

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF THE  
EASTERN RENSSELAER COUNTY  
SOLID WASTE MANAGEMENT AUTHORITY**

An Organizational Meeting of the Members of the Eastern Rensselaer County Solid Waste Management Authority took place on the 24th day of January, 2018 at 6:00 p.m. at the ERCSWMA offices, located at 21 Church Street, Melrose, New York.

The following persons were present:

- Jean Carlson, Chairman & Representative of Schaghticoke
- Jay Overocker, Representative of Valley Falls
- Charlie Collins, Treasurer & Representative of Nassau
- Bill Jennings, Vice Chairman & Representative of Stephentown
- Bob Schmidt, Representative of Castleton
- Matt Curley, Executive Director

Absent: Pittstown Representative and Village of Hoosick Falls Representative

Chairman called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Chairman called for a slate of nominees for Officers from the floor. The following slate of nominees was presented:

**Chairman:** Jean Carlson  
**Vice-Chairman:** Bill Jennings  
**Secretary:** Jay Overocker  
**Treasurer:** Charlie Collins

**Motion** to close nominations made by: Bill Jennings, seconded by: Jay Overocker

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to accept nominees as presented made by: Bill Jennings, seconded by: Charlie Collins

**Discussion:** None     **Vote:** 5-0 in favor

Chairman appointed the following committees:

**Finance:** Charlie Collins (chair); Verna Hansen; Jean Carlson  
**Education:** Jean Carlson(chair); Bill Jennings  
**Planning/Transportation:** Jay Overocker (chair); Jean Carlson  
**Audit Committee:** Verna Hansen (chair); Charlie Collins  
**Governance:** Bill Jennings (chair); Jay Overocker

**Motion** to continue using M & T Bank as the ERCSWMA's main Depository by: Bill Jennings.; seconded by Charlie Collins.

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to name Key Bank as the ERCSWMA's secondary Depository by: Jay Overocker; seconded by: Bill Jennings.

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to adopt the following policies (as were previously adopted)

- 1) Sexual Harassment Policy;
- 2) Investment Policy;
- 3) Procurement Policy
- 4) Conflict of Interest Policy
- 5) Whistle Blower Policy

Charlie Collins; and seconded by: Jay Overocker

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to     1) Adopt Roberts Rules of Order;  
                  2) Name Troy Record as the official newspaper for the ERCSWMA; and  
                  3) Schedule meetings on an as needed basis

Made by: Bill Jennings; seconded by: Charlie Collins

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to reappoint the Executive Director as the Records Officer by: Jean Carlson; seconded by: Charlie Collins.

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to appoint Verna Hansen as Appeals Officer by: Bill Jennings ; seconded by: Charlie Collins

**Discussion:** None     **Vote:** 5-0 in favor

**Motion** to set mileage reimbursement rate at that which is established by the Internal Revenue Service and adopted by New York State made by: Charlie Collins; seconded by: Bill Jennings .

**Discussion:** None     **Vote:** 5-0 in favor

**Public Comment:** There was no comment from the Public present.

There being no other business before this Board a Motion was made by Bill Jennings, seconded by Charlie Collins to adjourn the Organizational Meeting at 6:20 p.m., with an oral vote of 5-0 in favor.