

*Andrew J. Zarutskie  
Town Clerk  
Town of Newburgh  
1496 Route 300  
Newburgh NY 12550  
Tel.(845) 564-4554*

**AGENDA**  
**PUBLIC TOWN COUNCIL MEETING**  
**(with AUDIT)**  
**Monday, August 20, 2012**  
**7:00 p.m.**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. MOMENT OF SILENCE
4. CHANGES TO AGENDA
5. COMMENTS ON AGENDA ITEMS
6. APPROVAL OF AUDIT
7. JUSTICE COURT:
  - A. Hiring of Full Time Clerk
  - B. Budget Transfer
8. PLANNING BOARD: Landscape Bond for Quick Chek
9. ANIMAL CONTROL: T-94 Withdrawal
10. PARKS AND RECREATION: Trolley for Coldenham Fire District
- 11.ZONING: Hiring of Consulting Attorney
- 12.ANNOUNCEMENTS
- 13.PUBLIC COMMENTS
- 14.ADJOURNMENT

**6. APPROVAL OF AUDIT**

AUDIT # 16  
8/20/2012  
VOUCHERS: 123346 to 123481

Audit Date: August 20, 2012

To the Supervisor:

I certify that the vouchers listed above were audited by the Town Board on the above date and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite his name.

I acknowledge the following vouchers are in violation of New York State's General Municipal Law section 103 (Competitive Bidding Laws) and approve payment thereof.

<u>Voucher</u>	<u>Vendor Name</u>	<u>Amount</u>
123375	NY Communication	3,725.00
123422	Newburgh steel products	245.00
123423	Newburgh steel products	188.60
123430	Packham materials	11,612.00
123434	Schmidts wholesale	2,277.50

Dated: \_\_\_\_\_

\_\_\_\_\_  
Andrew J. Zarutskie, Town Clerk

Town Board:

Exceptions:

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AUDIT # 16

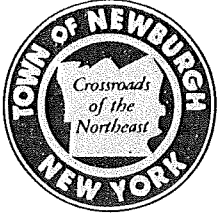
August 20, 2012

VOUCHERS: 123346 to 123481

<u>FUND</u>	<u>REGULAR</u>	<u>PREPAID</u>
GENERAL	\$ 421,928.03	\$ -
TRUST & AGENCY	6,749.79	-
STREET LIGHTING	-	-
HIGHWAY	182,679.03	-
WATER	36,349.07	-
SEWER	10,132.81	-
WATER CAPITAL	203.50	-
SEWER CAPITAL	2,000.00	-
HIGHWAY CAPITAL	-	-
GENERAL CAPITAL	2,485.94	-
SPECIAL DISTRICT	-	-
TOTAL	\$ 662,528.17	\$ -
GRAND TOTAL	<u>\$ 662,528.17</u>	

7. **JUSTICE COURT:**
  - A. **Hiring of Full Time Clerk**
  - B. **Budget Transfer**

AUG 20 2012



## TOWN OF NEWBURGH

1496 Route 300, Newburgh, New York 12550

PERSONNEL DEPT.

PH: 845-566-7785  
Fax: 845-564-2170

To: Wayne C Booth, Supervisor & Town Board

From: Charlene M Black, Administrative Aide

Date: August 9, 2012

Re: Justice Court: Court Clerk Position

Town Justice Jude Martini has interviewed for the full time position that is available in his department. He would like to offer the position to Sarah M Adams. All paperwork is attached: application, Employment request form and letter from Judge Martini.

Everything is in order. Ms Adam's employment is based upon your approval. All paperwork, physical and finger printing will be completed once I receive your approval.

Thank you in advance.

AUG 20 2012



NEWBURGH TOWN COURT  
311 ROUTE 32  
NEWBURGH, NEW YORK 12550

7a

TELEPHONE (845) 564-7165  
FACSIMILE (845) 564-7171

HON. JUDE T. MARTINI  
TOWN JUSTICE

HON. RICHARD CLARINO  
TOWN JUSTICE

August 8, 2012

Wayne Booth  
Town Supervisor  
Town of Newburgh  
1496 Route 300  
Newburgh, NY 12550

SUBJECT: Full-Time Clerk  
Justice Court

Dear Supervisor Booth:

On March 1, 2012 a full-time Court Clerk position became vacant in my part of the Court. A request was then submitted to the Town Board to contact Orange County Human Resources for the current list of candidates, and I have been provided with the list of Certification of Eligibles to fill this vacancy.

I am requesting that the Town Board approve the following candidate off the Eligibles list to fill the vacant Court Clerk position:

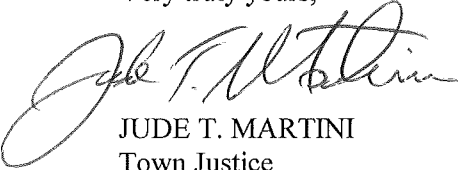
Sarah M. Adams  
655 Rock Cut Road  
Walden, NY 12586  
845-541-8456

Attached herewith and made a part hereof is a completed Employment Request Form and Application.

I am requesting this matter be placed on the next agenda for approval by the Town Board.

Thank you.

Very truly yours,



JUDE T. MARTINI  
Town Justice

JTM/fb  
Attachment

cc: Members of the Town Board  
Andrew Zarutskie, Town Clerk  
Charlene Black, Personnel

**TOWN OF NEWBURGH**  
EMPLOYMENT REQUEST FORM

**TO: PERSONNEL DEPARTMENT**

NAME OF CANDIDATE: Sarah Adams

DEPARTMENT: Justice Court

TITLE OF POSITION: Court Clerk

FULL TIME OR PART TIME: Full-Time

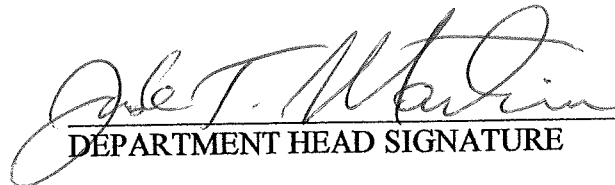
HOURLY RATE: \$12.00

IS POSITION FUNDED IN CURRENT BUDGET: Xyes or no

FUND APPROPRIATION NUMBER: 1110-0100

PROPOSED HIRE DATE: August 23, 2012

NOTE: CANDIDATE CANNOT BEGIN WORK WITHOUT PRE-EMPLOYMENT PHYSICAL AND COMPLETION OF ALL REQUIRED PAPERWORK.

  
DEPARTMENT HEAD SIGNATURE

August 8, 2012  
DATE

**ORIGINAL APPLICATION MUST BE ATTACHED TO THIS FORM.**  
COPY TO ACCOUNTING DEPARTMENT  
(02/04)



AUG 20 2012



NEWBURGH TOWN COURT  
311 ROUTE 32  
NEWBURGH, NEW YORK 12550

7B

TELEPHONE (845) 564-7165  
FACSIMILE (845) 564-7171

HON. JUDE T. MARTINI  
TOWN JUSTICE

FRANCES BOCKEMUHL  
COURT CLERK TO TOWN JUSTICE

MEMORANDUM

TO: Wayne Booth, Supervisor

CC: Members of the Town Board  
Jackie Calarco, Town Accountant

FROM: Hon. Richard Clarino, Town Justice  
Hon. Jude T. Martini, Town Justice

DATE: August 14, 2012

RE: Budget Transfer

*RC*  
*JTM*

As of this date, the Court's budget line for 1110-190 Other Expenses has a negative balance of \$2,910.75 due to the unforeseen cost of unemployment insurance. A copy is attached for your convenience.

Please approve a transfer in the amount of \$2,911.00 from 1110-499 Personal Services to cover this expense.

If you have any questions or need additional information, please feel free to contact Court Clerk Frances Bockemuhl.

Thank you.

Attachment

**8. PLANNING BOARD: Landscape Bond for Quick Chek**

# KALA

Karen Arent Landscape Architect

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## Memorandum

To: Mr. Wayne Booth, Town Supervisor and Town Board

From: Karen Arent, Landscape Architectural Consultant to the Town of Newburgh Planning Board

Date: August 13, 2012

Re: Landscape Bond Estimate Quick Chek Cooperation  
Route 9W near Old Post Road, Newburgh NY  
Town Project Number 2010-04

Consultant: Bohler Engineering

Cc: Chairman John Ewasutyn and the Town of Newburgh Planning Board, Mark Taylor, Esq., Ms. Cindy Martinez, Mr. Tung-To Lam with Bohler Engineering

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Attached for the Town Board's review is a landscape bond increase for the above referenced project. The increased cost, \$43,746 should be added to the initial landscape bond, in the amount of \$65,708 for a total bond amount of \$109,454. Groundcovers, lawn and plants were installed in heavy clay soil not suitable as a growing medium. The soil was worked in wet conditions, causing the soil to compact even more. Plants will have difficulty growing in this soil. Approved plans specified well-graded topsoil improved with organic matter.

To improve the soil, compost must be added and mixed with existing soil or top dressed on lawn areas. The estimated cost for this work is \$43,746, as depicted on the attached cost estimate.

The above requires Town Board action and should be placed on your next available agenda.

**9. ANIMAL CONTROL: T-94 Withdrawal**

AUG 20 2012

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**TOWN OF NEWBURGH ANIMAL CONTROL & SHELTER**

645 Gidney Ave. Newburgh, NY 12550

August 9, 2012

To: Town Board

Subject: Authorization to Pay Veterinarian Services Utilizing T-94 Account

I am requesting authorization to use the T-94 account to pay for veterinarian services from Flannery Animal Hospital for the months of June and July and for your authorization for payment of this voucher in the total amount of \$1,433.30.

Sincerely,

Chantel Haight

Cc: Accounting

**10. PARKS AND RECREATION: Trolley for Coldenham Fire District**



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**TOWN OF NEWBURGH RECREATION DEPARTMENT**

311 ROUTE 32, NEWBURGH, NY 12550

Robert J. Petrillo  
Commissioner of Parks, Recreation & Conservation

845-564-7815  
FAX: 845-564-7827

August 15, 2012

TO: Wayne Booth, Supervisor  
Town Board Members

FROM: Robert J. Petrillo, Commissioner

RE: Trolley Request

We are submitting for your approval the attached letter from the Coldenham Fire Department Ladies Auxiliary requesting the use of the trolley for the Montgomery Day Parade on Saturday, September 8th.

Thank you for your consideration.

Regards,

Robert J. Petrillo  
Commissioner

July 17th, 2012

Newburgh Recreation Center  
c/o Commissioner Robert Petrillo  
311 Route 32,  
Newburgh, NY 12550

Dear Commissioner Petrillo:

I am the Captain of the Coldenham Fire Department Ladies Auxiliary. When our department held their 75<sup>th</sup> Anniversary Parade our organization borrowed a trolley from the Recreation Center. We also borrowed a trolley for Montgomery Day parade in 2009, 2110 and 2011.

We were wondering if we could once again borrow the trolley to use in the Montgomery Day Parade, September 8, 2012. We have a number of ladies from our organization that would like to be in the parade but are unable to walk the distance. We have tried to acquire a trailer to decorate so that they could ride in the parade, but I haven't been able to.

Thanking you in advance for your time and consideration. Kindly let me know of your decision in this matter.

I can be reached at: Kathleen Gasperetti  
444 Coldenham Road,  
Walden, NY 12586  
845-564-7882

Sincerely,

Kathleen J. Gasperetti  
Captain,  
Coldenham Fire Department Ladies Auxiliary



**11. ZONING: Hiring of Consulting Attorney**

2012

Zoning

11

Kevin T. Dowd, Esq.  
46 Daisy Lane  
Montgomery, New York 12549

Telephone/Facsimile (845) 778-5442

August 13, 2012

Hon. Wayne Booth  
Town of Newburgh  
1496 Route 300  
Newburgh, NY 12550

RE: Retainer Agreement for Legal Services  
JPJR Holdings, LLC – Request for Re-Zoning

Dear Wayne:

I was contacted by Mark Taylor regarding the above referenced application. He informed me that he has recused himself from advising the Board on this matter and that the Town Board wishes to retain my services for this application. In that regard, my hourly rate for municipalities is \$175.00 plus disbursements. I will bill the Town monthly.

If these terms are acceptable to the Town Board, I would ask you to sign in the space designated below and return one of the originals to me. I look forward to working with you and the Board and I appreciate your confidence in me.

Very truly yours,



KEVIN T. DOWD

Acceptance of the Terms as stated herein:



Wayne Booth, Town Supervisor  
Town of Newburgh