

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

Minutes of the organizational meeting of the Town Board of the Town Somers held on Thursday evening January 5, 2012 at 7:30 PM at the Town House, 335 Route 202, Somers, New York.

ROLL CALL:

PRESENT:       Supervisor       Mary Beth Murphy  
                  Councilman       Richard G. Clinchy  
                  Councilman       Frederick J. Morrissey  
                  Councilman       Thomas A. Garrity, Jr.

ABSENT:        Councilman       Harold R. Bolton

Also present were Kathleen R. Pacella, Town Clerk, Patricia Kalba, Deputy Town Clerk and Roland A. Baroni, Jr., Town Attorney.

The Supervisor said that it was in order for the Board to enter into an executive session with regard to personnel.

Thereupon motion of Supervisor Murphy, seconded by Councilman Garrity, the meeting was adjourned to an executive session with regard to personnel at 7:30 PM to return that evening.

7:55 PM – meeting reconvened

PUBLIC COMMENT:

There being no one to be heard on motion of Supervisor Murphy, seconded by Councilman Garrity, public comment session was declared closed.

The first section of the agenda was a series of items under Procedures. The Supervisor said with regard to designating an Official Newspaper, she had spoken to the Somers Record about publishing Public Notices and they cannot do at this time but they were working on it.

Thereupon motion of Supervisor Murphy, seconded by Councilman Garrity, it was unanimously,

RESOLVED, that the Town Board Regular Monthly meetings are to be held at the Town House, Somers, on the second Thursday of each month at 7:30 PM or earlier if a motion for executive session is anticipated with monthly work session meeting to be held on the first Thursday of each month at 7:30 PM or earlier if a motion for executive session is anticipated at the Town House. When necessary a third meeting will be held on the third Thursday of each month with the location specified in the notice of the meeting. Special meetings and all other work sessions will be held at the Town House, unless another location is specified in the notice of meeting or resolution calling such special meeting, and further that notice of all meetings and work sessions are given to the Town Board, Town Clerk and media by the Supervisor.

RESOLVED, that the Town Board does hereby adopt the following Town Board Meeting Format for 2012:

1. Pledge of Allegiance.
2. Roll Call.
3. Public Comment.
4. Approval of Minutes.
5. Reports from Department Heads/Town Clerk.
6. Business of the Board – with Parks and Recreation first, then Town Board, and then an alphabetical listing by department and/or topic including communications and resolutions.
7. Other business (including informational items and Board Comments).

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

8. Adjournment.

RESOLVED, that all claims are to be audited by the Town Board at its regular meeting each month; all claims are to be filed with the Town Clerk no later than the Monday before the Town Board Work Session or earlier if directed by the Supervisor. Claims for the following may be paid in advance of audit with appropriate certification and listed on a subsequent Abstract of Audited Vouchers:

- Fuel Oil
- Electricity
- Mail costs
- Telephone service, including cellular telephones
- Health, Dental, Life and Vision Insurance
- Payment for leased vehicles
- Internet Services
- Workers Compensation Insurance
- Post Offices

Department Head or employee submitting claim must assign the proper appropriation code and certify as to correctness of the voucher and that sufficient money exists in the appropriation code. All claims must have the proper supporting documentation, i.e. an original invoice. Only when it can be demonstrated that an original invoice is not available will an e-mail or fax copy be accepted.

RESOLVED, that items for regular monthly agendas shall be received in the Supervisor's Office no later than 12 noon of the Thursday in the week preceding the Town Board work session meeting. The agendas shall be posted on the Community Bulletin Board in the Town House and on the Web Site the Friday before a meeting with copies available to the public and the Town Clerk. No item shall be added to the agenda during the meeting without a majority of Town Board member's approval.

RESOLVED, that vacancies on the various boards and advisory committees shall be announced at least two (2) months, if possible, prior to the meeting at which action is to be taken. In addition, they will be posted on the Web Site.

RESOLVED, that the Town Board does hereby designate The Journal News, Northern Edition, to be the official Town newspaper for the year 2012 with others to be used whenever so designated by the Town Board.

The Supervisor said that the next section on the agenda was a series of items under Financial. Councilman Clinchy said that with regard to Deposit of Funds M&T Bank was not included. The Supervisor said that it needed to be added. Councilman Clinchy asked what the guidelines and limitations were for the State and County Contracts, Purchasing Procedure. The Town Attorney explained that it was where it was more cost effective for the Town to purchase off the State Bid list.

Thereupon motion of Supervisor Murphy, seconded by Councilman Clinchy, it was unanimously,

RESOLVED, that the Town Board does hereby designate the following depositories for Town of Somers funds for the year 2012:

JP MORGAN CHASE

- Debt Service Fund
- General Fund - 2
- Joint Bail Account\*
- Tax Receiver's Account
- Town Justice\*
- Town Justice\*
- Trust & Agency
- Amawalk-Heights Water District
- Amawalk-Shenorock Water District

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

Capital Funds  
Highway Fund  
Parks & Recreation Revolving Fund  
Payroll Account  
Recreation (Builders Fees)  
Somers Sewer District No. 1  
Town Clerk\*

BANK OF AMERICA

General Fund

M&T BANK

Trust & Agency Fund

RESOLVED, that the Town Board does hereby authorize Mary Beth Murphy, Supervisor, as the signer on the above accounts and the Deputy Supervisor as alternate signer, with the exception of the asterisk (\*) accounts; they are signed by the appropriate department heads only.

RESOLVED, that the Supervisor be and hereby is authorized to negotiate and call for bids on Certificates of Deposit (CD) and to automatically renew at the best available interest rate, subject to acceptable Municipal or Federal Bonds securing such monies, and further that a reporting of CD ('s) be presented by the Supervisor to the Town Board at the regular Town Board meeting each month.

RESOLVED, that the Town Board does hereby authorize the Supervisor to deposit monies of the General Fund, Highway Fund and all other Funds in JP Morgan Chase, Bank of America, and M&T Bank as deemed appropriate.

RESOLVED, that the Town Board does hereby name O'Connor, Davies, Munns and Dobbins, LLP 500 Mamaroneck Ave., Suite 301, Harrison, NY 10528 as Town Auditors for the year 2012.

RESOLVED, that the Town Board does hereby authorize reimbursement for Town Officers and employees at \$.555 per mile as set by the Internal Revenue Service for use of their own automobiles when on official town business. The standard mileage rate is intended to cover all costs of operating a personal vehicle while conducting town business. Such costs include: gasoline, oil, maintenance, repairs, insurance and vehicle registration fees. Also, authorize reimbursement for Town Officers and employees necessary telephone calls made in connection with town business upon submission of properly executed vouchers.

RESOLVED, that the Procurement Policy and Procedures for the purchase of goods or services as set in the Town Board resolution of January 2, 1992 and as amended on August 11, 2005, February 9, 2006, October 12, 2006 and February 11, 2010 have been reviewed. That resolution states that each prospective purchase shall be evaluated to determine the applicability of General Municipal Law Section 103. It also provides guidelines to aid in the required evaluation. As a result of this review, it has been determined that the existing Procurement Policy and Procedures should continue to be utilized for all purchasing activities by the Town.

RESOLVED, that the Town Board does hereby authorize the review of Investment Policy to comply with the primary objective listed:

- a. To conform with all applicable federal, state and other legal requirement (legal);
- b. To adequately safeguard principal (safety);
- c. To provide sufficient liquidity to meet all operating requirements (liquidity); and
- d. To obtain a reasonable rate of return (yield).

**INVESTMENT POLICY FOR THE TOWN OF SOMERS**

**SOMERS, NEW YORK**

**I. SCOPE**

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

**II. OBJECTIVES**

The primary objectives of the local government's investment activities are, in priority order,

- to conform with all applicable federal, state and other legal requirements (legal);
- to adequately safeguard principal (safety);
- to provide sufficient liquidity to meet all operating requirements (liquidity); and
- to obtain a reasonable rate of return (yield).

**III. DELEGATION OF AUTHORITY**

The governing board's responsibility for administration of the investment program is delegated to the Supervisor who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

**IV. PRUDENCE**

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of Somers to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

To ensure a competitive rate of return, the Supervisor will seek quoted interest rates from at least three banks before placing the Town's funds with the highest bidder, and will also report if a bank passes on a quote.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**V. DIVERSIFICATION**

It is the policy of the Town of Somers to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

**VI. INTERNAL CONTROLS**

It is the policy of the Town of Somers for all moneys collected by any officer or employee of the government to transfer those funds to the Supervisor within two days of or for deposit, or within the time period specified in law, whichever is shorter, with the exception of the Town Clerk's funds as specified by law.

The Supervisor is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are

executed in accordance with management’s authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

**VII. DESIGNATION OF DEPOSITORIES**

The banks and trust companies are authorized for the deposit of monies up to the maximum amounts of \$45,000,000.00.

**VIII. COLLATERALIZING OF DEPOSITS**

In accordance with the provisions of General Municipal Law, Section 10, all deposits of the Town of Somers, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of “eligible securities” with an aggregate “market value” as provided by GML Section 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.

2. By an eligible “irrevocable letter of credit” issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.

3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

**IX. SAFEKEEPING AND COLLATERALIZATION**

Eligible securities used for collateralizing deposits shall be held by a Designated bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events, which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Town of Somers or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

**X. PERMITTED INVESTMENTS**

## JANUARY 5, 2012 – ORGANIZATIONAL MEETING

As authorized by General Municipal Law, Section 11, the Town of Somers authorizes the Supervisor to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts;
- Certificates of deposit;
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York;
- Obligations issued pursuant to LFL Section 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the Town of Somers;
- Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments;
- Certificates of Participation (COPs) issued pursuant to GML Section 109-b; Obligations of this local government, but only with any moneys in a reserve fund established pursuant to GML Sections 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the Town of Somers within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Town of Somers within two years of the date of purchase.

### **XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS**

The Town of Somers shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments, which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Town of Somers. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Supervisor is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

### **XII. PURCHASE OF INVESTMENTS**

The Supervisor is authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.
3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Town of Somers by the bank or trust company. Any

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

**XIII. REPURCHASE AGREEMENTS**

Repurchase agreements are authorized subject to the following restrictions:

- All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
- No substitution of securities will be allowed.
- The custodian shall be a party other than the trading partner.

**XIV. AUDIT**

At the time independent auditors conduct the annual audit of the accounts and financial affairs of the Town of Somers, the independent auditors shall audit the investments of the Town for compliance with the provisions of this investment policy.

**APPENDIX A  
SCHEDULE OF ELIGIBLE SECURITIES**

- (i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- (ii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligations that represents the amount of the insurance or guaranty.
- (iii) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.

RESOLVED, that the Town Board does hereby authorize review policy for Capitalization of Property, Plant & Equipment formerly Fixed Asset Policy to comply with GASB 34 and other State and Federal Laws.

**PURPOSE:**

To establish capitalization thresholds for the Town's property, plant and equipment which are required for accounting and reporting purposes by the Governmental Accounting Standards Board Statement No. 34 (GASB 34)

**CAPITALIZATION THRESHOLDS:**

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

Accountability

Property, plant and equipment with an expected useful life of one year or more (benefiting or providing services in future periods), subject to the Cost threshold of \$1,000 or more, will be inventoried and recorded in the asset management system.

Capitalization

Capital assets are major assets that benefit more than a single fiscal year and subject to the cost threshold of \$5,000 or more. These assets will be inventoried and recorded in the financial records.

RESOLVED, that all purchases made by Departments, where practical and cost effective, be made under New York State and Westchester County and Putnam County Contracts if possible and according to the established procurement policy of the Town Board.

RESOLVED, that the Town Board does hereby establish the following Police and the Dog Control Officer's Reimbursement Rates for the year 2012:

The Holiday Pay Rate is set at 150% of the hourly rate in effect at time of service.

The Reimbursement Rate is set at 150% of the hourly rate in effect at the time of service, with a three (3) hour minimum.

The Holiday Reimbursement Rate is set at 150% of the hourly rate in effect at time of service, with a three (3) hour minimum.

RESOLVED, that the Town Board does hereby adopt the following reimbursement rates for engineering reviews and inspections, SEQR reviews and secretarial services related to SEQR for 2012:

|                                  |          |
|----------------------------------|----------|
| Supervisor                       | \$118.76 |
| Supervisor's Secretary           | 75.71    |
| Town Clerk                       | 90.12    |
| Deputy Town Clerk                | 63.08    |
| Director of Finance              | 105.35   |
| Bookkeeper                       | 49.35    |
| Senior Account Clerk             | 64.86    |
| Principal Engineering Technician | 94.82    |
| Engineer Senior Office Assistant | 71.43    |
| Planner                          | 98.84    |
| Planning Secretary               | 68.78    |
| Building Inspector               | 105.27   |
| Assistant Building Inspector     | 87.50    |
| Building/Zoning/IACT             | 48.05    |

RESOLVED, that the Town Board does hereby authorize the Water District Superintendent to request proposals for equipment rental rates from local contractors and upon receipt of the proposed rental rates adopt the highest rate as the maximum hourly rental rate and, further, that the Water Superintendent use the contractor with the lowest rate whenever possible, for equipment hired and personnel used for Water District improvements, repair and maintenance operations in the year 2012.

The next series of items were with regard to Highway. The Supervisor said that under Equipment and Rental Rate they needed to award the 2012 Highway Material Bids with the exception of Street Signs. She announced the Deputy Superintendent of Highways and the Secretary to the Superintendent of Highways as appointed by the Superintendent of Highways.

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

Thereupon motion of Supervisor Murphy, seconded by Councilman Clinchy, it was unanimously,

RESOLVED, that the Town Board does hereby authorize the Superintendent of Highways where practical and cost effective to purchase items under New York State and Westchester County and Putnam County Contracts if possible and according to the established Procurement Policy of the Town Board.

RESOLVED, that the Town Board does hereby authorize the Superintendent of Highways to request proposals for equipment rental rates from local contractors and upon receipt of the proposed rental rates adopt the highest rate as the maximum hourly rental rate and further that the Superintendent of Highways use the contractor with the lowest rate whenever possible, for equipment hired and personnel used for highway improvements, repair and maintenance operations and the removal of snow and ice during the year 2012.

RESOLVED, that the Town Board does hereby authorize the Superintendent of Highways to expend monies for the purchase of equipment, tools and implements (other than bid items) and hourly equipment rental, up to the value of \$10,000.00 without prior approval of the Town Board.

RESOLVED, that the Town Board does hereby approve and execute Agreement for the expenditure of Highway monies for the year 2012.

RESOLVED, that the Town Board does hereby set the following rates of pay for Highway Employees for the year 2012 as recommended by the Highway Superintendent:

|                                 |                             |
|---------------------------------|-----------------------------|
| Heavy Motor Equipment Operator  | \$20.61 to \$30.29 per hour |
| Motor Equipment Operator        | \$18.50 to \$29.33 per hour |
| Motor Equipment Operator/Welder | \$18.75 to \$29.33 per hour |
| Road Maintenance Foreman        | \$23.00 to \$32.45 per hour |
| Road Maintainer                 | \$16.00 to \$21.64 per hour |
| Skilled Road Maintainer         | \$18.75 to \$23.32 per hour |
| Seasonal Employees              | \$ 9.00 to \$30.00 per hour |
| Sr. Auto Mechanic               | \$25.90 to \$31.01 per hour |
| Auto Mechanic Helper            | \$18.74 to \$23.32 per hour |

RESOLVED, that the Superintendent of Highways announced the appointment of Louis N. Noto, Jr. as Deputy Superintendent of Highways at an annual salary of \$72,024.00 to serve at the pleasure of the Superintendent of Highways pursuant to Section 32 of Town Law for a term ending December 31, 2012.

RESOLVED, that the Superintendent of Highways announced the appointment of Catherine A. DiSisto as Secretary to the Superintendent of Highways at an annual salary of \$33,495.00 to serve at the pleasure of the Superintendent pursuant to Section 32 of the Town Law for a term ending December 31, 2012.

The Supervisor said that the next section was with regard to Appointments.

Thereupon motion of Supervisor Murphy, seconded by Councilman Morrissey, it was unanimously,

RESOLVED, that the Town Board does hereby approve the annual salary of Kathleen R. Pacella, Election Liaison at \$2,500.00 and Patricia Kalba, Election Liaison at \$500.00 per annum for a term January 15, 2012 to January 14, 2013.

RESOLVED, that the Town Clerk does hereby announce the appointment of Patricia Kalba as Deputy Town Clerk at an annual salary of \$42,630.00 to serve at the pleasure of the Town Clerk for a term January 1, 2012 to December 31, 2012.

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

RESOLVED, that the Town Board does hereby appoint Kathleen R. Pacella Registrar of Vital Statistics for the term January 1, 2012 to December 31, 2012, to be compensated as revenues occur.

RESOLVED, that the Registrar of Vital Statistics does hereby announce the appointment of Patricia Kalba as Deputy Registrar of Vital Statistics for the term January 1, 2012 to December 31, 2012 to serve without compensation in the absence of the Registrar.

RESOLVED, that the Supervisor announces the designation of Richard W. Nicholson as Deputy Supervisor to serve at the pleasure of the Supervisor to a term ending December 31, 2012.

RESOLVED, that Tax Receiver Joan Ribaldo announced the appointment of Stephanie Brewer as Deputy Tax Receiver at an annual salary of \$23,617.00 to serve at the pleasure of the Tax Receiver to a term January 1, 2012 to December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint Barry Singer as Chairman of the Affordable Housing Board to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint John Alfonzetti as Chairman of the Architectural Review Board at an annual salary of \$1,200.00 to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint Michael Barnhart as Chairman of the Open Space Committee to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint James Papa as Chairman of the Parks and Recreation Board at an annual salary of \$1,200.00 to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby appoint R. John Currie as Chairman of the Planning Board at an annual salary of \$2,500.00 to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint Pamela Guerrerio as Chairman of the Substance Abuse Council to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby appoint Clifford Wohlberg as Chairman of the Somers Zoning Board of Appeals at an annual salary of \$1,500.00 to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby reappoint Alexander J. Vigliotti as Deputy Chief to the Bureau of Fire Prevention to a term ending December 31, 2012.

RESOLVED, that the Town Board does hereby appoint Robert Russell as Deputy Chief to the Bureau of Fire Prevention to a term ending December 31, 2012..

RESOLVED, that the Town Board does hereby reappoint Herbert N. Oringel as Chairman of the Somers Energy Environment Committee to serve at the pleasure of the Board to a term ending December 31, 2012..

The Supervisor said that the next item under Appointments was with regard to the Supervisor.

The Supervisor announced the reappointment of Doris Jane Smith as Town Historian at an annual salary of \$1,500.00 to a term ending December 31, 2012.

The Supervisor announced the reappointment of Barbara J. Sherry as Confidential Secretary to the Supervisor at an annual salary of \$54,609.00 to a term ending December 31, 2012.

Thereupon motion of Supervisor Murphy, seconded by Councilman Morrissey, it was unanimously,

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

RESOLVED, that pursuant to Section 29, Sub. 10A of Town Law, the Supervisor is hereby directed to submit to the Town Clerk, within 90 days after the close of the fiscal year, a copy of the report to the State Comptroller, required by Section 30 of General Municipal Law, and the Town Clerk shall cause notice of the report to be published within ten days after receipt thereof in the official newspaper.

RESOLVED, that the Town Board does hereby authorize attendance by Town Officials and employees at the annual meeting of the Association of Towns of the State of New York on February 19, 2012 – February 22, 2012, and to be reimbursed for any necessary and customary expenses in the usual manner, except for overnight stay in New York City.

The next item was a series of items under Appointments and Contracts. The Supervisor read the Liaison list and asked if there was any place they wanted to be added. She said that Councilman Morrissey had indicated that they would like to be added to Police and Fire. Councilman Clinchy said that he would like to be added to Parks and Recreation and Highway.

Thereupon motion of Supervisor Murphy, seconded by Councilman Morrissey, it was unanimously,

RESOLVED, that the Town Board does hereby accept the “Consulting Services Proposal from Frederick P. Clark Associates as outlined in proposal from David H. Stolman, AICP, PP dated December 31, 2010 and authorizes the Supervisor to execute same for the calendar year 2012.

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute proposal from Roland A. Baroni, Esq. of Stephens, Baroni, Reilly & Lewis, LLP as Town Attorney for the Town of Somers per letter dated January 1, 2012.

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute an agreement with Ira Levy, Attorney at Law as special counsel for some specific Tax Certiorari Proceedings for the calendar year 2012 per letter dated September 7, 2011.

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute proposal from Ernest R. Stolzer, Esq., Bond Schoeneck & King, PLLC dated November 1, 2010 as special labor counsel for special labor issues for the Town of Somers for the calendar year 2012.

RESOLVED, that the Town Board does hereby accept the proposal for engineering support for 2012 from Woodard & Curran per letter dated December 30, 2010 and authorizes the Supervisor to execute same.

RESOLVED, that the Supervisor announces the Town Board Liaisons as follows:

|   |   |
|---|---|
| Building Department and Zoning Board of Appeals | Councilman Morrissey                      |
| Budget, Audit, Finance and Taxes                | Supervisor Murphy                         |
| Cable Television                                | Councilman Bolton                         |
| Highway   | Supervisor Murphy & Councilman Clinchy    |
| Library   | Councilman Clinchy                        |
| Intergovernmental Affairs                       | Councilman Morrissey                      |
| Planning and Engineering                        | Supervisor Murphy                         |
| Police and Fire                                 | Councilmen Garrity & Councilman Morrissey |
| Parks and Recreation                            | Councilman Garrity & Councilman Clinchy   |
| Refuse and Recycling                            | Councilman Clinchy                        |
| Water and Sewers                                | Councilman Bolton                         |
| Assessment and Real Estate                      | Councilman Clinchy                        |

JANUARY 5, 2012 – ORGANIZATIONAL MEETING

|                                     |   |
|-------------------------------------|---|
| Landmarks and Historic Preservation | Supervisor Murphy                         |
| Court Administration                | Councilman Bolton                         |
| Open Space Committee                | Councilman Morrissey                      |
| Risk Management                     | R.Spadaccia,W.Kehoe&Councilman<br>Garrity |

RESOLVED, that the Town Board does hereby appoint Barbara Lloyd as Service Officer for the Town of Somers for the term January 1, 2012 to December 31, 2012 to service without compensation.

The Supervisor said that the next section was with regard to Salaries and Standard Work Day. She said that she wanted to acknowledge the Resolution that does require that newly elected Officials that year needed report their work activities for a 3 month time period, all other Elected Officials needed report their work activities for a 1 month time period they had to do last year. The Supervisor said this was going to be done in the Spring but wanted everyone to keep in mind that they to make track of their time within the first 150 days of the year.

Thereupon motion of Supervisor Murphy, seconded by Councilman Clinchy it was unanimously,

RESOLVED, that the Town Board does hereby adopt resolution setting salaries and longevity payments (where applicable) of Town Officials & Employees for the year commencing January 1, 2012.

RESOLVED, that the Town Board does hereby acknowledge the change in regulation which defines the process of reporting work activities for elected and appointed officials.

Thereupon motion of Councilman Garrity, seconded by Supervisor Murphy, the meeting was adjourned at 8:05 PM.

---

Town Clerk