

**UNION VALE TOWN BOARD MINUTES  
TOWN HALL 249 DUNCAN ROAD LAGRANGEVILLE NY**

**AUGUST 4, 2016  
7:30 PM**

Members present: Supervisor: Patricia Tompkins  
Councilmen: John Welsh, Steven Frazier, David McMorris,  
Corrina Kelley

The meeting was opened with the flag salute.

**PUBLIC HEARING REGARDING AMENDING TOWN CODE CHAPTER 128-4**

Councilwoman Kelley read the proposed local law regarding the amending of Town Code Chapter 128-4 as follows:

Local Law No. 1 of 2016

Be it enacted by the Town Board of the Town of Union Vale as follows:

1. LEGISLATIVE INTENT.

The Town of Union Vale desires to amend the fee for an Abstract certificate letter of record for Residential and Commercial properties to \$250.00.

2. AMENDMENT TO TOWN CODE. Chapter 128-4 of the Town of Union Vale is hereby amending the following:

CHAPTER 128-4 FEES shall be amended and replaced with the following:

Abstract Certificate letter of record Residential \$250.00

Commercial \$250.00 per occupancy flat fee (An on-site inspection of both the exterior and interior of a residential or commercial property will be required prior to the issuance of Abstract certificate of record).

3. SEVERABILITY.

The invalidity of any word, section, clause, paragraph, sentence part or provision of this Local Law shall not affect the validity of any other part of this Local Law, which can be given effect within such part or parts.

4. REPEAL.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

5. EFFECTIVE DATE.

This Local Law shall take effect immediately after it is filed with the Secretary of State as provided in section twenty-seven of the Municipal Home Rule Law.

Supervisor Tompkins offered a motion to open the Public Hearing allowing the public ten days for discussion regarding any concerns with Code Enforcement Officer George Kolb. The public hearing will reopen on August 18, 2016. This motion was seconded by Councilman McMorris and passed with a unanimous vote.

## **EXECUTIVE SESSION**

Councilwoman Kelley offered a motion to go into executive session at 7:05 p.m. to discuss personnel matters. The motion was seconded by Supervisor Tompkins and passed with a unanimous vote. Councilwoman Kelley offered a motion to return from executive session at 7:30 p.m. stating that no decisions were made. The motion was seconded by Supervisor Tompkins and passed with a unanimous vote.

## **OPEN MEETING TO PUBLIC COMMENT ON AGENDA ITEMS**

James Miller, Constable, reported on problems he has been dealing with in Tymor Park.

There were no further comments on agenda items and the regular order of business was begun.

## **SUPERVISOR'S REPORT**

Supervisor Tompkins mentioned that Jake Gosnell and Tom Tierney both passed the pool certification course and can take care of putting chemicals in the pool. The Town Board received a memo from Elizabeth Albrecht regarding rental of the ballfields. Mrs. Albrecht felt that the fields should be groomed and perhaps if the rental amount was lowered there would be more interest in them being rented. Councilman Welsh stated he thought that the rental rates reflected the cost to groom the fields. There was a horse show on July 17<sup>th</sup> that was well attended. A park memo was received asking for approval for a Senior Citizen bus trip to Callicoon, N. Y. October 5<sup>th</sup>. Councilman Welsh offered a motion to approve the cost for the bus for this trip. The motion was seconded by Councilman McMorris and passed with a unanimous vote. The Dutchess County Sheriffs and New York State Police are issuing many traffic tickets at the Route 55 bridge reconstruction site for failing to stop at the stop sign.

Councilman McMorris mentioned that the Dutchess County Sheriffs and NY State Police are furnishing traffic control for the Cross Wind Equestrian Center's triathlon being sponsored for Sparrows Nest Cancer Patients. Councilman McMorris offered a motion to also have the Constable vehicle on duty at this time also. The motion was seconded by Supervisor Tompkins and passed with a unanimous vote.

## **CELL PHONE POLICY**

The discussion regarding cell phone policy was tabled until the August 18<sup>th</sup> meeting.

## **CONSTABLE HOURS**

There was discussion regarding four additional hours for the Constables. Councilman McMorris offered a motion for the constables to be on duty for an additional four hours starting August 14<sup>th</sup> for the next seven weekends through Labor Day and the Oktoberfest. The motion was seconded by Councilman Frazier and passed with a unanimous vote.

## **EMPLOYEE HANDBOOK**

Each councilmember has taken a section of the handbook to review and reword. Councilman Welsh mentioned that a section regarding media needs to be added to the handbook. This will be discussed again at the next meeting. Councilman Welsh stated that an immediate need was to address adding a social media policy. He then read a sample of a proposed policy. Supervisor

Tompkins agreed that it was a great policy to have in place as well as Councilman McMorris. Councilwoman Kelley agreed however, stated she would like to see a more robust policy and would like to review and add in some suggestions that are more specific as to better protect the Town. There was more discussion on what would be a policy for the employees and what would be operational issues of the Town. There was further discussion on the matter it was decided they would revisit this topic next meeting with the suggestions the council researched.

### **LIBRARY STEERING COMMITTEE FUND REQUEST/ MOTION**

Betsy Maas spoke about the progress of the committee specifically, sustainable library funding options. One of their methods of collecting data was to present a survey to the town residents to obtain their views and at the same time, get a sense of what the residents would like as options. The team decided an online survey would be the most effective. The cost would be \$118 for the survey and then the post card mailing to notify the residents would be \$682 and an estimated \$25 for additional post cards to place around town. This will be a confidential survey. Ms. Maas's other request for funds are for an architect to price out what it would cost the town to build our own library. The fee for their services is \$400. This will include pricing out an existing building or a new structure. In total, \$1,225 is the cost in their request of funds. Any additional funds would be printing costs for the Town Board to have a hard copy of their report so an estimated cost would be approximately \$1,300.00. Councilman Frazier suggested the Committee combine their efforts with the Media Department to post this on the different outlets.

Councilman Frazier asked if funding for the survey was permissible as he understood from the previous administration that it was not. He would like to make it clear that he is not opposed to any funding, he would just like to be sure of the legality. Councilwoman Kelley said as per a letter from the Town Attorney, the survey was allowed. Councilman McMorris made a motion to fund the \$1300.00 requested by the Library Steering Committee from General Fund. Councilman Welsh seconded the motion. All were in favor of funding the money.

### **MOTION TO PURCHASE PICNIC TABLES FOR PARKS**

There was discussion regarding the cost of purchasing additional picnic tables for the parks. Jake Gosnell and the maintenance crew are going to build ADA compliant tables and this will cost less than what they would cost to be purchased. This motion was not made as per the Board following Jake Gosnell's recommendation to make the tables in house at a much lower cost. All members agreed this was the best solution for the Town.

### **RECREATION REPORT / PARK REPORT**

Jessica Dickson and Jake Gosnell, acting directors reported in their respective departments. Mr. Gosnell reported that both he and Tom St. Onge received their pool certifications and the order for pool equipment was completed. They addressed resident concerns regarding pool use. Summer programs are running very smoothly. There were also issues at Godfrey such as bees which have been corrected but will continue to be monitored. Camping weekend is scheduled for August 26, 27 and 28. September 25<sup>th</sup> is the date for the Octoberfest, a scanner may be used at the event to check ID's which is free. Jessica had some concerns about no staff being present the entire time during rentals of park facilities and would like staff to be present to lock up after a late event and would like a new policy to be in place reflecting that. Councilman Welsh made a motion to proceed with this policy and adjust the cost of the rentals to cover from this point forward.

Councilman McMorris seconded this and all were in agreement. The art room renovations will be available at some point to be rented to generate revenue once the decking and stairs have been renovated. Councilman Welsh asked if it could be rented being that it will not be ADA compliant and Jake was told by our Code Enforcement Officer, George Kolb, as long as it was expressly noted in the rental agreement it would be allowed. Councilman Frazier said he would also like the attorney to review it as well, everyone agreed this would be a good idea as well. The existing deck is currently secured and safe however, needs to be renovated in the near future. The new deck would be smaller as it is only used to gain access to the upper rooms, they will build it with two smaller landings on two tiers. They both thanked the Board and the Town residents for communicating and hope that continues. Councilman McMorris asked that a rock be placed at one of the Park entrances to prevent traffic around the locked gates and Jake said he would put something in place to do this.

Councilman Welsh mentioned that the Union Vale Fire Company was holding their annual picnic on Sunday August 7<sup>th</sup> at Tymor Park and invited the Town Board to attend.

#### **EXECUTIVE SESSION**

Councilman Frazier offered a motion to go into executive at 8:55 p.m. The motion was seconded by Councilman McMorris and passed.

#### **RETURN FROM EXECUTIVE SESSION**

Councilman Frazier offered a motion to return from executive session at 9:05 p.m. stating that no decisions had been made. The motion was seconded by Supervisor Tompkins and passed.

#### **OPEN MEETING TO NON-AGENDA ITEMS FOR DISCUSSION**

As there were no comments, the regular order of business was resumed.

#### **NEXT MEETING**

The next Town Board meeting will be held on August 18, 2016 at 7:00 p.m.

#### **MOTION TO ADJOURN**

Supervisor Tompkins offered a motion to adjourn the meeting at 9:05 p.m. The motion was seconded by Councilman Frazier and passed.

Respectfully submitted,

*Mary Lou DeForest*

Mary Lou DeForest, Town Clerk