

TOWN OF ESSEX

PO Box 355
2313 Main Street
Essex, New York 12936

Edward Gardner
Supervisor

Patricia Gardner
Town Clerk

TOWN COUNCIL:

Claire LaPine
Bryan Garvey
James LaForest
Gretel Schueller

Organizational Meeting January 4, 2016 6:00pm

Supervisor Gardner opened the meeting with the Pledge of Allegiance. He asked the town clerk to read the legal ad for the meetings.

ROLL CALL:	Councilperson LaPine	x
	Councilperson Garvey	x
	Councilperson LaForest	x
	Councilperson Schueller	Absent
	Supervisor Gardner	x

Town Clerk read letter from Tina Gardner, Wastewater Operator requesting water and sewer be two separate committees because there are many things needing attention at the plant. She also had attached information from NYRWA offering free assistance setting up a sustainability plan which will be required by DEC in the near future. This requires a separate board. After some discussion, it was decided that the request will be held until a presentation next month from Steve Grimm.

Resolution 1-2016

RULES OF PROCEDURE

The following rules of procedure shall govern all meetings held by the Town of Essex with the Town Board and Supervisor presiding, in an order and manner consistent with established rules and procedures:

The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in the best interest and conduct of the meeting.

The Supervisor, immediately following the opening of every regular meeting of the Town Board, shall proceed to the regular order of town business as follows: Salute to the Flag, Roll call. At this time the public shall be invited to address their comments or questions to the Town Board for an allotted time of (3) minutes each per person.

Any person invited to speak to the Town Board shall address and direct his/her remarks to the Town Board as a whole, not to other members of the audience in an attempt to elicit public debate.

No member of the public shall be allowed to engage in any demonstration, distraction, disruption, or any other conduct inconsistent with being able to conduct an official order of business during a meeting.

Following Public comment comes the approval of previous minutes, discussion of communications addressed to the Town Board, introduction of resolutions and motions, reports of committees and subcommittees, and reports of officers and departments.

In addition, every resolution or motion must be seconded before being put to a vote by the Supervisor and all resolutions or motions shall be duly recorded in their entirety in the official minutes of the Town Board.

Supervisor's appointments for 2016:

Deputy Supervisor: Claire LaPine (Town Law S 42)

Clerk to Supervisor: Catherine DeWolff

Payroll Clerk/Bookkeeping: Donna Haynes

Town Historian: Shirley LaForest

2016 Standing Committees:

Highway: Bradley French, Gerald Pierce, Mark Wrisley

Water and Wastewater: Ron Jackson, Chair, Derrick Wrisley, Claire Laine, Tina Gardner

Online Media: Pat Gardner, Catherine DeWolff, Maureen DeLaughter

Buildings and Grounds: Bryan Garvey, Gretel Schueller, Lauren Murphy, Claire LaPine, Louis Comeau

Personnel and Salary Review: Bryan Garvey, Donna Haynes, Claire LaPine

Emergency Response Plan: Ronald Jackson, Bradley French, Frank Walls, Kyle Wrisley, Norma Goff, Essex County EMS

Youth Commission: Claire LaPine, Bryan Garvey, Gretel Schueller

Grange Hall: Claire LaPine, James LaForest, Andy Buchannan, Jan Terlouw,

Strategic Planning: Claire LaPine, Bryan Garvey

Planning Board: Jim Van Hoven (Chair), David Hislop, Mark Walker, Derrick Wrisley, Olive Alexander, Tom Stransky, Jan Fortune

Policy Committee: James LaForest, Gretel Schueller and 2-5 members

Assessment Review Board: Colleen Van Hoven, Chair, Jay White, Alicia Kelly

Zoning Board of Appeals: Kevin DeLaughter, Chair, Jonathan White, Frank Walls, Jonathan Pribble, James Graves

Town Clerk's appointments for 2016 (Town Law S 30 (10) :

Deputy Town Clerk – Dorothy Renadette

Deputy Tax Receiver - Dorothy Renadette

Deputy Registrar and Vital Statistics - Dorothy Renadette

Appointments of the Town Board for 2016:

Water Operator: Derrick Wrisley

Health Officer:

Attorney for the Town: Reginald Bedell

Chair of the Zoning Board of Appeals: Kevin DeLaughter

Zoning and Codes Enforcement Officer: Lauren Murphy

Animal Control Safety Officer: Contractual Agreement via Shared Services w/ Willsboro

Water Superintendent Assistant: James Morgan

Chair of the Board of Assessors: David Sayre

Wastewater Treatment Plant Operator: Tina Gardner

Wastewater Treatment Plant Operator Assistant: Carrie Wade

Highway Superintendent's appointments for 2016:

Deputy Highway Superintendent - Gerald Pierce

Motion Made As Amended By: Bryan Garvey Seconded By: Claire LaPine

Row Call Vote:	Yes	No
Councilperson LaPine	x	
Councilperson Garvey	x	
Councilperson LaForest	x	
Councilperson Schueller	Absent	
Supervisor Gardner	x	

Row Call Vote:	Yes	No
Councilperson LaPine	x	
Councilperson Garvey	x	
Councilperson LaForest	x	
Councilperson Schueller	Absent	
Supervisor Gardner	x	

Motion by Bryan Garvey to adjourn.