

**TOWN OF DEERPARK
TOWN BOARD MEETING
MONDAY, JANUARY 4, 2010**

Meeting was held at Town Hall, 420 Route 209, Huguenot, New York 12746

Invocation offered by Councilman Trovei

Attendance:

Supervisor: Karl Brabenec

Councilmember's: David M. Hoovler, Gary Spears, Arthur T. Trovei

Attorney: William Bavoso

Call to Order 7:30 PM

Pledge of Allegiance led by Councilman Hoovler

Annual Reorganization Meeting

Acceptance of Minutes:

Councilman Spears moved to accept the December 21, 2009 Minutes, 2nd by Councilman Trovei.

MOTION CARRIED

Opening Board Comments were made by Councilman Hoovler who stated that the residents of the town would be seeing a new style of management with more orderly meetings, more legislation and overall they should see a vast improvement in town government. He offered to be available and that his phone number is 858-9806 and his number is in the phone book if anyone needs to reach him between 9 a.m. and 9 p.m.

Councilman Spears expressed his gratitude for the opportunity to serve the Town of Deerpark another four years, where he and his family have lived for over 30 years. He thinks there will be a professionalism and evidence of the hard work put forth for the town's residents. Councilman Spears also offered to be available and his phone number is 856-8062 and stated his number is in the phone book, should anyone want to discuss any issues. Councilman Trovei also was thankful to represent the town and help in leading it as a group, willing to work very hard for the best for the town. Councilman Trovei said his family has been here for over 100 years and he has no plans to leave. He offered to be available at 856-1142 or his cell is 914-443-1866.

Supervisor Brabenec wished everyone a happy and healthy new year commenting along with the other councilmen how they want to bring more professionalism to Town Hall. He is grateful as well for the support and guidance and promises to continue to seek that, offering to be open for suggestions and comments. His office number is 856-2210, Ext. 1 and his personal number is 742-5131.

Presentations/Communications: A communication from Norma Schadt from the Historian's Office, was read by Supervisor Brabenec saying she was willing to serve next year as Historian for the Town of Deerpark and attached a list of names of the Town of Deerpark Museum Committee.

A communication was received from NYSUPA, which is the New York State Union of Police Associates, Inc., requesting to meet with the Town Board regarding the PBA negotiations and a meeting will be scheduled at next weeks meeting.

A letter was presented to Supervisor Brabenec just this morning from the New York State Retirement System to the former Supervisor Gary Flieger. Quoting from the letter he read, "Dear Mr. Flieger: To date we have not received a written response to our audit correspondence dated September 17, 2009. Please provide a written response by January 7, 2010 and then if we can be of any assistance resolving this problem ...". Supervisor Brabenec had not seen this as a councilman in 2009 regarding the retirement system involving the Town Hall employees but he has a call in to the New York State Comptroller's office and will also write a letter to make sure this is taken care of.

Town Clerk Memo dated January 4, 2010 was read from Flo Santini stating "I would like this documented that the last abstract that was done on December 29, 2009, was not presented to the Town Clerk for audit. Vouchers were signed but the abstract when printed was not checked by the Town Clerk. Checks were printed and sent out, I did not sign abstracts." She asked for this to be put in the record.

Reports of Officers, Committees and Department Heads:

Norma Schadt, Historian gave the number to Nancy Kinad at the Minisink Valley Historical Society is 856-2375; and copies for the Deerpark Book are available at the Otisville Hardware Store and the phone number is 386-3343.

Ed Hughson, Highway Supervisor welcomed and congratulated the Board Members. He stated there were three storms in the past two weeks: December 25, 2009 – 59 ½ hours overtime (\$2,727.51); December 31, 2009 – 63 hours overtime (\$2,104.56); and January 3, 2010 – 25 hours overtime (\$1,515.39) totally 167 ½ hours overtime for \$6,347.46. Work complete: restocked the salt shed in back, got sand from outside. Last week they were on Academy Ave. scraping ice and cleaned out the ditches along the road. They are still waiting on plans from the Town Engineer on work needing to be done there. They dug a deep ditch along Box Baum Road and put surge stone in it, relieving the ice problem on Peenpack Trail. Work schedule: they hope to work on Darragh Lane where they have a major ice problem due to residents pumping water out of their basements. They have no alternative but to pump it into the road and the last time they scraped the ice it was about 4½ inches thick with potholes. They plan to put a storm drain and under drain in that area and that should take care of the ice problem there. Mr. Hughson asked if they should have something in writing and he will contact Supervisor Brabenec the next day about that. He thanked Bob Decker for being the Deputy Highway Superintendent for his work the past two years. Regarding a question about plowing Sparrowbush Park, Mr. Hughson said it could be done, but generally the parks are a County responsibility. Mr. Hughson offered to plow into the Manor and could plow Sparrowbush. Supervisor Brabenec mentioned the Shinhollow Bridge and offered to discuss it further with Mr. Hughson later in the week.

Jerry Vandermark, Recreation Commission had no report but stated they are looking for new members. Councilman Spears offered to advertise and search for members. He also stated there were funds available to replace broken picnic tables in Harriet Space Park and Jerry Vandermark will look for prices, but need three quotes. He will contact Councilman Spears about it and aim to replace these by April, 2010 in time for Little League season.

Motion to place an ad on the Town of Deerpark Website

Motion made by Karl Brabenec, 2nd by Gary Spears, to place an advertisement on the Town Website.

Vote: 4 AYES: Arthur Trovei, Gary Spears, David Hoover, Karl Brabenec

MOTION CARRIED

Supervisor Brabenec asked anyone listening in the audience to who would like to serve on the Recreation Commission to send an email or letter to the Town Clerk to be considered for appointment. This is a great committee to be on to promote the youth and the parks. The community's participation is needed.

Supervisor Brabenec asked if either Judge Wulff or Judge Osowick had anything to report on the Courts and they did not.

Public Comment Supervisor Brabenec stated that the requirements allow for 3 minutes per person for agenda items only. The first Resolution will deal with this topic, but the procedures will be the same as in the past. Those interested in speaking must sign in before the meeting and before speaking they must state their name and address for the record and the organization they represent, if applicable.

Motion to adopt Resolution 1 of 2010 – Board Meeting Procedures

Councilman Hoovler presented the procedural information for town board meetings section by section after reading the main caption. (A copy is included with the official minutes) Section One states the dates and times of regular meetings; Section Two is on the special meetings and when they are to occur and how they are called and is exclusively taken right out of Town Law; Section three deals with the Quorum; Section Four deals with Executive Session and Public Officers Law Section 105; Section Five deals with getting items on the Agenda and how the responsibility for the agenda belongs on the Town Supervisor; Section Six is Voting of the Town Board; Section Seven deals with the Minutes; Section Eight is the Order of Business and B of Section 8 deals with work sessions; Section Nine is general Rules of Procedure regarding how the meetings are run; Section Ten deals with Public Comment, which clarifies what the duty of the speaker is and what the duty of the Town Board is and how the meetings will be conducted here. This section will be expanded by an upcoming Resolution with the rules of decorum dealing specifically with speakers and how they are to conduct themselves while speaking. Section Eleven deals with the use of recording equipment; Section Twelve deals with adjournments and Section Thirteen deals with basic parliamentary procedure which will be followed and default to Roberts Rules of Order on any issues not covered by town law or New York State law. Finally, Section Fourteen deals with amendments to the rules of procedure. These rules were drafted by David Hoovler and presented for approval, which have come from the Lawyers Guide for Town Board Procedure and slightly tweaked for the Town of Deerpark's needs. Both Councilmen Spears and Trovei thanked Councilman Hoovler for his work in putting the document together and he responded that he hopes it serves the community for educational purposes as well.

Motion made by David Hoovler, 2nd by Gary Spears, to adopt Resolution 1 of 2010 – Board Meeting Procedures.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to adopt Resolution 2 of 2010 – Meeting Rules of Decorum

Supervisor Brabenec read the Rules of Conduct & Decorum at Town Meetings (A copy is included with the official minutes and on the Town of Deerpark website.) The purpose of the document is to limit comments on agenda items to three minute time periods to enable a professional meeting to proceed. Supervisor Brabenec invited the public to contact him by phone, email or letter regarding any issue for discussion. Should that issue need to be put before the board, he will notify them.

Motion made by Karl Brabenec, 2nd by David Hoovler, to adopt Resolution 2 of 2010 – Rules of Decorum.

Discussion: Councilman Spears clarified that this motion is not to limit public input as much as prohibit public outburst and reiterated the Supervisor's comment welcoming input to them. Councilman Trovei also welcomed the public comments and hoped to hear of positive comments on the meetings in the future, rather than negative ones. Councilman Hoovler stated that this motion is recommended by the Association of Towns and the people who routinely deal with public meetings across the state, and that the intent is to promote good meetings and not slow them down with issues not on the agenda. Supervisor Brabenec added that this will help business be handled professionally with shorter meetings.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to adopt Resolution 3 of 2010 – Repeal of 2009 Town Vehicle Policy

Supervisor Brabenec presented the motion to adopt Resolution 13, which states “Be it resolved that the Town Council, the Town of Deerpark in regular session duly convened repeals Resolution No. 14 of 2009 also known as the Town Vehicle Useage Policy effective immediately.” A copy of Resolution 14 would be attached to this Resolution. (A copy is attached to the official minutes.) Supervisor Brabenec explained that the Town Board passed the Resolution 14 in 2009 in an effort to save money by limiting its use. There were other arguments offered at that meeting by Councilman Spears and himself with the wear and tear on the vehicle, there wasn’t much of a savings. What needed to be adjusted was the mileage reimbursement rate rather than mandating the use of the Town car.

Motion made by Karl Brabenec, 2nd by Gary Spears, to repeal Resolution 14 of 2009 – Town Vehicle Policy Amendment of 2009.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to adopt Resolution 4 of 2010 – Elected & Appointed Officials State Retirement

Supervisor Brabenec stated this “Be it resolved that the Town of Deerpark Town Board hereby establishes the following and standard work days for elected and appointed officials will report the following days worked to the New York State and Local Employees Retirement System based on the record of activities maintained and submitted by these elected officials to the Clerk of this body. (A copy is attached to the official minutes.) There is a new requirement by the State Retirement System for reporting hours for elected officials. Usually elected officials do not submit a time card and are not required to submit one, but now this is mandated and three months after this Resolution is passed, all the Board Members and elected officials will need to keep a journal for three months of their participation in Town business.

Motion made by Karl Brabenec, 2nd by Arthur Trovei, to adopt Resolution 4 of 2010 – Elected & Appointed officials State Retirement.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to adopt Resolution 5 of 2010 – Unnecessary Spending Restriction for FY 2010

Councilman Spears read the proposed Resolution regarding curtailment of unnecessary expenditures during the remainder of the current fiscal year 2010. This Resolution requires Board authorization for expenditure over \$250.00. (A copy of the Resolution is attached to the original minutes.) He stated that this resolution is to curtail and watch what is spent and secondly, it is a communication method for a system of checks and balances so this Supervisor and this Board knows

every day what is going on in town. Councilman Spears was surprised when he first came on the board with the looseness of the checks and balances on the monies spent on the Town of Deerpark. He asked Councilman Hoovler to prepare this resolution and pledged his support to the Town that they would be watching their money.

Motion made by Gary Spears, 2nd by Arthur Trovei, to adopt Resolution 5 of 2010 – Unnecessary Spending Restriction for FY 2010.

Discussion: Ed Hughson, Highway Superintendent expressed concern regarding the \$250.00 limit because his costs are often over this amount, citing how a snow storm in the middle of the night would now require a call to the Board for permission to take care of. Councilman Spears responded to monies left over in a line item appropriated, but unused. He clarified that this resolution is addressing new purchases not addressed in the budget. Councilman Hoovler added that the end of the year vouchers are submitted by the departments in an effort to use money allotted in the budget, but unused. They are looking to save money where possible. Mr. Hughson said he understood. Supervisor Brabenec also mentioned that the Councilmen, who aren’t on site every day need to sign vouchers. Often there is not a reason for the purchase and from now on there will be a small explanation for the purpose of the purchase. Mr. Hughson agreed with the request and currently does that on the invoices. Supervisor Brabenec used an example of purchasing a chair and that the request could perhaps be met by looking elsewhere to meet the need, rather than making a purchase. The purpose is to not allow unnecessary spending. Councilman Hoovler added

that this is something that is recommended by the Association of Towns, yet our Town has chosen not to comply. Now, the Town wants to honor what is in the budget but not allow mismanagement of funds.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to adopt Resolution 6 of 2010 – Inclement Weather Policy

Councilman Spears said that Resolution 6 is long over due and to have a better communication with the Town, they thought it would be better to have a standard policy in regards to inclement weather. (A copy of The Inclement Weather Policy for Scheduled Meetings is attached to the original minutes. All Town Buildings will go by these guidelines.

Motion made by Gary Spears, 2nd by Arthur Trovei, to adopt Resolution 6 of 2010 – Inclement Weather Policy.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

NOTE: Supervisor Brabenec stated that all these resolutions passed will be posted in the Town Hall and on the website also. The Retirement System Resolution will be posted for 30 days as mandated.

Supervisor Brabenec has authority by Town Law to make the following appointments.

Supervisor's Appointments:

Deputy Supervisor	David M. Hoovler
Budget Officer	Karl A. Brabenec
Secretary/Clerk to the Supervisor (PT)	Renee M. Lane
Bookkeeper/Clerk (PT)	Laura F. Samson
Historian	Norma Schadt
Emergency Management Coordinator	John Flynn

Liaisons -

Arthur Trovei	- BAR, Courts, Assessor, Community Development Task Force
David Hoovler	- UDC (Upper Delaware Counsel), Police, School District, Recreation
Gary Spears	- Highway Dept., Building Dept., Tax Collector, Senior Clubs & Shuttle
Councilman #4	- Route 97 Scenic Byway, Cable Commission, Planning Board, ZBA
Karl Brabenec	- Building Maintenance, Access 23, Port Jervis, Town Clerk, Fire Depts., Historian

Salaries for Elected Officials:

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept the salaries of Elected Officials as per the budget for 2010 as follows:

Position	Annual Salary	To Be Paid
Supervisor	\$ 31,381.00	Weekly
Town Clerk	\$ 37,403.00	Weekly
Highway Superintendent	\$ 48,867.00	Weekly
Councilman 4 @	\$ 6,000.00	Monthly
Town Justice 2 @	\$ 18,183.00	Monthly
Tax Collector	\$ 11,536.00	Monthly

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Salaries for Appointed Department Heads

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept the salaries of Appointed Department Heads as per budget for 2010 as follows:

Position	Annual Salary/Hrs Per Week	To Be Paid
Assessor	\$52,446.00	Weekly
Building Inspector	\$48,245.00	Weekly
Police Chief	\$68,744.00	Weekly

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Salaries/Stipends for Appointed Officials

Motion made by Karl Brabenec, 2nd by Gary Spears, to set salaries for Appointed Officials as per budget for 2010 as follows:

Position	Annual Salary	To Be Paid
Town Attorney	\$45,000.00	Monthly
Town Accountant	\$24,000.00	Monthly
Budget Officer	\$6,000.00	Monthly
Parks Maintenance Superintendent	\$3,000.00	Monthly
Registrar of Vital Statistics	\$1,400.00	Monthly
Court Stenographer	\$125.00/first hour \$25 per additional hr & \$1.75 per page as worked	

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Salaries for the Police Department:

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept the salaries for the Police Department as per the contract schedule of salaries.

Councilman Spears asked if the Police Department Contract of Salaries will be attached to the original minutes and it was agreed. (The Contract Schedule of Salaries is attached to the original minutes)

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Salaries for the Highway Department:

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept the salaries for Highway Department Employees as per their current contract.

Councilman Spears asked if the Highway Department Contract of Salaries will be attached to the original minutes and it was agreed. (The Contract Schedule of Salaries is attached to the original minutes.)

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Salaries for Town Employees:

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept the salaries for Town Employees as per budget for 2010 as follows:

Position	Annual Salary/Hrs Per Week	To Be Paid
Assistant Assessor (FT)	\$33,997.00 (40 Hours)	Weekly
Bldg & Grounds Custodian (FT)	\$34,442.00 (40 Hours)	Weekly
Deputy Tax Collector (PT)	\$ 1,385.00	Monthly
Dog Control Officer	\$ 3,600.00	Monthly
Secretary/Clerk to Supervisor (PT)	\$13,000.00 (20 Hours)	Weekly
Bookkeeper/Clerk – Supervisor Office (PT)	\$13,000.00 (20 Hours)	Weekly
Deputy Town Clerk (PT)	\$29,151.00 (40 Hours)	Weekly

Hwy Dept Secretary/Clerk (FT)	\$22,949.00 (40 Hours)	Weekly
Code Enforcement Officer (PT)	\$15,600.00 (20 Hours)	Weekly
Bldg Inspector Clerk 1 (PT)	\$13,100.00 (20 Hours)	Weekly
Bldg Inspector Clerk 2 (PT)	\$10,400.00 (20 Hours)	Weekly
Court Officer (Judge Osowick)	\$ 3,605.00	Monthly
Court Officer (Judge Wulff)	\$ 3,605.00	Monthly
Court Clerk (Judge Osowick)	\$ 9,579.00 (\$8.87/hr up to 20 hrs/wk)	Monthly
Court Clerk (Judge Wulff)	\$ 9,579.00 (\$8.87/hr up to 20 hrs/wk)	Monthly
ZBA Clerk	\$12.94 per hr	Monthly
Planning Board Clerk	\$12.94 per hr	Monthly
BAR Clerk	\$12.94 per hr	Monthly
Emergency Management Clerk	\$11.76 per hr	Monthly
Police Commission Clerk	\$10.00 per hr	Monthly

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Stipends for Municipal Boards Chairmen and Members:

Motion made by Karl Brabenec, 2nd by Gary Spears, to approve the following stipends for municipal board chairmen and members:

<u>Position</u>	<u>Annual Salary</u>	<u>To Be Paid</u>
Planning Board, ZBA, BAR	\$30.00 per meeting	As Attended, Quarterly
Planning Board, ZBA BAR Chairmen	\$20.00 additional per meeting	As Attended, Quarterly

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Otisville Prison Advisory Committee Representative

Motion made by Karl Brabenec, 2nd by Gary Spears, to Appoint **Charles Carlsen** as Representative to the Otisville Advisory Committee for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Route 97 Scenic Byway Representatives

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Norma Schadt & Burt Thelander** as Representatives for the Route 97 Scenic Byway for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

UDC Delegates

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Philip Chase** as voting delegate, and **Melvin Decker** as alternate, on the Upper Delaware Council.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Board Attorney

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Bavoso, Plotsky, and Onofry** as Attorney for the Town of Deerpark Town Board until March 1, 2010.

Supervisor Brabenec explained that the Town Board had decided to send out RFP's last month for an attorney, accountant and engineer, which is standard procedure every two years to see who is interested and the Town Board will then interview any individuals or company's interested in representing the town. So there is not a lapse for a couple months, they will appoint the present people to stay on so there is an opportunity to interview the new people. There will be interviews set up at this meeting.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Attorney for Planning Board, ZBA, BAR

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Bavoso, Plotsky, and Onofry** as Attorney for the Town of Deerpark Planning Board, ZBA and BAR until March 1, 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Engineer

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Fusco Engineering** as Engineering Firm for the Town of Deerpark until March 1, 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Engineer for Planning Board, ZBA

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Fusco Engineering** as Engineering Firm to the Town of Deerpark Planning Board and ZBA until March 1, 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Accountant

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Robert Schultz** as Accountant for the Town of Deerpark until March 1, 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Insurance Agent

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **R.C. Lain Insurance** as Insurance Agency for the Town of Deerpark for 2010.

Councilman Spears explained that this is for the full year because the Town is already under contract with him and this is just re-approving it.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Webmaster for Town Web Site

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Noel Malsberg** as Webmaster for official web site of the Town of Deerpark for 2010.

Supervisor Brabenec stated that Noel Malsberg has done a fantastic job for the website and any changes requested appear within a couple hours and he thanked him for doing such a good job.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Registrar of Vital Statistics

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Florence T. Santini** as Registrar of Vital Statistics for 2010 and 2011.

Supervisor Brabenec mentioned that these appointments are for the entire term of office and they fall on the Town Clerk.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Records Management Officer

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Florence T. Santini** as Records Management Officer for 2010 and 2011.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Deputy Town Clerk 1

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept Department Head Appointment **Kathleen A. Basile** as Deputy Town Clerk and to appoint her as Temporary F/T Deputy Town Clerk until **March 1, 2010**.

Discussion: Supervisor Brabenec stated this is a temporary appointment due to checking with the Orange County Personnel in order to do things right. There is currently a full time position for Deputy Town Clerk in the Town Clerk's Office. The Town Clerk has decided to go to two Deputy Town Clerk's in an effort to save money for the town for health insurance costs. Currently there is only one F/T Deputy Town Clerk paid position on file. Per the Personnel Commissioner, there has to be a second P/T Deputy Town Clerk position submitted to Civil Service and once they classify it as exempt, the Town Clerk can appoint a P/T Deputy Town Clerk. This would then involve more motions at future meetings making this employee a P/T Deputy Town Clerk, resulting in two P/T Deputy Town Clerks. Councilman Hoovler expressed appreciation for a good job to go through the County Personnel Department for this change.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Creation of Deputy Town Clerk 2

Motion made by Karl Brabenec, 2nd by Gary Spears, to create the paid position of Deputy Town Clerk, to designate that position as P/T, and to forward information on the position to Orange County Department of Personnel.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Unpaid Deputy Town Clerk

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept Department Head Appointment **Dominick "Tar" Santini** as Unpaid Deputy Town Clerk.

Supervisor Brabenec mentioned that the Town Clerk has authority to appoint three Deputy Town Clerks, and this is an unpaid, volunteer position to help the Town Clerk in her daily duties.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Deputy Tax Collector

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept Department Head Appointment **Joan Cunningham** as Deputy Tax Collector for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Supervisor Brabenec reported that upon checking with the County Department of Personnel and the Town Attorney about the person they wanted to recommend for the Highway Superintendent. He is an employee in the bargaining unit of the Highway Department. In order to be the Deputy Highway Superintendent, which is an administration position, an employee cannot be in a bargaining unit. However, as an employee of the Town he is entitled to the rights in the bargaining unit. After discussions with the Attorney, an agreement has been drawn up for this individual to sign upon his appointment to Deputy Highway Superintendent, agreeing to resign from the bargaining unit, but receiving the benefits of the bargaining unit upon appointment. The Deputy Highway Superintendent is an unpaid position.

Agreement for Deputy Highway Superintendent

Motion made by Karl Brabenec, 2nd by Gary Spears to accept wording on agreement for potential Deputy Highway Superintendent appointment.

Discussion: Councilman Spears asked if this person is the request of Ed Hughson, the Highway Superintendent and Supervisor Brabenec replied yes.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Deputy Highway Superintendent

Motion made by Karl Brabenec, 2nd by Gary Spears to accept Department Head Appointment **John W. Decker** as Deputy Superintendent of Highways for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Parks Maintenance Superintendent

Motion made by Karl Brabenec, 2nd by Gary Spears, to appoint **Edward A. Hughson** as Parks Maintenance Superintendent for 2010.

Supervisor Brabenec explained that this is a newly created position with some contentious battle because the parks were not properly maintained last year. To alleviate that problem, the highway superintendent submitted a proposal to take over the park maintenance. It was passed and put in the budget last year.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Assistant Assessor

Motion made by Karl Brabenec, 2nd by Gary Spears, to accept Department Head Appointment **Pamela Platt** as Assistant Assessor for 2010.

Supervisor Brabenec shared that this is the choice of the Department Head.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Building Inspector

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Robert Emerson** as Building Inspector for the Town of Deerpark for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Clerks to the Building Inspector

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Judith Carr** as PT Clerk 1 and **Cookie Belcher** as PT Clerk 2 in the Building Inspector's office for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Court Clerks

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Regina Tenke** as Clerk to Judge Wulff and **Marylou Witkowski** as Clerk to Judge Osowick.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Court Officer

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Dean Sinsabaugh** as the Court Officer for Judge Osowick and Wulff for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Building and Grounds Custodian

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Robert Ostrom** as Building Custodian for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Dog Control Officer

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Thomas Yonskie** as the Dog Control Officer for the Town of Deerpark for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Emergency Management Clerk

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Joyce Cirulli** as Emergency Management Clerk for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Planning, ZBA, BAR, Police Commission Clerk

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Barbara Brollier** as Clerk to the Planning Board, Zoning Board of Appeals, Board of Assessment Review, and Police Commission.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Highway Department Secretary/Clerk

Motion made by Karl Brabenec, 2nd by Gary Spears, to Re-appoint **Patrice Conroy** as Highway Department Secretary/Clerk.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Assistant Historian

Motion made by Karl Brabenec, 2nd by Gary Spears, to Appoint **Toni Marion** as Assistant Historian.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Marriage Officers

Motion made by David Hoovler, 2nd by Gary Spears, to Appoint **Supervisor Karl A. Brabenec** and the **Town Clerk Florence T. Santini** as Marriage Officers for the Town for their terms of Office.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Community Development Task Force Members

Motion made by Karl Brabenec, 2nd by Gary Spears, to Remove all present members and Appoint or Re-appoint the following individuals to the Community Development Task Force for 2010:

- David Dean, Chairman
- Karl A. Brabenec
- Thomas Lane
- William Smith
- Jeff Clune
- Jacqueline Grogan
- David Hoovler
- Arthur Trovei
- Gary Spears
- Wilbur Eckes
- Ramon Gonzalez

- Paul Service
- Toni Marion
- Patricia Niosi
- Robert Emerson
- Willard “Skip” Wilson

Supervisor Brabenec invited more applications as this is a committee of 20 people and there is room for additional people.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Voting Delegates to Association of Towns Meeting

Motion made by Gary Spears, 2nd by Arthur Trovei, that we name **Karl A. Brabenec** as the voting delegate and **David M. Hoovler** as the alternate to the Association of Towns for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Official Media for Town

Motion made by Karl Brabenec, 2nd by Gary Spears, to set the Official Media for the Town of Deerpark as follows:

Newspaper	Times Herald Record
Radio	96.7 FM/1490 AM
Television	Access 23

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Designate Meeting Schedule

Supervisor Brabenec mentioned there are really no changes to the schedule each month: Planning Board meets the 2nd and 4th Wednesday; Zoning Board meets 3rd Thursday; Recreation meets the 1st Wednesday; Police Commission meets the 2nd Thursday; Emergency Management Meetings will be held April 4th, July 11th, October 3rd; Community Development Task Force will meet the last Tuesday of the month; and all public hearings before the boards are advertised as a legal notice in the Times Herald Record. The Town Board meets the 1st and 3rd Monday of the month unless otherwise noted. There is a holiday coming up and that meeting has been moved to next Monday (January 11, 2010), and there will be a couple meetings that fall on holidays, so those dates will be available on the website.

Motion made by Karl Brabenec, 2nd by Gary Spears, to adopt the meeting schedule for 2010 for all municipal boards.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Designate Town Hall Hours of Operation for 2010

Motion made by Karl Brabenec, 2nd by Gary Spears, to set Hours of Operation for Deerpark Town Hall, 420 Route 209, Huguenot, NY 12746, **Monday-Friday 8:00 AM – 4:00 PM.**

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Holiday Schedule

Motion made by Karl Brabenec, 2nd by Gary Spears, to adopt the holiday schedule for town hall closings in 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Mileage Reimbursement Rate

Motion made by Karl Brabenec, 2nd by Gary Spears, for Mileage Reimbursement Rate for 2010 as follows: Reimbursement rate for use of personal vehicles on Town Business @ \$0.40 per mile

Supervisor Brabenec reported that the IRS rate is \$0.50 per mile and to save money, they lowered it by \$0.10.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Depositories

Motion made by Karl Brabenec, 2nd by Gary Spears, to authorize Officials who handle Town funds to deposit funds in the bank of their choice provided it is located within the County of Orange and meets requirements as stipulated by the office of the Comptroller, State of New York.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Supervisor to Pay Bills Upon Presentation

Motion made by Karl Brabenec, 2nd by Gary Spears, to authorize the Supervisor to pay utility, postage, contract freight, and expense charges before audit by the Town Board. All claims to be presented at the next regular meeting of the Town Board.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Investment Transactions

Motion made by Karl Brabenec, 2nd by Gary Spears, to authorize the Supervisor to make investment transactions for the Town of Deerpark. Funds shall be deposited in FDIC insured commercial banks as per requirements set forth by the Office of the State Comptroller, State of New York. Investments shall be collateralized as per requirements of the Office of the State Comptroller.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Financial Audit Meeting

Motion made by Karl Brabenec, 2nd by Gary Spears, to schedule an Internal Financial Audit Special Meeting to be completed as per Comptroller's Office Regulations on the **15th of January, 2010 at 3:00 PM** and to have the Town Clerk inform the necessary departments including but not limited to the: Supervisor, Town Clerk, Town Justices, Tax Collector, and Building Inspector, ZBA, and Planning Board.

Councilman Spears inquired if a certain number of the Town Board needed to be there and Supervisor Brabenec replied that three council members need to attend that meeting for a Quorum. Councilman Spears offered to attend, as did Supervisor Brabenec and Councilman Trovei will be there. Councilman Hoovler had a conflict.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Payroll Service

Motion made by Karl Brabenec, 2nd by Gary Spears, to authorize Paychex to continue to provide payroll services for 2010.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Petty Cash

Motion made by Karl Brabenec, 2nd by Gary Spears, to continue to maintain petty cash fund in the Offices of the Town Clerk and Supervisor in the amount of \$100.00 per office.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Town Vehicles

Motion made by Karl Brabenec, 2nd by Gary Spears, that vehicles presently under jurisdiction of the Supervisor's Office, which may be used by Town Officials on Town Business, remain as such.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Polling Places

Motion made by Karl Brabenec, 2nd by Gary Spears, to grant permission to the Orange County Board of Elections to use the following town facilities as polling places for 2010 elections: Deerpark Town Hall & Building # 2, Route 209, Huguenot, NY.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

OC Association of Towns, Villages, and Cities Dues for 2010

Motion made by Karl Brabenec, 2nd by Gary Spears, to pay the **\$100.00** dues to the Orange County Association of Towns, Villages, and Cities, along with the **\$200.00** contribution toward the sponsorship of the Orange County Hospitality Suite.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

NY Association of Towns Dues for 2010

Motion made by Karl Brabenec, 2nd by Gary Spears, to pay dues of **\$1,100.00** to the Association of Towns of New York for our 2010 membership.

Councilman Spears stated it is a good organization and well worth the money. Councilman Hoovler also commented to the Supervisor that he hoped he would make as much use of the Association of the Association of Towns, their counsel and services as possible. Supervisor Brabenec agreed saying that he has participated before and they have fantastic schools available for elected officials and all three Deerpark council members are attending the Albany school this year for new elected officials and they plan to go to the schools in New York City. Whatever is learned is brought back and put in practice.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Authorize advanced pay for school

Motion made by Karl Brabenec, 2nd by Gary Spears, to authorize vouchers for Hotel and Food to be paid for the Association of Towns School in advance for the reasonable and necessary cost. In addition, to set a **\$125 per day/per participant** price cap for food expenses.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion for Budget Transfers regarding Supervisor's and Town Clerk's office:

Motion made by Karl Brabenec, 2nd by Gary Spears, to create budget line item A1340.1 in the 2010 Budget to be named "Budget Officer".

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion made by Karl Brabenec, 2nd by Gary Spears, to transfer \$6,000 from line item A1220.1 (Sec/Bookkeeper) to line item A1340.1 (Budget Officer).

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion by Karl Brabenec, 2nd by Gary Spears, to rename line item "Secretary/Bookkeeper" under section A1220.1 as "Secretary/Clerk to the Supervisor".

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion by Karl Brabenec, 2nd by Gary Spears, to rename line item “Clerk – P/T” under section A1220.1 as “Bookkeeper/Clerk – P/T”.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion by Karl Brabenec, 2nd by Gary Spears, to transfer \$13,710 from line item A1220.1 (Secretary/Clerk to the Supervisor) to line item A1220.1 (Bookkeeper/Clerk – P/T).

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion by Karl Brabenec, 2nd by Gary Spears, to rename line item A1330.1 “Deputy” to “Deputy Town Clerk 1” and to create a new line item under section A1330.1 to be named “Deputy Town Clerk 2”.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

**** ALL TRANSFERS ZERO OUT ****

Town Prosecutor Discussion

Supervisor Brabenec addressed the next portion of the reorganization meeting with summarizing previous conversations among the Town Board members to create a position called Town Prosecutor. This person would prosecute traffic tickets in the Town Courts in the Town of Deerpark. This system has basically been used by other towns in Orange County and in the state, due to a directive by the New York State Police Superintendent that State Police Officers could not prosecute traffic tickets anymore. A local officer could prosecute any traffic ticket, however, a state police officer cannot do the same. Consequently, Towns have hired town prosecutors to prosecute the state police cases and in some cases they also prosecute the town cases. This has been discussed on the town board and Supervisor Brabenec has researched what other towns have done with their town prosecutors and they would like to call up both Judge Wulff and Judge Osowick for the purpose of discussion regarding the creation of a Town Prosecutor position. Councilman Spears added that this was discussed in the last administration and they gathered research but did forget to notify Judge Osowick and Judge Wulff of this and assumed responsibility for that and apologized to them. Supervisor Brabenec apologized as well and clarified that this discussion will not be acted on at this meeting. Judge Osowick thanked the Board and hoped they could operate together in the future on the same page. Regarding the Prosecutor position, she didn't want to see the Town have another bill. She said her court has been doing this work for five years and the past two years they have not had a prosecutor and invited being shown the positive side for this position. She is not asking for this position and asked what they were looking to spend on a prosecutor. Councilman Spears said they were going to advertise for the position and as people came in, they would go over the duties and negotiate a fee for that. They were not locked in to a fee, but wanted to give the opportunity to prosecute tickets by troopers. Supervisor Brabenec heard from other Town Supervisors that the first thing necessary was to create a Town Prosecutor position, because the amount spent more than makes up for itself with the fines generated that wouldn't be generated without the position. The Town of Wawayanda spends about \$12,000 for a prosecutor, but at the end of the year when revenues come in, they make about \$30,000 to \$35,000. So, basically it is paying for itself. He was considering paying from \$6,000 to \$12,000 for a Town Prosecutor. William Bavoso, Town Attorney clarified that as a Town Attorney they are not allowed to do that kind of prosecution, which is why alternate prosecutors have been hired. He agreed with Judge Osowick in doing a cost analysis in regards to the cost. As attorneys for Wawayanda and Greenville, they share Route 84 and the amount of tickets written and the fines imposed help predominately to pay for that prosecutor. The City of Port Jervis also has a prosecutor, but the city of Port Jervis Police use a prosecutor because their attorney cannot act in that role. It is probably worth it to those three communities, but Deerpark needs to do their own cost analysis. The District Attorney of Sullivan County now has determined they will no longer do those prosecutions. Forestburgh is now doing that analysis as well, because that would be Route 42 to justify the cost of a prosecutor. It certainly does pay in Wawayanda and Greenville because of I-84. Judge Osowick hates to see the Town incur the cost of \$12,000 and doesn't feel it is her job to come up with that amount of money for the budget. Judge Wulff said he was new to his office but felt the only way to get money back into the Town is through prosecuting down through the town laws. Supervisor Brabenec said there was a parking on payment that was passed

last year, and another vehicle in traffic laws that could be passed as well. They discussed littering, but didn't think that was under prosecution. Supervisor Brabenec summarized by saying they will get a feasibility study in place, and present it in a few weeks.

Motion To Advertise for Town Councilman position

Motion by Karl Brabenec, 2nd by Gary Spears, to advertise for the position of "Town Councilman" in official media and web site. Letters of Interest and Resumes to be sent to the Town Clerk by **January 12, 2010, 4:00 PM.**

Supervisor Brabenec said they will provide a questionnaire to the prospective candidates to fill out and return by the time they are interviewed for the Council, which is 3 pages and will be available on the 12th of January.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to conduct interviews (Code Enforcement Officer)

Motion made by Karl Brabenec, 2nd by Gary Spears, to conduct interviews of applicants for Code Enforcement Officer on **January 11, 2010 starting at 6:00 PM** at Town Hall and for Town Clerk to notify all applicants and coordinate schedule.

Councilman Spears asked the Town Clerk to provide Councilman Trovei and Councilman Hoovler with all resumes and she agreed to do that.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to conduct interviews (Councilman, Attorney, Engineer, Accountant)

Motion made by Karl Brabenec, 2nd by Gary Spears, to call two special meetings on **January 19 and 20, 2010 starting at 6:30 PM** at Town Hall for the purpose of a motion to go into Executive Session to conduct interviews of applicants for Town Councilman, Attorney, Engineer, and Accountant and for Town Clerk to notify all applicants and coordinate schedule.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion to bid out surplus equipment

Motion made by Karl Brabenec, 2nd by Gary Spears, to designate the following items of equipment as no longer necessary for municipal purposes and therefore surplus property of the town:

1995 Jeep Grand Cherokee - vin# 1j4gz58s0sc676094

1995 Chevrolet Caprice White - vin# 1g1bl52p7sr189762

Furthermore, that the Town Clerk place an ad requesting bids for the stated surplus equipment and that sealed bids be returned to the Town Clerk's office by close of business on January 15, 2010.

Supervisor Brabenec added that the ad will be placed on the website as well and the vehicles are open for inspection which can be added to the ad. Councilman Spears agreed to amend the motion to include this.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Motion for RFP for Phone Service

Motion made by Karl Brabenec, 2nd by Gary Spears, to place an ad for RFP's regarding the town government's phone service and that sealed bids be returned to the Town Clerk's office by close of business on January 15, 2010.

Supervisor Brabenec stated the reason for this request is due to the Town spending \$1,500 a month on phone service and wants to bid out to Time Warner, Verizon or whoever submits a bid. He thinks this cost is ludicrous.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED**Announcement of Quality Control and Efficiency Report**

Supervisor Brabenec will submit a report to the town board and to the public in the next 60 days regarding recommendations for cost control and efficiency of all town properties and functions in the coming year.

On that note, he made a call to NYSERDA for an energy efficiency survey for all town buildings and as Supervisor and Chief Financial Officer of this town, he will provide a monthly report at the Town Board Meeting detailing the amounts in the accounts so not only the members of this council but the public will be aware of the amounts in the accounts.

Supervisor Brabenec added that even though the Supervisor controls this, the council members have no idea what is going in and out of these accounts and that's when there are surprises. Now the board will give the checks and balances.

Supervisor Brabenec asked if there was anything else under new business. Hearing none, he mentioned Appropriations, Budget and Payment of Bills will be a heading for future reporting of what the Board is requesting.

Motion to pay bills:

Motion by Karl Brabanec, 2nd by Gary Spears, to pay bills that have been signed by three council members. (2009 Vouchers)

*General Fund Abstract #24-Vouchers 697-733 in the amount of \$28,003.78 & Abstract #25-Vouchers 734-757 in the amount of \$12,867.50

*Highway Fund Abstract #23-Vouchers 341-361 in the amount of \$69,074.92

*Street Lights Abstract #12-Voucher 12 in the amount of \$393.19 & Schoolhouse Abstract #4-Vouchers 4-5 in the amount of \$57.17

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED**Communications:**

The Town Clerk read the January letter from the Association of Towns regarding schooling for Town Officials the dates of February 14-17, 2010 at the Hilton New York Towers in New York City. The agenda is in the Town Clerk's Office. All Town Justices and Court Clerks will be held at the Sheraton New York. The delegates need to be put on the Resolution.

Motion to Interview Board Applicants:

Supervisor Brabenec said he had received some letters due to an advertisement for all boards. These are letters of interest besides the incumbents and there should be a date set to interview these applicants. They don't need to interview the

incumbents if they don't want to, but they should grant the courtesy to interview those who have put in their letters of interest. Councilman Spears inquired how many there were and Flo Santini, Town Clerk answered there were not that many.

Motion by Karl Brabenec, 2nd by David Hoovler, to interview applicants on January 11, 2010 at 6:00 p.m., in addition to the Code Enforcement Interviews during Executive Session and that the Council also interview any additional applicants for planning, zoning and police commission, or recreation committee.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED**Closing Comments:**

Councilman Spears mentioned before closing that the next regular Board meeting will be moved to the 11th, rather than the 8th, due to Martin Luther King, Jr. holiday. In addition, he thanked the public for their support and offered his number again and recommended that any issues that were lengthy or involved should be submitted by email or in letterform. They would research the issue and bring it to the meeting.

Councilman Trovei also thanked the town for electing him and appealed to the town for support in passing policies to tighten up the budget and costs. He implored the town members to work in a combined effort to

help advance the town and encourage businesses to come to Deerpark for help with taxes. He also encouraged the town to do business in town instead of driving to Middletown is possible. Councilman Hoovler shared his appreciation and said this meeting should be evidence that this board wants to do things right. He mentioned having books near him during the meetings on how to run a town along with one on town laws. He said he is currently working on a Town Ethics code-a comprehensive Ethics Code applying to every employee, elected official, and everyone who does business with the town. He has met with the town's attorney, Mr. Bavoso. There will be proposals for local law, that will put Deerpark in the forefront of Orange County (if not the Hudson Valley). There are issues of financial disclosure, self-dealing, property ownership making all the people who do business in this town accountable to the residents of the town. A comprehensive Financial Plan should also be forthcoming this winter. They will begin with a three-year plan with projections of expenses and revenues, using the current government accounting standards to do so, which will also put Deerpark in the forefront. This is about Deerpark being the leader in Orange County and that is how he plans to manage from this position. Supervisor Brabenec added that he hopes this will be one of the longest meetings of the year. Future meetings will hopefully be a lot shorter and he hopes those in attendance or watching have noticed that the meetings will be run more efficiently and to the point. There are a lot of things on the table. They will be looking at the Interchange Business District, zoning changes on the Route 6 corridor, and hopefully they will begin attracting businesses to the town to help get the rateables up and the taxes down. Also, they are looking for involvement with alternate Zoning Board and Planning Board members to keep the board functioning when terms are up. They are thinking of possibly creating a Veteran's Committee to organize events for veterans in the Town and perhaps a Youth Committee to get the youth involved with the process of government. He encouraged emails (kbrabenec@gmail.com) and phone calls and asked people to visit the website, which will soon be more user friendly and interactive.

Motion to end the meeting at 9:30 p.m.

Motion made by Gary Spears, 2nd by David Hoovler to end the meeting.

VOTE: 4 AYES: Arthur Trovei, Gary Spears, David Hoovler, Karl Brabenec

MOTION CARRIED

Submitted by,

Florence T. Santini
Town Clerk