

Resolution #1, 2022

RESOLUTION - APPOINTMENTS – 2022

RESOLVED: that the Town Board of the Town of Lumberland does hereby appoint the following to their respective offices:

ATTORNEY FOR THE TOWN

Michael B. Mednick– General Counsel

Scott A. Russell – Prosecutor – Traffic Court

CODE ENFORCEMENT OFFICER

Charles Nystrom

CODE ENFORCEMENT CLERK

Patricia Potter

BUILDINGS CUSTODIAN

William Kanoff

BUILDINGS MAINTENANCE PART-TIME

Harold Westfall

COMPUTER TECHNICIAN

Jeff Chorba

CONFIDENTIAL ASSISTANT/ BOOKEEPER

Gary Klopchin

CONSTABLES

Patrick Cahill – Chief Administrative Constable

Robert Maas – Sergeant Administrative Constable

Ronald Schneider

Fawn Schneider – Dog Control Officer

COURT CLERK

Anna Seniw

CULTURAL SERIES

Frank Schwarz - Director

Charlotte Kaufman - member

Christine Smetaniuk – member

Ana Grichetchkine - member

Oksana Krupka - member

Vacant- member

Sarah Mitchell – member

GRANT COORDINATOR

Frank Schwarz

HEALTH OFFICER

Vacant

HISTORIAN / MUSEUM

Frank Schwarz

PARKS COMMISSIONER

Donald F. Hunt, Jr.

PART TIME CLERK TO THE SUPERVISOR-

Derian Fritz

PLANNING BOARD Appointments

| | |
|--|----------------------------------|
| Douglas Dobrzynski, Chairman | Term to expire December 31, 2022 |
| Van Krzywicki, Vice Chairman | Term to expire December 31, 2022 |
| Patricia Potter, Clerk | Term to expire December 31, 2022 |
| Jacqueline Ricciani, Planning Board Attorney | Term to expire December 31, 2022 |
| Edward Gavalla, Member | Term to expire December 31, 2028 |
| _____ Member Edzenga) | Term to expire December 31, 2024 |
| _____ Alternate, Member | Term to expire December 31, 2022 |
| _____ Alternate, Member | Term to expire December 31, 2022 |

RECORDS MANAGEMENT /PER DIEM CLERK

Michele DeGroat

REGISTRAR (DEPUTY)

Michele DeGroat

SENIOR CENTER ADVISORY COMMITTEE

RSVP -----

Senior Club ----- Sheila Hocker

Nutrition Site -----

Senior Center----- Sheila Hocker

SOCIAL SERVICES OFFICER

Jenny R. Mellan

Social Services Deputy-

Derian Fritz

(1st DEPUTY) TOWN CLERK / TAX COLLECTOR

Michele DeGroat Approved Dec 8, 2021

TOWN ENGINEER

Joseph Gottlieb

TOWN ENGINEER SECONDARY

John D. Fuller

UPPER DELAWARE COUNCIL DELEGATES

Nadia Rajszt – Delegate

Vacant – Alternate

UPPER DELAWARE SCENIC BYWAYS DELEGATES

Susan Fraysse Russ- Delegate

Vacant-- Alternate

ZONING BOARD OF APPEALS Appointments

| | |
|--|----------------------------------|
| David Riley, Chairman | Term to expire December 31, 2022 |
| Terri Fountain, Vice-Chairman | Term to expire December 31, 2022 |
| Patricia Potter, Clerk | Term to expire December 31, 2022 |
| Jacqueline Ricciani, Attorney for Zoning Board | Term to expire December 31, 2022 |
| Daniel Edzenga, Member | Term to expire December 31, 2026 |
| Eric Brown, Alternate member | Term to expire December 31, 2022 |

MOTION TO ALL APPOINTMENTS: Councilman Sherman:

SECOND: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Councilman Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #1A, 2022

RESOLUTION - APPOINTMENTS – 2022

RESOLVED: that the Town Board of the Town of Lumberland does hereby
appoint the following to their respective offices:

SUPERVISOR APPOINTMENT

Deputy Supervisor - Leigh A. Sherman

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

ROLL CALL VOTE :4-0

Supervisor Mellan: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

Deputy Supervisor Sherman: Abstain

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #1B, 2022

RESOLUTION – TOWN BOARD DESIGNEE –
TOWN BOARD MEETINGS

WHEREAS: The Town Board of the Town of Lumberland is in need of designating a member of the Town Board to open and preside over any meeting where at least 3 Board members are in attendance and both the Supervisor and Deputy Supervisor are not present, and

WHEREAS: The designee shall be Town Board member Zoriana Gingold, and

WHEREAS: any action taken at any given meeting where the Supervisor and Deputy Supervisor are not in attendance would need to be passed by a unanimous vote of the majority present, and any other vote would be nullified.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland authorize Town Board member Zoriana Gingold to have the authority to open and preside over any Town Board meeting that at least 3 Board members are in attendance and both the Supervisor and the Deputy Supervisor were not present.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 4-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

Councilwoman Gingold: Abstain

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 2, 2022

RESOLUTION – SALARIES

RESOLUTION: that the Town Board of the Town of Lumberland does hereby determine the salaries of the following Town Officials for the fiscal year 2022 at the rates stated. However, no salary shall be in excess of the amount shown in the Notice of Public Hearing upon the Preliminary Budget for the year stated above.

| OFFICER | SALARY | PAYABLE |
|---|---------------|----------------|
| Councilman 4 @ \$7,947. Each/Year | \$31,788. | Monthly |
| Town Justices 2 @ \$10,560 Each/Year | \$21,120. | Monthly |
| Justice Court Clerk Wednesday's 9:00- 3:00 | \$10,170. | Monthly |
| Supervisor | \$23,232. | Monthly |
| Deputy Supervisor (\$79.00 per month) | \$948. | Monthly |
| Conf. Assistant / Bookkeeper (\$17.04 per hr.- 30 hrs. week) | \$26,685 | Monthly |
| Supervisor's Clerk (\$14.10 per hr. – 20 hrs. week) | \$14,721. | Monthly |
| Town Clerk | \$37,761. | Monthly |
| Registrar of Vital Statistics (\$37.00 monthly) | \$444. | Monthly |
| 1 st Deputy Town Clerk (\$16.21per hr. – 25 hrs. week) | \$21,155. | Monthly |
| Part Time Records Mgmt. Clerk (\$13.65 per hr. – 10 hrs. week) | \$7,098. | Monthly |
| Town Hall Custodian (\$14.70 per hr. – 540 hrs. yearly) | \$7,939. | Monthly |
| Code Enforcement Officer | \$38,784. | Monthly |
| Code Enforcement Clerk (\$15.38 per hr. – 25 hrs. week) | \$20,071 | Monthly |
| Sole Assessor | \$38,676. | Monthly |
| Data Collector (\$13.20 hour) | \$2,050. | Monthly |
| Board of Assessment Review (\$13.20 per hour) | \$750. | Hourly |
| Highway Superintendent | \$56,304. | Monthly |
| Parks Commissioner (\$185. per month) | \$2,220. | Monthly |
| Buildings Maintenance PT (\$15.54 per hr. – 20 hrs. week) | \$16,224. | Monthly |
| Zoning Board Clerk (\$56.50 per month) | \$678. | Monthly |
| Zoning Board Members (5 @ \$22.00 per meeting) | \$2,112. | Yearly |
| Planning Board Clerk (\$200.66 per month) | \$2,408. | Monthly |
| Planning Board Members (9 @ \$22.00 per meeting) | \$3,176. | Yearly |
| Historian / Museum \$662.15/Month | \$7,946. | Monthly |
| Grant Coordinator (\$17.21 per hr. –9 hrs. week) | \$8,055. | Monthly |
| Cultural Series Director (\$216.25 per month) | \$2,595. | Monthly |
| Cemeteries Clerk \$34.00/month | \$408. | Monthly |
| Health Officer | \$300. | Yearly |
| Youth Program Director | \$1,780. | Annual |
| Youth Program Assistant Director | \$831. | Annual |
| Youth Program Science Assistant | \$775. | Annual |

| | | |
|---|----------|---------|
| Youth Program Sports Assistant | \$775. | Annual |
| Youth Program Arts Assistant | \$775. | Annual |
| Youth Program Aides \$13.20 per hour | \$1,890. | Annual |
| Youth Program EMT | \$750. | Annual |
| Admin. Constable (\$21.64 hourly) | | Monthly |
| Constable (\$21.26 hourly (Admin 2) | | Monthly |
| Constable (\$20.89/ hourly – Certified: 7 Plus years) | | Monthly |
| Dog Control Officer (\$295.50 monthly) | \$3,546. | Monthly |

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #3, 2022

RESOLUTION - ATTORNEY FOR THE TOWN

WHEREAS: The Town of Lumberland appointed Michael B. Mednick as legal representation for the Town,

THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby authorize payment to the duly appointed Attorney for the Town at an hourly rate of \$200.00, not to exceed the \$30,000 budget appropriation for the year 2022, without prior approval of the Lumberland Town Board, from General Fund Account A1420.40, and,

FURTHER BE IT RESOLVED: that the Attorney for the Town will attend any Town Board meetings, only at the request of the Supervisor's Office.

MOTION BY: Councilman King

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #4, 2022

RESOLUTION - DEPOSITORY

WHEREAS: under Section 64 of Town Law, it is provided that the Town Board shall designate, by written resolution, the banks or trust companies in which certain Town Officials shall deposit monies coming into their office,

NOW, THEREFORE, BE IT RESOLVED: that the following banks are hereby designated as depositories in which the following officers of the Town of Lumberland shall deposit monies coming into their hands by virtue of their office:

| | |
|---------------------------|--|
| Supervisor | J.P. Morgan Chase Jeff bank Catskill Hudson Bank |
| Town Clerk/Tax Collector: | Jeff bank |
| Code Enforcement | Jeff bank |
| Judge King | Jeff bank |
| Judge Cherry | Jeff bank |
| Historian | Jeff bank |
| Cultural Series | Jeff bank |
| Planning Board | Jeff bank |
| Zoning Board of Appeals | Jeff bank |

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #5, 2022

RESOLUTION - MILEAGE REIMBURSEMENT

WHEREAS: under Section 64 of the Town Law, the Town Board of the Town of Lumberland has the responsibility of setting mileage reimbursements to the various Town officials for the use of their vehicle in the performance of their duties, and

WHEREAS: mileage reimbursement must be submitted on a monthly basis.

WHEREAS: the IRS has announced in Notice 2022-03 on December 17, 2021 that the standard mileage rate for 2022 will be 58.5 cents per mile.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board does hereby set the mileage rate at 58.5 cents per mile, for authorized mileage reimbursement for the year 2022.

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 6, 2022

RESOLUTION - REGULAR MONTHLY MEETINGS

WHEREAS: The Town Board of the Town of Lumberland, commencing with January, will hold their regular Monthly Workshop Meetings on the FIRST WEDNESDAY of the month at 7 p.m., and their Regular Monthly Meetings on the SECOND WEDNESDAY, at 7 p.m.

WHEREAS: the Town Board of the Town of Lumberland will limit speakers during the public comment segment of the meetings to three minutes each.

NOW, THEREFORE BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby designate the FIRST WEDNESDAY of every Month as their monthly Workshop Meetings, to be held at 7 p.m. and the SECOND WEDNESDAY of each month as their Regular Monthly Meetings to be held at 7 p.m. for the year 2022.

BE IT FURTHER RESOLVED: that speakers during the public comment segment of any meeting will be limited to three minutes each.

MOTION BY: Councilman King

SECOND BY: Councilwoman Edzenga

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Res. #7, 2022

RESOLUTION - SUPERVISOR FISCAL AUTHORITY

WHEREAS: the Supervisor is the fiscal officer of the Town, and

WHEREAS: the Supervisor is authorized to pay certain bills in
advance of an abstract, such as utility electric bills, fuel oil,
phone, and postage and freight bills.

NOW, THEREFORE, BE IT RESOLVED: that the Supervisor is hereby
authorized to pay all contractual and governmental obligations.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 8, 2022

TOWN OF LUMBERLAND INVESTMENT POLICY

WHEREAS: the objectives of the Investment Policy of the Town of Lumberland are to minimize risk; to insure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceeds of obligations and reserve funds in:

- Certificates of Deposit issued by a bank or trust company authorized to do business in New York State;
- Savings accounts held with a bank or trust company authorized to do business in New York State; and
- Checking accounts held with a bank or trust company authorized to do business in New York State.

All other Town of Lumberland officials receiving money in their official capacity must deposit such funds in bank accounts approved by the Town Board.

All investments made pursuant to this investment policy shall comply with the following conditions:

1. COLLATERAL

Certificates of Deposit shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or by obligations of the United States or obligations of federal agencies the principal and interest of which are guaranteed by the United States, or obligations of New York State local governments.

Collateral shall be delivered to the Town of Lumberland or a Custodial Bank with which the Town of Lumberland has entered into a Custodial Agreement. The market value of collateral shall at all times equal or exceed the principal amount of the certificate of deposit. Collateral shall be monitored no less frequently than weekly, and market value shall mean the bid or closing price as quoted in the Wall Street Journal or as quoted by another recognized pricing service.

2. DESIGNATION OF CUSTODIAL BANKS

Jeff Bank
Catskill Hudson Bank
JPMorgan Chase Bank

3. FINANCIAL STRENGTH OF INSTITUTIONS

All trading partners must be credit worthy. Concentration of investments in financial institutions should be avoided. The general rule is not to place more than \$4,000,000.00 in overnight investments with any one institution.

4. OPERATIONS, AUDIT, AND REPORTING

The Town of Lumberland will encourage the purchase and sale of securities and certificates of deposit through a competitive or negotiated process involving telephone solicitation of at least three bids for each transaction.

At the time independent auditors conduct the annual audit of the accounts and financial affairs of the Town of Lumberland, the independent auditors shall audit investments of the Town of Lumberland for compliance with the provisions of these Investment Guidelines.

On a monthly basis, the Chief Fiscal Officer shall prepare and submit to the Town Board of the Town of Lumberland an investment report which indicates new investments, the inventory of existing investments, and such other matters as the Chief Fiscal Officer deems appropriate.

The Governing Board of the Town of Lumberland shall review and approve the monthly investment report.

Annually, at the Reorganizational meeting of the Town Board, the Councilmen shall review and amend, if necessary, these Investment Guidelines.

The provisions of these Investment Guidelines and any amendments hereto shall take effect prospectively, and shall not invalidate the prior selection of any Custodial Bank or prior investment.

MOTION: Councilman King

SECOND: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 9, 2022
PROCUREMENT POLICY FOR TOWN OF
LUMBERLAND

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML §103 or any other law; and

WHEREAS, comments have been solicited from those officers of the town involved with procurement;

NOW THEREFORE, be it

RESOLVED; that the Town of Lumberland does hereby adopt the following procurement policies and procedures:

GUIDELINE 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML §103. Every town officer, board member, department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. The information gathered and conclusions reached shall be documented and kept with the voucher or other documentation supporting the purchase activity for a period of six years after final payment.

GUIDELINE 2. All purchases of a) supplies or equipment, where it can reasonably be determined based on the facts and circumstances, will exceed \$20,000 in the fiscal year or, b) public works contracts over \$35,000 shall be formally bid pursuant to GML §103. A public works contract shall be defined as one where labor is a substantial component, 50% or more, of the cost. This type of acquisition generally requires a formal contract and a prevailing wage declaration. In all instances where the component breakdown is uncertain, the most restrictive procedure shall prevail.

GUIDELINE 3. All estimated Town purchases of (excluding Highway Department):

\$500.00 or less are left to the discretion of the purchaser.

\$3,000.00 or less but greater than \$500.00 require an oral request for a proposal and oral or written quotes from 2 vendors.

\$20,000.00 or less but greater than \$3,000.00 require written/fax/email quotes from 3 vendors.

All estimated Highway Department purchases of:

\$500.00 or less are left to the discretion of the purchaser.

\$3,000.00 or less but greater than \$500.00 require an oral request for a proposal and oral quotes from 2 vendors.

\$5,000.00 or less but greater than \$3,000.00 require written/fax/email quotes from 2 vendors.

\$20,000.00 or less but greater than \$5,000.00 require written/fax/email quotes from 3 vendors.

All estimated public works contracts of:

\$1,000.00 or less are left to the discretion of the purchaser.

\$3,000.00 or less but greater than \$1,000.00 require an oral request for a proposal and oral/written quotes from 2 vendors.

\$20,000.00 or less but greater than \$3,000.00 require written/fax/email quotes from 3 vendors.

\$35,000.00 or less but greater than \$20,000.00 requires a written/fax/email Request for Proposal and written/fax/email quotes from 3 contractors.

Any written Request for Proposal shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes were requested.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

All items received by any department head or person in charge must be signed for, and all items Accounted for, to check on the accuracy of the delivery.

GUIDELINE 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall be documented and filed with the record supporting the procurement.

- GUIDELINE 5. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals which shall be retained for a period of 6 years after the final payment.
- GUIDELINE 6. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:
- a) Acquisition of professional services;
 - b) Emergencies;
 - c) Sole source situations;
 - d) Goods purchased from agencies for the blind or severely handicapped;
 - e) Goods purchased from correctional facilities;
 - f) Goods purchased from another governmental agency;
 - g) Goods purchased at auction;
 - h) Goods purchased for less than \$500;
 - i) Public works contracts for less than \$1,000;
 - j) Purchases pursuant to Federal, State or County bid as allowed under GML §103(16).
- GUIDELINE 7. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.
- GUIDELINE 8. Pursuant to the provisions of GML §104-b(2)(f), effective immediately, those employees authorized for purchases on behalf of the Town and their respective titles shall be listed in Appendix 1 of this policy and said listing shall be updated biennially.

Appendix 1

PROCUREMENT POLICY FOR THE TOWN OF LUMBERLAND

List of Town Employees Authorized to Purchase

Town Supervisor – Jenny R. Mellan
Deputy Supervisor – Leigh A. Sherman
Town Clerk - Laurie Terry
Highway Superintendent - Donald F Hunt, Jr.
Town Justices – Lorry J. King & Craig W. Cherry
Chief of Constables - Patrick Cahill
Recreation Director –
Building Department – Charles Nystrom
Assessor - Judith Flieger

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 10, 2022

RESOLUTION - PLANNING BOARD COMPENSATION

WHEREAS: the members of the Planning Board of the Town of Lumberland serve to provide for orderly development of the Town, and

WHEREAS: diligent attention to the duties of a Planning Board member entails a considerable amount of time and out of pocket expenses.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby establish compensation for each Planning Board member, at the rate of \$22.00 per meeting, attendance shall be recorded by the Clerk, not to exceed twenty-four (24) meetings, and an annual minimum of 4 continuing education hours, with training completion certificates to be submitted by the last regular meeting of the year and not to be paid for unless prior approval is given by the Town Board. Payment will be made on an annual January 1st through December 31st basis. Vouchers for payment shall be presented to the Supervisor prior to the end of year meeting, stating meeting dates, and certified by the individual Planning Board member, and

AND FURTHER BE IT RESOLVED: that any Alternate Member will be paid for all meetings that they attend, at the rate of \$22.00 per meeting.

MOTION BY: Supervisor Mellan

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 11, 2022

RESOLUTION - PLANNING BOARD ATTORNEY

WHEREAS: It is deemed necessary for the Planning Board to have
an attorney that they can consult with on a regular basis, and

WHEREAS: The Planning Board Attorney will be attending one (1) regularly
scheduled monthly meeting unless by special request from the
Planning Board to attend another monthly meeting in an emergency.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town
of Lumberland does hereby appoint Jacqueline Ricciani as Attorney
for the Planning Board, for the hourly rate of \$200, with a total annual
amount not to exceed the budget appropriation without prior Town
Board approval, and

FURTHER BE IT RESOLVED: that itemized billing for said services must be
made on a monthly basis.

MOTION BY: Councilwoman Gingold

SECOND BY: Supervisor Mellan

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 12, 2022

RESOLUTION - ZONING BOARD OF APPEALS COMPENSATION

WHEREAS: The members of the Zoning Board of Appeals of the Town of Lumberland serve to provide for orderly development of the Town, and

WHEREAS: diligent attention to the duties of a Zoning Board of Appeals member entails a considerable amount of time and out of pocket expenses.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby establish compensation for each Zoning Board of Appeals member, at the rate of \$22.00 per meeting, attendance shall be recorded by the Clerk, not to exceed twelve (12) meetings and an annual minimum of 4 continuing education hours, with training completion certificates to be submitted by the last regular meeting of the year and not to be paid for unless prior approval is given by the Town Board. Payment will be made on an annual January 1st through December 31st basis. Vouchers for payment shall be presented to the Supervisor prior to the end of year meeting, stating meeting dates, and certified by the individual Zoning Board of Appeals member, and

FURTHER BE RESOLVED: that the Zoning Board of Appeals Alternate member be paid at the rate of \$22.00 per meeting for each meeting attended.

MOTION BY: Councilman King

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #13, 2022

RESOLUTION - ZONING BOARD OF APPEALS ATTORNEY

WHEREAS: it is deemed necessary for the Zoning Board of Appeals to have an attorney that they can consult with on a regular basis.

WHEREAS: The Zoning Board of Appeals Attorney will be attending one (1) regularly scheduled monthly meeting unless by special request from the Zoning Board of Appeals to attend another monthly meeting in an emergency.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby appoint Jacqueline Ricciani as Attorney for the Zoning Board of Appeals, for the hourly rate of \$200, with a total amount not to exceed the budget appropriation without prior Town Board approval, and

BE IT FURTHER RESOLVED: that itemized billing for said services must be made on a monthly basis.

MOTION BY: Councilwoman Gingold

SECOND BY: Councilwoman Edzenga

ROLL CALL VOTE:5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 14, 2022

RESOLUTION - OFFICIAL RADIO STATION

WHEREAS: The Town of Lumberland may need to advise the public of cancellations, scheduling or rescheduling of events in a timely manner

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland does hereby designate the following radio stations as the official radio stations for broadcasting of Town functions:

THUNDER 102 -WSUL/WVOS
FOX RADIO -WDLC/WTSX

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilwoman Edzenga

ROLL CALL VOTE:

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 15, 2022

RESOLUTION - OFFICIAL TOWN NEWSPAPERS

BE IT RESOLVED that the Town Board of the Town of Lumberland does hereby designate the following newspapers as the official newspapers for legal notices, etc.

THE RIVER REPORTER

THE SULLIVAN COUNTY DEMOCRAT

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #16, 2022

RESOLUTION - ASSOCIATION OF TOWNS 2022 DUES

WHEREAS: The Town of Lumberland is a member of the Association of Towns of the State of New York, and

WHEREAS: annual dues must be submitted to retain our membership in the Association of Towns.

NOW, THEREFORE, BE IT RESOLVED: that the annual dues in the amount of \$1,100.00 be paid to the Association of Towns of the State of New York.

MOTION BY: Councilwoman Edzenga

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #17, 2021

RESOLUTION - CONTINUED EDUCATION ASSESSOR

WHEREAS: Pursuant to section 310 of RPTL (Real Property Tax Law) the Assessor is required to complete continued education courses each year, and

WHEREAS: Funding has been set aside in the Assessor's budget for this purpose, and

WHEREAS: Partial reimbursement by the Office of Real Property Services is provided for under Real Property Tax Law section 310 & 318.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve that the Assessor attend training at the annual seminar and conference on assessments, date TBA, and other training deemed beneficial to the operation of the Assessor's Office and be a legitimate Town charge, not to exceed \$1,000, to the extent such training is not reimbursed by the Office of Real Property Services.

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #18, 2022

RESOLUTION – BUILDING INSPECTOR SCHOOL

WHEREAS: Continued education of Code Enforcement Officer/
Building Inspector is required, and

WHEREAS: should the CEO request permission to attend the Continuing
Education Conference, date TBA, and

WHEREAS: monies have been placed in the fiscal budget for this
purpose.

NOW, THEREFORE, BE IT RESOLVED: that any future CEO be authorized to
attend training, with all reasonable and necessary expenses to be reimbursed
by the Town of Lumberland, not to exceed \$1,000.00 per person with monies
to be taken from General Fund A3620.4 (Safety Inspection, Contractual).

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King:

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #19, 2022

RESOLUTION - TOWN CLERK & DEPUTY TOWN CLERK SCHOOL

WHEREAS: the Town Clerk and Deputy Town Clerk are requesting permission to attend a training school at the New York State Town Clerks' Association Annual Conference, date TBA, and

WHEREAS: the training of Town officials is deemed necessary and beneficial to the Town, and

WHEREAS: monies have been placed in the fiscal budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the Town Clerk and Deputy Town Clerk be authorized to attend the above said school, with all reasonable and necessary expenses to be reimbursed by the Town of Lumberland, not to exceed \$1,500.00, with funds to be taken from General Fund A1410.4 (Town Clerk-Contractual).

MOTION BY: Councilman King:

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 20, 2022

RESOLUTION - HIGHWAY SUPERINTENDENT SCHOOL

WHEREAS: Donald F. Hunt, Jr., Highway Superintendent, has requested permission to attend the annual Highway Superintendent's training school, date TBA, and

WHEREAS: the training of Town officials is deemed necessary and beneficial to the Town, and

WHEREAS: monies have been placed in the fiscal budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED: that Donald F. Hunt, Jr., Highway Superintendent be authorized to attend the above said school, with all reasonable and necessary expenses to be reimbursed by the Town of Lumberland, not to exceed \$1,000.00, with funds to be taken from General Fund A5010.4 (Highway Superintendent-Contractual).

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #21, 2022

RESOLUTION - HIGHWAY SUPERINTENDENT CONFERENCE

WHEREAS: Donald F. Hunt, Jr., Highway Superintendent, has requested permission to attend the New York State Highway Association Conference, date TBA, and,

WHEREAS: the training of Town officials is deemed necessary and beneficial to the Town, and

WHEREAS: monies have been placed in the fiscal budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED: that Donald F. Hunt, Jr., Highway Superintendent, be authorized to attend the above said Conference, with all reasonable and necessary expenses to be reimbursed by the Town of Lumberland, not to exceed \$1,500.00, with funds to be taken from General Fund A5010.4 (Highway Superintendent-Contractual).

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

RESOLUTION - MUTUAL AID ASSISTANCE - CONSTABLES

WHEREAS: the Town of Lumberland has, for several years, requested on occasion, mutual aid assistance from the Town of Highland Constables, through 911, Sheriff's Dept., & State Police, and

WHEREAS: in return, the Town of Lumberland Constables have provided mutual aid assistance to the Town of Highland, when requested through 911, and

WHEREAS: the Town Board of the Town of Lumberland believes it to be in the best interest of the Town of Lumberland to continue with this relationship, and

WHEREAS: for insurances purposes, the Town Board believes it best to have stated this policy in the form of a resolution.

NOW, THEREFORE, BE IT RESOLVED: that the Town of Lumberland Constables shall continue to provide mutual aid assistance to the Town of Highland, when requested to do so through 911, Sheriff's Dept. & State Police, and that the Town of Lumberland shall continue to call in the Town of Highland Constables through 911, when needed, to assist the Town of Lumberland Constabulary, when said is required.

MOTION BY: Councilman King

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution # 23, 2022

RESOLUTION - ASSOCIATION OF TOWNS DELEGATES - 2022

WHEREAS: the Association of Towns of the State of New York annually request that each Town belonging to the Association have representation on the Town's behalf, and

WHEREAS: The Town Board of the Town of Lumberland has expressed their interest to continue membership in the Association of Towns.

NOW, THEREFORE, BE IT RESOLVED: that The Town Board of the Town of Lumberland designate Supervisor Jenny R. Mellan as the VOTING DELEGATE to the Association of Towns and Deputy Supervisor Leigh A. Sherman as the ALTERNATE DELEGATE.

MOTION BY: Councilman King

SECOND BY Councilwoman Gingold:

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #24, 2022

**RESOLUTION – OFFICIAL UNDERTAKING OF
MUNICIPAL OFFICERS**

WHEREAS: various sections of the state Town Law and Public Officers Law require that certain municipal officials execute an Official Undertaking, and

WHEREAS: it is required by law that the Town Board approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, and

WHEREAS: we, the Town Board of the Town of Lumberland hereby require the Supervisor, Deputy Supervisor, Confidential Assistant / Bookkeeper to the Supervisor, Town Clerk/Tax Collector, Deputy Town Clerk/Tax Collector, Town Justices, Justice Court Clerk, Building Inspector/Code Enforcement Officer, Building Inspector/Code Enforcement Clerk, Museum & Cultural Series Director, Highway Superintendent, Deputy Highway Superintendent and Planning & Zoning Boards Clerk to execute said Official Undertaking as required by said law.

NOW, THEREFORE, BE IT RESOLVED: that we, the Town Board of the Town of Lumberland approve the document entitled “Town of Lumberland Official Undertaking of Municipal Officers” as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED: that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

MOTION BY: Supervisor Mellan

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

The law requires that the original undertaking containing the notarized signatures of the above officers, be filed in the Town Clerk's Office. The original or copy of the Town's insurance policy must also be filed in the Town Clerk's Office.

2022 TOWN OF LUMBERLAND
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

WHEREAS: **JENNY R. MELLAN**, of the Town of Lumberland, County of Sullivan,
New York, has been elected to the office of Supervisor of the Town of Lumberland, and

WHEREAS: **LEIGH A. SHERMAN**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Deputy Supervisor of the Town of Lumberland,
and

WHEREAS: **GARY KLOPCHIN**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Bookkeeper to the Supervisor of the Town of
Lumberland, and

WHEREAS: **LAURIE TERRY**, of the Town of Lumberland, County of Sullivan,
New York, has been elected to the office of Town Clerk/Tax Collector of the Town of
Lumberland, and

WHEREAS: **MICHELE L. DEGROAT**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Deputy Town Clerk of the Town of Lumberland,
and

WHEREAS: **CRAIG W. CHERRY**, of the Town of Lumberland, County of Sullivan,
New York, has been elected to the office of Town Justice of the Town of Lumberland, and

WHEREAS: **LORRY J. KING**, of the Town of Lumberland, County of Sullivan, New
York, has been elected to the office of Town Justice of the Town of Lumberland, and

WHEREAS: **ANNA SENIW**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Justice Court Clerk of the Town of Lumberland,
And

WHEREAS: **CHARLES NYSTROM**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Code Enforcement Officer of the Town of
Lumberland, and

WHEREAS: **PATRICIA POTTER**, of the Town of Lumberland, County of Sullivan,
New York, has been appointed to the office of Code Enforcement, Planning Board and Zoning
Board of Appeals Clerk of the Town of Lumberland, and

WHEREAS: **DONALD F. HUNT, JR.**, of the Town of Lumberland, County of Sullivan,
New York, has been elected to the office of Highway Superintendent of the Town of
Lumberland, and

WHEREAS: **JASON WARD**, of the Town of Lumberland, County of Sullivan, New York, has been appointed to the office of Deputy Highway Superintendent of the Town of Lumberland, and

WHEREAS: **FRANK V. SCHWARZ**, of the Town of Lumberland, County of Sullivan, New York, has been appointed to the office of Museum Director and Cultural Series Director of the Town of Lumberland, and

NOW, THEREFORE, we, as respective officers above, do hereby undertake with the Town of Lumberland that we will faithfully perform and discharge the duties of our office and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law, and

This undertaking of the Town Supervisor is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into her hands as such Supervisor, and

This undertaking of the Town Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Tax Collector, and

The Town does and shall maintain insurance coverage presently with the Bisland Insurance Agency, in the sum of \$1,000,000 per claim, or a total of \$2,000,000 per year limit for all Town public officials, to indemnify against losses through the failure of the officers, clerks and employees covered there under to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered there under.

DATED January 5th 2022

Resolution #25, 2022

**RESOLUTION – TOWN BOARD REQUEST-
DEPARTMENT HEADS ATTENDANCE AT MEETINGS**

WHEREAS: it is essential that all Town of Lumberland Municipal Departments, Agencies or Committees of the Town are represented at monthly Town Board meetings to report to the Town Board on their monthly activity and answer any questions that might arise, and

WHEREAS: the Supervisor of the Town of Lumberland is deeming it necessary to request all Department Heads, of any Municipal Office, Agency or Committee, or their respective designee, to attend all Town Board regular monthly meetings that are held on the second Wednesday of every month, at 7 p.m., at the Town Hall in Glen Spey, N.Y..

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the request of the Supervisor that all Town of Lumberland Municipal Department Heads which includes all Offices, Agencies and Committees, or their respective designee, attend all Town Board regular monthly meetings.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilwoman Edzenga

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #26, 2022

RESOLUTION – SUPERVISOR’S AUTHORIZATION
PREPAYMENT OF BILLS

WHEREAS: The Town of Lumberland approves its monthly Abstracts at the regular Town Board monthly meetings held the 2nd Wednesday of every month, and

WHEREAS: the Town of Lumberland receives monthly utility bills and other necessary billing that directly relates to the operations of the Town that will need to be paid prior to the monthly Town Board meetings, and

WHEREAS: the Supervisor has requested authorization to approve the payment of bills that are due before the regular scheduled monthly meetings, such as electric bills, phone bills, fuel oil bills, Post Office box rental fees, and other regular billing that may be presented, to eliminate the assessment of a late fee.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the authorization of the Supervisor to prepay any necessary billing directly related to the operations of the Town that may need to be paid before the regular monthly Town Board meeting to eliminate any late fees assessed on those billings.

MOTION BY: Councilman King

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

Resolution #27, 2022

**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR
TO SIGN CONTRACTS PERTAINING TO TOWN BUSINESS**

WHEREAS: the Town of Lumberland Supervisor is requesting authorization to sign contracts related to routine operational Town business, and

WHEREAS: these contracts will then be brought to the attention of the Town Board members at their next regular Town Board meeting.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland hereby approves the authorization of the Town Supervisor to sign any and all contracts relating to routine operational Town business.

MOTION BY: Councilwoman Edzenga

SECOND BY: Deputy Supervisor Sherman

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

BY ORDER OF THE TOWN BOARD OF THE TOWN OF LUMBERLAND
LAURIE TERRY
TOWN CLERK
JANUARY 5, 2022

Resolution #28, 2022

RESOLUTION – ZONING BOARD OF APPEALS
APPOINTMENTS –DANIEL EDZENGA, MEMBER APPOINTMENT,

WHEREAS: The Town of Lumberland Zoning Board of Appeals has an opening for a member position due to the expiration of a term, and

WHEREAS: Daniel Edzenga has requested to be appointed as a Zoning Board of Appeals Member, and

WHEREAS: The Zoning Board has recommended the appointment of Daniel Edzenga

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the appointment of Daniel Edzenga as a Zoning Board of Appeals Member, with the term to expire 12-31-2026.

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

ROLL CALL VOTE: 4-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Abstained

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

TOWN OF LUMBERLAND
RESOLUTION APPROVING OF SHARED SERVICES AGREEMENT

WHEREAS: the Town of Lumberland, together with the Towns of Tusten, Highland and Cohecton, has in the past shared services and equipment to maximize the efficiencies of scale, and

WHEREAS: the Highway Superintendent of the Town of Lumberland does recommend that the Town of Lumberland continue this policy and extends the opinion that these shared services agreements increase the amount of work that can be accomplished both in terms of cost and manpower.

NOW, THEREFORE, BE IT RESOLVED: that the Town of Lumberland does Hereby formally approve the concept of shared services for the Town of Lumberland Highway Department and does authorize the Town of Lumberland to enter into shared services agreements between Lumberland And the Towns of Tusten, Highland and Cohecton, and that this agreement remain in full force and effect so long as there is a net benefit and net gain derived by the Town of Lumberland and that there is a cost savings or a public good attained by maximizing the effective utilization of the resources of the cooperating Towns as determined by the Superintendent of Highway, and

FURTHER BE IT RESOLVED: that the Town of Lumberland herby approves of the form of shared services agreements previously filed with the Town.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY TOWN CLERK

JANUARY 5, 2022

Resolution #30, 2022

**RESOLUTION – Approve Updated List of Legal Holidays and Paid Time Off
for Town of Lumberland Municipal Employees**

WHEREAS: the Town of Lumberland allows for the Municipal Offices to close for Legal Holidays, and

WHEREAS: the Town of Lumberland allows for paid time off for both part-time and fulltime employees as outlined in the attached list.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the attached list of Legal Holidays and Paid Time off for Town of Lumberland Municipal Employees.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilwoman Gingold

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY,

TOWN CLERK

JANUARY 5, 2022

RESOLUTION – PARTNERS IN SAFETY HIGHWAY TESTING PROGRAM
APPROVAL

WHEREAS: The Highway Superintendent is requesting approval to contract with Partners in Safety, Inc. for their Drug & Alcohol Testing Program, and

WHEREAS: it is in the best interest of the Town to have this agreement approved to provide drug and alcohol testing that meets the compliance requirements of the U.S. Department of Transportation, and

WHEREAS: Partners in Safety, Inc. has submitted a quote for their 2022 Service Agreement in the amount of \$405.00

WHEREAS: Partners in Safety has furnished the Town with a list of additional charges, attached

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland Approve the request of the Highway Superintendent to contract with Partners in Safety, Inc. for random drug and alcohol testing, at a cost, not to exceed, \$405.00, with the monies to be taken from General Fund A5132.4 (Highway Garage, Contractual).

BE IT FURTHER RESOLVED: that additional charges may be payable per the attached fee schedule.

MOTION BY: Deputy Supervisor Sherman

SECOND BY: Councilman King

ROLL CALL VOTE: 5-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Yes

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 5, 2022

AUTHORIZE THE TOWN ASSESSOR TO GRANT EXEMPTIONS ON THE 2022 TOWN ASSESSMENT ROLL BASED ON THE CONDITIONS OUTLINED BELOW

WHEREAS, on December 26, 2021, Governor Kathy Hochul issued Executive Order No. 11, declaring a State disaster emergency for the entire State of New York due to the COVID-19 pandemic; and

WHEREAS, this State disaster emergency has resulted in limited hours in municipal offices in the Town of Lumberland and rendered senior citizens and individuals with disabilities residing in *Lumberland* homebound. These factors combined have made it difficult, if not impossible, for many in these populations to file their real property tax exemption applications in person and many, further, lack the ability to file such applications online; and

WHEREAS, in recognition of the above problems caused by the pandemic, Governor Hochul issued Executive Order No. 11.1 on December 26, 2021, thereby extending Executive Order No. 11. This extension of the Governor's Executive Order modifies subdivisions 7, 7-a and 8 of section 459-c of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c and 6 of section 467 of the Real Property Tax Law, the effect of which permits the governing body of the Town Board of the Town of *Lumberland* to adopt a Resolution directing the Assessor to grant exemptions on the 2022 assessment roll to all property owners who received such exemptions on the 2021 assessment roll (i.e., senior citizens and individuals with disabilities with limited income), thereby dispensing with the need for such persons to file renewal applications to request such exemptions, and further dispensing with the requirement that assessors mail renewal applications to such persons; and

WHEREAS, Executive Order 11.1 further allows the governing body of said assessing unit, in any such Resolution, at its option, to include procedures by which its Town Assessor may require a renewal application to be filed if she has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner or died; and

WHEREAS, pursuant to said Executive Order, the Town Board of the Town of Lumberland wishes to adopt such Resolution directing the Town Assessor of the Town of Lumberland to grant exemptions on the 2022 assessment roll to all eligible senior citizens and individuals with disabilities with limited income, and granting the Town Assessor of the Town of Lumberland the authority to require renewal applications for due cause, as discussed above, utilizing procedures outlined below;

NOW THEREFORE, BE IT RESOLVED, pursuant to the authority granted by Executive Order No. 11.1, issued by the Governor of the State of New York, that the Town Board of the Town of Lumberland hereby directs the Town Assessor of the Town of *Lumberland* to:

1. Grant exemptions on the 2022 assessment roll to all individuals who received the senior exemption on the 2021 assessment roll and all individuals who received the exemption on the 2021 assessment roll because they were recognized as a person with disabilities and limited income, thereby dispensing with the need for any such individuals to file renewal applications for such exemptions, except that;
2. The Town Assessor may, in her sole discretion, require a renewal application to be timely filed with his office if she has reason to believe that any such individual, who qualified for the aforementioned exemption on the 2021 assessment roll, may have since changed their primary residence, added another owner to the deed for the relevant property, transferred such property to a new owner or died. If the Town Assessor requires such renewal application be filed, he shall notify the owner of the subject property of such requirement by regular mail, with such notice shall containing instructions on how to file the renewal application. Said renewal application may be returned by mail or by making an appointment to drop same off at the Town Assessor's office, *1054 Proctor Rd., Glen Spey, NY 12737*

Motion to waive the 5 day rule: Councilwoman Gingold
Second: Councilman King Roll Call Vote: 4-0

Motion: Councilwoman Gingold
Second: Deputy Supervisor Sherman
ROLL CALL VOTE:

| | |
|----------------------------|--------|
| Supervisor Mellan: | Yes |
| Deputy Supervisor Sherman: | Yes |
| Councilwoman Gingold | Yes |
| Councilman King: | Yes |
| Councilwoman Edzenga: | Absent |

Resolution #33, 2022

**RESOLUTION – CERTIFICATION OF INTERNAL AUDIT OF JUDICIAL
FINANCIAL RECORDS OF 2021**

WHEREAS: Pursuant to Uniform Justice Court Act 2019-a, requiring that every justice present his/her records to be examined and entered in the minutes of its proceedings that they have been duly examined, and

WHEREAS: The Town Board of the Town of Lumberland held a special meeting for audit purposes on January 10, 2022 at 6:00pm in the Town Hall, at which time the records of Justice King and Justice Cherry were examined, and

WHEREAS: The records showed that all monies collected had been turned over to the Town of Lumberland as required by law.

NOW, THEREFORE, BE IT RESOLVED: THAT THE Town Board of the Town of Lumberland certifies that an audit of the Justice Court records was performed on January 10, 2022.

Motion to waive the 5-day rule: Deputy Supervisor Sherman

Second: Councilwoman Gingold

Roll Call Vote: 4-0

MOTION BY: Deputy Supervisor Sherman

SECONDED BY: Councilwoman Gingold

Roll Call Vote: 4-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Absent

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND
LAURIE TERRY
TOWN CLERK
JANUARY 12, 2022

RESOLUTION - ELDRED LITTLE LEAGUE
FIELD USE PERMISSION

WHEREAS: the Eldred Little League has requested use of the Lumberland Town Ball Field, which is adjacent to the Mackenzie Elementary School, to hold baseball games for the 2022 Baseball season, and

WHEREAS: the Eldred Little League would also like to consider using the Town Ball Field for their “home field” with games to include all major and minor boys’ and girls’ games, and

WHEREAS: the Eldred Little League is also requesting the use of the Pond Eddy Ball Field for their tee-ball program and games, and

WHEREAS: the Eldred Little League has submitted a Certificate of Insurance for use of the Ball Fields naming the Town of Lumberland as an additional insured party.

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Lumberland approve the use of the field adjacent to the Mackenzie Elementary School and the Pond Eddy Ball Field for the Eldred Little League to hold baseball games for their 2022 season

Motion to waive the 5-day rule: Councilwoman Gingold

Second: Deputy Supervisor Sherman

Roll Call Vote: 4-0

MOTION BY: Councilwoman Gingold

SECOND BY: Councilman King

Roll Call Vote: 4-0

Supervisor Mellan: Yes

Deputy Supervisor Sherman: Yes

Councilwoman Gingold: Yes

Councilman King: Yes

Councilwoman Edzenga: Absent

ADOPTED BY THE TOWN BOARD OF THE TOWN OF LUMBERLAND

LAURIE TERRY

TOWN CLERK

JANUARY 12, 2022