

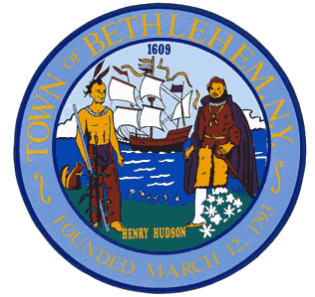
*Town Supervisor
David VanLuven*

*Town Board Members
Joyce Becker
Daniel Coffey
Maureen Cunningham
James Foster*

TOWN OF BETHLEHEM

Town Board Agenda

Wednesday, January 9, 2019
6:00 PM



I. Pledge of Allegiance

II. Public Comments on Agenda Items

III. Minutes Approval

- A. Town Board - Regular Meeting - Dec 12, 2018 6:00 PM

IV. Organizational Meeting Items

1. Acknowledge and set the salaries of the elected officials: Supervisor \$120,377; Town Board Members (each) \$15,883; Town Clerk \$78,423; Superintendent of Highways \$106,077; Receiver of Taxes \$56,713, Town Justice (each) \$55,995
2. Adopt the Official Undertaking of Municipal Officers Resolution
3. Acknowledge that no formal action needs to be taken at the organizational meeting to further approve salaries for employees. In accordance with the established policies within the employee handbook, and as per the terms of any applicable bargaining unit agreements, the salaries for 2019 have been provided for within the 2019 budget. The Town Board has approved 2019 salaries by its action to approve the final budget on November 14, 2018.
4. Reappoint John Smolinsky as Chairman of the Planning Board for a one year term ending December 31, 2019 with a salary of \$15,694
5. Appoint Gianna Aiezza as a member of the Planning Board for five year term ending December 31, 2023
6. Reappoint David Devaprasad as Chairman of the Zoning Board of Appeals with a one year term ending December 31, 2019 with a salary of \$7,592
7. Reappoint Donna Giliberto as a member of the Zoning Board of Appeals for a five year term ending December 31, 2023.
8. Reappoint Terry Hannigan to the Board of Ambulance and EMS Commissioners for a three year term ending December 31, 2021.
9. Reappoint Lisa Allendorph and appoint Timothy Hannigan and Teresa Newcomb as members of the Ethics Board for three year terms ending December 31, 2021.
10. Appoint Jim Grady to the Conservation Easement Review Board with a five year term ending December 31, 2023

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11. Reappoint Cathy Griffin to the Board of Assessment Review for a five (5) year term commencing October 1, 2018 through September 30, 2023.
12. Reappoint George Kansas to the position of Commissioner of Public Works with a salary of \$122,795
13. Reappoint Paul Penman to the position of Town Engineer with a term ending 12/31/2019
14. Reappoint the following Counsel to serve at the pleasure of the Town Board, in the following capacities but subject to the direction of the Town Attorney who may assign them to any additional subject matter of capacity, as and where needed: Planning Board/Zoning Board of Appeals Attorney - Mark Sweeney, Esq. at a salary of \$33,784; Town Court Attorney - Thomas Higgs, Esq. at a salary of \$17,985; Town Court Attorney - Thomas Newman, Esq. at a salary of \$17,985.
15. Reappoint Michael Smith, Esq. as Labor Counsel, through 2019 calendar year.
16. Reappoint A. Joseph Scott, Esq. as bond counsel for 2019
17. Reappoint Daniel Vincelette, Esq., an outside attorney, for referral of tax certiorari work through 2019 calendar year, working under the direction of the Town Attorney.
18. Reappoint Dr. Michael Dailey as Medical Director for the Bethlehem Police Department with an annual stipend of \$3,000
19. Reappoint John E. Brennan as Director of Bethlehem Emergency Management Office with a stipend of \$5,000
20. Reappoint Richard Webster as Deputy Director of the Bethlehem Emergency Management Office with an annual stipend of \$2,000
21. Reappoint Susan Leath to the position of Town Historian with an annual stipend of \$5,000
22. Reappoint Laurie Lambertsen to the position of Assessor, with a six year term starting October 1, 2019 and expiring September 30, 2025.
23. Appoint the following companies as designated appraisers for tax certiorari for 2019: GAR Associates (GAR), Empire State Appraisal Consultants (ESAC), Holden and Associates (HA), De L Palmer Appraisal Co. and Industrial & Utility Valuation Consultants, Inc. (IUVC)
24. Designate Supervisor David VanLuven as designee to the Annual Meeting of the Association of Towns for the year 2019
25. Designate Councilman James Foster as a voting alternate to the Annual Meeting of the Association of Towns for the year 2019.
26. Approve payment of \$1,650 membership dues for the Association of Towns for the year 2019
27. Appoint School Crossing Officers for 2019, as attached
28. Appoint the attached list of individuals (Fire Marshall and Fire Inspectors) in accordance with provision of Section 303 of the Multiple Residence Law for 2019
29. Appoint the Representatives of the 2019 Fire Training Center Committee, as attached.
30. Approve the appointment of the following Municipal Marriage Officers for 2019: John Capron, Amy Conway, David VanLuven
31. Authorize the approval of part time employees, as attached.

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32. Authorize Public Works Department salaries according to the approved grade/step schedule for 2019, as attached
33. Authorize Highway Department salaries according to the approved grade/step schedule for 2019, as attached
34. Approve a 2019 police fee of \$10.00 for Accident Reports available online
35. Authorize the Town Superintendent of Highways to make highway purchases in an amount not to exceed \$10,000 without prior approval of the Town Board as per highway law.
36. Set the salary of Planning Board and Zoning Board of Appeals members for 2019 at \$5,926 annually
37. Set the rate for the Members of Board Assessment Review at \$17.50/hour for 2019.
38. Set the standard rate for interns at \$12.00 per hour for 2019.
39. Approve the attached permitting fee schedule for Town Road races, as required by Town Resolution 2014-40
40. Approve the 2019 Department of Public Works Fee Schedule, as attached
41. Reappoint the firm of Fiscal Advisors & Marketing, Inc. to provide financial advisory services for 2019
42. Adopt the Town of Bethlehem Purchasing Procedures and Guidelines, as attached, per GML 103,104 for 2019
43. Approve the renewal of the Investment Policy for 2019, as attached
44. Designate the attached list of banks as depositories in which all Town Officers shall deposit all money coming into their hands by virtue of their offices
45. Reappoint BST & Company, CPA's to conduct audits for the Deferred Compensation Plan and the annual audit for the year ending December 31, 2019
46. Adopt the Resolution authorizing the use of facsimile signature for checks drawn on accounts at Key Bank, N.A.
47. Authorize the Supervisor to execute contracts for Insurance renewals for the year 2019, as attached.
48. Approve the term agreements with CHA, Inc., Clark Patterson Lee and MJ Engineering & Land Surveying, P.C. for engineering services as Town Designated Engineers and authorize the Supervisor to sign the term agreements on behalf of the Town
49. Approve the attached 2019 DPW leases and authorize the Supervisor to sign
50. Set regular Town Board meeting dates at 6:00pm on the second and fourth Wednesday of each month except the following: the first meeting in October will be held on Thursday , October 10th; the second meeting in November will be held on Tuesday November 26th and the December 25th meeting will be cancelled.
51. Designate the Spotlight as the Official newspaper of the Town and designate the Times Union and the Ravena News Herald as additional newspapers for the publication of notices, resolutions and Local Laws

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52. Establish petty cash in accordance with Town Law Section 64, subdivision 1 (a), as attached
53. Approve 25 cents per page to be charged for Freedom of Information requests that are copied on Town copiers. Requested copies completed by an outside vendor will be charged their fees.
54. Approve a \$20 fee for dishonored checks, as authorized by Section 85 of General Municipal Law (Section 5-328 of the General Obligations Law sets the maximum fee at \$20)
55. Approve the Federal IRS standard mileage rate in effect at the time personnel use their automobiles
56. Designate the attached Holidays for Town of Bethlehem employees for 2019
57. Set official Town Hall hours for regular business at 8:30am to 4:30pm

V. Line Items

1. Request from Economic Development Coordinator for Supervisor to Sign Agreement with NYS Homes and Community Renewal for the Bethlehem ME Grant Program
2. Request from Director of Human Resources to Appoint Susan Bacon as Program Assistant for Senior Services, effective January 1, 2019.
3. Request from the Chief of Police to authorize the Town Board to appoint Joanna Nunziato to the position of Telecommunicator
4. A request from the Director of Human Resource to approve the Memorandum of Agreement (MOA) with the Bethlehem Police Supervisors Association Local 786 of council 82 AFSCME AFL-CIO,
5. Request from Assessor for the Town Board to authorize the Supervisor to sign a contract addendum with GAR Associates, Inc.

VI. New Business

VII. Adjournment