

**Board of Trustees
VILLAGE OF MILLERTON
Workshop Meeting Minutes
March 30, 2015**

The workshop meeting of the Village of Millerton Board of Trustees was held on Monday, March 30, 2015 at 7:00pm at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Marty Markonic presiding. Trustees present: Debra Middlebrook, Christine Bates and David Sherman. Trustees absent: Robert Cooper. Also present: Amber Jordan - Village Clerk and Village Treasurer.

2015-2016 Village Budget

Discussion was held on budget items and reviewed budget reports.

Letter to Townscape

Letter will be sent to Jeanne Vanecko of Townscape articulating the village standpoint of burying the utilities on Main Street.

RESOLUTION 2015 - 03

**Village of Millerton Workplace Violence
Prevention Policy & Incident Reporting**

WHEREAS the Village of Millerton is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on Village of Millerton property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

WHEREAS this policy is designed to meet the requirements of NYS Labor Law 27b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the workplace violence hazards our employees could be exposed to. Other tools that were utilized during this process included establishing a committee made up of management and Authorized Employee Representatives who will have an ongoing role of participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process and investigating workplace violence incidents or allegations. All employees will participate in the annual Workplace Violence Prevention Training Program.

NOW THEREFORE BE IT RESOLVED:

Section 1. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Village of Millerton has identified response personnel that include a member of management and an employee representative. If appropriate, the Village of Millerton will provide counseling services or referrals for employees.

Section 2. All Village of Millerton personnel are responsible for notifying the contact person

designated below of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

Section 3. Designated Contact Persons:

Martin Markonic	Amber Jordan
Mayor	Village Clerk-Treasurer
Village of Millerton	Village of Millerton
518-789-4489	518-789-4489
21 Dutchess Ave.	21 Dutchess Ave.
Millerton, NY 12546	Millerton, NY 12546

Section 4. That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Debra Middlebrook

SECONDED BY: Trustee Christine Bates

The following resolution was voted upon with all Board members voting:

Mayor Marty Markonic:	<input type="checkbox"/> AYE _____
Trustee Debra Middlebrook:	<input type="checkbox"/> AYE _____
Trustee Christine Bates:	<input type="checkbox"/> AYE _____
Trustee Robert Cooper:	<input type="checkbox"/> Absent _____
Trustee David Sherman:	<input type="checkbox"/> AYE _____

Adjourn

Motion made by Trustee Sherman to adjourn the meeting at 9:43pm, seconded by Trustee Bates, all five (5) board members in attendance approved and motion was passed.

Respectfully Submitted,

Amber Jordan
Clerk - Treasurer