

**Board of Trustees  
VILLAGE OF MILLERTON  
Annual Organizational Meeting/Workshop Meeting  
April 6, 2015**

The organizational meeting of the Village of Millerton Board of Trustees was held on Monday, April 6<sup>th</sup>, 2015 at 7:00pm at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Marty Markonic presiding. Trustees present: Debra Middlebrook, Christine Bates, David Sherman, and Stephen Waite. Also present: Amber Jordan - Village Clerk and Village Treasurer,

**Working Supervisors** – James Milton presented prices for a new truck in the amount of \$148,344.00.

**Appointments**

- |  |                             |
|--|-----------------------------|
| a) Deputy Mayor – Christine Bates            | April 2015 – April 2016     |
| b) Working Supervisor – James Milton         |                             |
| c) Officer In Charge – David Rudin           | April 2015 – April 2016     |
| d) Building Inspector – Kenneth McLaughlin   | April 2015 – April 2016     |
| e) Zoning Enforcement Officer – Nancy Brusie | April 2015 – April 2016     |
| f) Planning Board Chair – Lance Middlebrook  | April 2015 – April 2016     |
| g) Planning Board Member – Lance Middlebrook | April 2015 – April 2020     |
| h) Planning Board Member – Linda Orlando     | April 2012 – April 2027     |
| i) Zoning Board Chair – Delora Brooks        | April 2015 – April 2016     |
| j) Zoning Board Member – Vacant              | April 2015 – April 2020     |
| k) Dog Control Officer- James Riley          | April 2015 – April 2016     |
| l) Recreation Director – Cheryl Katan        | April 2015 – September 2015 |
| m) Committee Assignments                     | April 2015 – April 2016     |

Committee Assignments

- |                                      |                    |                 |
|--------------------------------------|--------------------|-----------------|
| • Community Development/Celebrations | *Christine Bates   | Stephen Waite   |
| • Personnel / Ethics                 | *Debra Middlebrook | Christine Bates |
| • Health and Emergency Preparedness  | *Debra Middlebrook | Stephen Waite   |
| • Sidewalks                          | *Debra Middlebrook | David Sherman   |
| • Highway                            | *David Sherman     | Martin Markonic |
| • Police Department                  | *Debra Middlebrook | Stephen Waite   |
| • Recreation and Youth               | *Christine Bates   | Stephen Waite   |
| • Water Department                   | *David Sherman     | Christine Bates |
| • Shade Tree                         | *Christine Bates   | David Sherman   |
- \*denotes committee chairperson**

Motion made by Trustee Sherman accepting the Appointments and Committee Assignments proposed by Mayor Markonic, second by Trustee Bates, all five (5) board members in attendance approved and motion was passed.

**Resolutions**

- 2015 - 04 Village Board Meeting Schedule

<b>RESOLUTION 2015 - 04 Meeting Dates 2015 - 2016</b>
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**WHEREAS** the Board of Trustees has determined that Village Board of Trustees will meet on the third (3<sup>rd</sup>) Monday of each Month at 7:00pm, and

**WHEREAS** the schedule will be as follows:

**Meeting**

April 6, 2015 (Organizational Meeting)

April 20, 2015

May 18, 2015

June 15, 2015

July 20, 2015

August 17, 2015

September 21, 2015

October 19, 2015

November 16, 2015

December 21, 2015

January 25, 2016\*\*

February 22, 2016\*\*

March 21, 2016

April 4, 2016 (Organizational Meeting)

**WHEREAS** any date listed above that has a \*\* will be changed due to a legal holiday and the Village Hall is Closed.

**WHEREAS** April 4, 2016 will be the Annual Organizational Meeting.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes such schedule.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Waite

All five (5) board members in attendance approved and motion was passed.

- 2015 - 05 Advance Approval of Claims

**RESOLUTION 2015 - 05**

**Advance Approval of Claims**

**WHEREAS** the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

**WHEREAS** all such claims shall be presented at the next regular meeting for audit, and

**WHEREAS** the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for the audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Sherman

All five (5) board members in attendance approved and motion was passed.

- 2015 - 06 Attendance at Schools and Conferences

## **RESOLUTION 2015 - 06**

### **Attendance at Schools and Conferences**

**WHEREAS** there is to be held during the coming official year, a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors Fall Training School for Village Officials; c) the New York State Conference of Mayors Public Works School; d) the following county association meetings: Dutchess Community Development Council, Dutchess County Planning Federation; e) etc., and

**WHEREAS** it is determined by the Board of Trustees that attendance by certain municipal officials and employees attend one or more of these meetings, conferences, or schools benefits the municipality;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That Village officers and employees are hereby authorized to attend schools and conferences conducted for the benefit of the local government.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Sherman

SECONDED BY: Trustee Bates

All five (5) board members in attendance approved and motion was passed.

- 2015 - 07 Designation of Depositories

## **RESOLUTION # 2015 - 07**

### **Designation of Depositories**

**WHEREAS**, pursuant to Section 4-412(3)(2) of the Village Law requires the designation of banks or trust companies for the deposit of all monies;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees designates the following institutions as depositories of all monies received by the Village Clerk - Treasurer.

Name of Institution: Salisbury Bank and Trust  
87 Main Street  
Millerton, NY 12546

**Section 2.** That this resolution is effective immediately.

MOTION MADE BY: Trustee Middlebrook

SECONDED BY: Trustee Sherman

All five (5) board members in attendance approved and motion was passed.

- 2015 - 08 Mileage Allowance and Food Reimbursement

## **RESOLUTION # 2015 - 08**

### **Mileage Allowance and Food Reimbursement**

**WHEREAS**, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

**WHEREAS**, the Board of Trustees has determined to pay a fixed rate for lunch and dinner as reimbursement to officers and employees of the Village who have attended overnight training;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of \$ .57 ½ cents per mile.

**Section 2.** That the Board of Trustees shall approve reimbursement to such officers and employees not to exceed \$10.00 for lunch and \$20.00 for dinner for over night training.

**Section 3.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Waite

All five (5) board members in attendance approved and motion was passed.

- 2015 - 09 Official News Papers

### **RESOLUTION # 2015 - 09**

#### **Official News Papers**

**WHEREAS** the Board of Trustees has determined to use the Millerton News as the Primary Official News Paper;

**WHEREAS** the Board of Trustee has determined to use the Poughkeepsie Journal as the Secondary Official News Paper.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes the Millerton News as their Primary and the Poughkeepsie Journal as the Secondary Official Newspapers for Legal Notices, postings and Advertising as needed.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Middlebrook

SECONDED BY: Trustee Bates

All five (5) board members in attendance approved and motion was passed.

- 2015 - 10 Registrar of Vital Statistics

### **RESOLUTION # 2015 – 10**

#### **Registrar of Vital Statistics**

**WHEREAS** the Village of Millerton Board of Trustees hereby appoints Amber Jordan Registrar of Vital Statistics;

**WHEREAS** the Village of Millerton Board of Trustees hereby appoints Jennifer Owens Deputy Registrar of Vital Statistics;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** This resolution shall take place immediately upon its adoption.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Sherman

All five (5) board members in attendance approved and motion was passed.

- 2015 - 11 Designation of Interim Successors

### **RESOLUTION # 2015 - 11**

#### **DESIGNATION OF EMERGENCY INTERIM SUCCESSORS**

Be it resolved, that Mayor Martin Markonic does hereby appoint as an Emergency Interim Successor the following named individuals and do hereby specify their rank in order of succession, in accordance with the order in which the names are listed herein.

- |                      |                                       |
|----------------------|---------------------------------------|
| 1. Debra Middlebrook | 15 Fish Street, Millerton, NY 12546   |
| 2. Amber Jordan      | 3 Reservoir Road, Millerton, NY 12546 |
| 3. Christine Bates   | 57 Barton Street, Millerton, NY 12546 |

**That this Resolution is a true and correct copy of the Resolution, as regularly adopted at a legally convened meeting of the Board of Trustees of the Village of Millerton duly held on the 6<sup>th</sup> day of April, and further that such Resolution has been fully recorded in the 2015 Resolution Book in my office. In witness thereof, I have hereunto set my hand this 6<sup>th</sup> day of April 2015.**

MOTION MADE BY: Trustee Waite

SECONDED BY: Trustee Middlebrook

All five (5) board members in attendance approved and motion was passed.

### **OTHER**

- Overtime policy was discussed and will be revisited at the next board meeting.
- Place Ad for Camp Counselors

Motion made by Trustee Bates to place an advertisement for camp counselors in the Millerton News and village website, seconded by Trustee Middlebrook, all five (5) board members in attendance approved and motion was passed.

### **2015-2016 Budget**

The Board reviewed and discussed the budget line by line.

### **Adjourn**

Motion made by Trustee Middlebrook to adjourn the meeting at 10:12pm, second by Trustee Bates, all five (5) board members in attendance approved and motion was passed.

Respectfully Submitted,

Amber Jordan  
Clerk – Treasurer