



## **TOWN OF ORANGETOWN TOWN BOARD RE-ORGANIZATIONAL MEETING**

**Wednesday January 10, 2024**

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

Councilperson Paul Valentine	_____
Councilperson Jerry Bottari	_____
Councilperson Brian Donohue	_____
Supervisor Teresa M. Kenny	_____

### **PRESENTATIONS:**

- ◆ **Entry of Colors:**
  - ★ **Boy Scout Troop #55 and Cub Scout Pack #55 Color Guard**
- ◆ **Pledge of Allegiance to the Flag of the United States led by:**
  - ★ **Sharyn McTigue (Youngman)**
- ◆ **"The Star-Spangled Banner" performed by:**
  - ★ **BridgeMusik musicians**
    - ♪ **Keith Buterbaugh, voice**
    - ♪ **Tanya Witek, flute**
    - ♪ **Danny Mui, clarinet**
    - ♪ **Lukas Witek, violin**
    - ♪ **Annamaria Witek, cello**
- ◆ **Invocation:**
  - ★ **Rabbi Daniel Pernick, Beth Am Temple**
- ◆ **"America the Beautiful" performed by:**
  - ★ **BridgeMusik musicians**
    - ♪ **Keith Buterbaugh, voice**
    - ♪ **Tanya Witek, flute**
    - ♪ **Danny Mui, clarinet**
    - ♪ **Lukas Witek, violin**
    - ♪ **Annamaria Witek, cello**

- ♦ **Honorable Judge Richard C. Finning administers the Oath of Office to:**
  - ★ **Rosanna Sfraga, Town Clerk**
  - ★ **Patrick J. Loftus, Town Justice**
  
- ♦ **Rosanna Sfraga, Town Clerk administers the Oath of Office to:**
  - ★ **Teresa M. Kenny, Supervisor**
  - ★ **Gerald Bottari, Town Councilman**
  
- ♦ **Billy Dean Valentine, Esq. administers the Oath of Office to:**
  - ★ **Paul Valentine, Town Councilman**
  
- ♦ **Cheryl Dean Ward administers the Oath of Office to:**
  - ★ **James J. Dean, Superintendent of Highways**
  
- ♦ **Retirement of Colors:**
  - ★ **Boy Scout Troop #55 and Cub Scout Pack #55 Color Guard**
  
- ♦ **2024 STATE OF THE TOWN SPEECH:**
  - ★ **Town of Orangetown Supervisor Teresa M. Kenny**
  
- ♦ **COMMENTS FROM THE TOWN BOARD**
  
- ♦ **Benediction:**
  - ★ **Rev. Ravikiran Dasari**

## **AGENDA ITEMS:**

### **TOWN BOARD**

#### **1. OFFICIAL UNDERTAKING FOR ELECTED AND APPOINTED OFFICIALS**

**RESOLVED**, that upon the recommendation of the Director of Finance, Jeffrey 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. **2024 / MARRIAGE OFFICERS**

**RESOLVED**, that the following are designated as Marriage Officers effective January 1, 2024 - December 31, 2024, at no salary:

- Supervisor Teresa M. Kenny
- Councilman Paul Valentine
- Councilman Gerald Bottari
- Councilman Brian Donohue
- Town Clerk, Rosanna Sfraga

3. **2024 / 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. **2024 BANKING DEPOSITORIES**

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

- J. P. Morgan Chase
- Key Bank
- Webster Bank
- Connect One
- NYClass

5. **2024 TOWN CLERK FOR COLLECTION OF TAXES / BANKING DEPOSITORIES**

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

- J. P. Morgan Chase
- Webster Bank

6. **REAPPOINT / REGISTRAR OF VITAL STATISTICS / ROSANNA SFRAGA / EFFECTIVE JANUARY 1, 2024 - DECEMBER 31, 2024**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Registrar of Vital Statistics, effective January 1, 2024 through December 31, 2024.

7. **REAPPOINT / RECORDS MANAGEMENT OFFICER (RMO) / ROSANNA SFRAGA / EFFECTIVE JANUARY 1, 2024 - DECEMBER 31, 2024**

**RESOLVED**, that Rosanna Sfraga, Town Clerk, is hereby reappointed Records Management Officer (RMO), effective January 1, 2024 through December 31, 2024.

8. **REAPPOINT / RECORDS ACCESS OFFICER (RAO) / 2024 / DEPARTMENT HEADS / EFFECTIVE JANUARY 1, 2024 - DECEMBER 31, 2024**

**RESOLVED**, that the Town Board reappoints each Department Head as Records Access Officer (RAO) for their Department records, effective January 1, 2024 through December 31, 2024.

9. **REAPPOINT / DEPUTY REGISTRARS OF VITAL STATISTICS / TERESA ACCETTA-PUGH AND RIMA DEL VECCHIO / EFFECTIVE JANUARY 1, 2024 - DECEMBER 31, 2024**

**RESOLVED**, that upon the recommendation of the Town Clerk, Teresa Accetta-Pugh and Rima Del Vecchio are hereby appointed Deputy Registrars of Vital Statistics with a stipend of \$4,000 each, effective January 1, 2024 through December 31, 2024.

10. **REAPPOINT / 1ST DEPUTY TOWN CLERK / COLLECTOR / JOSEPH THOMASSEN / EFFECTIVE JANUARY 1, 2024 - DECEMBER 31, 2024**

**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, effective January 1, 2024 through December 31, 2024.

11. **INDEMNIFICATION OF PUBLIC OFFICERS AND EMPLOYEES**

**RESOLVED**, that the provisions of Section 18 of the Public Officers' Law concerning defense and indemnification shall apply to the officers and employees of the Town of Orangetown who are named defendants in any action arising out of the proper performance of duties to the fullest extent permissible by law, including, but not limited to, punitive damages, and the benefits of Section 18 shall extend to all such employees, and

**BE IT FURTHER RESOLVED**, that all necessary and reasonable costs for providing this benefit shall be a proper Town charge.

**12. AUTHORIZE TOWN ATTORNEY TO INSTITUTE AND DEFEND ACTIONS**

**RESOLVED**, that for the year 2024, the Town Board hereby authorizes the Town Attorney to take all necessary steps to institute actions on behalf of or defend any proceedings brought against the Town of Orangetown, its agencies and employees, and

**BE IT FURTHER RESOLVED**, that this Resolution is hereby made retroactive to January 1, 2024.

**13. APPOINT ROBERT V. MAGRINO / TOWN ATTORNEY / EFFECTIVE JANUARY 1, 2024 THROUGH DECEMBER 31, 2025**

**RESOLVED**, that pursuant to the provisions of Town Law §20 and Town Law §24 the Town Board hereby reappoints Robert V. Magrino as Town Attorney, effective January 1, 2024 through December 31, 2025, at the annual salary of \$152,000.00 for 2024.

**14. ADOPT TOWN OF ORANGETOWN PROCUREMENT POLICY 2024**

**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 #17 of 2023; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board does hereby adopt the procurement policy annexed to this Resolution and identified as the 2024 Orangetown Procurement Policy which is intended to apply to all goods and services which are not required by law to be publicly bid.

**15. TOWN OF ORANGETOWN / TRAVEL AND CONFERENCE POLICY 2024**

**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 #18 of 2023,

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

16. **ACCEPT / RESIGNATION OF THOMAS DIVINY / TOWN COUNCILMAN / TOWN BOARD / EFFECTIVE JANUARY 2, 2024**

**RESOLVED** , the Town Board acknowledges, with regret, the resignation of Town Councilman Thomas Diviny from the Town Board, effective January 2, 2024.

17. **AUTHORIZE TOWN ATTORNEY TO SETTLE CERTAIN CLAIMS**

**RESOLVED**, that the Town Attorney is hereby authorized to settle liability claims against the Town for amounts up to SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500.00) without the necessity for further Town Board resolution.

18. **APPOINT BRUCE BOND / ALTERNATE MEMBER / ORANGETOWN PLANNING BOARD / 1-YEAR TERM / 2024**

**RESOLVED**, that BRUCE BOND is hereby appointed as an ALTERNATE MEMBER to the Orangetown Planning Board for a period of 1-year, commencing January 1, 2024 and expiring on December 31, 2024.

**AUDIT**

19. **PAY VOUCHERS**

**RESOLVED**, upon the recommendation of the Director of Finance, Jeffrey Bencik, the Finance Office is hereby authorized to pay vouchers for a total amount of six (6) warrants (attached) for a total of **\$9,753,889.39**.

**EXECUTIVE SESSION**

20. **ENTER EXECUTIVE SESSION**

**RESOLVED**, at \_\_\_\_\_ pm, the Town Board entered Executive Session to discuss\_\_\_\_\_.

**ADJOURNMENTS**

21. **RE-ENTER RTBM / ADJOURNED / MEMORY**

**RESOLVED**, at \_\_\_\_\_ pm, the Town Board re-entered the Regular Town Board Meeting and adjourned in memory of:

- ❖ **Ruth Dizzine**, *Resident of Tappan and Mother of Parks Employee Judi Smith-Linderman*
- ❖ **Frank Fornario**, *Resident of Blauvelt and Former Rockland County Legislator*
- ❖ **Vera Lowry**, *Mother-In-Law to Supervisor's Office Employee Carmel Reilly*