

Organizational Meeting  
January 3, 2024 pm  
9:30am

Members Present: Supervisor Wolf, Councilperson Gansowski, Councilperson Judd, and Councilperson Haight. Councilperson Morningstar joins after his appointment.

Supervisor Wolf states that this meeting is live at Town Hall and is being recorded. The information has been posted to the website and the recording will be posted to the website within five business days.

Supervisor Wolf calls the 2024 Organizational Meeting to order and opens the meeting with the Pledge of Allegiance.

Supervisor Wolf states for the record that whenever the Town Board does a resolution, a roll call vote is needed.

Supervisor Wolf notes that the courtroom is not set up as it normally is because it is set up for the ORES Hearings regarding Shepherd's Run which are scheduled to take place on January 9<sup>th</sup> and 10<sup>th</sup>. Each day there will be two sessions at 1:30 and 6:00pm. Anyone who has a view is encouraged to sign up. Sign up must be done in advance. The information can be found on the town website.

Supervisor Wolf introduces the Town Board Members, Councilperson Gansowski, Councilperson Judd, and Councilperson Haight.

Supervisor Wolf states that the first order of business is to appoint a person to serve on the Town Board for the seat that became vacant when he was elected Supervisor.

**TOWN OF COPEN**  
**RESOLUTION**  
**Number 1 of January 3, 2024**

**A Resolution to Appoint a New Member to fill the vacant seat on the Town Board, such term to end on December 31, 2024, and such seat to be subject to election in November, 2024**

**RESOLVED**, that the Town Board of the Town of Copake, does hereby appoint Will Morningstar to fill the vacant seat on the Town Board, such term to end on December 31, 2024, and such seat to be subject to election in November, 2024.

Roll Call Vote The foregoing Resolution, offered by Councilperson Gansowski and seconded by Councilperson Haight, was duly put to a roll call vote as follows:

Resolution No. 1  
Dated January 3, 2024  
Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

Councilperson Gansowski adds that he thinks with Councilperson Morningstar's youth and farming knowledge, he thinks it will be a perfect fit.

### **Approval of Engagement Letters**

A motion was made by Councilperson Gansowski and seconded by Councilperson Judd to continue in 2024 with letters of engagement from John Tingley, and Ken Dow.

All in favor. Motion approved.

Supervisor Wolf states that at this time, we will now consider a series of resolutions.

## **TOWN OF COPEN RESOLUTION Number 2 of January 3, 2024**

### **A Resolution regarding Appointment and Designations**

**Resolved** that the Town Board does hereby make or reaffirm the following official appointments and designation for the year 2024, all appointments to continue at the pleasure of the Board unless otherwise noted:

Town Attorney: John Tingley, Gilchrist & Tingley PC  
Attorney for ZBA and Planning Board: Ken Dow, Attorney at Law  
Attorney for Shepherd's Run Application and for ancillary services relating to renewable energy siting: Wisniewski Law PC  
Attorney for Labor & Employment issues: Elena DeFio Kean  
Town Accountant: Robert H. Patterson, CPA  
Registrar of Vital Statistics: Lynn M. Connolly  
Handicapped Parking Permit Issuing Agenda: Lynn M. Connolly  
Code Enforcement Officer/Building Inspector: Erin Reis  
Part-time Court Clerk: Lisa DeConti  
Park Superintendent: William Gregory  
Assessor's Clerk—Clerk Typist: Lorraine Strohmier  
Board of Assessment Review — Clerk/Typist: Liana Gaston  
Code Enforcement/Building Inspector Clerk/Typist: Linda Senk  
Zoning Board Secretary — Clerk/Typist: vacancy to be advertised and appointed  
Planning Board Secretary — Clerk/Typist: Lisa DeConti  
Building Custodian and Booking Agent: Robert Callahan  
Person-in-Charge of the William Cemetery: Robin Bruce

Dog Control Officer: Kyle Miller

Summer Camp Program Director: vacancy to be advertised and appointed

Assistant Summer Camp Program Director: vacancy to be advertised and appointed

Editor of the Copake Connection: Roberta Roll

Roll Call Vote The foregoing Resolution, offered by Supervisor Wolf and seconded by Councilperson Judd, was duly put to a roll call vote as follows:

Resolution No. 2

Dated January 3, 2024

Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes
	Councilperson Morningstar	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

At this time Supervisor Wolf asks for the Town Boards authorization for him to sign the renewal contract with Columbia County MIS in which he receives.

**TOWN OF COPEN**  
**RESOLUTION**  
**Number 3 of January 3, 2024**

**A Resolution regarding Salaries and Stipends**

**Resolved** that the salaries for the year beginning January 1, 2024 shall be affixed at the amounts hereafter stated and that the salaries shall be paid at the time specified:

<u>Position</u>	<u>Salary/Wage</u>	<u>Basis payable</u>
Budget Officer	\$1500/year	Monthly
Councilperson (4)	\$4500/year	Monthly
Highway Superintendent	70,211/year	Bi-weekly
Supervisor	\$14,000/year	Monthly
Admin. Asst. to the Supervisor	\$25.75 per hour	Bi-weekly
Deputy Supervisor	\$1,000/year	Monthly
Justice (2)	\$12,360/year	Monthly
Town Clerk/Tax Collector	\$46,865/year	Bi-weekly

Registrar of Vital Statistics	\$750/year	Bi-weekly
Deputy Town Clerk (2)	\$19.00 per hour	Monthly
Sole Assessor	\$31,930/year	Bi-weekly
Code Enforcement Officer	\$33,475/year	Bi-weekly
Code Enf. Secretary/Clerk-Typi	\$19.00 per hour	Bi-weekly
Part-time Court Clerk	\$20.60 per hour	Bi-weekly
Park Superintendent	\$8,240/year	Bi-weekly
Custodian/Booking Agent	\$19,426/year	Monthly
Animal Control	\$4,378/year	Monthly
Park Maintenance Worker	\$15-\$20 per hour	Bi-weekly
Assessor's Clerk/Clerk-Typist	\$19.00 per hour	Bi-weekly
BAR Secretary/Clerk-Typist	\$19.00 per hour	Monthly
Planning Secretary/Clerk-Typist	\$19.00 per hour	Bi-weekly
ZBA Secretary/Clerk-Typist	\$19.00 per hour	Bi-weekly
Summer Program Director	to be determined	Bi-weekly
Asst. Summer Program Director	to be determined	Bi-weekly
Summer Park Counselor (1st year)	\$15.00 per hour	Bi Weekly
Summer Park Counselor(2nd yr.)	\$15.25 per hour	Bi-weekly
Summer Park Counselor (3rd yr.)	\$15.50 per hour	Bi-weekly
Summer Park Counselor (4th yr.)	\$16.00 per hour	Bi-weekly

**Further resolved** that the Stipends for the year beginning January 1, 2024 shall be affixed at the amounts hereinafter stated and that these stipends shall be paid on or before December 31, 2024.

<u>Position</u>	<u>Amount</u>
Historian	\$700
Planning Board Chair	\$500
Planning Board Member (6)	\$400
Zoning Board of Appeals Chair	\$500
Zoning Board of Appeals Member (4)	\$400
Person-in-Charge of the Williams Cemetery	\$300
BAR Chair	\$200
BAR Members	\$150

Roll Call Vote The foregoing Resolution, offered by Supervisor Wolf and seconded by Councilperson Morningstar, was duly put to a roll call vote as follows:

Resolution No. 3  
Dated January 3, 2024  
Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes
	Councilperson Morningstar	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

**TOWN OF COPAKE  
RESOLUTION  
Number 4 of January 3, 2024**

**A Resolution regarding Expenditures by and for Departments**

**BE IT RESOLVED**, that a department head (Town Clerk, Assessor, Building Inspector, Zoning Board Chair or Planning Board Chair) or the Park Commission may authorize an expenditure for equipment not to exceed two hundred fifty dollars (\$250) without prior approval of the Town Board, provided that any such expenditure is made within the amount budgeted for the line item applicable to such expenditure, and that the department head shall promptly approve and provide a voucher for any such expenditure, to be subsequently audited by the Town Board; and

**BE IT FURTHER RESOLVED**, that the Park Superintendent may authorize an expenditure for equipment not to exceed five hundred dollars (\$500) without prior approval of the Town Board, provided that any such expenditure is made within the amount budgeted for the line item applicable to such expenditure, and that the Park Superintendent shall promptly provide a voucher for any such expenditure, to be subsequently audited by the Town Board; and

**BE IT FURTHER RESOLVED**, that in the Supervisor may authorize an expenditure not to exceed five hundred dollars (\$500) without prior approval of the Town Board, provided that any such expenditure is made within the amount budgeted for the line item applicable to such expenditure, and that the Supervisor shall promptly provide an invoice for any such expenditure, to be subsequently audited by the Town Board; and

**BE IT FURTHER RESOLVED**, that committees may not authorize the expenditure of funds without prior approval of the Town Board; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is authorized to purchase all necessary supplies, stationery and dockets on behalf all departments not to exceed the total budgeted amounts for such purchases included in the current year budget as part of each department's budgeted .4 account, in accordance with the approved Town Procurement Policy; and

**BE IT FURTHER RESOLVED**, that notwithstanding the above, in the case of an emergency, the Supervisor may authorize the expenditure by a department head (Town Clerk, Assessor, Building Inspector, Zoning Board Chair or Planning Board Chair) of an amount not to exceed two thousand five hundred dollars (\$2,500) without prior approval of the Town Board, provided that prior approval is obtained from the Town supervisor and the supervisor provides prior notice by email to all Board members of the nature of the emergency, the amount to be paid and the identity of the recipient vendor, and provided that any such expenditure is made within the amount budgeted for the line item for the type of such expenditure. The department head shall promptly approve and provide a voucher for any such

expenditure, to be audited by the Town Board as soon as is reasonably possible, but no later than the next Town Board meeting.

Roll Call Vote The foregoing Resolution, offered by Supervisor Wolf and seconded by Councilperson Judd, was duly put to a roll call vote as follows:

Resolution No. 4  
Dated January 4, 2024  
Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes
	Councilperson Morningstar	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

**TOWN OF COPEN**  
**RESOLUTION**  
**Number 5 of January 3, 2024**

**A Resolution regarding Highway Wages and Hours**

**BE IT RESOLVED**, that Effective January 1, 2024 the wage rate for Motor Equipment Operator shall be \$25.00 per hour. The Shop Foreman shall receive \$25.50 per hour. The Deputy Highway Superintendent shall receive \$26.00 per hour.

**Be it further resolved**, that holidays, vacation and sick days for Highway employees are per the current contract, with the additional holiday of Juneteenth (June 19th).

Roll Call Vote The foregoing Resolution, offered by Councilperson Gansowski and seconded by Councilperson Haight, was duly put to a roll call vote as follows:

Resolution No. 5  
Dated January 3, 2024  
Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes
	Councilperson Morningstar	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

### **Highway Matters**

A motion was made by Supervisor Wolf and seconded by Councilperson Morningstar to accept all County, State, and National Purchasing Program and Sourcewell Bids for material and equipment that the Town may need to acquire in the course of the year.

All in favor. Motion approved.

Highway Superintendent has made the following appointments:

Deputy Highway Superintendent-Jeremy Holdridge  
Limited Seasonal Use-Sunset Rock Road

A motion was made by Councilperson Haight and seconded by Councilperson Gansowski to approve the 2024 Snow and Ice Policy.

All in favor. Motion approved.

A motion was made by Councilperson Gansowski and seconded by Councilperson Judd to approve the 284 Agreement.

All in favor. Motion approved.

A motion was made by Councilperson Morningstar and seconded by Councilperson Gansowski to approve and authorize the Supervisor to sign the Inter Municipal Agreement between the Town and the Taconic Hills Central School District.

All in favor. Motion approved.

Supervisor Wolf mentions that the Town has been informed that the new IRS reimbursement rate for mileage is \$.67 per mile.

A motion was made by Supervisor Wolf and seconded by Councilperson Haight to continue in 2024 to continue the long standing practice of convening Town Board Meetings at the Copake Town Hall also providing access online on the second Thursday of each month at 7:00pm with the exemption of the month of August when the monthly Town Board meeting will be held on the second Saturday of the month at 9:00am.

All in favor. Motion approved.

## Board Member Appointments

Supervisor Wolf made the following personal appointments for 2024:

Budget Officer-Richard T. Wolf  
Deputy Supervisor-Stanley Gansowski  
Confidential Administrative Assistant-Gwen Menshenfriend  
Town Historian-Howard Blue

Town Clerk Lynn Connolly appoints Liana Jensen as Deputy Town Clerk/Tax Collector and Deputy Registrar of Vital Statistics for 2024.

### **TOWN OF COPENAK RESOLUTION Number 6 of January 3, 2024**

#### **A Resolution regarding Planning Board Appointment**

**BE IT RESOLVED**, that the Town Board hereby appoints Julie Cohen as Chair of the Planning Board.

Roll Call Vote The foregoing Resolution, offered by Councilperson Haight and seconded by Councilperson Morningstar, was duly put to a roll call vote as follows:

Resolution No. 6  
Dated January 3, 2024  
Copake, New York

Roll Call Vote.	Supervisor Wolf	yes
	Councilperson Gansowski	yes
	Councilperson Judd	yes
	Councilperson Haight	yes
	Councilperson	yes

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Lynn M. Connolly, Town Clerk

(seal)

January 3, 2024

Supervisor Wolf refers the appointment of Deputy Chair to the Planning Board.

Supervisor Wolf mentions that there is a vacancy on the ZBA for a secretary and three vacant seats on the Park Commission that we will continue to advertise for.

Supervisor Wolf makes the following Town Board Member appointments to serve as liaison to committees:



Assessor's Office-Supervisor Wolf  
Bicentennial Committee-Supervisor Wolf

Supervisor Wolf appointed himself to continue in his role in organizing the response of the Town to the Shepherd's Run Solar project.

Conservation Advisory Committee-Councilperson Judd  
Copake Economic Development Advisory Committee-Councilperson Morningstar  
Ethics Board-Councilperson Morningstar  
Parks Commission-Councilperson Gansowski  
Planning Board-Councilperson Haight  
Roads Advisory Committee-Councilperson Haight  
Zoning Board of Appeals-Councilperson Judd  
Code Enforcement Officer-Councilperson Gansowski  
Street lights and insurance-Town Board  
Refuge and auditing-Town Board  
Internal Audits-Councilperson Judd

Supervisor Wolf appointed Councilperson Judd to conduct the audit which is required pursuant to Section VII, Subdivision D. Paragraph 2.a. of the Policy Manual.

A motion was made by Councilperson Gansowski and seconded by Councilperson Morningstar to engage the services of Robert Patterson to conduct audits of the Town Clerk and Tax Collector and the Justice Court.

All in favor. Motion approved.

Supervisor Wolf announces that he was at a meeting at the Board of Supervisors and heard that there is additional thinking on the county level of the possibility of them seeking to engage a host management committee countywide for the purpose of monitoring short term rentals but the real agenda seems to be the opportunity to start imposing like a hotel room occupancy tax to create additional revenue source for the county. If they were to do that, it is yet to be determined the amount of that would go to the town in where the short term rental is. The problem that this creates for us is some uncertainty as to what we do ourselves to begin working with our own host managing company to monitor what is going on and it is not at all clear yet whether we are going to be able to do that because the county seems set on trying to have towns refrain from entering into those kinds of contracts so that they'll be more towns that sign up for the county's version if and when it happens, therefor by reducing the cost each individual town. Supervisor Wolf hopes that by the January Supervisors meeting there will be some clarity on this.

Supervisor Wolf appointed himself to continue in his role in organizing the response of the Town to the Shepherd's Run Solar project.

A motion was made by Supervisor Wolf and seconded by Councilperson Haight to go into Executive Session to discuss potential litigation matters.

All in favor.

A motion was made by Councilperson Gansowski and seconded by Councilperson Morningstar to come out of Executive Session.

All in favor. Motion approved.

Supervisor Wolf states that Councilperson Judd has informed him that they are under something of a deadline to get our EV Charging Station reimbursements.

A motion was made by Supervisor Wolf and seconded by Councilperson Gansowski that Councilperson Judd be authorized to sign on behalf of the town to get the EV Charging Station reimbursements without objection.

All in favor. Motion approved.

A motion was made by Councilperson Judd and seconded by Councilperson Morningstar that the meeting be adjourned.

All in favor. Motion carried.

Respectfully submitted,