

**UNION VALE TOWN BOARD MEETING MARCH 21, 2019 TOWN HALL
249 DUNCAN ROAD LAGRANGEVILLE, NY 7:30PM**

PRESENT: Supervisor Maas

Council: Steven Frazier, David McMorris, Corrina Kelley & John Welsh

Attorney: Jeffery Battistoni

Town Clerk: Andrea Casey

MOTION TO APPROVE MINUTES

Councilman Welsh made a motion to approve the minutes for December 13, 2018, January 3, 2019 and January 17th 2019 as written which was seconded by Councilman McMorris and all were unanimously in favor.

Special Guest Speaker Raymond Vergati of Homeland Towers

Mr. Vergati spoke about a telecommunication client would like to stop all the dropped calls on Route 55 by putting a tower off DeForest Lane. The Town Board has requested that, should the proposal pass, all revenue received from the lease of the tower be deposited in an account reserved for use only for Tymor & Godfrey Parks. Mr. Vergati also discussed the typical process going forward and scheduling a balloon test while the leaves are still off the trees to complete some “visuals”.

Special Guest Speaker Dutchess County Marc Coviello, Director of Veterans Affairs

Mr. Coveillo spoke about the many services the Veterans Affairs Office offers and encouraged Union Vale, and all Towns to help him grow his database by referring anyone who is in need of assistance.

Supervisor Report

Supervisor Maas explained the cash flow statement is available online or through ‘Union Vale Mail. paid the UVFD and transferred money to HWY fund from tax collection. Fully funded, nothing outstanding to report although this is month the largest bills are paid. ELP working on electrical drawings which are used to submit the application. Working on annual cash audits. Ford Constable vehicle is paid off. Discussed other items of debt. Tax revenue is still coming in. In February, we collected and immediately distributed to our Fire District their revenue for 2019 (\$874K); the full amount to the Highway Fund was distributed (\$814K); we paid our biggest bills, 1) to service our debt - \$59,598 in principal & interest for our Bond and 2) the annual payment for Library service to four local libraries (\$76,400). Spending was 8% below last year’s January expenditures and received 1% less in revenue. Solar Development Project on our landfill and property across the street on Rt. 55 – our partners, East Light Partners, LLC have provided that they are still working on the electrical drawings which are a major component. Cash audits for 2018 are in the process of being done for the following departments: Justice Court, Building Department, Town Clerk and Tax Collector. The 2019 Master Fee Schedule was approved by the Town Board and the final version is included here for your information. Union Vale now owns the vehicle used by Constables & the Building Inspector – a 2015 Ford. The last payment was made this month. Now the Town liabilities include one other Ford truck, the Toro mower for the Park and a \$665,000 Bond. The Board has updated the *Financial Control Policy & Processes* for 2019.

Board Member Reports

Councilman McMorris reported the webinars he had been attending. He spoke about fundraising opportunity at the links for the Union Vale Fire Company Community Support Fund. All proceeds go directly to the surrounding community in need, either due to illness, accident or have fallen on hard times financially. This event is scheduled for Saturday, April 27th at the Links in Union Vale. The Miles of Hope Walk/Run is on Saturday May 4th here in Tymor.

Councilman Frazier spoke about the ongoing research on parking lot lights and gave his report on his trip to AOT specifically highlighting his sessions on the fund balance, capital planning, and lastly Freedom of Information Law.

Councilwoman Kelley spoke about her attendance at the Beekman Library annual meeting and highlighted their successful fundraising efforts. She also spoke about her meeting with the Senior club and revamping the idea of a senior fair to something smaller to start such as a ‘Meet & Greet’ which is scheduled for Sunday, June 30th at Tymor Park to attract new members and community connections.

Councilman Welsh spoke about the restocking of Tymor for the fishing season and the research of adopting the road names for 911 response.

Highway Report

Superintendent Wisseman read aloud his report which is on file in the Town Clerks Office. Please call the Union Vale Highway Department for chips and the Town Clerk for 'Orange Road Side Clean-up Bags'. Superintendent Wisseman is also researching costs for crushing the dirt and concrete material to be cost effective rather than hiring a company. He is working on picking a day for Earth Day Clean Up. He also resolved an issue with an underpayment from Peckham and received a reimbursement check.

Town Clerk/ Recycling Center Report

Town Clerk Casey reported on the recycling center. Resident Permits 364 and Non-Residents 307 with an increase of 4 new members and one new refer a friend. Fishing season begins April 1 and DEC Fishing license are on sale as well as Tymor which are free to residents and \$30 to non-residents. A document shredding day will be organized and advertised for sometime in May.

Recreation Department

Supervisor Maas spoke about the 1st annual "egg stuffing party" which was a huge success with all different age groups in attendance. Summer camp registration is open as of March

Building Report

Councilman Welsh read the report which is on file in the Town Clerks Office.

BAR Property Tax Grievance Day Date Change

The date has been changed and will now be scheduled for Wednesday, May 29th. Councilman Welsh offered that if you have an issue with your property tax contact Robert Taft in advance as he may be able to resolve the issue without having to wait for grievance day.

Financial Policies & Procedures & Employee Handbook

The annual reviews were completed, minor changes and updates were made to the Financial Controls Policy regarding flow of work between the Finance Office and Town Clerk's Office. The Employee handbook will be discussed at the work session in addition to the work place violence and sexual harassment policy. The sexual harassment and workplace violence training for staff will be held before October.

MOTION TO REVIEWED AND APPROVE ALL PRIOR POLICIES 8:57pm

Supervisor Maas made a motion that all 2018 policies have been reviewed by the Town Board and are approved as updated for the year 2019 seconded by Councilman Welsh, all were unanimously in favor.

Lawrence Mattiello - Update on Request for Zoning Change

Larry Mattiello has submitted his application with check and will continue his request through the Planning Board and have a pending approval upon further approval from the Town Board.

Cross Orchard Project

Supervisor Maas explained this is a complicated process, they have been in front of the Planning Board and are looking to the Town Board to provide relief in the zoning so they won't have a commercial requirement. They also must seek approval from the Planning Board with their site plan as they have a density issue. A conference call is scheduled with Land Use Attorney, Jim Nelson, Building Inspector George Kolb, Planning Chair Kevin Durland and Engineer Tom Harvey to review what needs to happen.

Reserve Funds

Supervisor Maas wanted to enhance the discussion that took place last month. She cited research from an OSC handbook which gives guidelines on choosing the appropriate instrument for this fund. Everyone agreed that this should be flexible enough but allow the proper discipline for use. Type Capital Reserves is the product that Supervisor Maas thinks best suits the Town and a policy and resolution will be created to initiate this fund.

Financial Discussion: Pay-off new Park Mower (Toro)

Supervisor Maas explained the history of this loan from last year and believes it would be prudent to pay off the remaining balance. If paid off by April 1, the Town would save \$1793.79. There is money available in the contingency fund the money saved can be put to another necessary purchase.

MOTION TO TRANSFER FUNDS FROM CONTINGENCY TO PAY OFF PARK MOWER

Councilman Welsh made a motion to transfer funds from the contingency fund to pay off the balance on the Toro Mower in order to save almost \$1,800 in interest payments which was seconded by Councilman McMorris and all members were unanimously in favor.

Phase II of Tymor Parking Lot (Phase I was Handicapped Parking)

A meeting with Town Engineer, Highway Superintendent and Park Manager and Tom St. Onge on 3/29 at 9:00am. All involved are welcome to attend.

Motion to Appoint Assessor

Robert Taft was appointed to fill the vacancy of Bernard Fountain upon his retirement in 2011. That term expired in 2013 although the Town Board appoints him each year in the Organizational meeting the proper way is to appoint, or re-appoint after each 6-year term. As his term is expiring in September of 2019 the Board needs to re-appoint Robert Taft for a new 6-year term.

Councilman McMorris made a motion to appoint Robert Taft as Town Tax Assessor with a term beginning October 1, 2019 for the next 6 years. This was seconded by Supervisor Maas and all were unanimously in favor.

Adoption of April as Parkinson's Awareness Month in the Town of Union Vale. Councilwoman Kelley read this proclamation and was adopted by Councilman Welsh and seconded by Councilman Frazier. (Attached)

Resolution #19-21 Accepting Shady Knoll Way & Marks Way (Attached) McMorris/ Welsh

Motion Escrow Report Review & Transfers

Supervisor Maas made a motion to transfer money from the Escrow account into the General Fund in order to pay consultant bills in the amount of \$4,745.00. This was seconded by Councilman Welsh and all were unanimously in favor.

MOTION TO PAY BILLS

Councilman Welsh made a motion to approve budget adjustments, warrants, pay bills which was seconded by Councilman Frazier and all were unanimously in favor.

PUBLIC COMMENT

TILLMAN- Problems with channel 22 have been going on and as a taxpaying citizen she would like to see it fixed.

Councilman Frazier offered he will speak to a consultant.

MOTION TO ADJOURN

At 9:23pm Councilman Welsh made a motion to adjourn which was seconded by Councilman Frazier and all were unanimously in favor.

Respectfully Submitted,

Andrea Casey

Town Clerk

PROCLAMATION DECLARING PARKINSON'S AWARENESS MONTH

The following Resolution was offered by Councilman Welsh, seconded by Councilman Frazier, to wit:

WHEREAS, Parkinson's disease is a progressive neurological movement disorder of the central nervous system, which has a unique impact on each patient; and

WHEREAS, according to the Parkinson's Action Network, the Parkinson's Disease Foundation, the American Parkinson's Disease Association and the National Institutes of Health, there are over one million Americans diagnosed with Parkinson's Disease; and

WHEREAS, symptoms include slowness, tremor, difficulty with balance and speaking, rigidity, cognitive and memory problems; and

WHEREAS, although new medicines and therapies may enhance life for some time for people with Parkinson's, more work is needed for a cure; and

WHEREAS, increased education and research are needed to help find more effective treatments with fewer side effects and ultimately a cure for Parkinson's disease; and

WHEREAS, a multidisciplinary approach to Parkinson's disease care includes local wellness, support, and caregiver groups; and

WHEREAS, April has been proclaimed as World Wide Parkinson's Awareness Month for all to recognize the need for more research and help in dealing with the devastating effects of Parkinson's Disease.

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Union Vale does hereby proclaims April as Parkinson's Awareness Month in the Town of Union Vale.

**RESOLUTION # 19-21 ROAD DESIGNATIONS FOR INCLUSION
IN 911 DATABASE**

WHEREAS, Dutchess County's Department of Emergency Response assists local municipalities' first responders prepare for and respond to emergencies; and

WHEREAS, the Department of Emergency Response enters all names of roads into their 911 database after receiving a Resolution from the local Town Board requesting that a road be added to such database enabling the appropriate response; and

WHEREAS, it has been requested that two roads in the town of Union Vale be added and they are *Shady Knoll Way* (29-37 Brush Hill Road) and *Marks Way* (off of Oswego Road leading to Meadow Ridge Lane); and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Union Vale hereby adopts the names as listed above as either a private road name or heretofore unlisted road name in said Town; and be it further

RESOLVED, that the Town board specifically states that the private road designation shall in no way be construed to impose any liability or maintenance obligations on the Town but only to provide a means of identifying said private road for emergency response purposes.

The preceding resolution was offered by Councilman McMorris, who moved its adoption, seconded by Councilman Welsh .

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Supervisor Maas	Aye
Councilman Frazier	Aye
Councilwoman Kelley	Aye
Councilman McMorris	Aye
Councilman Welsh	Aye
Ayes 5	Noes 0

Andrea Casey
Andrea Casey, Town Clerk Dated: March 21, 2019