

**TOWN OF CHATHAM**  
**Town Board Organizational Meeting Agenda**

Tuesday, January 2, 2024@ 6:30 pm

This Meeting is IN PERSON (Town Hall) For Board Members  
With the Exception of the Occurrence of Extraordinary Circumstances,  
IN PERSON and VIRTUAL for the Public

Google Meet joining info

Video call link: <https://meet.google.com/ovz-rezc-kqf>

Or dial: (US) +1 302-481-5160 PIN: 882 726 760#

- **CALL TO ORDER**
  
- **PLEDGE ALLEGIANCE TO THE FLAG**
  
- **PUBLIC COMMENT**
  
- **NEW BUSINESS:**
  1. Proclamation of Recognition: HONORABLE JAMES F. FORSTER
  2. Restaurant Liquor License Application: (The town board may express an opinion for or against granting of the license. That opinion is deemed part of the record on which the liquor board makes its determination.)

- **RESOLUTIONS:**

**RES. #01-24: To Adopt the Rules of Order of the Town Board of the Town of Chatham, NY.**

*WHEREAS*, Town Law §63 provides that the Town Board may determine the rules of its procedure;  
and

*NOW, THEREFORE BE IT RESOLVED*, that the following Rules of Order of the Town Board of the Town of Chatham, New York.

- A. The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in debate.
- B. The Supervisor, immediately following the opening of every regular meeting of the Board, shall proceed to the regular order of Town business as follows: reception of petitions and other communications addressed to the Town Board, reports of committees, reports of officers and departments and introduction of resolutions and motions.

- C. Public Hearings: It shall be the duty of the Supervisor to preside at all general or special business hearings to instruct all persons addressing the Board to state their names and addresses. At such hearings, the Board may by special rules prescribe the time to be allotted to each speaker and the number of times each speaker may speak.
- D. At the close of the public hearing as provided for in paragraph “3” above, the Supervisor may grant any member of the public in attendance at such meeting a reasonable opportunity to be heard on any question or subject in which the Town or its government is concerned.
- E. Every resolution or motion must be seconded before being put to a vote by the Supervisor and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.
- F. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.
- G. No motion or resolution may be brought to a vote except by the majority consent of those present, unless printed or typewritten copies thereof are presented to each member of the Board prior to the opening of the meeting at which such motion or resolution is offered.
- H. When a question is under debate, no motion shall be entertained unless (a) for an adjournment or recess, (b) for the previous question to lay on the table, (c) to postpone to refer to committee, or (d) to amend. These latter motions are neither amendable nor debatable.
- I. No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.
- J. A majority vote of all the members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum.
- K. If the above stated rules are, or become at any time, in conflict with the statutory law, the statutory law shall take precedence.
- L. No member of the public shall disrupt the formality of a town board meeting.
- M. Any persons speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, unless permitted by the Supervisor or whoever is presiding over the meeting.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #02-24: To set dates of Regular Town Board Meetings.**

To set dates of regular monthly Town Board meetings for 2024 on the third Thursday of each month at 6:30PM.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #03-24: To set Town Board Workshop Meetings.**

To set dates of Town Board Workshop meetings as needed for 2024 on the first Thursday of each month at 6:30PM in the Town Hall.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #04-24: To designate an official newspaper.**

To name **The Register Star** as official newspapers for the Town of Chatham.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #05-24: To designate an official depository.**

To name the **Bank of Greene County** as official Depository for the Town of Chatham.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #06-24: To allow Supervisor to invest funds.**

To allow the supervisor to invest town funds in other banks to obtain the best interest rate for the Town.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #07-24: To pay mileage.**

Mileage expense for Town business is reimbursable at the 2024 prevailing IRS rate per mile.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #08-24: To hire an engineer for the town.**

To hire an engineer for the town on a fee basis as needed.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #09-24: To name an Attorney for the Town.**

To name **Tal G. Rappleyea, ESQ.** as Attorney for the Town of Chatham and each of its Boards on all general matters, at an annual fee of \$10,000.00 paid as a monthly retainer (\$833.33), and to allow payment of \$175/hr. for all litigation or other similar substantial work for the town on a fee basis as needed.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #10-24: To appoint the Accounting Firm as Town Accounting Officer.**

The Accounting Firm of **UHY, LLP, CPA,** shall be the town accounting officer and the accounting duties of the Supervisor shall be and hereby transferred to the accounting officer at an annual cost not to exceed \$35,000.00.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #11-24: To authorize Town Accounting Firm to file Annual Update Document (AUD) Report.**

To authorize the Town Accounting Firm to submit to the Town Clerk, within 60-days after close of the fiscal year, a copy of the Annual Update Document to the State Comptroller in lieu of annual financial report.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #12-24: To authorize the Finance Department and/or Town Accounting Firm to pay bills early.**

To authorize the Finance Department and/or Accounting Firm to pay electric telephone, postage, freight and express claims in advance of audit.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #13-24: To set up petty cash funds.**

To set up Petty Cash Funds of \$100.00 for the Tax Collector, \$200.00 for the Town Clerk, \$100.00 for Recreation Director, \$100.00 for Justice Court and \$100.00 for the Highway Department.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #14-23: To name 1st Deputy Supervisor.**

The Town Board of the Town of Chatham has previously established the position of 1st Deputy Supervisor based upon prior appointments to such position. However, a copy of such resolution is not readily available and thus it is hereby resolved that pursuant to Section 42 of the NYS Town Law, the position of 1st Deputy Supervisor is hereby created and that **Angus Eaton** is appointed as Deputy Supervisor.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #15-23: To name 2nd Deputy Supervisor.**

The Town Board of the Town of Chatham has previously established the position of 2nd Deputy Supervisor based upon prior appointments to such position. However, a copy of such resolution is not readily available and thus it is hereby resolved that pursuant to Section 42 of the NYS Town Law, the position of 2nd Deputy Supervisor is hereby created and that **Destiny Hallenbeck** is appointed as 2nd Deputy Supervisor.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #16-24: To authorize 1st Deputy Supervisor and 2nd Deputy Supervisor to sign checks in the absence of the Supervisor.**

To authorize 1st Deputy Supervisor and 2nd Deputy Supervisor to sign checks in absence of Supervisor.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #17-24: To fix salaries of elected officials.**

To fix salaries of elected officials as follows:

POSITION	# of POSITIONS	ANNUAL SALARY
Councilperson	4	\$ 4,800.00
Highway Superintendent	1	\$ 72,000.00
Justice	2	\$ 15,881.00
Supervisor	1	\$ 14,840.00
Town Clerk/Tax Collector	1	\$ 41,995.00

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #18-24: To appoint a PT Recreation Director.**

To appoint **Mike West** as PT Recreation Director at an annual salary of \$26,933.00.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #19-24: To appoint a Dog Control Officer.**

To appoint **Darrell Dutcher** as Dog Control Officer at an annual salary of \$ 6,000.00.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #20-24: To appoint Park Groundskeeper I & II.**

To appoint **Nicholas Bacarro Sr.** as Part-Time Park Groundskeeper I at a rate of \$19.08 per hour and **Nicholas Bacarro, Jr.** as Part-Time Park Groundskeeper II at a rate of \$18.50 per hour.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #21-24: Justices to name their own Court Stenographers.**

To authorize Justices to name Court Stenographers at the following rates: \$100.00 per hour, Transcript fees: \$5.50 per page; minimum charge \$250.00; and any other fees that may come necessary.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #22-24: To appoint Court Clerks.**

To appoint **Joan Goold**, Full-Time Clerk to Town Justice, at an hourly rate of \$24.03 and **Art Proper**, Part-Time Clerk to Justice Court at an hourly rate of \$18.72.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #23-24: To pay employees bi-weekly.**

To pay Town Clerk/Tax Collector, Deputy Town Clerk, Town Supervisor, Court Clerks, Clerk/Typists, Code Enforcement Officers, Highway Superintendent, Confidential Administrative Assistant to Supervisor, Highway Employees, Recreation Director, and Park & Recreation employees, bi-weekly.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #24-24: To name Chairman, Planning Board.**

To name **Gabriella Sperry** as Chairman, Planning Board.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #25-24: To name Deputy Planning Board Chairman.**

To name **Evan Young** as Deputy Planning Board Chairman.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #26-24: To name 2nd Deputy Planning Board Chairman.**

To name **Gary Martin** as 2nd Deputy Planning Board Chairman.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #27-24: To appoint a member to the Planning Board for a seven-year term.**

To appoint **Kim Wood** to the Planning Board for a seven-year term, 2024-2030.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #28-24: To accept Planning Board Resignation and Advertise for Vacancy**

*WHEREAS*, Town Employee **Angus Eaton** submitted his letter of resignation effective January 1, 2024 from the position of Deputy Planning Board Chairman, and

*THEREFORE*, be it resolved that the Chatham Town Board accepts the resignation letter from Angus Eaton, effective January 1, 2024 and authorizes the Town Clerk to advertise for vacancy.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #29-24: To name Chairman, Zoning Board of Appeals.**

To name **Daniel Persing, Esq.** as Chairman, Zoning Board.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #30-24: To name Deputy Chair, Zoning Board of Appeals.**

To name **Stephen Day** as Deputy Chairman, Zoning Board.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #31-24: To appoint a member to the Zoning Board of Appeals for a five-year term.**

To appoint **Lee Gagne** to the Zoning Board for a five-year term, 2024-2028.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #32-24: To appoint Clerk/Typist for Planning/Zoning Board.**

To appoint **Trish Fallon** as a Part-Time Clerk/Typist to the Planning/Zoning Board, 14-hours per week, at a rate of \$18.50 per hour.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_



**VOTE: AYE:**

**NAY:**

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**RES. #33-24: To appoint Code Enforcement Officer I.**

To appoint **Kent Pratt** as a Part-Time Code Enforcement Officer, 19-hours per week, at a rate of \$36.51 per hour.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #34-24: To appoint Code Enforcement Officer II.**

To appoint **James Quinn** as a Part-Time Code Enforcement Officer, 19-hours per week, at a rate of \$26.54 per hour.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #35-24: To appoint Clerk/Typist for the Building Department.**

To appoint **Ann Formel** as a Part-time Clerk/Typist to the Building Department, 14-hours per week, at a rate of \$18.50 per hour.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #36-24: To appoint a Registrar of Vital Statistics.**

To appoint **Beth Anne Rippel** as a Registrar of Vital Statistics at an annual salary of \$1653.60.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #37-24: To Name Deputy Registrar of Vital Statistics.**

To name **Janie Miller** as Deputy Registrar of Vital Statistics at no salary.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #38-24: To appoint a Records Manager.**

To appoint **Beth Anne Rippel**, Records Manager.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #39-24: To fix wages of Highway Department Employees.**

To fix wages of highway Department Employees for 2024 as per contract.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #40-24: The Town Board of the Town of Chatham authorizes and delegates to the Supervisor, powers and duties of the day-to-day administration and supervision of all Town and special district facilities and employees consistent with and in the furtherance of any and all State and Federal Laws applicable thereto and with any and all local laws, resolutions and policy heretofore and hereafter adopted by this Town Board.**

To authorize and delegate to the Town Supervisor, powers and duties of the day-to-day administration and supervision of all Town and special district facilities and employees consistent with and in the furtherance of any and all State and Federal Laws applicable thereto and with any and all local laws, resolutions and policy heretofore and hereafter adopted by this Town Board.

***FURTHERMORE***, in an effort to keep the Town Board apprised of various particulars of the Supervisor's work, the Supervisor shall send memos to the Town Board members regarding such issues as employment changes, financial approvals of import or any other weighty matters. For more general issues, the Supervisor shall give a monthly report during a regular Town Board meeting summarizing the issues he/she dealt with. Furthermore, the monthly report should include an update containing pertinent information from the County Board of Supervisors and any County Committees our Supervisor sits on, and

***FURTHERMORE***, as the Town Supervisor is a de facto member of all Citizen Advisory Committees and in light of the significant amount of input from such Committees that aid the Board in the governance of the Town, it is suggested that the Supervisor attend Citizen Advisory Committee meetings when the Supervisor believes his/her attendance will move the work of the committee forward or when an Advisory Committee has requested that attendance would be beneficial. The Board strongly encourages the Supervisor to perform these duties as the Supervisor acts as the central coordinator for all town government activities. As needed, the Supervisor may ask the Deputy Supervisor, Board members, staff and /or advisory committees to help with various projects or engagements. However, with this said, a town board may not abdicate or surrender its basic statutory responsibilities to the Supervisor, and

***THEREFORE, BE IT RESOLVED***, that the Chatham Town Board authorizes and delegates to the Town Supervisor the power and duties listed above.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #41-24: To fix salaries of appointed officials and employees.**

<b>TITLE</b>	<b>SALARY</b>	<b>PER</b>	<b>HOURS</b>	<b>PT SCHEDULE</b>
Assessor	\$	Annual	X	X
Board of Assessment Review (3)	\$500 ea.	Annual	X	X
Clerk to Justice Court	\$18.50	Hr.	988	19/hrs. per week
Clerk to Town Justice	\$24.03	Hr.	2080	40/hrs. per week
Clerk/Typist (Assessor)	\$18.50	Hr.	200	As Needed
Clerk/Typist (Building)	\$18.50	Hr.	728	14/hrs. per week
Clerk/Typist (Finance)	\$18.50	Hr.	780	15/hrs. per week
Clerk/Typist (Planning)	\$18.50	Hr.	364	7/hrs. per week
Clerk/Typist (Zoning)	\$18.50	Hr.	364	7/hrs. per week
Code Enforcement Officer I	\$36.51	Hr.	988	19/hrs. per week
Code Enforcement Officer II	\$26.54	Hr.	988	19/hrs. per week
Confidential Admin Asst to Super	\$30.00	Hr.	2080	40/hrs. per week
Deputy Town Clerk I	\$18.82	Hr.	728	14/hrs. per week
Dog Control Officer	\$6,000.00	Annual	X	X
Groundskeeper I	\$19.08	Hr.	744	As Needed
Groundskeeper II	\$18.50	Hr.	176	As Needed
Historian I	\$625.00	Annual	X	X
Historian II	\$300.00	Annual	X	X
Planning Board Chair	\$1,400.00	Annual	X	X
Planning Board Members (6)	\$1,100.00	Annual	X	X

Registrar of Vital Statistics	\$1,654.00	Annual	X	X
Zoning Board Chair	\$1,400.00	Annual	X	X
Zoning Board Members (4)	\$1,100.00	Annual	X	X
Recreation Director	\$26,933.00	Annual	X	X
Waterfront Director	\$18.50	Hr.	280	X
Head Lifeguard	\$16.40	Hr.	X	X
Supervising Lifeguard	\$15.30	Hr.	X	X
Lifeguard	\$15.10	Hr.	X	X
Junior Lifeguard	\$15.00	Hr.	X	X
Head Counselor	\$15.30	Hr.	X	X
Supervising Counselor	\$15.20	Hr.	X	X
Recreation Counselor	\$15.10	Hr.	X	X
Counselor-in-Training	\$15.00	Hr.	X	X

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #42-24: Public Officers Law, Section 18**

**WHEREAS**, the Town Board of the Town of Chatham is authorized by Public Officers Law Section 18 to provide for the defense and indemnification of Town Officers and Employees acting under and within the scope of their duties, and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Chatham hereby confers the benefits contained in Public Officers Law Section 18 upon its Officers and Employees as defined in Public Officers Law Section 18 (2) (b) and resolves to be held liable for the costs incurred under said Public Officers Law Section 18 upon compliance with the terms thereof.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #43-24: To authorize agreement between VFW Post 5933 and the Town of Chatham**

*WHEREAS*, the Town Board shall continue to make payments to the VFW reimbursing its cost not to exceed \$750.00 upon presentation of vouchers for the year 2024 and a certificate of insurance shall be provided to the Town of Chatham naming the town as additional insured, and

*NOW, THEREFORE, BE IT RESOLVED*, the Town Board authorizes the Supervisor to sign the agreement between the Town and the Ghent VFW Post 5933 for 2024.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #44-24: To authorize agreement between the Chatham Center Rural Cemetery Association and the Town of Chatham**

*WHEREAS*, the Town of Chatham is a designated Purple Heart Community that wishes to continue its support of Veterans of the Armed Services, and

*WHEREAS*, funding sources for the placement of Memorial and Veterans Day flags at cemeteries in Chatham Center, Old Chatham, Rayville and surrounding areas has diminished greatly, and

*WHEREAS*, the Chatham Center Rural Cemetery Association has stepped forward to acquire and distribute flags at these locations, and

*WHEREAS*, the Town Board created a budget line in the 2024 Final Budget of \$750.00 to be disseminated upon presentation of vouchers for the year 2024, and

*NOW, THEREFORE, BE IT RESOLVED*, the Town Board authorizes the Supervisor to sign the agreement between the Town and the Chatham Center Cemetery Association for 2024.  
\_\_\_\_\_ seconded motion.

**VOTE: AYE:**

**NAY:**

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**RES. #45-24: To authorize agreement between Senior Citizens Club and the Town of Chatham**

*WHEREAS*, the Town Board shall continue to make payments to the club reimbursing its cost not to exceed \$2,500.00 upon presentation of vouchers for the year 2024 and a certificate of insurance shall be provided to the Town of Chatham naming the town as additional insured, and

*NOW, THEREFORE, BE IT RESOLVED*, the Town Board authorizes the Supervisor to sign the agreement between the Town and the Ghent/Chatham Senior Citizens Club for 2024.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #46-24: To authorize agreement between Meals on Wheels Transportation Volunteers and the Town of Chatham**

*WHEREAS*, the Town of Chatham is dedicated the promotion of senior citizens activities in the Chatham area, and

*WHEREAS*, the Columbia County “Meals on Wheels “program is supported by volunteer drivers, and,

*WHEREAS*, the expenses for such volunteers have risen dramatically, and

*NOW, THEREFORE, BE IT RESOLVED*, the Town of Chatham has created a line item in its 2024 Final Budget of \$500.00 to compensate volunteer drivers for the Meals on Wheels program in an amount not to exceed the 2024 IRS prevailing rate per mile,

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #47-24: To Authorize Supervisor to sign Agreement with Cleaning Service**

*WHEREAS*, the Town of Chatham contracts with Hallenbeck Cleaning Services for janitorial services as an independent contractor, and

*NOW, THEREFORE, BE IT RESOLVED*, that the Town Board authorizes the Supervisor to execute a Janitorial Agreement between the Town of Chatham and Hallenbeck Cleaning Services from January 1, 2024 to December 31, 2024 under the terms contained in the 2024 Agreement.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

**RES. #48-22: To Engage an Independent Instructor for the Crellin Summer Camp Children’s Garden Program**

*WHEREAS*, the Town of Chatham continues to offer a popular program of gardening education for children during its annual summer camp, and

*WHEREAS*, master gardener Shelley Haefner of “Guiding Green Thumbs” offered her program to children attending the 2023 summer camp, and

***NOW, THEREFORE, BE IT RESOLVED***, the Town Board of the Town of Chatham authorizes the Supervisor to execute a contractual agreement with Shelley Haefner of Guiding Green Thumbs to operate the 2024 Children’s Garden program during the Crellin Park summer camp program and to foster other uses that will promote the garden and its efforts.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #49-22: To Engage an Independent Instructor for the Crellin Summer Camp Tennis Program**

***WHEREAS***, the Town of Chatham continues to offer a popular program of tennis and pickleball within the tennis court space for children during its annual summer camp, and

***WHEREAS***, Kyle Schermerhorn offered his program to children attending the 2024 summer camp, and

***NOW, THEREFORE, BE IT RESOLVED***, the Town Board of the Town of Chatham authorizes the Supervisor to execute a contractual agreement with Kyle Schermerhorn to operate the 2024 Tennis and Pickleball Program during the Crellin Park summer camp program.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #50-24: To assign a delegate/alternate to attend the Association of Towns Annual Meeting**

To name **Donal Collins, Supervisor** as the Town of Chatham delegate to attend the 2024 Association of Towns Annual Business Meeting, to be held February 18 through February 21, 2024 with the purpose of electing the President, five vice presidents and voting on the Association’s annual legislative platform and **Angus Eaton** as alternate.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #51-24: To Accept the Financial Abstract as presented to pay the Town Bills.**

***WHEREAS***, the Chatham Town Board accepts the Financial Abstract 13-2023 and Abstract 1-2024 as presented to pay the Town Bills.

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**RES. #52-24: To Appoint Members to the Community Preservation Fund Advisory Board**

**WHEREAS**, the Town of Chatham is dedicated to supporting local farms and preserving its farmland and natural resources, and

**WHEREAS**, the Town Board of the Town of Chatham adopted a Community Preservation Plan by Local Law 1- 2023, and

**WHEREAS**, the Town Board of the Town of Chatham adopted a Community Preservation Fund and Advisory Board by Local Law 2 of 2023, and

**WHEREAS** the Town Board of the Town of Chatham adopted a Real Estate Transfer Tax that was supported by mandatory referendum on November 7, 2023, and

**WHEREAS**, the Town Board of the Town of Chatham wishes to populate its Community Preservation Fund Advisory Board to oversee the management of the Community Preservation Fund through guidance provided in the Community Preservation Plan, and

**NOW, THEREFORE IT BE RESOLVED**, the Town Board appoints the following volunteer members to the Community Preservation Fund Advisory Board:

- Mary Gail Biebel
- Jason Brown
- Tim Mackerer
- Abi Mesick
- Eric Ooms

Offered by: \_\_\_\_\_, seconded motion: \_\_\_\_\_

**VOTE: AYE:**

**NAY:**

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**ADDITIONAL APPOINTMENTS:**

Town Clerk Appointments: <ul style="list-style-type: none"><li>● Deputy Town Clerk</li></ul>	<ul style="list-style-type: none"><li>● Janie Miller</li></ul>
Supervisor Appointments: <ul style="list-style-type: none"><li>● Town Historian</li><li>● Conf. Administrative Asst.</li><li>● Clerk/Typist (Finance)</li></ul>	<ul style="list-style-type: none"><li>● Matthew Meier</li><li>● Tammy Shaw</li><li>● Jennifer Trolenberg</li></ul>



## **MEMBERS AND TERMS OF VARIOUS BOARDS:**

### **PLANNING BOARD**

Gabriella Sperry, Chair	2023-2029
Evan Young, Deputy	2019-2025
Gary Martin, 2nd Deputy	2022('18)-2024
Cindy Meyers	2021-2027
David Everett	2022-2028
Kim Wood	2024-2030
(TBD)	2024 ('20)-2026
(Alternate)	2024

### **ZONING BOARD OF APPEALS**

Daniel Persing, Esq, Chair	2021-2025
Stephen Day, Deputy	2020-2024
Adrianus Ooms	2022-2026
Lee Gagne	2024-2028
Melissa Voores	2023-2027
Alternate (TBD)	2024

### **BOARD OF ASSESSMENT REVIEW**

Marjorie Cartwright	10/01/2022-09/30/2027
Helene Niemeyer	10/01/2021-09/30/2026
Elizabeth Vose	10/01/2020-09/30/2025

## **SUPERVISOR'S TOWN BOARD COMMITTEE APPOINTMENTS**

Disaster Planning/Public Health Safety	Wapner/ Werwaiss
Fire & Building Code	Collins / Eaton
Insurance	Wapner / Werwaiss
Negotiations Committee	Collins / Eaton
Planning & Zoning	Collins / Eaton
Office of Aging Liaison & Youth	Hallenbeck / Collins
Real Property Tax	Wapner / Werwaiss
Technology (cable, broadband, computers)	Hallenbeck / Wapner
Town Facilities(Crellin, Hwy, TH)	Collins / Eaton
Town Policy review	Eaton / Hallenbeck
Village Liaison	Collins

### **COMMITTEE APPOINTMENTS:**

#### **Broadband Committee**

Councilwoman Destiny Hallenbeck, Chair

Councilman John Wapner, Co-Chair

#### **CAC (Conservation Advisory Council)**

Councilman Rick Werwaiss, Chair

Abi Mesick

Linda Laurange

Peter Lyden

Karen Woodfield

Don HegemanKimberly Driessen

Elizabeth Vose

Kathryn Butler

## **CAP (Chatham Agricultural Partnership) Committee**

Henry Corsun, Chair

Supervisor Donal Collins

Gail Day

Courtney McDonnell

Eric Ooms

Mary Gail Biebel

Francois Novotny

Jason Brown

## **Climate Smart Committee**

Councilman Angus Eaton, Chair

Deborah Conrad, Co-Chair

Kathryn Butler

Tara Danadio, CDRPC Representative (non-voting)

Karla Kavanaugh

Melissa Pollack

Eric Wilska

Leila Conners

Lisa Ross

Councilman Rick Werwaiss

## **Columbia County Climate Smart Communities Task Force**

Deborah Conrad

## **Communications Committee**

Tammy Shaw, Chair

Abi Mesick

Melissa Pollack

Beth Anne Rippel, Town Clerk

Councilman John Wapner

Bonnie Schoonmaker

## **Community Preservation Fund Advisory Board**

Mary Gail Biebel

Jason Brown

Tim Mackerer

Abi Mesick

Eric Ooms

## **Environmental Management Council**

Rick Werwaiss

## **Finance & Planning Committee**

David Levow, Chair

Supervisor Donal Collins

John Breault

Tammy Shaw, Conf Adm Asst

Gabriella Sperry, Planning Board Chair

Councilman Rick Werwaiss

Jennifer Trolenberg

Erin Hessman

## **Grants Appropriation Committee**

Bonnie Schoonmaker, Chair

Tammy Shaw, Co-Chair

Supervisor Donal Collins

John Breault

Bob Linville

Gil Chichester

## **Housing Committee**

Councilwoman Destiny Hallenbeck, Chair

Abi Mesick

Donald Mountain

Karen Malina

Bonnie Schoonmaker

Nancy Kleppel

Dale Thiel

Tim Mackerer

## **Invasives Species Awareness Committee**

Abi Mesick

Gary Wemple

Tim Mackerer

Karen Woodfield

Linda Laurange

Bonnie Schoonmaker

Mike West

## **Office of the Aging Advisory Board**

Carol Hegeman

Supervisor Donal Collins, Liaison

## **Parks & Recreation Committee**

Angus Eaton, Chairman

Mike West, Rec Director, Co-Chair

Supervisor Donal Collins

Jody Nesbitt

Anita Fiorillo

Jim Marks

Judi Matthews

Alan Meier

Jay Thorn

## **Traffic Safety Working Group**

Councilwoman Destiny Hallenbeck

## **Zoning Update Committee**

Councilman Angus Eaton, Chair

Councilwoman Destiny Hallenbeck, Co-Chair

Tim Mackerer

Karen Malina

Bonnie Schoonmaker

Abi Mesick

Evan Young

Kent Pratt, CEO

Lee Gagne, Zoning Board of Appeals

- **PUBLIC COMMENT**
- **CONDUCT ANY OTHER BUSINESS THAT COMES BEFORE THE TOWN BOARD**
- **MOTION TO CLOSE MEETING**