



**TOWN OF ORANGETOWN RE-ORGANIZATIONAL TOWN BOARD MEETING  
Tuesday January 05, 2021**

This Town Board Meeting was opened at 7:00 PM.

Councilperson Denis Troy	_____
Councilperson Thomas Diviny	_____
Councilperson Paul Valentine	_____
Councilperson Jerry Bottari	_____
Supervisor Teresa M. Kenny	_____

**PRESENTATIONS / ANNOUNCEMENTS:**

- ❖ **Pledge of Allegiance to the Flag of the United States of America Led by Denis Troy**
- ❖ **2021 STATE OF THE TOWN SPEECH:**  
Town of Orangetown Supervisor Teresa M. Kenny
- ❖ **SUPERVISOR'S APPOINTMENTS:**
  - ★ **Jeffrey Bencik, Finance Director**
  - ★ **Carmel Reilly, Director of Economic Development and Tourism**
  - ★ **Allison Kardon, Confidential Assistant to Supervisor**
  - ★ **Mary Cardenas, Town Historian**
- ❖ **COMMENTS FROM THE TOWN BOARD:**

**AGENDA ITEMS:**

**TOWN BOARD**

**1. OFFICIAL UNDERTAKING FOR ELECTED AND APPOINTED OFFICIALS / 2021**

**RESOLVED**, that upon the recommendation of the Director of Finance, Jeff Bencik, to approve Official Undertaking to be filed in the Rockland County Clerk's Office for elected and appointed officials, officers and employees as the Town Board may require for the faithful performance of their duties and the prompt and proper account for paying over all money received by said employees in their official capacities.

2. **2021 / MARRIAGE OFFICERS**

**RESOLVED**, the following are designated as Marriage Officers effective January 1, 2021 – December 31, 2021, at no salary:

- ◆ Supervisor Teresa M. Kenny
- ◆ Councilman Thomas F. Diviny
- ◆ Councilman Paul Valentine
- ◆ Councilman Gerald Bottari
- ◆ Councilman Denis Troy
- ◆ Town Clerk, Rosanna Sfraga

3. **2021 / OFFICIAL NEWSPAPER**

**RESOLVED**, that the Town Board hereby designates the Journal News as the official newspaper of the Town pursuant to NYS Town Law Section 64 (11), and the Journal News and the Rockland County Times, for additional notices as the Board may determine necessary or advisable, on a case by case basis.

4. **2021 BANKING DEPOSITORIES**

**RESOLVED**, that the following banks are designated as the banking depository for the Town of Orangetown:

- ◆ J. P. Morgan Chase
- ◆ Key Bank
- ◆ Sterling National
- ◆ Connect One

5. **2021 BANKING DEPOSITORIES / COLLECTION OF TAXES**

**RESOLVED**, that the following banks are designated as the banking depository for the Collection of Taxes (Town Clerk's Office):

- ◆ J. P. Morgan Chase
- ◆ Sterling National

6. **REAPPOINT / REGISTRAR OF VITAL STATISTICS / ROSANNA SFRAGA / 2021**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Registrar of Vital Statistics, effective January 1, 2021 through December 31, 2021.

7. **REAPPOINT / RECORDS MANAGEMENT OFFICER (RMO) / 2021**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Records Management Officer (RMO) for 2021.

8. **REAPPOINT / RECORDS ACCESS OFFICER (RAO) / 2021 / DEPARTMENT HEADS**

**RESOLVED**, that the Town Board reappoints each Department Head as Records Access Officer (RAO) for their Department records, effective January 1, 2021 through December 31, 2021.

9. **REAPPOINT TERESA ACCETTA-PUGH / RIMA DEL VECCHIO / DEPUTY REGISTRARS OF VITAL STATISTICS / 2021**

**RESOLVED**, that upon the recommendation of the Town Clerk, that Teresa Accetta-Pugh and Rima Del Vecchio are hereby appointed Deputy Registrar(s) of Vital Statistics for 2021.

10. **REAPPOINT / JOSEPH THOMASSEN / 1ST DEPUTY TOWN CLERK / COLLECTOR / 2021**

**RESOLVED**, that the Town Board hereby recognizes and reaffirms the reappointment of Joseph Thomassen by the Town Clerk to the position of First Deputy Town Clerk / Collector for 2021.

11. **TRAVEL AND CONFERENCE POLICY 2021**

**WHEREAS**, the Town Board has determined that it is in the best interests of the Town to adopt a "Travel and Conference Policy" which will establish guidelines for the reimbursement of town business related travel and out-of-town travel expenses by officers and employees; and

**WHEREAS**, the Town Board having previously adopted a Travel and Conference Policy pursuant to Town Board Resolution 2020-18,

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board does hereby adopt the Travel and Conference Policy as annexed hereto.

12. **PROCUREMENT POLICY 2021**

**WHEREAS**, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt internal policies and procedures governing all procurements of goods and services not subject to the bidding requirements of GML Section 103 or any other law; and

**WHEREAS**, the Town Board having previously adopted a procurement policy pursuant to Town Board Resolution 2020-17

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board does hereby adopt the procurement policy annexed to this Resolution as Exhibit Number \_\_\_\_\_ which is intended to apply to all goods and services which are not required by law to be publicly bid.

13. **ADJOURNED**

**RESOLVED**, at \_\_\_\_\_ pm, the Town Board adjourned the Re-Organizational Town Board Meeting.