

1

MOTION - ADOPT RULES OF PROCEDURE AND SET TOWN BOARD MEETINGS - 2019

Motion by Council _____,

Seconded by Council _____

That the Town Board of the Town of New Windsor adopt the Rules of Procedure for the year 2019 pursuant to Section 43 of the Town Law and pursuant to the copy hereto attached to the minutes, marked #1. Also that the Town Clerk be authorized to advertise regarding Town Board meeting dates, pursuant to the Freedom of Information Law, Public Officers Law, Article #7.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

2

MINUTES

MOTION BY COUNCIL_____

SECONDED BY COUNCIL_____

That the Town Board of the Town of New Windsor approve the Minutes of the Public Hearing regarding the Repeal of Local Law 4-2018, the Minutes of the Public Hearing regarding Local Law Authorizing Holding Purchase Money Mortgages and the Minutes of the Town Board Meeting, all held on December 5, 2018, as per the copies posted on the Town Clerk's bulletin board in the Town Hall, and same distributed to each of the Town Board Members.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

5

MOTION – AUTHORIZE TOWN CLERK TO ADVERTISE FOR BIDS – ONE (1) 12.35 CU.YD. DUMP BODY WITH WING AND TWO TRIP EDGE PLOWS.

MOTION BY COUNCIL_____

SECONDED BY COUNCIL_____

That the Town Board of the Town of New Windsor authorize the Town Clerk to advertise pursuant to law, calling for sealed bids for the purchase of one (1) 12.35 cu.yd. dump body with wing and two trip edge plows. Bids shall be received and publicly opened on January 31, 2019 at 10:00 A.M. (local time) at the office of the Town Clerk, 555 Union Avenue, New Windsor, New York. The Town Board of the Town of New Windsor reserves the right to reject any and/or all bids.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

6

MOTION – APPOINT SUPERVISOR OF REFUSE/GARBAGE AND SET SALARY

Motion by Council_____

Seconded by Council_____

that the Town Board of the Town of New Windsor approve the appointment of **Anthony E. Fayo** as Supervisor of Refuse and Garbage and set salary at **\$22,000.00** for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

13

MOTION – APPOINT AND SET SALARY FOR REGISTRAR OF VITAL STATISTICS

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor appoint **Deborah Green**, Registrar of Vital Statistics and set the salary at **\$4,000.00**, as budgeted for the year 2019.

Roll Call:

Motion Carried:

Town Board Agenda: January 9, 2019

14

MOTION – APPOINTMENT OF FOIL OFFICER

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor appoint **Town Clerk Deborah Green** as FOIL Officer to handle all FOIL (Freedom of Information Law) requests for 2019.

Roll Call:

Motion Carried:

Town Board Agenda: January 9, 2019

15

MOTION – APPOINTMENT OF FOIL APPEALS OFFICER

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor appoint **Town Attorney David Zagon**, FOIL Appeals Officer for the year 2019.

Roll Call:

Motion Carried:

Town Board Agenda: January 9, 2019

16

MOTION - APPROVE APPOINTMENT OF CIVIL DEFENSE DIRECTOR

Motion by Council _____,

Seconded by Council _____

That the Town Board of the Town of New Windsor approve the appointment of **Robert Doss** as Civil Defense Director for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

17

MOTION – RETAIN SERVICES OF ACCOUNTING FIRM – NUGENT & HAEUSSLER, P.C.

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

That, the Town Board of the Town of New Windsor authorize the retention of the accounting firm, Nugent & Haeussler, P.C., 101 Bracken Road, Montgomery, New York, to conduct the annual audit for Town of New Windsor for the year ended December 31, 2018 and authorize compensation in accordance with the December 12, 2018 retainer letter submitted by said accounting firm.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

18

MOTION - SET SALARY FOR DEPUTY SUPERVISOR

Motion by Council _____,

Seconded by Council _____

That the Town Board of the Town of New Windsor set the salary for the Deputy Supervisor at **\$2,500.00** annually, as budgeted for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

19

MOTION – APPOINT TOWN HISTORIAN

Motion by Council_____

Seconded by Council_____

that the Town Board of the Town of New Windsor approve the appointment of **Glenn Marshall** as Town Historian for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

20

MOTION - DESIGNATE OFFICIAL TOWN DEPOSITORIES

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor designate the following banks as the Official Town Depositories:

JP Morgan Chase Bank	New Windsor
Key Bank	New Windsor
Manufacturers & Traders Trust Company	New Windsor
Orange County Bank & Trust Company	New Windsor
Capital One Bank N.A.	New Windsor
NYLAF (New York Liquid Asset Fund)	

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

21

MOTION - SIGN AND COUNTERSIGN TOWN CHECKS

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor authorize the Town Supervisor, **George A. Green** to sign all checks and Comptroller, **John Finnegan** to countersign same and permit said Supervisor and Comptroller to use a facsimile signature when necessary.

Roll Call:

Motion Carried:

Town Board Agenda: January 9, 2019

22

MOTION - AUTHORIZE TOWN SUPERVISOR AND TOWN COMPTROLLER TO OPEN TIME DEPOSIT ACCOUNTS

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor Authorize the Town Supervisor and Town Comptroller to open Time Deposit Accounts and Day of Withdrawals with the Town's official depositories, for the purpose of investing idle funds.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

23

MOTION - NAME OFFICIAL NEWSPAPER

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor name **The Orange County Post** the official Town newspaper for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

24

MOTION - NAME OFFICIAL RADIO STATION

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor name WGNV the official radio station for the year 2019.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019



MOTION - BENEFITS FOR FULL TIME EMPLOYEES NOT COVERED BY LABOR/MANAGEMENT CONTRACTS

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor adopt the following resolution regarding employee benefits for eight (8) Town of New Windsor full time employees not covered by labor/management agreements or individual employment contracts.

BE IT RESOLVED that the same benefits set forth in the current CSEA contract shall apply in full to the following employees:

Supervisor's Administrative Assistant	Clerk to Supervisor
Deputy Receiver of Taxes	Deputy Town Clerk
Police Chief's Secretary	Deputy Comptroller
Secretary/Paralegal to Town Attorney	
Confidential Secretary to Highway Superintendent	

AND BE IT FURTHER RESOLVED that this resolution supersedes all previous resolutions including but not limited to the resolutions dated January 5, 1972, February 1, 1978 and June 21, 1978.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

31

MOTION - AUTHORIZE SIGNING OF CERTIFICATE OF INSURANCE

MOTION BY COUNCIL_____

SECONDED BY COUNCIL_____

That the Town Board of the Town of New Windsor authorize the signing of the Certificate of Insurance, Public Employees Dishonesty Bond for the period from December 24, 2018 to December 24, 2019, with reference to the Receiver of Taxes.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

32

MOTION – DELEGATION OF ADMINISTRATIVE DUTIES TO SUPERVISOR.

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

That, pursuant to Town Law Section 29(16), the Town Board of the Town of New Windsor authorize and delegate to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees consistent with and in furtherance of any and all State and Federal Laws applicable thereto and with any and all local laws, resolutions or policies heretofore or hereafter adopted by this Town Board.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

34

MOTION – ADOPT INVESTMENT POLICIES AND GUIDELINES

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

That the Town Board of the Town of New Windsor adopt the Investment Policies and Guidelines document as per the attached.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

(35)

MOTION – ADOPT 2019 STANDARD SCHEDULE OF FEES

MOTION BY _____

SECONDED BY _____

That the Town Board of the Town of New Windsor adopt the Standard Schedule of Fees for 2019 as attached.

In Order to provide for a consolidated schedule of fees and to allow for annual review and modification of fees involving the administration of town ordinances and regulations, the Town Board deems it in the public interest to establish the Standard Schedule of Fees for the Town of New Windsor for the year 2019.

The fees as adopted may be viewed in the Town Clerk's office during normal business hours.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

36

MOTION – RESOLUTION – ADOPT PROCUREMENT POLICY.

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

WHEREAS, New York State General Municipal Law Section 104-b requires municipalities to adopt internal policies and procedures governing all procurement of goods and services which are not required to be made pursuant to the competitive bidding requirements of NYS GML Section 103;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of New Windsor hereby adopt the attached Procurement Policy in accordance with Section 104-b of the New York State General Municipal Law.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

37

MOTION – AUTHORIZE SUPERVISOR TO EXECUTE & CONFIRM DEPARTMENT HEAD CONTRACTS.

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

That the Town Board of the Town of New Windsor authorize the Supervisor to execute Department Head contract for the Town Attorney and confirm Department Head Contracts for the following positions:

Town Comptroller

Chief Information Technology Officer

as authorized by Town Law Section 29(16) and previous resolutions of the Town Board.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

49

MOTION – RESOLUTION - AUTHORIZE SUPERVISOR TO APPROVE RECEIPT OF FUNDS AND EXECUTE CONTRACT – ORANGE COUNTY YOUTH BUREAU – SUMMER CAMP PROGRAM & JUVENILE AID BUREAU.

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

WHEREAS, the County of Orange has funds to be distributed to local municipalities for recreational and police purposes for the year 2019; and

WHEREAS, the Town of New Windsor does wish to participate in said program;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of New Windsor approve the receipt of said funds in the total amount of \$14,024 from the Orange County Youth Bureau and authorize the Supervisor to execute all necessary contracts and documentation with regard to available funds.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

51

**MOTION –APPOINTMENT - PLANNING BOARD ATTORNEY –
VERONICA A. MC MILLAN, ESQ**

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor appoint Veronica A. McMillan Esq., 299 Windsor Highway, New Windsor, New York, Planning Board Attorney for 2019, effective immediately.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

52

**MOTION – APPOINT - TNW ASSESSMENT BOARD OF REVIEW –
ALICE BIASOTTI**

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor appoint Alice Biasotti, 217 Summit Drive, New Windsor, New York to the Assessment Board of Review. Term shall begin immediately and expire 09/30/2023.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

53

MOTION – AUTHORIZE ADVERTISEMENT FOR BIDS – ST. JOSEPH’S PLACE DRAINAGE IMPROVEMENTS PHASE 2 (CDBG FY 2018).

MOTION BY COUNCIL _____

SECONDED BY COUNCIL _____

That the Town Board of the Town of New Windsor authorize the Town Clerk to advertise, pursuant to law, calling for sealed bids for the St. Joseph’s Place Drainage Improvement Project Phase 2 which shall be received and publicly opened on the 28th day of February, 2019 at 10:00 AM (local time) at the office of the Town of New Windsor Town Clerk, 555 Union Avenue, New Windsor, New York. The Town Board of the Town of New Windsor reserves the right to reject any and/or all bids.

ROLL CALL:

MOTION CARRIED:

TOWN BOARD AGENDA: January 9, 2019

56

**MOTION – AUTHORIZE SOLICITOR’S PERMIT – POWER HOME
REMODELING GROUP, LLC**

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor authorize a Solicitor’s Permit submitted by Doug Perry, Power Home Remodeling Group, LLC, Brookfield, CT to solicit free estimates on energy efficient retrofits for residential home owners in the Town of New Windsor. Permit shall be obtained from the Town Clerk’s Office.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

57

MOTION – AUTHORIZE SOLICITOR’S PERMIT – NICHOLAS JULIANO, JR.

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor authorize a Solicitor’s Permit submitted by Nicholas Juliano, Jr., 279 Ridge Road, Chester, New York to solicit solar power door to door in the Town of New Windsor. Permit shall be obtained from the Town Clerk’s Office.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

58

MOTION - APPOINT TO BUREAU OF FIRE PREVENTION

Motion by Council _____

Seconded by Council _____

That the Town Board of the Town of New Windsor appoint the following members to the Bureau of Fire Prevention. All terms begin immediately:

Paul Decker	Vails Gate FD	Term expires December 31, 2021
Francis Bedetti III	Vails Gate FD	Term expires December 31, 2021
Thomas VanZandt	Quassaick FD	Term expires December 31, 2021
Michael Saylor	Quassaick FD	Term expires December 31, 2021
Jeffery Barrett	Civilian Member	Term expires December 31, 2021

Roll Call:

Motion Carried:

Town Board Agenda: January 9, 2019

59

MOTION -APPOINTMENT TO TNW PLANNING BOARD -
DAVID SHERMAN

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor appoint David Sherman, 219 Summit Drive, New Windsor, New York to the Town of New Windsor Planning Board. Term shall begin immediately and expire on December 31, 2023.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019

60

**MOTION –APPOINT TO TNW ZONING BOARD OF APPEALS –
MICHAEL KANE**

Motion by Council_____

Seconded by Council_____

That the Town Board of the Town of New Windsor appoint Michael Kane, 105 Shaker Court North, New Windsor, New York Chairman of the Town of New Windsor Zoning Board of Appeals. Term shall begin immediately and expire on December 31, 2023.

ROLL CALL:

MOTION CARRIED:

Town Board Agenda: January 9, 2019