

TOWN OF LLOYD TOWN BOARD
REORGANIZATION MEETING AGENDA
JANUARY 4, 2023

4:00 PM Open the meeting and Pledge of Allegiance.

A. RESOLUTIONS

1. **RESOLUTION** to accept the resignation of part-time Police Officer G. Villalon effective Monday, January 2, 2023.
2. **RESOLUTION** to establish the base salary of the Bookkeeper at \$60,000.00 and a stipend of \$2,000.00 for each LCDC & Justice Audit.
3. **RESOLUTION** to establish the salary of Town Historian at \$3,600.00.
4. **RESOLUTION** to establish the base salary of Confidential Secretary to the Supervisor/Budget Officer at a salary of \$50,000.00 and a stipend of \$3,000.000 for Budget.
5. **RESOLUTION** to establish the base rate of pay of Water/Sewer Department Full-time receptionist at \$18.58 per hour, budget supported.
6. **RESOLUTION** to establish the 2023 Standard Mileage rates for business miles to be set at 62.5 cents per mile as per IRS Standard Rates.
7. **RESOLUTION** to establish the base rate of pay of First Deputy Town Clerk at \$21.00 per hour.
Wendy Rosinski appoints Maribel Gabiger, First Deputy Town Clerk.
8. **RESOLUTION** to establish the base rate of pay of Second Deputy Town Clerk at \$18.00 per hour.
Wendy Rosinski appoints Jennifer Acosta, Second Deputy Town Clerk.
9. **RESOLUTION** to establish salaries of elected officials as follows:

Councilmember	\$10,500.00	Each
Supervisor	\$36,000.00	
Town Justice Rizzo	\$35,000.00	
Town Justice Elia	\$35,000.00	
Highway Superintendent	\$67,500.00	
Town Clerk	\$57,500.00	
10. **RESOLUTION** to establish the annual salary of Dog Control Officer at \$17,200.00 and appoint Andrew Mckee, Dog Control Officer.
11. **RESOLUTION** to establish the base rate of pay for Clerk to the Justice at \$21.41 per hour.
Town Justice Eugene Rizzo appoints Kelly Betters. Clerk to the Justice.
Town Justice Terry Elia appoints Stacey Lopez, Clerk to the Justice.
12. **RESOLUTION** to appoint Harry Rosario, Greg Thompson, Patrick Davoli, Graham Griffin,

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Jr., and Brandon Shea as part-time Court Officers at the hourly rate \$25.00 to be paid out of the justice budget line 1110.10 at the recommendation of Justices Elia and Rizzo.

- 13. RESOLUTION** to establish the base salary of the full-time secretary to the Highway Superintendent at \$55,231.08.
 Richard Klotz, Highway Superintendent appoints Denise Rhoades as his secretary.
- 14. RESOLUTION** to authorize the Town Clerk to accept credit cards in person and on-line through Municipality for Water bills, Tax bills and Town Clerk transactions.
- 15. RESOLUTION** to authorize the Building Department to accept credit cards in person and online for Building Department fees at the recommendation of the Town Clerk.
- 16. RESOLUTION** to add “Short Term Rental: \$100.00” under the fee schedule for Fire Safety inspection in the Development Fee Schedule.
- 17. MOTION** to approve the minutes November 16, 2022 Regular Town Board Meeting, December 8, 2022 Workshop meeting and December 21, 2022 Regular Town Board Meeting.
- 18. MOTION** to designate the third Wednesday of each month at 7:00 PM as the Regular meeting day and time for the Town Board at Town Hall, unless otherwise scheduled, and that all agenda items will be submitted to the Town Clerk no later than 4PM the Friday preceding the meeting. The Town Clerk will post agenda on the town website upon the Supervisor’s review.
- 19. MOTION** to designate “Workshop” Town Board meetings to be held the first Wednesday of each month at 4:00 PM, at Town Hall and require all Department Heads and Administrators to be in attendance, and that all agenda items will be submitted to the Town Clerk no later than 4PM the Friday preceding the meeting. The Town Clerk will post agenda on the town website upon the Supervisor’s review.
*** Department Heads will be required to submit written report by 4pm day of.*
- 20. MOTION** to designate the fourth Wednesday of each month as the Special meeting date for The Town Board at Town Hall, as necessary.
- 21. MOTION** to set quarterly Tri-Board meetings for 2023 for the following dates and times:
 Wednesday, February 15, 2023 at 5:00 PM Town Hall
 Wednesday, May 17, 2023 at 5:00 PM Town Hall
 Wednesday, August 16, 2023 at 5:00 PM Town Hall
 Wednesday, November 15, 2023 at 5:00 PM Town Hall
- 22. RESOLUTION** to authorize the Supervisor to invest idle funds.

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23. **MOTION** to designate the last day of the month as the last date for vouchers to be received by the Town Board for payment in the succeeding month.
24. **MOTION** that all vouchers must be signed by the audit committee by the Friday prior to the regular town board meeting.
25. **RESOLUTION** to authorize the Supervisor to pay utility, freight, postage, health insurance and miscellaneous rents when rendered.
26. **MOTION** to designate the **Kingston Freeman** as an official newspaper of the Town.
27. **MOTION** to designate the **Poughkeepsie Journal** as an official newspaper of the Town.
28. **MOTION** to designate the **Southern Ulster Times** as an official newspaper of the Town.
29. **MOTION** to designate the **Hudson Valley One** as an official newspaper of the Town.
30. **MOTION** to require that all public works projects be advertised in the New York State Contract Reporter.
31. **RESOLUTION** to designate M&T Bank, JP Morgan Chase and Bank of Green County as the official Town of Lloyd Banking Institutions and Depository of all operating accounts.
32. **RESOLUTION** to designate M&T Bank, JP Morgan Chase and Bank of Green County as banking institutions to be utilized for certificates of deposit, savings accounts, notes and bonds.
33. **RESOLUTION** to require that banking transactions such as bonds, CD's, notes, etc., be submitted by verbal or sealed bids, as applicable.
34. **MOTION** to authorize the continued membership in the New York State Association of Towns for 2023.
35. **RESOLUTION** to authorize attendance of Elected Town Officials and Department Heads to the annual convention of the New York State Association of Towns and to *be reimbursed for transportation and class enrollment costs only* up to amounts included in budget line-item maximum set by the Town Board with prior approval of the Town Board. Once the registration fee is paid by the Town, anyone not attending will be required to reimburse the Town for fees paid.
36. **MOTION** to authorize membership for the Town of Lloyd in the NYS Planning Federation.
37. **RESOLUTION** to authorize the following to maintain petty cash funds in the amounts specified as follows and authorize reconciliations to be done monthly:
- | | |
|------------|----------|
| Town Clerk | \$300.00 |
|------------|----------|

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Supervisor	\$100.00
Water/Sewer Department	\$100.00
Highway Department	\$100.00
Police Department	\$100.00

38. MOTION to establish the following as pay periods for 2023:

Pay Period #	Dates	Time Sheets Due	Days	Checks
1	Dec 17- Dec 30	1/2/2023	10	1/5/2023
2	Dec 31 - Jan 13	FRIDAY 1/13	10	1/19
3	Jan 14 - Jan 27	1/30	10	2/2
4	Jan 28 - Feb 10	2/13	10	2/17
5	Feb 11 - Feb 24	2/27	10	3/2
6	Feb 25 - March 10	3/13	10	3/16
7	March 11 - March 24	3/27	10	3/30
8	March 25 - April 7	4/10	10	4/13
9	April 8 - April 21	4/24	10	4/27
10	April 22 - May 5	5/8	10	5/11
11	May 6 - May 19	5/22	10	5/25
12	May 20 - June 2	6/5	10	6/8
13	June 3 - June 16	FRIDAY 6/16	10	6/22
14	June 17 - June 30	FRIDAY 6/30	10	7/6
15	July 1 - July 14	7/17	10	7/20
16	July 15 - July 28	7/31	10	8/3
17	July 29 - Aug 11	8/14	10	8/17
18	Aug 12 - Aug 25	8/28	10	8/31
19	Aug 26 - Sept 8	9/11	10	9/14
20	Sept 9 - Sept 22	9/25	10	9/28
21	Sept 23 - Oct 6	FRIDAY 10/6	10	10/12
22	Oct 7 - Oct 20	10/23	10	10/26
23	Oct 21 - Nov 3	11/6	10	11/9
24	Nov 4 - Nov 17	FRIDAY	10	WED 11/22

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		11/17		
25	Nov 18 - Dec 1	12/4	10	12/7
26	Dec 2 - Dec 15	12/18	10	12/21
1-2024	Dec 16- Dec 29	Friday 12/29	10	1/4/2024

39. MOTION to establish the following as legal holidays for 2023 for the Town of Lloyd:

2023 Holidays	
Monday, January 2nd-Observed	New Year's Day
Monday, January 16th	Martin Luther King Day
Monday, February 20th	Presidents' Day
Friday, April 7th	Good Friday
Monday, May 29th	Memorial Day
Monday, June 19th	Juneteenth
Tuesday, July 4th	Independence Day
Monday, September 4th	Labor Day
Monday, October 9th	Columbus Day
Tuesday, November 7th	Election Day
Friday, November 10th-Observed	Veterans' Day
Thursday, November 23rd & 24th	Thanksgiving & Day after
Monday, December 25th	Christmas
Dates are not official until they are approved at the Reorg Meeting in 2023	

**additional compensation to be paid for holidays worked only if including the designated holiday the hours for the week exceed 40 hours (other leave days not applicable)

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- 40. MOTION** to authorize Department Heads to employ part-time personnel with the approval of the Town Board at an hourly rate to be determined by the Town Board and in compliance with all labor agreements.
- 41. MOTION** to establish standard hours of operation in the Town Hall 8:00 a.m. – 4:00 p.m.
- 42. RESOLUTION** to authorize Supervisor to sign Service Agreement for Special Prosecutor Joseph R. Trapani for vehicle and traffic law offenses effective January 1, 2023 through December 31, 2023.
- 43. RESOLUTION** to appoint the firm of DiStasi, Moriello & Murphy Law PLLC as attorney for the Town of Lloyd.
- 44. RESOLUTION** to designate Whiteman, Osterman and Hanna, PC special counsel to the Town of Lloyd.
- 45. RESOLUTION** to authorize employee benefits for non-Union Town employees the same as specified in the current labor contract with CSEA.
- 46. RESOLUTION** to designate Supervisor as the Equal Opportunity Housing and Americans with Disabilities Act Law Coordinator for the Town of Lloyd with Wendy D. Rosinski, Town Clerk.
- 47. RESOLUTION** to establish that all hourly rates are paid at 1½ (one and one half) time full wages for all actual hours worked in excess of 40 hours per week.
- 48. RESOLUTION** to offer Medical Insurance with MVP Health Plan or one of equal services, with the Town contributing 82% of the premiums for CSEA employees and non-union members and fee to be set at the signing of the Police Contract for the Police Department.
- 49. RESOLUTION** to authorize Worker's Compensation to be carried on all employees.
- 50. RESOLUTION** to authorize the following department heads to carry cell phones at the Town's expense or be paid a stipend for use of personal cell phone:
- Supervisor
 - Building Department Director and his designees
 - Water & Sewer designees
 - Chief of Police and his designees
 - Highway Superintendent and his designees
 - Judges
 - Supervisors Secretary
 - Town Clerk
- Cell Phone numbers are to be submitted to the Supervisor's Office once issued.

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51. **MOTION** to designate the Town Supervisor and /or designee, as Welfare Officer for the Town of Lloyd at no additional remuneration.
52. **MOTION** to designate the Town Clerk as Registrar of Vital Statistics.
53. **MOTION** to designate the Deputy Town Clerks as Collectors of Water Rents, Sewer Rents, Assessments, and Taxes, at no additional remuneration.
54. **MOTION** to designate the Town Clerk responsible for the Transfer Station Permit Tickets and Transfer Station Bag Cards.
55. **MOTION** to appoint the Law Firm of DiStasi, Moriello & Murphy Law, PLLC as counsel to the Lloyd Community Development Corporation.
56. **MOTION** to appoint Supervisor as Civil Defense Deputy Director for the Town of Lloyd.
57. **MOTION** to designate Scott McCarthy Planning Board Chairman for 2023.
58. **MOTION** to designate Charlie Long as Planning Board Vice-Chairman for 2023.
59. **MOTION** to appoint Lambros Violaris as an alternate member of the Planning Board to expire 12/31/2023.
60. **MOTION** to appoint William Meltzer as a member of the Planning Board to expire 12/31/2029.
61. **MOTION** to appoint John Litts as a member of the Zoning Board of Appeals to expire 12/31/2027.
62. **MOTION** to designate John Litts Zoning Board of Appeals Chairman for 2023.
63. **MOTION** to designate Paul Garguilo Zoning Board of Appeals Vice-Chairman for 2023.
64. **MOTION** to appoint Jessica Kenny as an alternate member of the Zoning Board of Appeals to expire 12/31/2023.
65. **MOTION** to appoint Charlie Long as an alternate to the Ulster County Planning Board for 2023.
66. **MOTION** designating Wendy D. Rosinski, Town Clerk, Records Management Officer at no additional remuneration.

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67. MOTION designating Wendy D. Rosinski, Town Clerk, Records Access Officer at no additional remuneration.

68. MOTION to appoint the following committees:

A. Beautification Committee

Darlene Plavchak	Patty Scott
Craig Tunks	Tom Toynton

B. Development Review Committee:

Director of Building, Planning and Zoning Enforcement
 Planning Board Chair or Alternate
 Supervisor
 Zoning Board Chair or Alternate
 Planning Board Liaison

C. Environmental Conservation Committee

Neil Curri - chair	JoyAnn Savino
Kelly Oggenfuss	Nancy Hammond
Leonard Hossenlopp	Jonathan Kaplan
Wesley Salis	

D. Emergency Management Plan Committee:

Supervisor	James Janso, Police Chief
Peter Miller, Fire Chief	Joel Freer, HCSD Superintendent
Steven Lee	Richard Klotz, Highway Superintendent
David Barton	

E. Events Committee:

Reg Osterhoudt, Chair	Julia Kulaga
Lauren Montgomery	Lindsay Decker
Carissa Parise	Kristyn Knudtson

F. Employee Safety Committee:

Adam Litman	CSEA Union Rep.
Chief James Janso	David Barton
Lieutenant Philip Roloson, Chair	Highway Superintendent, Richard Klotz
Lenny Auchmoody	Wendy Rosinski, Town Clerk

G. Ethics Committee

Jill Indelicato	Rafael Diaz
Mark Elia	Steve Laubach
Kevin Harris	

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- 69. MOTION** to authorize letters of appreciation by Supervisor on behalf of the Town Board, to be sent to those who have served the Town of Lloyd and will no longer be serving.
- 70. MOTION** to authorize letters of notification by the Supervisor on behalf of the Town Board, to be sent to individual persons appointed to serve the Town of Lloyd.
- 71. MOTION** to require all employees to complete bi-weekly time sheets approved by the Department Head and submit to the Bookkeeper by 9:00 am on the next business day after each payroll period ends. Time sheets should be submitted the Friday before a Monday Holiday.
- 72. MOTION** to designate Dave Plavchak as the Sexual Harassment and Discrimination Official for the Town of Lloyd.
- 73. RESOLUTION** that anyone who drives a Town Vehicle is subject to random drug testing with the exception of the Police Department who have their own drug/alcohol testing policy.
- 74. RESOLUTION** to assign the Deputy Supervisor and Budget Officer check-signing privileges.
- 75. RESOLUTION** to ban burning on the following dates: Jan 1-New Year's Day; March 16 through May 14-NYSDEC ban; Memorial Day; Father's Day; Independence Day; Labor Day; Columbus Day; Veterans' Day; Thanksgiving Day and Christmas Day in addition to any days designated as NO BURN DATES by New York State or other agencies.
- 76. RESOLUTION** In cases of serious emergency or when the operation of Town facilities could be hazardous to the lives of employees, the Supervisor, Deputy Supervisor or his/her designee may declare an emergency day. Notification will be via local radio/TV stations, email, text, phone call, automated communication, and social media if the emergency occurs prior to normal work hours.
- When such a day is declared either by the Supervisor, the County or the State, employees who have been excused from work due to the emergency shall receive their regular pay. Those employees who are classified as essential personnel and are required nonetheless, will be entitled to a day off from work with full pay to be used at a later date, but not to be received as additional compensation. Any overtime work required as a result of the emergency will be compensated at the appropriate levels details in the applicable collective bargaining agreement or pursuant to the Fair Labor Standards Act. In the event of inclement weather but a state of emergency has not been declared, the Supervisor, may allow, but not direct that employees who perform non-essential services, may leave their job and charge all time not worked to accumulate vacation, personal or compensatory time. If the employee does not have any accumulated leave time, all time not worked will be unpaid.
- 77. RESOLUTION** designating Richard Klotz, Highway Superintendent to oversee and manage the operation and personnel of the Transfer Station, effective immediately, at no additional

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remuneration. The position of Highway Superintendent states that additional duties such as operations and maintenance of the Transfer Station can be assigned and the Highway Superintendent possesses the manpower and equipment necessary to the operation and maintenance of the Transfer Station.

- 78. RESOLUTION** to authorize supervisor to sign the financial advisory services agreement between the Town of Lloyd and Capital Market Advisors
- 79. RESOLUTION** to authorize the supervisor to sign the agreement with the Ulster County SPCA for the care and boarding of canines effective 01/01/2023 to 12/31/2023.
- 80. RESOLUTION** to authorize the Supervisor to sign the 2023 Calendar Year Kennel Agreement with Gardiner Animal Hospital at a cost of \$29.00 per day for the first five (5) days and \$24.00 for each day starting day six (6) until the dog is removed.
- 81. RESOLUTION** to acknowledge and affirm that the records and docket of the Town of Lloyd Justice Court have been submitted to the Town Board for examination and have been so examined by the Town Board and the fines therein collected have been forwarded to the Town of Lloyd supervisor.
- 82. RESOLUTION** to authorize the Supervisor to sign the 2023 Ulster County DWI High Visibility Engagement Campaign Agreement (formerly Stop DWI Task Force Agreement), effective January 1st. through December 31, 2023.
- 83. RESOLUTION** to Adopt the 2023 Fee Schedules

TOWN OF LLOYD PARKS AND RECREATION FEES 2023

PROGRAM AND RENTAL FEES	2018	2019	2020	2021	2022	2023	
BATON	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00	
TENNIS	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00	
YOUTH BASKETBALL CAMP	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	
YOUTH WRESTLING CAMP	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00	
SUMMER FUND							
PER WEEK	\$75.00	\$85.00	\$85.00	\$85.00	\$90.00	\$100.00	No More Pre-Registration Discount
SECOND CHILD +	\$50.00	\$60.00	\$60.00	\$60.00	\$65.00	\$75.00	
BEREAN PARK							
SEASON PASS, ADULTS	\$20.00	\$20.00	\$20.00	\$20.00	\$25.00	FREE	Must Show ID
SEASON PASS, STUDENTS	\$15.00	\$15.00	\$15.00	\$15.00	\$20.00	FREE	Must Show ID
DAILY PASS	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	FREE	Must Show ID

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UNDER 5	FREE	FREE	FREE	FREE	FREE	FREE
NON RESIDENT PASS, ADULTS	\$40.00	\$40.00	\$40.00	\$40.00	\$45.00	\$45.00
NON-RESIDENT PASS, STUDENT	\$30.00	\$30.00	\$30.00	\$30.00	\$35.00	\$35.00
NON-RESIDENT DAILY PASS	\$4.00	\$4.00	\$4.00	\$4.00	\$5.00	\$2.00
UNDER 5	FREE	FREE	FREE	FREE	FREE	FREE

SWIM LESSONS	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00	\$40.00
+PASS			\$15.00	\$15.00	\$20.00	\$0.00

TWP/BEREN PARK PAVILION

RENTAL, RESIDENT	\$25.00	\$50.00	\$50.00	\$50.00	\$75.00	\$100.00
RENTAL, NON RESIDENT		\$100.00	\$100.00	\$100.00	\$125.00	\$125.00
TWP/TOWNFIELD						
FIELD RENTAL PER GAME/EVENT	\$25.00	\$50.00	\$50.00	\$50.00	\$75.00	\$75.00

DEVELOPMENT FEE SCHEDULE 2023

7.15	Fire Safety Inspections		
	R1--Transient Housing (hotels, Motels, Boarding Houses, Bed and Breakfast)		Before Inspection
	Up to 10 Units	\$150.00	Before Inspection
	More than 10 Units	\$400.00	Before Inspection
	R2-Apartment Houses/Multi- Family/Vacation Time Share properties Residential units	\$100.00 plus \$10.00 per unit, no max	Before Inspection
	A2-Restuarants/ Bars/Nightclubs	\$100.00	Before Inspection
	A3- Church	no fee	
	A3- Art Galleries/ Funeral Parlors / Billiards / Other A3	\$100.00	Before Inspection
	B-Offices / Dry Cleaners / Clinic (outpatient) /	\$100.00 up to 4 suites, \$25.00 each additional suite	Before Inspection
	E- Schools	\$100.00	Before Inspection
	I2--Hospitals, Nursing Homes, Healthcare Facilities	\$175.00	Before Inspection
	I4- Daycare/Childcare	\$100.00	Before Inspection

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	M- Stores/Gas Stations/ Other Merchantile	\$100.00	Before Inspection
	S-Storage/Warehouse	\$300.00	Before Inspection
	Short Term Rentals	\$100.00	Before Inspection

TENTATIVE

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TOWN CLERK FEES 2023			
Bingo			https://www.gaming.ny.gov/charitablegaming/
Building Department			https://www.townoflloyd.com/buildingzoning-enforcement-department/pages/official-development-fee-schedule-updated-03022022
Certified Copies			
	Birth		\$10.00
	Death		\$10.00
	Marriage		\$10.00
Dog License	Spayed/ Neutered		\$5.00
	Not Spayed/Neutered		\$12.00
	Lost tag		\$5.00
	Service Dog		\$0.00
	Shelter/ day		\$30.00
	Impound	1st	\$25.00
		2nd	\$50.00
		3rd	\$75.00
	After hours pick up		\$50.00
FOIL Requests		per page	\$0.25
Handicap Placard			\$0.00
Hunting License	Available to purchase in Clerks office		https://www.dec.ny.gov/permits/6094.html
Marriage License			\$40.00
Notary			\$0.00
Park Pavilion Rentals			
Tony Williams Playground Pavilion, Berean Park Pavilion			
	Resident		\$100.00
	Non Resident		\$125.00
Peddlers Permit			\$50.00
Tow list application fee			\$100.00
	Tow Fees		https://www.townoflloyd.com/sites/g/files/vyhlf3371/f/uploads/res_tow_rates_adopted_10.18.2017_tbm_0.pdf
Transfer Station	Permit		\$35.00
	Sr Permit +62		\$15.00
	Bag Card 10		\$50.00
	Bag card 5		\$25.00
	Commercial Tag		\$100.00
	Lost Tag		\$5.00
	Other items		https://www.townoflloyd.com/transfer-station/news/2022-transfer-station-brochure
Transient Merchant			\$150.00
Water Department			https://www.townoflloyd.com/water-sewer-department

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Appointments made by the Supervisor:

- A. Town Board Liaisons
Assessor - Supervisor
Audit – January 1 – June 30, 2023: Councilmembers Auchmoody and Mazzetti
July 1 - December 31, 2023: Councilmembers Fraino and Guerriero
Beautification – Councilmember Auchmoody
Building Department – Supervisor
ECC (Environmental Conservation Committee – Councilmember Guerriero
Events Committee – John Fraino
Highland Fire District/ Ambulance – Councilmember Fraino
Highland Central School District – Councilmember Mazzetti
Highland Landing Park – Councilmember Auchmoody
Hudson 7 – Russ Gilmore
Lights – Councilmember Fraino
Planning Board – Councilmember Auchmoody
Police – Supervisor
Hudson Valley Rail Trail – Councilmember Auchmoody
Zoning Board of Appeals – Councilmember Guerriero
- B. Appoint Councilmember Council Member Auchmoody as Deputy Supervisor at no additional remuneration.
- C. Appoint Kendra Minard, Bookkeeper to the Supervisor.
- D. Appoint Margaret O'Halloran, full-time Confidential Secretary to the Supervisor/Budget Officer.
- E. Appoints Joan Kelley as Town of Lloyd Historian.