – Councilman Honeck made a motion to designate the Official Newspaper as the Putnam Press or any other paper that may need to be designated. Councilman Johnson seconded. All in favor.

Town Board Committees – Supervisor Dunford set the following Town Board Committees and Councilman Bonanno seconded.

Putnam County Liaison – Honeck
Brewster Village Liaison – Mitts
Watershed/ Croton Plan – Johnson
IDA Liaison – Honeck
Special Districts – Johnson & Bonanno
Recreation – Honeck
Personnel – Bonanno
Parking Facilities – Bonanno
Cable – Johnson & Mitts
Code Enforcement – Bonanno
Landfill Closure – Johnson
Planning Board- Mitts
Zoning Board of Appeals – Honeck
Conservation Board – Bonanno
Tonetta Lake Advisory – Johnson
Open Space Committee – Honeck

Deputy Town Clerks – The Supervisor announced that the Town Clerk’s appointments for Deputy Town Clerks are: Angela Milano and 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 Bonanno made a motion to appoint Ruth A. Mazzei as the Handicap Issuing Agent. Councilman Honeck seconded. All in favor.

Records Management Officer – Councilman Honeck made a motion to appoint the Records Management Officer as Ruth A. Mazzei. Councilman Johnson seconded. All in favor.

Marriage Officer – Councilman Johnson 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 – Supervisor Dunford made a motion to appoint Susan Tobacco as the Receiver of Taxes and Nancy Dwyer as Deputy Receiver of Taxes. Councilman Johnson seconded. All in favor.

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

Town Facilities and Special District Administrator and Landfill coordinator – Councilman Johnson made a motion to appoint Michael Levine as the Town Facilities and Special District Administrator. Supervisor Dunford seconded. All in favor.

Wetlands Inspector - Councilman Honeck made a motion to defer the appointment and Councilman Bonanno seconded. All in favor.

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

Fire Inspector - John Leather
Assistant Fire Inspector – Kenneth Clair
Safety coordination Officer – James Lawlor

Town Counsel – Councilman Honeck made a motion to designate Stephens & Charbonneau as Town Counsel. Councilman Bonanno seconded. All in favor.

Town Engineer – Councilman Honeck made a motion to Designate Various Firms as needed for Town Engineer. Councilman Bonanno seconded. All in favor.

Annual Association of Towns – Councilman Johnson made a motion to appoint Ruth Mazzei as delegate to Annual Association of Towns Meeting and John Dunford as the alternate. Councilman Honeck seconded. All in favor.

Fixed Assets Officer – Supervisor Dunford made a motion to appoint Councilman Bonanno as Fixed Assets Officer. Councilman Johnson seconded. All in favor.

Mileage Rate – Councilman Honeck made a motion to set Mileage Rate as per IRS Standard for 2005. Supervisor Dunford seconded. All in favor.

Standard Work Day – Councilman Johnson made a motion to Adopt 7 1/2 hours as a standard work day. Seconded by Supervisor Dunford. All in favor.

Dog Control Officer – Councilman Bonanno made a motion to appoint Alan Jacknick the Dog Control Officer. Councilman Johnson seconded. All in favor.

RESOLUTION #1/05 ACCEPTING THE AMENDED FEE SCHEDULE FOR 2005 AND SPECIAL DISTRICTS RATES FOR 2005

Introduced By: Councilman Honeck
Seconded By: Councilman Johnson

WHEREAS, the Town Board of the Town of Southeast finds it necessary to charge fees in connection with services provided by the Town; and

WHEREAS, the Town Board reviews these fees annually to determine that the fees are reasonable and adequately reflect the cost to the Town providing such services.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Southeast hereby adopts the annexed fee schedule and Special District rates for the 2005 year.

UPON A ROLL CALL VOTE:

Supervisor Dunford– Aye
Councilman Johnson– Aye
Councilman Honeck– Aye
Councilman Bonanno – Aye
Councilwoman Mitts – Absent

VOTE: Carried by a vote of 4 to 0; 0 abstained

**Attached at end of minutes

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

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

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

Parking Enforcement Officer – Councilman Bonanno made a motion to appoint Parking Enforcement Officer William Reig. Councilman Johnson seconded. All in favor.

Board Seats - Councilman Honeck made a motion to appoint the following seats

Board of Assessment Review – Barbara Beshears	9/30/09
Historic sites commission – Robert Gosslink	12/31/11
Planning Board – Charles Tessmer	12/31/11
Library – David Bruen	08/05/09
Zoning Board of Appeals – Edward Colello	12/31/09
Architectural Review Board – Challen Armstrong	12/31/07

Open Space Committee:

David Bruen – 12/31/05
Don Burrows – 12/31/05
Kerry Cunningham – 12/31/05
Ann Fanizzi – 12/31/05
Cheri Ingraham – 12/31/05
Angela Matra – 12/31/05
Mildred Nugent – 12/31/05

Tonetta Lake Advisory Board::

Michael Langley – 12/31/05
Ralph Woodgate – 12/31/05
Robert Lund – 12/31/05
Karl Lebitsch – 12/31/05
Karen Ratajack – 12/31/05

Margaret Papp – 12/31/05
Robert Zubrycki – 12/31/05
Donald Hazen – 12/31/05
Robert Knox – 12/31/05

Open Space Committee Chairman - Councilman Johnson made a motion to appoint David Bruen as Chairman and Councilman Honeck seconded. All in favor.

Tonetta Lake Advisory Board chairman - Councilman Honeck made a motion to appoint Don Hazen as Chairman. Councilman Bonanno seconded and all in favor.

Planning Board Chairman - Councilman Johnson made a motion to appoint George Rohrman as Chairman and Councilman Bonanno seconded. All in favor.

Planning Board Vice-Chairman – Supervisor Dunford made a motion to appoint David Rush as Vice-Chairman. Councilman Johnson seconded and all in favor.

Zoning Board Chairman - Councilman Bonanno made a motion to appoint Ed Colello as Chairman and Councilman Honeck seconded. All in favor.

Zoning Board Vice-Chairman - Councilman Honeck made a motion to appoint Ron Kobbe as Vice-Chairman and Councilman Bonanno seconded. All in favor.

Conservation Commission Chairman - Councilman Johnson made a motion to appoint Steve Fasano as Chairman. Supervisor Dunford seconded and all in favor.

Architectural Review Board Chairman - Councilman Bonanno made a motion to appoint Armand Giglio as Chairman. Councilman Bonanno seconded and all in favor.

** Minutes taken by Mary Rhuda, Secretary to the Supervisor

Respectfully Submitted,

Ruth Argo Mazzei
Southeast Town Clerk