

**Minutes** of an **Organizational/Regular Meeting** of the Town Board of the Town of Thompson held at the Town Hall, 4052 State Route 42, Monticello, New York and held remotely via Zoom on **January 02, 2024.**

**ROLL CALL:**

**Present:** Supervisor William J. Rieber, Jr., Presiding  
Councilwoman Melinda S. Meddaugh  
Councilman John A. Pavese  
Councilman Scott S. Mace

**Absent:** Councilman Ryan T. Schock

**Also Present:** Marilee J. Calhoun, Town Clerk  
Michael B. Mednick, Attorney for the Town  
Jill M. Weyer, Director of Community Development  
Melissa DeMarmels, Town Comptroller  
Michael G. Messenger, Water & Sewer Superintendent  
Glenn Somers, Parks & Recreation Superintendent  
James L. Carnell, Jr., Director of Building, Planning & Zoning  
Richard L. Benjamin, Jr., Highway Superintendent

**Present via Zoom:** Kelly M. Murran, Deputy Town Clerk  
Jonathan Meddaugh, Water & Sewer Dept. Employee

**ANNUAL FISCAL YEAR 2023 ORGANIZATIONAL MEETING – CALL TO ORDER**

Supervisor Rieber called the Organizational Meeting to order at 7:06 PM with the Pledge to the Flag. Marilee J. Calhoun, Town Clerk provided the legal notice for the meeting, which was advertised in the Sullivan County Democrat on December 23<sup>rd</sup> & 27<sup>th</sup>, 2023. Notice of said meeting was also posted on the Town Hall Bulletin Board and Official Town Website. This meeting was held in person and remotely via Videoconferencing streamed live on the Zoom app, which is accessible to the public. The meeting is also being recorded for full transcription purposes should it be required.

Supervisor Rieber and the Town Board welcomed the Participation in Government students to the meeting.

***TOWN OF THOMPSON***  
**2024 Organizational Agenda**

**The Following Resolution Was Duly Adopted: Res. No. 01 of the Year 2024.**

Resolved that Robert's Rules of Order are hereby adopted as the parliamentary rules for Town of Thompson Town Board Meetings for the Year 2024.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4

Rieber, Meddaugh, Pavese and Mace

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Nays 0  
Absent 1

**The Following Resolution Was Duly Adopted: Res. No. 02 of the Year 2024.**

Resolved, that the Regular Meetings of the Town Board be conducted at the Town Hall, 4052 Route 42, Monticello, New York 12701. Further, such meetings shall be held on the first and third Tuesday of each and every month during 2024 and shall commence at 7:00 P.M. prevailing time, unless otherwise changed as provided by law, except; for the third Tuesday of February, which shall be cancelled. Meetings will be conducted in person and electronically through Zoom or other approved electronic means or a combination thereof as permitted by the NYS Open Meetings Law. The Zoom and/or electronic invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the Zoom and/or electronic meeting to commence or continue once a meeting has been commenced, the official meeting of the Town Board shall continue in person without interruption.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 03 of the Year 2024.**

Resolved, that the Sullivan County Democrat be and is hereby designated as the Official Newspaper for the Town of Thompson. The TH-Record & River Reporter are hereby designated as alternate newspapers of the Town of Thompson for the year 2024.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 04 of the Year 2024.**

Resolved, that Marilee Calhoun, Town Clerk of the Town of Thompson be appointed Registrar of Vital Statistics for the Year 2024 at an annual salary of **\$16,834.20**.

[illegible]

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1      Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Kelly Murran and Lisette DeJesus as Deputy Town Clerks for the Year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 05 of the Year 2024.**

Resolved, that the Town Board hereby sets the salaries for the Deputy Town Clerks Kelly Murran at a salary of **\$56,725.64** and Lisette DeJesus at a salary of **\$53,003.02** for the year 2024.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Kelly Murran as Deputy Registrar of Vital Statistics for the Year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 06 of the Year 2024.**

Resolved, that the Town Board hereby designates that the Deputy Registrar of Vital Statistics shall serve without additional compensation for the year 2024.

Moved by: Councilman Pavese Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

Marilee Calhoun, Town Clerk/Registrar hereby appoints Lorraine Parry , Thomas J. Kelly & Lisette DeJesus Sub Registrars of Vital Statistics subject to NYS DOH approval. Lorraine Parry & Thomas J. Kelly shall be compensated at the rate of \$50.00 per incident. Lisette DeJesus shall serve without additional compensation for the year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 07 of the Year 2024.**

Resolved, that Logan E. Morey, Eric Horton, Brian Benzenberg and James L. Carnell, Jr. are hereby appointed as Sanitary Aide Inspectors and Zoning Officers for the Town of Thompson for the year 2024 and shall serve without additional compensation.

Moved by: Councilman Mace Seconded by: Councilman Pavese  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 08 of the Year 2024.**

Resolved, that Jeffrey Weinstein, M.D. be and is hereby appointed as Health Officer for the Town of Thompson for the term of one year commencing January 01, 2024 at an annual salary of \$4,497.00.

Moved by: Councilman Pavese Seconded by: Councilman Mace  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 09 of the Year 2024.**

Resolved, that Sandra Croissant be, and is hereby appointed Dog Control Officer for the Town of Thompson for the Year 2024 at an annual salary of \$45,607.69.

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Schock

Acting Deputy Superintendent of Highways for the year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 10 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby establishes and approves an annual stipend in the amount of **\$5,000.00** for the position of Acting Deputy Highway Superintendent for the Year 2024.

Schock

**The Following Resolution Was Duly Adopted: Res. No. 11 of the Year 2024.**

the year 2024 at an annual salary of \$56,725.64

Schock

**The Following Resolution Was Duly Adopted: Res. No. 12 of the Year 2024.**

year 2024 at an annual salary of \$56,725.64.

Schock

**The Following Resolution Was Duly Adopted: Res. No. 13 of the Year 2024.**

for the year 2024 at an annual salary of \$53,003.02.

Schock

**The Following Resolution Was Duly Adopted: Res. No. 14 of the Year 2024.**

Resolved, that Laura Shank be, and is hereby appointed as Town of Thompson Deputy Court Clerk for the year 2024 at an annual salary of \$53,003.02.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor William J. Rieber, Jr. hereby appoints Councilwoman Melinda S. Meddaugh Deputy Supervisor of the Town of Thompson for the year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 15 of the Year 2024.**

Resolved, that the Town Board hereby sets the salary for the Deputy Supervisor at \$2,121.80 for the year 2024 as per the adopted budget.

Moved by: Councilman Pavese

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor William J. Rieber, Jr. appoints Al Dumas as Town of Thompson Historian for the year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 16 of the Year 2024.**

Resolved, that the Town Board hereby sets the salary for the Town Historian at \$4,963.49 for the year 2024 as per the adopted budget.

Moved by: Councilman Mace

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 17 of the Year 2024.**

Resolved, that Melissa DeMarmels be and is hereby appointed to serve as Town Comptroller and is hereby designated the duties of Accounting Officer and Budget Officer for the Town pursuant to Town Laws #20, #124 and #103 at an annual fixed salary of \$102,402.18 for the year 2024.

Moved by: Councilman Pavese

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 18 of the Year 2024.**

Resolved, that Michael B. Mednick be, and is hereby appointed to serve as Town of Thompson Town Attorney for the year 2024 at an annual salary of \$104,773.15.

Moved by: Councilman Mace

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0  
Absent 1

**The Following Resolution Was Duly Adopted: Res. No. 19 of the Year 2024.**

Resolved, that the Town Board hereby fixes salaries and hourly compensation where indicated for the following positions for 2024.

<u>POSITION</u>	<u>SALARY</u>
Assistant Building Inspector (Jim)	\$102,402.18
Code Enforcement Officer 1 (Logan)	\$77,221.15
Code Enforcement Officer 2 (Eric)	\$63,799.86
Code Enforcement Officer 2 (Brian)	\$63,799.86
Assessor	\$102,402.18
Assessor Clerk	\$56,725.64
Part Time Data Collector	\$ 24.81 per hour
Comptroller Clerk	Open/TBD
Full Time Clerk/ Building Department	\$62,433.66
Water/Sewer Superintendent	\$125,292.22
Part Time clerk for Justice Court	Open/TBD
Part Time court officers for Justice Court (3-Hour Minimum per call)	\$22.39 per hour
Director of Community Development (Jill Weyer)	\$102,402.18

## HIGHWAY DEPARTMENT PERSONNEL WITH NO CONTRACT IN PLACE

Part Time Drivers - Snow Removal (7)	\$17.23 per hour
Part Time Laborers – Road Repairs (7-Summer Only)	\$17.23 per hour

### **SEWER & WATER DEPARTMENTS WITH NO CONTRACTS IN PLACE**

Part Time Laborer – 1 <sup>st</sup> (Carlo)	<b>\$22.22 per hour</b>
Part Time Laborer – New	<b>\$17.23 per hour</b>

**TOWN PARK WITH NO CONTRACTS IN PLACE - Rate per Hour/Annual**

Part Time Laborer	\$19.16 per hour
Seasonal Laborer	\$17.23 per hour

Moved by: Councilman Mace                      Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 20 of the Year 2024.**

Resolved, that all employee s salaries in the Highway Department, Water & Sewer Department and the Department of Parks and Recreation are approved pursuant to the respective current Collective Bargaining Agreements. Employees of these departments not covered by collective bargaining agreements are as noted in Resolution No. 17 of the Year 2024.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

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Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 21 of the Year 2024.**

Resolved, that the salaries of the elected officials of the Town of Thompson for the year 2024, as set forth in the 2024 Adopted Budget filed with the County of Sullivan are hereby approved in the following amounts:

<u><b>NAME</b></u>	<u><b>TITLE</b></u>	<u><b>ANNUAL SALARY</b></u>
Richard S. Baum	Town Justice	\$47,463.41
Sharon L. Jankiewicz	Town Justice	\$47,463.41
William J. Rieber, Jr.	Supervisor	\$118,274.52
Melinda S. Meddaugh	Councilwoman	\$20,698.16
Scott S. Mace	Councilman	\$20,698.16
Ryan T. Schock	Councilman	\$20,698.16
John A. Pavese	Councilman	\$20,698.16
Heather Berg	Receiver of Taxes	\$39,638.46
Richard L. Benjamin, Jr.	Superintendent of Highways	\$118,274.52
Marilee J. Calhoun	Town Clerk	\$77,163.05

Moved by: Councilwoman Meddaugh Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 22 of the Year 2024.**

Resolved, that the following Banks or Depositories are hereby designated as those in which certain Town Officers shall deposit the monies coming into their hands by virtue of their offices:

Key Bank of Southeastern New York – Liberty Offices  
Chase – Monticello Office  
M&T Bank – Monticello Office  
Wayne Bank – Monticello Offices  
Catskill Hudson Bank – Monticello Offices  
TD Bank – Monticello Office  
Jeff Bank – Monticello Offices  
NY Class, LLC

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 23 of the Year 2024.**

The Town Supervisor, Town Clerk, Receiver of Taxes and Assessments shall deposit all monies coming into their hands by virtue of their offices into banks as designated by the Town Board for the year 2024.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 24 of the Year 2024.**

Pursuant to General Municipal Law Section #10, the Town Board authorizes the Chief Fiscal Officer to deposit or invest idle monies not required for immediate expenditures in an interest-bearing account and in accordance with the Town's adopted investment policy. Said monies should not exceed the maximum amount of \$20,000,000.00 (twenty million) in any one bank.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 25 of the Year 2024.**

Resolved, that the Town Board does hereby approve as to form, manner, execution and sufficiency of sureties the bonds of the following Town Officials as designated in the Town's insurance policy.

<u>NAME AND OFFICE</u>	<u>AMOUNT</u>	<u>EXPIRATION</u>
All Town of Thompson Employees	\$100,000.00	05/01/2024
William J. Rieber, Jr. Supervisor	\$100,000.00	05/01/2024
Melissa DeMarmels Comptroller	\$100,000.00	05/01/2024
Marilee J. Calhoun Town Clerk	\$100,000.00	05/01/2024
Kelly M. Murran Deputy Town Clerk	\$100,000.00	05/01/2024
Lisette DeJesus Deputy Town Clerk	\$100,000.00	05/01/2024
Sharon L. Jankiewicz Town Justice	\$100,000.00	05/01/2024
Richard S. Baum Town Justice	\$100,000.00	05/01/2024





Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 29 of the Year 2024.**

Resolved, that all Town of Thompson employees shall be reimbursed for meals and incidentals on a per diem basis, of which the per diem reimbursement rates for meals and incidentals in 2024 shall be in accordance with U.S. General Services Administration's Fiscal Year 2024 Per Diem Rates (Standard Rate) for the area the employee is attending: <https://www.gsa.gov/travel/plan-book/per-diem-rates>, unless such meals and incidentals are included as a meal package at a conference that exceeds the GSA rate as per [Section 406 of the Town Employee Handbook](#).

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 30 of the Year 2024.**

Resolved, that the 2024 Road Maintenance Program as proposed by Highway Superintendent Richard L. Benjamin, Jr. be, and is hereby approved for the expenditure of funds as adopted in the 2024 approved budget under Repairs, Maintenance and Improvements. The total amount appropriated in the 2024 Budget is **\$3,658,165.00**.

Moved by: Councilman Pavese Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 31 of the Year 2024.**

Resolved, that the following categories of charges may be paid upon authorization of the Comptroller and Town Supervisor prior to being audited and/or obtaining Board approval:

- (a) Electric Utility Invoices
- (b) Telephone Invoices
- (c) Federal and State Agencies for permits, fees, etc.
- (d) Sullivan County Clerk's Office: Filing fees
- (e) Insurance Premiums
- (f) Postage, freight and express charges
- (g) Bond or note Payments (Debt & Interest)
- (h) Charter Communications
- (i) Payroll liabilities
- (j) Garbage Refuse & Recycling Removal
- (k) Any payables to government agencies
- (l) Registration Fees

Moved by: Councilman Mace Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Schock

**The Following Resolution Was Duly Adopted: Res. No. 32 of the Year 2024.**

Resolved, that the Town Board hereby authorizes interfund loans from "A" fund to "T" fund to prefund payroll withdrawals in amounts to be determined by the Comptroller and Town Supervisor. Any prefund amount remaining in T fund will be paid back to A fund by year end.

Moved by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Schock

**The Following Resolution Was Duly Adopted: Res. No. 33 of the Year 2024.**

Resolved, that the Town Board hereby designates the Supervisor to pre-approve the attendance at conferences and training seminars by ALL Town Employees which must be submitted to the Supervisor on the standard conference/training request forms.

Moved by: Councilman Mace                      Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Schock

Supervisor William J. Rieber, Jr. appoints Karen Schaefer as his Confidential Secretary for the Year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 34 of the Year 2024.**

Resolved, that Karen Schaefer, the Supervisor's Confidential Secretary for the year 2024 shall receive an annual salary of **\$69,134.38**.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Schock

Supervisor William J. Rieber, Jr. hereby tables the recommendation for the appointment of Deputy Administrator to the Town of Thompson for the Year 2024.

**The Following Resolution Was Duly Adopted: Res. No. 35 of the Year 2024.**

Resolved, that the appointment of Deputy Administrator to the Town of Thompson for the Year 2024 hereby be tabled.

Moved by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Schock

**The Following Resolution Was Duly Adopted: Res. No. 36 of the Year 2024.**

Resolved, that Glenn Somers is hereby appointed Superintendent of the Department of Parks & Recreation for the Year 2024 at an annual salary of **\$112,166.24**.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 37 of the Year 2024.**

Resolved, that the Superintendent of Water and Sewer, Highway Superintendent, Supervisor and Superintendent of Parks & Recreation are authorized as needed to purchase equipment, tools and implements in accordance with the Town of Thompson Procurement Guidelines.

Moved by: Councilman Mace

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 38 of the Year 2024.**

Be it Resolved, that the following rates be established for the annual billing of water rents for the 2024 fiscal year within each district as follows: Interest and penalties will be at the rate of 5% over thirty-days, and ½ of 1% for each month thereafter

District Name	O&M Rate per point	Capital Rate per point
Lucky Lake Water	<b>\$50.95</b>	\$ .00
Dillon Water	<b>\$54.77</b>	.00
Cold Spring Water	<b>\$32.67</b>	.00
Route 42/Kiamesha Water	<b>\$0.142 per thousand cubic ft.</b>	.00
Cold Spring Water District		
Extension Parcels	<b>\$32.67</b>	<b>\$2.87</b>
Melody Lake Water	<b>\$57.37</b>	<b>\$14.15</b>

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 39 of the Year 2024.**

Resolved, that the Town of Thompson hereby charge the following fees for the Year 2024:

Returned Check Fees	\$25.00
Photo Copies (General)	\$.50
Photo Copies (FOIL)	\$.25
Assessor's Mailing Labels for General Public	\$.04 each
Labels provided to taxing entities of the Town	\$.0250

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 40 of the Year 2024.**

Resolved that Bryan Kaplan be hereby appointed Part-Time Prosecutor for the Town of Thompson for the year 2024 to handle Town of Thompson Traffic Court at an Annual Salary of **\$20,600.00**.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1      Schock

**The Following Resolution Was Duly Adopted: Res. No. 41 of the Year 2024.**

Resolved that David Rasnick, Javier Corona and Daryl Gandy hereby be appointed as the Court Officers in the Town of Thompson Justice Court as required by the Town Justices at a rate of **\$22.39 per hour** with a 3-Hour Minimum per call. Said appointment shall be at the pleasure of the Town Board.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1      Schock

**The Following Resolution Was Duly Adopted: Res. No. 42 of the Year 2024.**

Resolved that the Supervisor be hereby authorized to execute the following contracts on behalf of the Town of Thompson.

- a) Between the Village of Monticello and the Consolidated Harris Sewer District
- b) Between the Town of Thompson & Humane Society of Middletown for Dog Shelter Services
- c) Between the Town of Thompson & Town of Bethel for Dog Shelter Services
- d) Between the Adelaar Resort Sewer District and the Consolidated Kiamesha Sewer District
- e) Between the Town of Thompson on behalf of the Rock Hill Ambulance District and the Rock Hill Volunteer Ambulance Corps

Moved by: Councilman Pavese

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 43 of the Year 2024.**

Resolved, that the Engineering Firm of MHE Engineering be appointed for Engineering Services for the Town of Thompson for the 2024 fiscal year on an as needed basis as per the provided fee schedule at the pleasure of the Town Board. Also, Delaware Engineering, D.P.C. be appointed for Engineering Services as Planner and for other Engineering Services as directed by the Town Board on an as needed basis as per the provided fee schedule. Further Be It Resolved, that the Town Supervisor hereby be authorized to execute Agreements

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace  
Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

Resolved, that the Highway Superintendent hereby be authorized to purchase equipment from the Highway Equipment Account (5130.2 DA Fund) as the Superintendent deems necessary as long as Procurement and Bidding Procedures are followed.

Resolved, that the Town Board hereby designates the Supervisor as the Delegate and Councilpersons Ryan T. Schock, Melinda S. Meddaugh and Scott S. Mace as the Alternate Delegates for the Town at the New York State Association of Towns Conference to be held February 18<sup>th</sup> to 21<sup>st</sup>, 2024 in New York City.

Resolved, that Board of Assessment Review members receive a stipend of **\$125.00** per meeting. Chairman shall receive a stipend of **\$150.00** per meeting unless two Co-Chairs are appointed to share the duties and shall receive a stipend of **\$137.50** each. The member must attend meetings to receive payment. Payment will be issued on a monthly basis unless otherwise directed by the member.

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Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese  
Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

Resolved, that Laura Eppers be hereby appointed as Full-Time Clerk to the Planning Board, Zoning Board of Appeals, and Building Department at an annual salary of **\$53,003.02** for the 2024 year.

Moved by: Councilman Mace                      Seconded by: Councilman Pavese  
Vote: Ayes 4                Rieber, Meddaugh, Pavese and Mace  
Nays 0  
Absent 1          Schock

Resolved, that the Regular Meetings of the Planning Board be conducted at the Town Hall, 4052 State Route 42, Monticello, New York 12701. Further, such meetings shall be held on the second and fourth Wednesday of each and every month during 2024 and shall commence at 7:00 PM prevailing time for the meetings, unless otherwise changed as provided by law. Meetings will be conducted in person and electronically through Zoom or other approved electronic means or a combination thereof as permitted by the NYS Open Meetings Law. The Zoom and/or electronic invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the Zoom and/or electronic meeting to commence or continue once a meeting has been commenced, the official meeting of the Planning Board shall continue in person without interruption.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese  
Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

Resolved, that Kathleen Lara is hereby appointed as the Planning Board Chairperson for the Town of Thompson Planning Board for the year 2024.

Moved by: Councilman Mace                                      Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4                    Rieber, Meddaugh, Pavese and Mace  
       Nays 0  
       Absent 1               Schock

Resolved that Michael Croissant is hereby appointed to the Planning Board for a term to expire December 31, 2028. Appointee shall attend necessary training as required.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

**The Following Resolution Was Duly Adopted: Res. No. 52 of the Year 2024.**

Resolved, that the appointment to serve as Alternate Member to the Planning Board with a term to expire December 31, 2024 is hereby tabled. Appointees shall attend necessary training as required.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

**The Following Resolution Was Duly Adopted: Res. No. 53 of the Year 2024.**

Resolved, that Christina Cellini be appointed to serve as Alternate Member to the Planning Board with a term to expire December 31, 2024. Appointees shall attend necessary training as required.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

**The Following Resolution Was Duly Adopted: Res. No. 54 of the Year 2024.**

Resolved, that Laura Eppers be hereby appointed as Secretary to the Planning Board and shall serve without additional compensation for the 2024 year.

Moved by: Councilman Mace                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

**The Following Resolution Was Duly Adopted: Res. No. 55 of the Year 2024.**

Resolved, that the Regular Meetings of the Zoning Board of Appeals be conducted at the Town Hall, 4052 State Route 42, Monticello, New York 12701. Further, such meetings shall be held on the second Tuesday of each and every month during 2024 and shall commence at 6:30 PM prevailing time for the Work-Session and 7:00 PM prevailing time for the meetings, unless otherwise changed as provided by law. Meetings will be conducted in person and electronically through Zoom or other approved electronic means or a combination thereof as permitted by the NYS Open Meetings Law. The Zoom and/or electronic invite is merely a courtesy and convenience to the public. If there is a disruption in the ability of the Zoom and/or electronic meeting to commence or continue once a meeting has been commenced, the official meeting of the Zoning Board of Appeals shall continue in person without interruption.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock



**The Following Resolution Was Duly Adopted: Res. No. 56 of the Year 2024.**

Resolved, that Richard McClernon is hereby appointed as the Zoning Board of Appeals Chairperson for the Town of Thompson Zoning Board of Appeals for the year 2024.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 57 of the Year 2024.**

Resolved, that Jay Mendels be appointed to the Zoning Board of Appeals with the term to expire December 31, 2028. Appointee shall attend all necessary training to be able to serve.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 58 of the Year 2024.**

Resolved that Cindy Ruff is hereby appointed to the Zoning Board of Appeals to fill the unexpired term of John Kelly, term to expire December 31, 2026. Appointee shall attend necessary training as required.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 59 of the Year 2024.**

Resolved, that appointment to the Zoning Board of Appeals as Alternate Member with term to expire December 31, 2024 is hereby tabled. Appointee shall attend necessary training as required.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 60 of the Year 2024.**

Resolved, that Darren Miller be hereby appointed to the Zoning Board of Appeals as Alternate Member with term to expire December 31, 2024. Appointee shall attend necessary training as required.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 61 of the Year 2024.**

Resolved, that Laura Eppers be hereby appointed as Secretary to the Zoning Board of Appeals and shall serve without additional compensation for the 2024 year.

Moved by: Councilman Pavese

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 62 of the Year 2024.**

Resolved, that Brad Bastone shall receive a stipend of \$13,164.30 for his services to the Town as a licensed master electrician as per 2024 budget.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 63 of the Year 2024.**

Resolved, that Paula E. Kay, Esq. hereby be appointed as Consulting Attorney for the Town with primary responsibility of Planning Board and Zoning Board of Appeals matters and such other duties that may be required, compensation shall be as per a separate agreement as attached to these minutes and that the Town Supervisor hereby be authorized to execute said agreement.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Pavese

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 64 of the Year 2024.**

Resolved, that David Weiner, Robert Friedland, Servico and Olympic Process Serving, LLC are all hereby appointed Process Servers for the Year 2024 as per the provided fee schedule.

Moved by: Councilman Pavese

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

**The Following Resolution Was Duly Adopted: Res. No. 65 of the Year 2024.**

Resolved, that the following shall be the process for auditing and paying invoices other than pre-pays.

- Invoices are to be checked and authorized by department heads
- Invoices are to be checked and entered by the bookkeeping staff who will then prepare vouchers for each vendor and prepare a warrant.
- Warrants shall be presented to the Town Board for approval for payment at a Board meeting

- The Comptroller shall review the approved warrant. The Comptroller is authorized to remove or reduce any item from the warrant that is deemed appropriate, reducing the amount of the warrant. Minor clerical changes are authorized as long as the amount on the warrant is not exceeded. The Comptroller is not authorized to exceed any amount for any invoice on the warrant that the Town Board approved for any reason. The Comptroller shall sign each voucher approving same. Actual or electronic signature is permitted.
- When the Comptroller has completed her review checks will be authorized, within the bookkeeping system, for printing.
- The Town Supervisor or other authorized signatory shall check the invoices, initial the vouchers and sign the checks and release same to vendors.
- The Town Board member responsible for auditing payments shall review all payments, which have been made and initial the attached vouchers within a reasonable time, but no later than the next Town Board meeting. If there are any issues found the board member shall immediately inform the Comptroller, bookkeeper and/or Town Supervisor.

Moved by: Councilman Mace

Seconded by: Councilwoman Meddaugh

Vote: Ayes 4 Rieber, Meddaugh, Pavese and Mace

Nays 0

Absent 1 Schock

Supervisor Rieber hereby establishes a Supplemental Audit Committee comprised of Councilpersons – Scott S. Mace, John A. Pavese and Ryan T. Schock. They shall review and audit all bills to be paid. One Councilperson shall be responsible for auditing on a monthly basis; responsibility shall rotate equally between the three.

## **REGULAR MEETING – CALL TO ORDER**

Supervisor Rieber convened the Regular Town Board Meeting at 7:42 PM.

## **APPROVAL OF MINUTES:**

On a motion made by Councilwoman Meddaugh and seconded by Councilman Mace the minutes of the December 19<sup>th</sup>, 2023 Regular Town Board Meeting were approved with 1-Correction as follows: (Page 3) APPROVAL OF MINUTES – Motion should read approval of the minutes of the December 5<sup>th</sup>, 2023 Regular Town Board Meeting, not December 19<sup>th</sup>, 2023.

Vote: Ayes 4 Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1 Schock

## **PUBLIC COMMENT:**

There was no public comment given.

## **CORRESPONDENCE:**

Supervisor Rieber reported on correspondence that was sent or received as follows:

- **Julio Garaicoechea, Project Manager, SC IDA:** 2024 Distribution of PILOT Payments – Check #2454, Dated: 12/15/23 for \$8,164.68 (Nonni’s Acquisition Company, Inc.).
- **William D. Young, Jr. dba Platinum Leaf LLC:** NYS Office of Cannabis Management – Notification to Municipality of adult-use retail dispensary license application for New Establishment for a Retail Dispensary Premises at 196 Rock Hill Drive, Rock Hill, NY, Dated 12/22/23 & Received 12/26/23. (The applicant Mr. Young was present who briefly commented on the subject.)
- **Melinda Meddaugh, Sullivan County Agriculture & Farmland Protection Board:** Letter dated 12/19/2023 to Supervisor Rieber Re: Sullivan County Agricultural District #4, Informing that NYS Department of Agriculture & Markets has certified the update to Agricultural District #4, which contains land located within the Town of Thompson, Map Provided.
- **Frank Nalevaiko:** Standardized Notice Form Providing 30-Day Advance Notice of Liquor License Application a New Application for Coffee Smoke LLC, 42 Kitz Road, Mongaup Valley, Notice Dated: 12/12/2023, Received: 12/15/2023.
- **Sat Parkash, Sidelines 2 Silhouettes, Inc.:** Letter dated 11/22/2023 to Town Clerk Calhoun Re: Notification of Liquor License Renewal Application for on-site premise at 462 State Route 17B, Monticello, NY, Serial Number 2191738.
- **Adam Bosch, President & CEO, Hudson Valley Pattern for Progress:** Letter to Pattern Members Re: Membership Renewal Notification and Information.

## **AGENDA ITEMS:**

### **1) APPROVE OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS FOR 2024**

**The Following Resolution Was Duly Adopted: Res. No. 66 of the Year 2024.**

At a Regular Meeting of the Town Board of the  
Town of Thompson held at the Town Hall, 4052  
Route 42, Monticello, New York on January 02,  
2024

## **RESOLUTION TO APPROVE OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

**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**, the Town Board of the Town of Thompson hereby requires the Supervisor, Town, Clerk, Receiver of Taxes, Town Justices, Town Comptroller, Highway Superintendent and Deputy Supervisor to execute said Official Undertaking as required by said law.

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

**Town Board Meeting  
January 02, 2024  
Page 20 of 28**

**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.

Moved by: Councilman

Seconded by: Councilman

Adopted the 2<sup>nd</sup>, day of January, 2024.

The members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> Absent
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**2) PROPOSED VILLAGE OF ATERES INCORPORATION:**

**A) RESOLUTION TO DESIGNATE FOUR ALTERNATE MEMBERS OF BOARD OF INSPECTORS FOR ELECTION TO BE HELD ON THURSDAY, JANUARY 18, 2024 FROM 12PM TO 9PM**

**The Following Resolution Was Duly Adopted: Res. No. 67 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby designates four alternate members of the Board of Inspectors in connection with the Special Election for the Incorporation of the Village of Ateres as follows: 1) Amrom Morgenstern, 2) Rifky Morgenstern, 3) Zev Tarkieltaub and 4) Chaya Tarkieltaub. The alternate members are qualified voters of such territory of Proposed Incorporation and shall substitute for any of the original Board of Inspectors of Election who do not attend at the time and place fixed for such Election as required by law.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1                      Schock

**B) ESTABLISH COMPENSATION RATE FOR BOARD OF INSPECTORS FOR ELECTION**

**The Following Resolution Was Duly Adopted: Res. No. 68 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby establishes a compensation rate for the Board of Inspectors in connection with the Special Election for the Incorporation of the Village of Ateres of \$250.00 for the day. Payment shall be

subject to the filing of an Oath of Office as required by law and completion of a required W-9 IRS Form.

Motion by: Councilwoman Meddaugh                      Seconded by: Councilman Pavese

Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1                      Schock

### **3) APPROVE CONTRACT WITH HUMANE SOCIETY OF MIDDLETOWN, INC. FOR DOG SHELTER SERVICES (2024)**

**The Following Resolution Was Duly Adopted: Res. No. 69 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby approve and authorize the Town Supervisor's execution of the agreement between the Town of Thompson and the Humane Society of Middletown, Inc. for the period beginning January 1<sup>st</sup>, 2024 through December 31<sup>st</sup>, 2024 for the purpose of dog kenneling/shelter services. Further Be It Resolved, that a fully executed copy of said agreement shall be kept on file in the Town Clerk's Office.

Motion by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1                      Schock

### **4) HIGHWAY DEPARTMENT – PLANNED ROAD IMPROVEMENT PROGRAM FOR FISCAL YEAR 2024**

Highway Superintendent Richard L. Benjamin, Jr. submitted a list of the planned road improvements for the year 2024 construction season. The number of roads improved can change due to weather, damages, scheduling, CHIPS Funding and the cost of materials. For informational purposes a copy of the list can be found appended to these minutes.<sup>1</sup>

### **5) REVIEW & APPROVE BIDS: GARBAGE & REFUSE REMOVAL SERVICES**

The Revised Bids for Garbage, Refuse Removal & Recycling Service were opened and read on 12/28/2023 at 2:00 PM. A copy of the bid results was provided to the Town Board for their review. There were (2) bids received in as follows:

- 1) Thompson Sanitation Corp. – Total Bid \$24,820.00 for 2024 & 2025  
Town Hall - \$2,400.00/\$2,650.00  
Town Parks - \$6,200.00/\$6,850.00  
Water & Sewer Department - \$3,200.00/\$3,200.00
- 2) Waste Management of Pennsylvania, Inc.– Total Bid \$26,500.00 for 2024 & 2025  
Town Hall - \$2,613.00/\$2,866.00  
Town Parks - \$6,592.00/\$7,282.00  
Water & Sewer Department - \$3,408.00/\$3,739.00

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<sup>1</sup> ATTACHMENT: 2024 PLANNED HIGHWAY/ROAD IMPROVEMENT LIST

**The Following Resolution Was Duly Introduced and Not Adopted.**

Resolved, that the bid of Thompson Sanitation Corp., for Garbage, Recycling and Refuse Removal Service for the Town (Item #'s 1, 2, 3 & 4), in the amount of \$24,820.00 (for 2024 & 2025) was hereby introduced for acceptance for a contract to expire 12/31/2025, and was hereby not adopted.

Motion by: Councilwoman Meddaugh

Seconded by: Supervisor Rieber

Vote: Ayes 2 Rieber and Meddaugh

Nays 1 Pavese

Recused 1 Mace

Absent 1 Schock

**6) TOWN CLERK'S OFFICE: REVIEW & APPROVE COPIER LEASE AGREEMENT WITH LEAF CAPITAL FUNDING, LLC FOR 48 MO. @ \$275.00 PER MONTH AND AUTHORIZE TOWN SUPERVISOR TO EXECUTE SAID AGREEMENT (TO REPLACE EXISTING LEASE AGREEMENT AT SAME COST, WHICH IS EXPIRING JANUARY 2024.)**

**The Following Resolution Was Duly Adopted: Res. No. 70 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby approves the new Lease Agreement for a Kyocera TA-5054CI Copier System Replacement for the Town Clerk's Office at a total of (48) monthly lease payments of \$275.00 (plus taxes) and a one-time \$95.00 documentation fee and that the Town Supervisor hereby be authorized to execute said Lease Agreement as presented.

Moved by: Councilwoman Meddaugh

Seconded by: Councilman Mace

Vote: Ayes 4 Rieber, Pavese, Meddaugh and Mace

Nays 0

Absent 1 Schock

**7) DISCUSSION: REQUEST BY ROCK HILL VOLUNTEER AMBULANCE CORPS TO AMEND CONTRACT TO PERMIT BILLING FOR SERVICES**

Dr. Eric Kaplan, President of the Rock Hill Ambulance Corps was present to discuss the request to amend the Ambulance Service Agreement to permit billing for services. A discussion ensued regarding the request to allow 3<sup>rd</sup> party billing for services rendered especially for service calls outside of the Ambulance District. Attorney Mednick said he would have to figure out how to handle the situation. He reported on a similar issue comparable to Lumberland Ambulance Service. Dr. Kaplan has been in contact with a 3<sup>rd</sup> party billing company to assist with this service. Dr. Kaplan will contact the Attorney for the billing company to ask if they would contact Town Attorney Mednick to arrange a conference call between all parties to discuss further. Hopefully this can be arranged prior to the next Town Board Meeting.

**8) AUTHORIZE CONTRACT WITH CBIZ – FIXED ASSET REPORTING & PROPERTY INSURANCE VALUATION UPDATING SERVICES \$1,625.00 PLUS \$225.00-\$300.00 PER HOUR CHANGE REQUESTS**

**The Following Resolution Was Duly Adopted: Res. No. 71 of the Year 2024.**

Resolved, that the Proposal from CBIZ, Inc. hereby be approved for 2022-2023 Fixed Asset Reporting and Property Insurance Valuation Updating Services at a fee not to exceed \$1,625.00 + \$225.00-\$300.00 per hour change requests if necessary. Further Be It Resolved, that the Town Supervisor hereby be authorized to execute said agreement as presented.

Moved by: Councilman Mace                      Seconded by: Councilwoman Meddaugh  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh, and Mace  
      Nays 0  
      Absent 1                  Schock

**9) REVIEW & APPROVE PROPOSALS FOR 2024 MARKETING SERVICES & WEB MAINTENANCE SERVICES**

**A) CENTERMOST MARKETING – MARKETING, PUBLIC RELATIONS & SOCIAL MEDIA SERVICES FOR \$22,500.00**

**The Following Resolution Was Duly Adopted: Res. No. 72 of the Year 2024.**

Resolved, that the proposal of Centermost Marketing for marketing services, public relations, and social media strategies at a cost not to exceed \$22,500.00 for the Year 2024 hereby be approved and the Town Supervisor hereby be authorized to execute said proposal as presented.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace  
Vote: Ayes 4                      Rieber, Meddaugh, Pavese and Mace  
      Nays 0  
      Absent 1                  Schock

**B) HONEST CREATIVE LLC – WEB MAINTENANCE SERVICES & CONTENT UPDATES FOR \$6,165.00**

**The Following Resolution Was Duly Adopted: Res. No. 73 of the Year 2024.**

Resolved, that the proposal of Honest Creative for Town Website Maintenance for the Year 2024 at a cost not to exceed \$6,165.00 hereby be approved and the Town Supervisor hereby be authorized to execute said proposal as presented.

Motion by: Councilwoman Meddaugh                      Seconded by: Councilman Mace  
Vote: Ayes 4                      Rieber, Pavese, Meddaugh and Mace  
      Nays 0  
      Absent 1                  Schock

**10) PARKS & RECREATION DEPARTMENT:**

**A) RESOLUTION TO AUTHORIZE THE FISCAL-YEAR 2024 PARKS & RECREATION PROGRAMS FOR AN AMOUNT NOT TO EXCEED \$31,475.00 (YOUTH ACTIVITIES \$10,100.00, ADULT ACTIVITIES \$6,775.00, YOUTH SPORTS TEAMS \$13,600.00 & MISCELLANEOUS \$1,000.00)**



**The Following Resolution Was Duly Adopted: Res. No. 74 of the Year 2024.**

**RESOLUTION TO AUTHORIZE THE FY 2024 PARKS & RECREATION PROGRAMS  
FOR AN AMOUNT NOT TO EXCEED \$31,475 AS FOLLOWS**

WHEREAS, the Parks & Recreation Advisory Committee has presented the following programs and activities, along with the proposed budget for the 2024 Fiscal Year:

<b>Park Programming Expense</b>	<b>Total Budgeted</b>
<b>Youth Activities</b>	<b>\$ 10,100.00</b>
Skiing - Family Night	\$ 5,000.00
Sledding - Community Sled Day	\$ 500.00
Sledding - Craft Day	\$ 1,000.00
Snowshoeing Event	\$ 600.00
Holiday Craft Event	\$ 1,000.00
Halloween Treats & Trails Event	\$ 2,000.00
<b>Adult Activities</b>	<b>\$ 6,775.00</b>
Zumba Program	\$ 3,900.00
Fly Fishing	\$ 250.00
Yoga Program	\$ 500.00
Adult Craft Night	\$ 900.00
Senior Activities	\$ 1,000.00
Hikes	\$ 225.00
<b>Youth Sports Teams</b>	<b>\$ 13,600.00</b>
Basketball - League	\$ 3,600.00
Basketball - Elementary	\$ 1,200.00
Volleyball League	\$ 2,000.00
Golf - League	\$ 5,000.00
Flag Football	\$ 600.00
Sports Nights	\$ 1,200.00
<b>Miscellaneous</b>	<b>\$ 1,000.00</b>
Equipment	\$ 500.00
Background Checks	\$ 500.00
<b>Total Park Programming</b>	<b>\$ 31,475.00</b>

WHEREAS, the reallocation of funds between the programs and activities is allowed, as long as the total amount for all Parks and Recreation Programming does not exceed \$31,475.

RESOLVED, that the Town Board of the Town of Thompson hereby authorizes the 2024 Parks & Recreation Programs for Fiscal Year 2024 in the Town of Thompson upon request by the Parks and Recreation Advisory Committee for a total cost not to exceed \$31,475.00 for the above-mentioned programs and activities.

Motion by: Councilwoman Melinda S. Meddaugh  
Seconded by: Councilman Scott S. Mace

Adopted the 2<sup>nd</sup> day of January, 2024

The Members of the Town Board voted as follows:

Supervisor WILLIAM J. RIEBER, JR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman RYAN T. SCHOCK	Yes <input type="checkbox"/> No <input type="checkbox"/> Absent
Councilwoman MELINDA S. MEDDAUGH	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman SCOTT S. MACE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman JOHN A. PAVESE	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

#### **11) WATER & SEWER DEPARTMENT:**

##### **A) APPOINTMENT OF SEWER TREATMENT PLANT OPERATOR FORMAN POSITION**

**The Following Resolution Was Duly Adopted: Res. No. 75 of the Year 2024.**

Resolved, that the Town Board of the Town of Thompson hereby authorizes the appointment/promotion of Shane Reid to the position of Sewer Treatment Plant Operator Foreman as a 2<sup>nd</sup> Forman position effective January 2<sup>nd</sup>, 2024 at the contracted payrate of \$46.20 per hour upon the request and recommendation of the Water & Sewer Superintendent.

Moved by: Councilman Mace                      Seconded by: Councilman Pavese

Vote: Ayes 3              Rieber, Pavese and Mace

Nays 0

Recused 1      Meddaugh

Absent 1      Schock

#### **12) BILLS OVER \$5,000.00**

There were no bills over \$5,000.00 submitted for approval of payment.

#### **13) BUDGET TRANSFERS & AMENDMENTS**

There were no budget transfers or amendments.

#### **14) ORDER BILLS PAID**

**The Following Resolution Was Duly Adopted: Res. No. 77 of the Year 2024.**

Resolved, that all regular bills for the course of the month, which have been properly audited be approved for payment. A complete list of the regular bills as identified can be found appended to these minutes as per attached. <sup>2</sup>

Moved by: Councilman Pavese                      Seconded by: Councilman Mace

Vote: Ayes 4              Rieber, Pavese, Meddaugh and Mace

Nays 0

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<sup>2</sup> ATTACHMENT: ORDER BILLS PAID

## **OLD BUSINESS**

### **UNVEILING OF NEW DOVE AT TOWN HALL**

Supt. Somers reported that the installation of the new Dove at the Town Hall has been completed. Laurie Kilgore of Kilgore Artistry Services advised that Shawn King provided the clear coat on the Dove. Mr. King has donated the cost of the clear coat to the Town. Supervisor Rieber will send a thank you letter to Mr. King for his donation. Director Weyer discussed scheduling an Unveiling Ceremony for the new Dove. Discussion was held. There was no specific date or time decided.

## **NEW BUSINESS**

### **COMMUNITY IMPACT GRANT THROUGH SULLIVAN 180 & DASNY – COMPLETION OF PRELIMINARY APPLICATION REQUIRED BY DASNY**

Director Weyer reported that she is working on completing a Preliminary Application, which is required for the DASNY portion of the Golden Feather Community Impact Grant through Sullivan 180 and DASNY. This application will be for the installation of a new playground and dog park at the East Mongaup River Town Park.

## **REPORTS: SUPERVISOR, COUNCILMEN, & DEPARTMENT HEADS**

### **Supervisor William J. Rieber, Jr.**

- Supervisor Rieber wished everyone a Happy Healthy New Year!

### **Director James L. Carnell, Jr.**

- Status of the Patio Homes Unsafe Buildings because of the Explosion. The Building Department is continuing to work with the various insurance companies to resolve the unsafe issues.

### **Water & Sewer Superintendent Michael G. Messenger**

- The new Vac-Con Truck from Peirce-Eagle Equipment Company has been delivered. The old truck will still be used as a backup when needed.

### **Parks & Recreation Superintendent Glenn Somers**

- Provided update on current Youth Programs including the Thursday Night Lights Winter Ski Program, which will start next Thursday, weather permitting.

## **PUBLIC COMMENT**

There was no public comment given.

## **ANNOUNCEMENTS, REMINDERS & FOR YOUR INFORMATION**

- 01/16/24 at 7PM: Regular Town Board Meeting.

- 01/16/24 at 7PM: Public Hearing - Proposed Local Law No. 07 of 2023 – Amend Chapter 250 of Town Code for the Establishment of the Planned Unit Development (PUD) District No. 7 for the Sackett Lake, LLP Development.
- 01/19/24 due by Close of Business: Request for Proposals (RFPs) for Professional Auditing Services.

### **ADJOURNMENT**

On a motion made by Councilwoman Meddaugh and seconded by Councilman Pavese the meeting was adjourned at 8:20 PM. All board members voted in favor of adjourning the meeting.

The Zoom Livestream Videoconferencing connection was disconnected.

**Respectfully Submitted By:**

*Marilee J. Calhoun*

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**Marilee J. Calhoun, Town Clerk**

# **Town of Thompson Highway Dept**

Rich Benjamin Jr. Superintendent of Highways  
33 Jefferson St. Monticello, NY 12701  
Phone: 794-5560

Todd Mitchell Deputy Superintendent  
Email [davehiway@gmail.com](mailto:davehiway@gmail.com)  
Fax: 794-5722

**December 21, 2023**

**Town Board,**

**Attached find the roads the Highway Department plans on improving for the 2024 construction season. The number of roads improved can change due to weather, damages, scheduling and the cost of materials.**

**Rich**

**Whitaker**

**Ryan Rd**

**Katrina Falls**

**Harris Rd**

**Rapp Rd**

**Bristol, Plymouth, Dartmouth, Dartmouth Circle.**

**Jacob, Dora, Manor, Shirley, Sheldon, Lisa.**

**64X43 Culvert Rock Ridge Dr.**




Town of Thompson  
Warrant Report

Town of Thompson  
Warrant Report

I hereby certify that the vouchers listed on the attached abstracts of prepaid and claims payable have been duly audited and are presented for payment to the Town Board of the Town of Thompson at the regular meeting there of, held on the 2<sup>nd</sup> day of January 20 24 in the amounts respectively specified. Authorization is hereby given and direction is made to pay each of the claimants in the amount as specified upon each claim stated.

  
Melissa DeMarmels, Comptroller

  
William J. Rieber Jr., Supervisor



Town of Thompson  
Warrant Report

Unposted Batch Totals		Manual Checks		Purchase Cards		Total
Fund	Fund Description	Invoice Batch	Unpaid	Paid	Unpaid	
Unposted Batch Grand Totals		\$0.00		\$0.00		\$0.00

Posted Batch Totals									
Fund	Fund Description	Invoice Batch		Manual Checks		Purchase Cards		Total	
		Paid	Unpaid	Paid	Unpaid	Paid	Unpaid	Paid	Unpaid
A000	GENERAL FUND TOWN WIDE	\$374,250.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$374,250.38	\$0.00
B000	GENERAL TOWN OUTSIDE	\$45,894.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,894.15	\$0.00
DA00	HWY#3 / 4 - TOWN WIDE	\$123,624.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,624.96	\$0.00
DB00	HWY#1 - TOWN OUTSIDE	\$1,625.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,625.09	\$0.00
RD00	ADELAAR ROAD IMPROVEMENT DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SL03	LAKE LOUISE MARIE	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
SL10	EMERALD CORP. PARK LD#10	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00
SSAR	Adelaar Sewer District	\$5,387.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,387.94	\$0.00
SSHC	Harris Consolidated Sewer District	\$3,981.29	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$9,981.29	\$0.00
SSKC	Kiamasha Consolidated Sewer District	\$33,466.78	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$63,466.78	\$0.00
SSM0	MELODY LAKE SEWER DISTR.	\$1,545.45	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$2,545.45	\$0.00
SSRC	Rock Hill Emerald Green Consolidated Sewer Dist	\$14,344.16	\$0.00	\$0.00	\$0.00	\$14,500.00	\$0.00	\$28,844.16	\$0.00
SSS0	SACKETT LAKE SEWER DISTR	\$7,683.22	\$0.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$14,683.22	\$0.00
SWA0	ADELAAR RESORT WATER DISTRICT	\$929.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$929.59	\$0.00
SWC0	COLD SPRING WATER	\$364.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$364.40	\$0.00
SWD0	DILLON WATER DISTRICT	\$103.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103.96	\$0.00
SWK0	KIAMASHA RT42 WATER	\$4,203.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,203.28	\$0.00
SWL0	LUCKY LAKE WATER DISTR	\$351.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$351.40	\$0.00
SWM0	MELODY LAKE WATER	\$307.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307.85	\$0.00
T000	TRUST & AGENCY FUND	\$3,246.44	\$0.00	\$0.00	\$0.00	\$14,545.69	\$0.00	\$17,792.13	\$0.00
Posted Batch Grand Totals		\$621,310.34	\$0.00	\$2,000.00	\$0.00	\$73,045.69	\$0.00	\$696,356.03	\$0.00

Report Grand Totals									
Fund	Fund Description	Invoice Batch		Manual Checks		Purchase Cards		Total	
		Paid	Unpaid	Paid	Unpaid	Paid	Unpaid	Paid	Unpaid
A000	GENERAL FUND TOWN WIDE	\$374,250.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$374,250.38	\$0.00
B000	GENERAL TOWN OUTSIDE	\$45,894.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,894.15	\$0.00
DA00	HWY#3 / 4 - TOWN WIDE	\$123,624.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,624.96	\$0.00



Town of Thompson  
Warrant Report

DB00	HWY#1 - TOWN OUTSIDE	\$1,625.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,625.09	\$0.00
RD00	ADELAAR ROAD IMPROVEMENT DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SL03	LAKE LOUISE MARIE	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
SL10	EMERALD CORP. PARK L/D#10	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00
SSAR	Adelaar Sewer District	\$5,387.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,387.94	\$0.00
SSHC	Harris Consolidated Sewer District	\$3,981.29	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$9,981.29	\$0.00
SSKC	Kiamasha Consolidated Sewer District	\$33,466.78	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$63,466.78	\$0.00
SSM0	MELODY LAKE SEWER DISTR.	\$1,545.45	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$2,545.45	\$0.00
SSRC	Rock Hill Emerald Green Consolidated Sewer Dist	\$14,344.16	\$0.00	\$0.00	\$0.00	\$14,500.00	\$0.00	\$28,844.16	\$0.00
SSS0	SACKETT LAKE SEWER DISTR	\$7,683.22	\$0.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$14,683.22	\$0.00
SWA0	ADELAAR RESORT WATER DISTRICT	\$929.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$929.59	\$0.00
SWC0	COLD SPRING WATER	\$364.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$364.40	\$0.00
SWD0	DILLON WATER DISTRICT	\$103.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103.96	\$0.00
SWK0	KIAMESHA RT42 WATER	\$4,203.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,203.28	\$0.00
SWL0	LUCKY LAKE WATER DISTR	\$351.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$351.40	\$0.00
SWM0	MELODY LAKE WATER	\$307.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307.85	\$0.00
T000	TRUST & AGENCY FUND	\$3,246.44	\$0.00	\$0.00	\$0.00	\$14,545.69	\$0.00	\$17,792.13	\$0.00
Grand Totals		\$621,310.34	\$0.00	\$2,000.00	\$0.00	\$73,045.69	\$0.00	\$696,356.03	\$0.00





12 October 2023

Town of Thompson  
4052 State Route 42  
Monticello, NY 12701

**ATTENTION: SUPERVISOR WILLIAM J. RIEBER JR.**

**RE: PROFESSIONAL SERVICES – ENGINEER FOR THE TOWN**

Dear Supervisor Rieber,

We'd like to extend our sincere gratitude for retaining MHE as your Engineer for the Town this past year. As always, it is our pleasure to work with you and the other Town Officials in providing quality professional services. Thank you for your continued relationship and support as we look toward 2024.

For the upcoming year, we propose to provide Engineering Services which will be outlined in our Annual Municipal Agreement, with an increase in hourly costs for Regular Town Engineering Services as well as Reimbursable Services. Rates for Principals are as follows:

General Town Engineering Services	\$108/Hour
Engineering Services, reimbursed by the Applicant	\$194/Hour

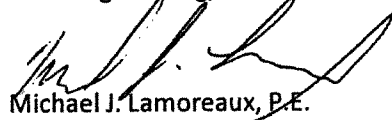
An updated Municipal Fee Schedule which provides a breakdown of all proposed rates for professional services we provide to the Town, is attached hereto, for your review.

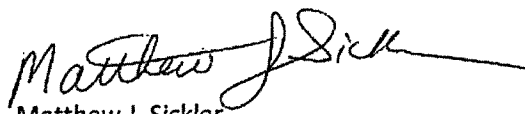
Special projects will continue to be subject to an individual proposal and engineering services agreement based on a negotiated lump sum fee or in accordance with the attached Standard Municipal Fee Schedule.

As always, should you or the Town's Board have any questions we are happy to discuss these in further detail.

Respectfully submitted,

**MHE Engineering, D.P.C.**

  
Michael J. Lamoreaux, P.E.  
Principal

  
Matthew J. Sickler  
Associate

**NEW YORK OFFICE**

33 Airport Center Drive, Suite 202, New Windsor, NY 12553  
845-567-3100 | F: 845-567-3232 | mheny@mhepc.com

**PENNSYLVANIA OFFICE**

111 Wheatfield Drive, Suite 1, Milford, PA 18337  
570-296-2765 | F: 570-296-2767 | mhepa@mhepc.com



## **MUNICIPAL (NON-CHARGEABLE) FEE SCHEDULE**

### **A. HOURLY RATES:**

<b>Firm Representative</b>	<b>Hourly</b>
Principal	\$ 108.00
Associate	\$ 106.00
Senior Engineer / Designer	\$ 104.00
Senior Structural Engineer	\$ 104.00
Senior Architect	\$ 104.00
Senior Project Manager	\$ 102.00
Project Engineer / Designer	\$ 100.00
Project Manager	\$ 100.00
Staff Engineer / Designer	\$ 95.00
Technician II	\$ 95.00
Technician I	\$ 90.00
Engineering Intern	\$ 52.00
Intern Support	\$ 42.00
Administrative Services	\$ 96.00
Clerical/Secretarial	\$ 60.00

### **B. GENERAL CONDITIONS:**

1. Fees for services or tasks for engineering design, field construction observation, surveys, etc. will be computed based on the firm representative(s) performing the services and the hours expended, unless a lump sum agreement has been executed.
2. In addition to the above fees, all out-of-pocket and traveling expenses, reproduction charges, mailing charges, and other disbursements are chargeable, plus a 20% service charge, unless any such charges are specifically noted as included in the agreement. Mileage will be chargeable at the approved Federal rate.
3. Without a prior appointment, services of personnel cannot be assured for any certain day.
4. Reproduction charges are based on \$0.15 per photocopy (8.5" x 11") and in-house \$3.60 per D size plan (24' x 36") and \$5.25 per E size plan (30" x 42"), unless otherwise stipulated by agreement.
5. Field Representative rate is based on an 8-hour daytime work period, weekdays. Other time periods will be billable at an overtime rate (1-1/2 rate).

Municipal Non-Chargeable Fee Schedule – 2024

#### **NEW YORK OFFICE**

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## MUNICIPAL FEE SCHEDULE

### A. HOURLY RATES:

<b>Firm Representative</b>	<b>Hourly</b>
Principal	\$ 194.00
Associate	\$ 184.00
Senior Engineer / Designer	\$ 177.00
Senior Structural Engineer	\$ 177.00
Senior Architect	\$ 177.00
Senior Project Manager	\$ 170.00
Project Engineer / Designer	\$ 145.00
Project Manager	\$ 142.00
Staff Engineer / Designer	\$ 115.00
Technician II	\$ 110.00
Technician I	\$ 105.00
Engineering Intern	\$ 68.00
Intern Support	\$ 47.00
Administrative Services	\$ 100.00
Clerical/Secretarial	\$ 65.00

### B. GENERAL CONDITIONS:

1. Fees for services or tasks for engineering design, field construction observation, surveys, etc. will be computed based on the firm representative(s) performing the services and the hours expended, unless a lump sum agreement has been executed.
2. In addition to the above fees, all out-of-pocket and traveling expenses, reproduction charges, mailing charges, and other disbursements are chargeable, plus a 20% service charge, unless any such charges are specifically noted as included in the agreement. Mileage will be chargeable at the approved Federal rate.
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**2024  
HOURLY RATE SCHEDULE**

Personnel	Rate
Admin, Billing Clerk, Project Coordinator	\$85 - \$105
Communications	\$160 - \$180
Designer, Technician, Construction Inspector I	\$95 - \$120
Designer, Technician, Construction Inspector II	\$125 - \$150
Designer, Technician, Construction Inspector III	\$150 - \$170
Designer, Technician, Construction Inspector IV	\$170 - \$200
Engineer/Scientist/Planner I	\$110 - \$140
Engineer/Scientist/Planner II	\$140 - \$170
Engineer/Scientist/Planner III	\$170 - \$190
Engineer/Scientist/Planner IV	\$190 - \$230
Principal Engineer/Scientist/Planner	\$230 - \$260

**Reimbursable Expenses:**

1. Mileage @ Federal Rate
2. Travel Expenses (Lodging, Meals) @ Federal Per Diem Rate
3. Telecommunications @ Cost
4. FedEx, UPS, US Postal, Courier @ Cost
5. Subcontract Management @ Cost plus 10%
6. Other allowable costs @ Cost (Plan Reproductions, Photographs, etc.)