

The Organizational Meeting of the Town Board of Guilderland was held at the Town Hall, Route 20 McCormick’s Corners, Guilderland, NY, on the above date at 7:32 pm. The meeting was opened with the pledge of Allegiance to the flag. Roll call by Jean Cataldo, Town Clerk, showed the following to be present:

- Councilman Carman
- Councilwoman Slavick
- Councilman Pastore
- Councilwoman Centi
- Supervisor Barber

ALSO PRESENT: Attorney Melita

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Supervisor Barber welcomed everyone to this evening’s Organizational Meeting.

MOTION #1 Councilman Pastore moved to APPROVE THE FOLLOWING APPOINTMENTS FOR A ONE-YEAR TERM UNLESS NOTED:

- a. Stephen Feeney - Planning Board Chair
- b. James Cohen - Planning Board Member (term expires Dec. 31, 2022)
- c. Thomas Remmert- Zoning Board of Appeals Chair
- d. Sharon Cupoli - Zoning Board of Appeals Member (term expires Dec. 31, 2020)
- e. Sindi Saita - Zoning Board of Appeals Member (term expires Dec. 31, 2020)
- f. Gustavo Santos- Zoning Board of Appeals Member (term expires Dec. 31, 2018)
- g. Laura Barry - Zoning Board of Appeals Alternate
- h. Nicole Ventresca-Cohen - Board of Assessment Review Alternate Member
- i. John Wemple - Conservation Advisory Council Chair & Member
- j. Stuart Reese - Conservation Advisory Council Member
- k. Martha Harausz - Conservation Advisory Council Member
- l. Gordon McClelland - Conservation Advisory Council Member
- m. Stephen Albert - Conservation Advisory Council Member
- n. Martin Gnacik - Conservation Advisory Council Member
- o. David Bosworth, Jr. - Conservation Advisory Council Member
- p. William N. Young, Jr., Esq. - Industrial Development Agency Chair & Member
- q. James Shahda - Industrial Development Agency Member
- r. Christopher Bombardier - Industrial Development Agency Member
- s. Walter Pacholczak - Industrial Development Agency Member
- t. Joseph Scott, Esq. - Industrial Development Agency Attorney
- u. Dr. Don Doynow - Medical Director, Paramedics
- v. Alice Begley -Town Historian
- w. Jean Cataldo - Registrar of Vital Statistics
- x. Karen VanWagenen - Deputy Registrar of Vital Statistics

- y. James Melita, Esq. - Town Attorney
- z. Janet Thayer, Esq. - Zoning Board of Appeals and Planning Board Attorney

Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

Supervisor Barber advised the Appointees must sign the Oath Book within thirty (30) days of their appointment or the appointment is void.

MOTION #2 Councilman Pastore moved to **AUTHORIZE THE TOWN SUPERVISOR TO MAKE PROVISIONAL APPOINTMENTS.** Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #3 Councilwoman Slavick moved to **DESIGNATE FIRST NATIONAL BANK OF SCOTIA, FIRST NIAGARA BANK, CITIZENS BANK, J.P. MORGAN CHASE BANK, PIONEER COMMERCIAL BANK, NBT BANK AND M&T BANK AS THE TOWN’S OFFICIAL DEPOSITORIES.** Councilman Pastore seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #4 Councilwoman Slavick moved to **AUTHORIZE THE TOWN SUPERVISOR AND COMPTROLLER TO INVEST CERTIFICATES OF DEPOSIT IN ANY OF THE DESIGNATED OFFICIAL DEPOSITORIES WITH A THIRD PARTY HOLDING THE SECURITIES.** Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #5 Councilman Pastore moved to AUTHORIZE THE TOWN SUPERVISOR AND COMPTROLLER TO SIGN CHECKS ON BEHALF OF THE TOWN.

Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #6 Councilman Pastore moved to DESIGNATE BOSWELL ENGINEERING, DELAWARE ENGINEERING, CLOUGH HARBOUR, INGALLS & ASSOCIATES, GREENMAN-PEDERSEN, AND SPECTRA ENGINEERING AS TOWN DESIGNATED ENGINEERS. Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Recused
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #7 Supervisor Barber moved to SET MEETING DATES FOR TOWN BOARD, PLANNING BOARD, ZONING BOARD OF APPEALS, AND CONSERVATION ADVISORY COUNCIL PER SCHEDULE A. Councilman Carman seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #8 Councilman Pastore moved to AUTHORIZE USE OF IRS APPROVED RATE PER MILE FOR REIMBURSEMENT TO TOWN EMPLOYEES WHEN AUTHORIZED TO USE THEIR PRIVATE VEHICLES ON TOWN BUSINESS. Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #9 Councilman Carman moved to **AUTHORIZE SUPERINTENDENT OF WATER AND WASTEWATER MANAGEMENT AND HIGHWAY SUPERINTENDENT TO SPEND UP TO \$2,000 PER YEAR TO PURCHASE TOOLS WITHOUT PRIOR APPROVAL OF THE TOWN BOARD.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #10 Councilwoman Centi moved to **DESIGNATE FIRE CHIEFS AS FIRE WARDENS, APPOINT FIRE INVESTIGATION TEAM, AND DESIGNATE FIRE INSPECTORS FOR 2016 PER SCHEDULE B.** Councilman Carman seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #11 Councilman Pastore moved to **DESIGNATE THE TOWN SUPERVISOR AS AFFIRMATIVE ACTION OFFICER.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #12 Councilman Pastore moved to **DESIGNATE THE TOWN SUPERVISOR AS EMERGENCY RESPONSE OFFICER.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #13 Councilwoman Centi moved to **DESIGNATE TOWN BOARD MEMBERS AND OFFICIALS AS LIAISONS FOR 2016 PER SCHEDULE C.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye

Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #14 Councilman Pastore moved to **DESIGNATE THE ALTAMONT ENTERPRISE AS THE TOWN’S OFFICIAL NEWSPAPER.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #15 Councilman Pastore moved to **APPROVE HOLIDAY SCHEDULE FOR TRANSFER STATION FOR 2016 PER SCHEDULE D.** Councilman Carman seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

Supervisor Barber commented, on another note, we hope to renew the Electronics Recycling Program but at the present time the Transfer Station is unable to accept electronic items. Please check the Town website for updates.

MOTION #16 Councilwoman Centi moved to **APPROVE HOLIDAY SCHEDULE FOR NON-UNION TOWN EMPLOYEES (EXCEPT THE TRANSFER STATION) FOR 2016 PER SCHEDULE E. THE HOLIDAY SCHEDULE OF UNION EMPLOYEES IS PER COLLECTIVE BARGAINING AGREEMENTS.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #17 Supervisor Barber moved to **ADOPT A RESOLUTION ESTABLISHING THE STANDARD WORK DAY AND REPORTING FOR ELECTED AND APPOINTED OFFICIALS AS REQUIRED BY THE NEW YORK STATE COMPTROLLER.**

Councilman Pastore seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye

Councilwoman Centi	Aye
Supervisor Barber	Aye

Agenda Item #18: Supervisor Barber advised at the request of the Town Assessor this item was added to the agenda. If approved, the refund on the Town tax would be \$142.43.

MOTION #18 Councilwoman Slavick moved to APPROVE SETTLEMENT OF A TAX CERTIORARI PROCEEDING FOR TRUSTCO BANK’S PROPERTY AT 3900 CARMAN ROAD PER THE RECOMMENDATION OF THE TAX ASSESSOR.

Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Recused
Councilwoman Centi	Recused
Supervisor Barber	Aye

Agenda Item #19: Supervisor Barber advised the Employee Handbook and policies need to be reviewed and updated periodically. Arthur J. Gallagher & Co. offered to review it to check for consistency, at no cost to the Town. Any policy change, as a result, needs to be adopted by the Town Board.

MOTION #19 Councilwoman Slavick moved to AUTHORIZE THE TOWN SUPERVISOR TO SIGN AN AGREEMENT WITH ARTHUR J. GALLAGHER & CO. TO UPDATE THE EMPLOYEE HANDBOOK AT NO COST TO THE TOWN PER THE RECOMMENDATION OF THE DIRECTOR OF HUMAN RESOURCES.

Councilwoman Centi seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Recused
Councilwoman Centi	Aye
Supervisor Barber	Aye

Agenda Item #20: Supervisor Barber shared the NYS Comptroller’s report is in draft form, therefore, it is confidential. When it is finalized, it will be released.

MOTION #20 Supervisor Barber moved to ENTER INTO EXECUTIVE SESSION TO DISCUSS THE TOWN’S RESPONSE TO THE DRAFT CONFIDENTIAL NYS COMPTROLLER’S REPORT ON EMPLOYEE COMPENSATION AND BENEFITS.

Councilman Carman seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

Supervisor Barber thanked everyone for coming to the Oath Ceremony and the Organizational Meeting. The Town Board then proceeded upstairs for the Executive Session.

MOTION #21 Councilwoman Slavick moved to **EXIT EXECUTIVE SESSION AT 8:40 PM.** Councilman Pastore seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

MOTION #22 Councilman Pastore moved to **ADJOURN THE JANUARY 5, 2016 TOWN BOARD MEETING AT 8:42 PM.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Carman	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilwoman Centi	Aye
Supervisor Barber	Aye

Respectfully submitted,

Jean J. Cataldo