**VILLAGE OF COXSACKIE**

**ORGANIZATIONAL MEETING**

**APRIL 4, 2016**

Mayor Mark Evans called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

The Annual Organizational meeting was preceded by the swearing in of newly elected officials including Trustee Joseph Ellis and Trustee Dianne Ringwald all sworn in by Town of Coxsackie Justice Wanda Dorpfeld.

The following appointments were announced by Mayor Evans.

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| Deputy Clerk/Treasurer | Kristin Griffin |
| Highway Superintendent | Robert DeLuca |
| Animal Control Officer | Richard Macleod |
| Code Enforcement Officer  | Michael Ragaini |
| Village Attorney | Jason Shaw |
| Village Engineer | Delaware Engineering |
| Village Health Officer | Dr. Stephen Hassett |

A motion to approve the above appointments was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to appoint Robert J. Van Valkenburg Jr. as a Planning Board member for a 1 year term of April 2016-April 2017 was made by Trustee Hanse and seconded by Trustee Ellis. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to appoint Peter Willis as Chairman of the Zoning Board and Gerald Griffin Jr. and Geraldine Weidel as members on the Zoning Board was made by Trustee Hanse and seconded by Trustee Ringwald. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

The following committee appointments were announced by Mayor Evans.

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| Department of Public Works. | Trustee Ringwald | Trustee Hanse | Mayor Evans |
| Real Property/Buildings | Trustee Sutton | Trustee Hanse | Mayor Evans |
| Liaison/Town Government | Trustee Hanse | Trustee Ellis | Mayor Evans |
| Water Rates/Wireless Meters | Trustee Sutton | Trustee Hanse | Mayor Evans |
| Streets/Sidewalks/Lighting | Trustee Sutton | Trustee Hanse | Mayor Evans |
| Personnel | Trustee Ringwald | Trustee Ellis | Mayor Evans |
| Beautification/Parades | Trustee Ringwald | Trustee Ellis | Mayor Evans |
| Youth and Recreation | Trustee Hanse | Trustee Ringwald | Mayor Evans |
| Public Docks/Parks | Trustee Ringwald | Trustee Ellis | Mayor Evans |
| Health and Safety | Trustee Ringwald | Trustee Hanse | Mayor Evans |
| Audit/Finance/Procurement | Entire Board  |

The following Department Liaisons were announced by Mayor Evans.

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| --- | --- | --- |
| Public Works Department | Trustee Ringwald | Mayor Evans |
| Water Department | Trustee Sutton | Mayor Evans |
| Waste Water Department | Trustee Sutton | Mayor Evans |
| Code Enforcement | Trustee Hanse | Mayor Evans |
| Fire Department | Trustee Sutton | Mayor Evans |
| Police Department | Trustee Ellis | Mayor Evans |
| Planning Board | Trustee Hanse | Mayor Evans |
| Zoning Board of Appeals | Trustee Hanse | Mayor Evans |

Mayor Evans announced his appointment of Stephen Hanse as Deputy Mayor.

Disclosure

All Elected officials must disclose any conflicts of interest.

Trustee Dianne Ringwald said that she had no known conflicts of interest.

Trustee Joseph Ellis said that he had no known conflicts of interest.

Mayor Mark Evans disclosed that he works for State Telephone and should the Village have to vote on a matter involving State Telephone he will recuse himself from taking action.

Trustee Stephen Hanse said that he had no known conflicts of interest.

Trustee Paul Sutton said that he had no known conflicts of interest.

A motion to set the second Monday of each month at 7:00 p.m. as the Regular Monthly Board of Trustees meeting and a monthly Workshop Meeting on Thursday prior to the monthly Board meeting at 6:00 p.m. at Village Hall at 119 Mansion Street, with both meetings open to the public was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to set the Village Clerk’s office hours as Monday thru Friday from 8:00 a.m. to 4:00 p.m. was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to name The Daily Mail, and the Greene County News as the official newspapers for the Village of Coxsackie was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to designate the Village of Coxsackie Municipal Building at 119 Mansion Street, Griffin’s Market on 273 Mansion Street, the U.S. Post Office on Reed Street, Stewart’s on Route 9W and the Tops Market in Hope Plaza as the official posting places was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to name the National Bank of Coxsackie as the official depository for the Village of Coxsackie was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to set the third Saturday and Sunday, July 16 and 17, 2016 as Village wide yard sale days in the Village of Coxsackie was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to appoint Dianne Ringwald as Chairperson of the Yard Sale Day was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to hold Village Wide Clean-up Day on Saturday, June 4, 2016 was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the established procurement policy was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to set New Year’s Day, Martin Luther King Day, President’s Day, Memorial Day, July 4th, Labor Day, Columbus Day, General Election Day, Veteran’s Day, Thanksgiving Day, the Friday after Thanksgiving and Christmas Day as the official holiday’s for the Village of Coxsackie was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A roll call vote was taken on Resolution No. 42016 setting the mileage rate at .54 cents per mile for the use of a personal vehicle for employees performing official duties on behalf of the Village of Coxsackie. Mayor Evans voted yes. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The resolution was approved.

A roll call vote was taken on Resolution No. 52016 to allow for attendance of officials and employees at various meetings and conferences. Mayor Evans voted yes. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The resolution was approved.

A roll call vote was taken on Resolution No. 62016 for advanced payment of claims for electric, fuel oil, propane, cell phones, postage, freight and express charges. Mayor Evans voted yes. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The resolution was approved.

A motion to approve the Memorial Day Parade being held in the Village of Coxsackie on Monday May 30th at 1:00 p.m. with the parade route starting at Appleblossom Lane and proceeding down Mansion Street was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the National Bank of Coxsackie to accept Village tax payments at any branch on behalf of the Village at no cost was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to hold a public hearing on April 21, 2016 at 6:45 p.m. to present the proposed tentative budget of the Village of Coxsackie for the 2016-2017 fiscal year was made by Trustee Ellis and seconded by Trustee Ringwald. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to adjourn the Organizational Meeting was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Ellis voted yes. Trustee Hanse voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried and the meeting was adjourned at 7:10 p.m.

Respectfully Submitted,

Nikki Bereznak

Clerk