

*******DRAFT*******
TOWN OF FORESTBURGH
REORGANIZATIONAL MEETING

JANUARY 6, 2022

ROLL CALL: PRESENT – Daniel S. Hogue, Jr, Supervisor
Steven Budofsky, Councilman
Karen Ellsweig, Councilwoman
Susan Parks-Landis, Councilwoman
Vincent Galligan, Jr, Councilman

Absent –

Recording
Secretary - Joanne K. Nagoda, Town Clerk

- 1. Resolved that the Rules of the Town Board are hereby adopted as the parliamentary rules for the Town of Forestburgh Town Board and all boards that represent the Town of Forestburgh.**
MOTION: Councilman Budofsky, Seconded by Councilwoman Landis. Vote 5 ayes – 0 nays. Motion carried.
- 2. Resolved that the Regular Meetings of the Forestburgh Town Board will be held at the Town Hall, 332 King Road, Forestburgh, New York 12777. Further such meetings shall be held on the first Thursday of each month during the year 2022 and shall commence at 6:00 P.M. prevailing time, unless otherwise changed as provided by law. MOTION: Councilwoman Landis, seconded by Councilwoman Ellsweig. Vote 5 ayes – 0 nays. Motion carried.**
- 3. JEFF BANK, CHASE BANK, WAYNE BANK, M & T BANK AND CATSKILL-HUDSON BANK are designated as those in which certain Town Officials shall deposit the monies coming into their hands by virtue of their offices.**
MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote 5 ayes- 0 nays. Motion carried.
- 4. Resolved that the Investment Policy hereby be adopted as the Investment Policy of the Town of Forestburgh, Sullivan County, New York.**
MOTION: Councilwoman Ellsweig, Councilwoman Landis. Vote: 5 ayes – 0 nays. Motion carried.
- 5. Resolved that the Procurement Policy hereby be adopted as the Procurement Policy for the Town of Forestburgh.**

MOTION: Councilwoman Ellsweig, seconded by Councilwoman Landis. Vote: 5 ayes- 0 nays. Motion carried.

- 6. Resolved that the Code of Ethics hereby be adopted as the Code of Ethics for the Town of Forestburgh.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote 5 ayes – 0 nays. Motion carried.

- 7. Resolved that the Sullivan County Democrat be and is hereby designated as the official Newspaper of the Town of Forestburgh for the year 2022 and further to designate the River Reporter and the Times Herald Record for bidding purposes.**

MOTION: Councilwoman Landis, seconded by Councilman Budofsky. Vote: 5 ayes – 0 nays. Motion carried.

- 8. Resolved that the Supervisor be empowered to pay all fixed bills and obligations when due before an audit of the Town Board including but not limited to utilities, fuel, insurance premiums and debt service.**

MOTION: Councilman Budofsky, Councilwoman Ellsweig. Vote 5 ayes – 0 nays. Motion carried.

- 9. Resolved that monies appropriated under the Town Highway Budget Item 1 in the sum of \$208,660 be expended for the repair, maintenance, and improvement of the 33.63 miles of town roads for the Town of Forestburgh.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes -0 nays. Motion carried.

Resolved that monies appropriated under Town Highway Budget Item 2 see attached agreement for the expenditure of highway monies.

MOTION: Councilman Budofsky, seconded by Supervisor Hogue. Vote: 5 ayes – 0 nays. Motion carried.

- 10. Resolved that the following Town Officers be appointed for the year 2022:**

WELFARE OFFICER	Daniel S. Hogue Jr.
BUDGET OFFICER	Daniel S. Hogue Jr
REGISTRAR OF VITAL STATISTICS	Joanne K. Nagoda
DOG CONTROL OFFICER	Steve Budofsky
RABIES CONTROL OFFICER	Steve Budofsky
BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER	Glenn Gabbard

BUILDING INSPECTOR CLERK	Wendy Wells
COUNTY YOUTH REPRESENTATIVE	Mike Rommel
COUNTY FIRE ADVISORY BOARD REPRESENTATIVE	Zachary Petrowsky
SANITARY INSPECTOR	Daniel S. Hogue, Jr.
ASSESSOR DATA COLLECTOR	Vincent Galligan, Sr Cindy Dodd
PLANNING BOARD SECRETARY	Billie Jean McGinnis
TOWN ENGINEER	Joseph Gottlieb
BOOKKEEPER	Wendy Wells
ASSESSOR CLERK	Cindy Dodd
FIRE INSPECTOR	Glenn Gabbard
COUNTY EMS ADVISORY BOARD	Mike Rommel
RECORDS MANAGEMENT OFFICER	Joanne K. Nagoda
COURT CLERK	Regina Gunther
ZONING BOARD SECRETARY	Billie Jean McGinnis
CULTURAL SERIES/SULLIVAN FIRST	Vacant
NEWSLETTER EDITOR/WEB ADMIN	Wendy Wells

MOTION: Councilwoman Landis, seconded by Councilwoman Ellsweig. Vote: 5 ayes – 0 nays. Motion carried.

- 11. Supervisor Daniel S. Hogue Jr. hereby appoints Councilman Steve Budofsky as Deputy Supervisor of the Town of Forestburgh for the year 2022.**

12. Supervisor Daniel S Hogue Jr. hereby appoints Sabina Toomey as Historian for the Town of Forestburgh for the term of one year.
13. Joanne K. Nagoda hereby appoints Teresa Collins to serve as Deputy Town Clerk/Collector for the year 2022.
14. Joanne K. Nagoda hereby appoints Teresa Collins to serve as Deputy Registrar of Vital Statistics without additional compensation for the year 2022.
15. Resolved that the salaries of the following Town Officials for the Town of Forestburgh for the year 2022 be fixed as follows:

Supervisor	\$25,000.00	Daniel S. Hogue Jr
Deputy Supervisor	600.00	Steve Budofsky
Councilman (4 each \$6,625)	26,500.00	Budofsky, Landis, Galligan & Ellsweig
Town Clerk	42,800.00	Joanne Nagoda
Town Justices 1	7,000.00	Leroy C. Gunther
2	5,000.00	Richard Hugel
Tax Collector	4,500.00	Joanne Nagoda
Superintendent of Highways	53,000.00	Joe Ruggeri
Assessor, Sole	26,400.00	Dennis Ketcham
Assessor Clerk	8,750.00	Cindy Dodd
Building Inspector	16,000.00	Glenn Gabbard
Building Clerk	4,590.00	Wendy Wells
Registrar of Vital Statistics	750.00	Joanne Nagoda
Budget Officer	2,521.00	Daniel S. Hogue Jr
Historian	1,500.00	Sabina Toomey
Dog Control Officer	5,000.00	Steve Budofsky
Records Management Officer	1,500.00	Joanne Nagoda
Sanitary Inspector	200.00	Daniel S. Hogue, Jr.
Bookkeeper	27,000.00	Wendy Wells

MOTION:

16. Resolved that the salaries of the following employees of the Town of Forestburgh for the year 2022 be fixed as follows:

Lifeguards	Minimum wage
Lifeguards w/ WSI	13.87
Deputy Town Clerk	14.00
Part Time Help-Highway	Minimum wage
Temporary Help – Highway	As per contract
Town Hall Maintenance	15.00
Town Hall Cleaning	Pursuant to contract agreement
Board of Assessment Review	51.50 per meeting
Planning Board Chairman	154.50 per meeting

Planning Board Members	51.50 per meeting
Planning Board Secretary	13.20
Zoning Board of Appeals	51.50 per meeting
Zoning Board Secretary	13.20
Assessor Data Collector	not to exceed \$1,000
Accountant	Not to exceed \$12,000
Court Clerk	\$4,000 annually

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes – 0 nays. Motion carried.

- 17. RESOLVED, that pursuant to Section 20 of the Town Law of the State of New York And this resolution of the Town Board, Troy Johnstone of Rourke Law, is hereby retained by the Town of Forestburgh to render such legal services as required by the Town, its Boards, Officers and Agencies. Said attorney shall be hired as an independent contractor for a fee not to exceed period of January 1, 2022, through December 31, 2022. Not to exceed \$27,000 annually. No additional compensation (except reimbursement for disbursements paid by the attorney or set forth below) shall be paid by the Town.**

The attorney shall advise and counsel the Town Board, Town Officials and Agencies, perform legal research and do appropriate correspondence, prepare legal documents and instruments, including contracts and such other matters as may be required by the Town. Litigation fees and expenses for Supreme Court and County Court matters will be billed at an additional One Hundred Seventy-Five Dollars and 00/100 (\$175.00) Dollars per hour over the retainer's sum set forth herein.

MOTION: Councilwoman Landis, seconded by Councilwoman Ellsweig. Vote: 5 ayes – 0 nays. Motion carried.

- 18. Resolved that Town Officials and Employees who are required to use their personal automobiles for Town business be, and shall be, reimbursed for the use of their said vehicles used on official Town business, upon presentation of proper documentation mileage voucher for said use, shall be reimbursed at the rate set by the Internal Revenue Service (currently .58.5 cents per mile).**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes-0 nays. Motion carried.

- 19. Resolved that Edward Pajak be reappointed to the Forestburgh Zoning Board of Appeals for a term of 5 years. Term expires on 12/31/25.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes – 0 nays. Motion carried.

- 21. Resolved that Richard Robbins be appointed to the Forestburgh Planning Board for a term of 7 years. Term to expire on 12/31/27.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote 5 ayes – 0 nays. Motion carried.

- 22. Resolved that Richard Robbins be hereby designated by the Town Board of the Town of Forestburgh to serve as Delegate to the Annual Meeting of the Association of Towns and be it further resolved that Glenn Gabbard be hereby designated by the Town Board of the Town of Forestburgh to serve as Alternate Delegate to the Annual Meeting of the Association of Towns at its business meeting.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote 5 ayes – 0 nays. Motion carried.

Resolved that the Town Board hereby designates the Supervisor to pre-approve the attendance at conferences and training seminars by Town Employees, which must be submitted to the Supervisor by written request for the year 2022.

MOTION: Councilwoman Landis, seconded by Councilwoman Ellsweig. Vote: 5 ayes – 0 nays. Motion carried.

- 23. Resolved the Richard Robbins is hereby appointed Chairperson of the Town of Forestburgh Planning Board for the year 2022.**

MOTION: Councilman Budofsky, seconded by Councilwoman Ellsweig. Vote: 5 ayes – 0 nays. Motion carried.

- 24. Resolved that Carl Amaditz is hereby appointed Chairperson of the Town of Forestburgh Zoning Board of Appeals for the year 2022.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes – 0 nays. Motion carried.

- 25. Resolved that the Town Clerk Joanne Nagoda be appointed marriage officer for the Town of Forestburgh for the year 2022, with no additional compensation.**

MOTION: Councilman Budofsky, seconded by Councilwoman Landis. Vote: 5 ayes – 0 nays. Motion carried.

Supervisor Committees for the year 2022:

- 1. Planning Board & Zoning Board of Appeals-----Vacant**
 - 2. Recreation Committee-----Councilwoman Landis**
 - 3. Memorial Day Ceremony-----Sabina Toomey**
- All other committees to be appointed, as necessary, by Supervisor Hogue.**

MOTION: Councilman Budofsky, seconded by Supervisor Hogue.

Respectfully submitted,

**Joanne K. Nagoda
Town Clerk**

**BOARD OF HEALTH
TOWN OF FORESTBURGH
JANUARY 6, 2022**

Meeting called to order by Supervisor Hogue for the purpose to elect officers for the years 2022.

MOTION: Supervisor Hogue, seconded by Councilwoman Landis.

To elect the following officers for a term of one (1) year:

**President----- Daniel S. Hogue, Jr.
Vice President----- Steven Budofsky
Secretary----- Joanne K. Nagoda
Health Officer----- Dr. Abraham Garfinkel**

Vote: 5 ayes – 0 nays. Motion carried.

Adjournment – MOTION by Supervisor Hogue to adjourn the Board of Health meeting. Meeting adjourned at 6:16 p.m.

Respectfully submitted,

**Joanne K. Nagoda
Secretary**