

UNION VALE TOWN BOARD MEETING MAY 15, 2024

249 DUNCAN ROAD, UNION VALE, NEW YORK

UNION VALE TOWN HALL 7:30 PM

PRESENT: Supervisor Steve Frazier

Town Council: Pat Cartalemi, Kevin Durland, Kevin McGivney, John Welsh

Highway Superintendent Ed Kading

Town Clerk: Andrea Casey

Town Attorney: Attorney Jeff Battistoni

Supervisor Frazier called the meeting to Order to Order and Salute to the Flag at 7:30PM

Supervisor Frazier noted he forgot to add the Animal Control Report to the agenda which will follow the Library Report. Councilman Cartalemi motioned this which was seconded by Councilman Welsh and all were in favor.

Motion Approve Minutes: Councilman Welsh made a motion to approve the April 17th, 2024 Meeting minutes which was seconded by Councilman Cartalemi and all were unanimously in favor.

Supervisors Report

- Finance Report: General Checking: \$1,301,088.00 General Savings: \$4,815.00, MSC Receipts: \$134,684.00, General MM: \$103,290.00 General NYCLASS: \$2,563,963.00, General NYCLASS-ARP: \$ 510,826.00 **General Fund Total \$4,618,666.00**
- Highway Checking: \$705,523.00, Highway Savings: \$102,081.00, Highway MM: \$40,260.00, Highway NYCLASS: \$68,795.00, Highway NYCLASS- Reserve \$145,253.00, **Highway Fund Total: \$1,061,913.00 Grand Total: \$5,680,579.00**
- Met with Civil Services to discuss practices, looking to put together revisions for the employee handbook.
- Reminder to all about the Balloon Festival, it is held here at Tymor Park, Labor Day weekend hosted by Dutchess County Chamber of Commerce. Union Vale Residents can purchase them at a discount through the Town Clerk's Office.
- Reminder of the June 1, 2024 29th annual horse pull at the Tymor Equestrian Center 11:00 – the afternoon.

Board Member Reports

Councilman Welsh – reviewed the situation on blueberry drive, updated himself on the procurement policy

Councilman Cartalemi- in reviewing the vouchers he noticed Royal Carting did remove the fuel surcharge they promised during his meeting which saves approximately \$200 a month. He has been working on a few other cost saving methods for reoccurring bills.

Councilman Durland – he has also been reviewing the procurement policy and the roof project.

Councilman McGivney- has been working with Peter and Mike at the Recycling Center and will update the Board as he moves forwards.

Town Clerk Report Clerk Casey explained that tickets for the balloon fest can be purchased in person with proof of residency with cash or check made payable to “the chamber foundation” during all business hours. Document shredding day is June 5th please call to be on the truck arrival call list. On a side note, she did attend the AARP safe driving class and enjoyed it, she encouraged everyone to attend if we host another in the Fall.

Highway Report

Superintendent Kading reported they are cleaning ditches prepping for paving scheduled paving June 15th. Mr. Kading noted as the Board is aware and residents are aware they found major issues on Blueberry Drive, there has always been a water bleeding issue especially at the intersection and after investigating, they noted the entire drainage system has failed. This will be a major project and unfortunately to plan and organize a project of this scale, the work will be completed a few months out the fastest, please reach out with questions.

Town Engineer Tom Harvey, spoke about Blueberry Drive, he explained all the metal pipe is rotted from the bottoms, little chance to fix, he recommends replacement, this will contain 6 catch basins, write a proposal with concept drawings. Highway has already placed perforated

pipng. The worst-case cost scenario is \$5,200.00 which is in engineering line. The full proposal is in file in the office of the Town Clerk.

Motion to move forward on Blueberry Drive Project

Councilman Cartalemi, made a motion to move forward with proposals for road correction to obtain quotes which was seconded by Councilman Durland and all were unanimously in favor.

8 Tymor Roof

Harvey spoke about the scope of work for this project they are recommending to remove the chimney to roofline as it is not in use. Recommends \$5,000 contingency to cover additional costs based on their bid of \$365,770.00. Supervisor Frazier noted there is \$510,826.00 is earmarked from the ARPA money for this project. Mr. Harvey feels the pricing is acceptable from his experience. There was further discussion on the topic.

Recreation, submitted by Recreation Director Maggie Collins

I want to thank Stephen Tuller, our instructor for the AARP Smart Driving course. He made the class informative and enjoyable to be a part of. He and I are planning to stay in touch to potentially do an evening course after the Summer. This course will be posted on our social media pages as well as the Parks and Recreation website once that course is scheduled. On May 31st we will be hosting our second annual Music in the Park with three of the Arlington High School Jazz ensembles performing. Patrons can come to the park to enjoy an evening of Jazz starting at 6PM at the bandshell. We ask that you please bring chairs or blankets to sit on during the performance, and the Cluck Truck will be selling food at the event starting at 5:30pm. Any questions on this event can be directed to the Recreation Director's email at recreation@unionvaleny.us. We still have few seats open for our Lifeguard Certification course and Recertification course. This course is taught by a certified American Red Cross Instructor. Seating is limited for these courses and registration can be found on the Parks and Recreation website.

Parks Report May 2024 Submitted by Vincent Germano

The tenants will be moving into #11 this week and the house is ready for them.

- We have taken the cover off the pool and started cleaning it and preparing it for the pool season. The pool filter tank is installed and the plumbing ran for it, we will be putting the filter media into it this week and get it running.
- When it isn't raining we have continued mowing and clearing the trails of fallen trees.
- The bathroom at Godfrey park will be open starting this weekend. We had to do a bit of work on the well pump but it has been fixed.
- There was another leak into the senior room/interim library. We have cleaned it up and we have again attempted to better catch the water and mitigate damage.

Library Report, submitted by Library Trustee President, Amy Watkins

Latest updates from the Library:

- The Library was spruced up a few weeks ago. The inside was painted and looks fabulous.
- For Mother's Day, our director, Karen Foley did a lovely job decorating the library for the Seniors on May 10th. You can see pictures on our Instagram page.
- The Children's area is coming together. The rug and stacking chairs have arrived. Furniture was ordered and will be arriving soon. Once it is received, we will begin story times.
- A children's author will be coming to the library once the furniture is set up. In addition to reading their book to the children and offering a signed copy!
- We have begun the barcoding process of the donated books.
- Book collections are being curated for our residents. In the meantime, if you are looking for a specific title, simply email the director at director@uvlibrary.org.
- Carpet tiles and shelving are next on our list to support our library's development. This will help prepare the space for patrons to easily access the books we have.
- Karen has been working on getting a copier in the library for patrons to have access to use.
- The Promethean Board has been shipped and will be arriving soon. This is a presentation board that will be utilized for programming.
- We have connected with Dutchess County to plan for Narcan training for interested residents. Information will be emailed out once finalized.
- We have heard from several residents that they would like a real library card. These have

been ordered and a library card event will be held to help get cards into the hands of our residents.

- To stay up-to-date with programming, sign up to receive our emails. There is a link on our website on the main page!
- We recently spoke to the Division of Library Development to answer a few questions they had regarding our charter. They anticipate having a decision in the coming weeks. We will keep everyone posted.

Animal Control Report April 2024 submitted by ACO, Mary Jean Calvi

During the month of April there were no lost dogs, two found dogs who were later reunited with their owners, one complaint, one wildlife call, and one mutual aid call from the New York State Police for a dog needing assistance outside our jurisdiction.

Public Comment on Agenda Items- Kevin Harrington, Chestnut Ridge Road, had a question on library report, library manager, has been referred to as library director, we do not have a director as there are specific requirements, he would like this changed.

Discussion on Amendment to Procurement Policy

Councilman Cartalemi inquired if this amendment affects how the town complies with GML 103. He further inquired we still have to follow GML 103 of purchases greater than \$35,000. Attorney Battistoni said although we do it sounded like this was built into the TIPS program. Supervisor Frazier said he has sent an email to address this issue with TIPS and is awaiting to hear back he feels this does not eliminate this it is in addition. There was further Board discussion on this issue.

Resolution 23-2024 Amend Procurement Policy (See Resolutions)

Resolution 24-2024 AUTHORIZING ROOF REPAIR AT 8 TYMOR PARK ROAD AND AUTHORIZING THE SUPERVISOR TO EXECUTE ALL DOCUMENTS AND TAKE ALL ACTIONS REASONABLY NECESSARY TO COMPLETE THE PROJECT (See Resolutions)

Councilman Welsh would like to see building permits issued from the Town so that our Code Enforcement Officer is involved. Supervisor Frazier agreed. Councilman Cartalemi pointed out there is no dollar amount and is hopeful they will only use what is appropriated. Attorney Battistoni noted the figure from Engineer Tom Harvey was \$365,770 plus 5k contingencies.

Councilman Durland and Supervisor Frazier thought the 5k was low, they suggested to raise the amount to \$380,000.00

Councilman Cartalemi wanted noted on record that he still has an issue with GML 103 being followed even with the contingency and would like to wait. There was further discussion on this topic.

Motion to Amend Resolution #24-2024

Councilman Cartalemi motioned to amend the resolution to include the language they are approved NYS for 5525 C Chapter 308, that TIPS is approved under that legislation and to change the amount to \$380,000.00 which was seconded by Councilman Welsh and all were unanimously in favor.

Portable Toilet Rental Discussion

Got2Go 2 units and one handicap unit \$4,500 annual. Reliable for the same units is \$4,225 and Seek-A-Seat is \$3,780 with a difference of \$445.00 between Got2Go and Reliable, all weekly cleanings. The Board would like to go with Seek-A-Seat and then go to RFP next year.

Motion to award 2024 Portable Toilet

Councilman Cartalemi made a motion to award the remainder of 2024 to Seek-A-Seat which was seconded by Councilman Durland and all were unanimously in favor.

2 Tymor Park Alarm System

Supervisor Frazier noted that the alarm system installed at 2 Tymor Park rental house is not currently monitored or serviced. The Board would like the same vendor to service this as well since the former contract expired with the last tenants.

Motion to Add 2 Tymor Park to Doyle Security

Councilman Welsh made a motion to add 2 Tymor Park Road to Doyle Security System monitoring and servicing which was seconded by Councilman Cartalemi and all were unanimously in favor.

HVAC Duct Cleaning

Supervisor Frazier noted that typical this cleaning is done bi-annually this may have never been done at Town Hall the amount would be in the realm of \$3,000 some quotes arrived later in the meeting he will provide all the figures and will approve next meeting.

Vacant Property on Pleasant Ridge

Supervisor Frazier spoke with fire district on Pleasant Ridge Road, a letter was received by UVD as they are interested, would like to have attorneys draw up paperwork as a potential satellite station and removes liability from the Town. This would be a transfer of ownership so no fees as it is a wash with all tax payer dollars. There was further discussion on this issue.

Motion to Draw up Paperwork for Vacant Town Property

Supervisor Frazier made a motion to put it in the hands of the attorneys which was seconded by Councilman McGivney.

Roll Call Vote

Supervisor Frazier	Aye
Councilman Welsh	Aye
Councilman Durland	Aye
Councilman McGivney	Aye
Councilman Cartalemi	Aye

Public Comment Town Issues – none

Approve Budget Adjustments, Transfers, Warrants, Pay Bills

Councilman Welsh made a motion to pay the bills and which was seconded by Councilman Cartalemi and all were unanimously in favor.

Next meeting is June 5th at 7:30PM

Motion to Adjourn At 8:20 PM Councilman Welsh made a motion to adjourn the meeting which was seconded by Councilman Cartalemi and all were unanimously in favor.

Respectfully Submitted,

Andrea Casey, Town Clerk

**Town of Union Vale Resolution 23-2024
Amendment to Procurement Policy**

The following Resolution was offered by Councilman McGivney and seconded by Councilman Welsh:

Whereas, the State of New York requires that the Town of Union Vale maintain a Procurement Policy to specify how funds are to be spent for goods and services,

Whereas, this Procurement Policy requires amending from time to time based on changes in law and procedures,

Whereas, the State of New York has passed legislation (§5525c, Chapter 308) to permit municipalities to “piggyback” or co-op purchase contracts of other municipalities,

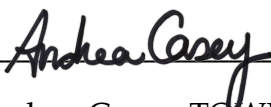
Now therefore, be it resolved that the Town Board of the Town of Union Vale hereby approves the following amendment to the Procurement Policy:

“The Town Board may opt to utilize New York State or Dutchess County approved purchasing cooperatives or bid lists in lieu of the public works bid.”

Now therefore, be it further resolved, the above stated amendment will be placed as #5 of Section I of the “Procedures” description listed on Page 7 of the Union Vale Procurement Policy

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

Supervisor Frazier	Aye	DATED:	Union Vale, New York
Councilman Welsh	Aye		May 15, 2024
Councilman Durland	Aye		
Councilman McGivney	Aye		
Councilman Cartalemi	Nay		



Andrea Casey, TOWN CLERK

Amendment to Procurement Policy allowing use of purchasing cooperatives

To be inserted as #5 of Section I of the "Procedures"

The Town Board may opt to utilize New York State or Dutchess County approved purchasing cooperatives or bid lists in lieu of the public works bid.

**TOWN OF UNION VALE TOWN BOARD RESOLUTION NO. 24-2024:
AUTHORIZING ROOF REPAIR AT 8 TYMOR PARK ROAD AND AUTHORIZING
THE SUPERVISOR TO EXECUTE ALL DOCUMENTS AND TAKE ALL ACTIONS
REASONABLY NECESSARY TO COMPLETE THE PROJECT**

The following Resolution was offered by Councilman McGivney and seconded by Supervisor Frazier:

WHEREAS, the Town Board of the Town of Union Vale has been concerned for some time about the condition of the roofs on all buildings in Tymor Park; and

WHEREAS, the Town Board received a written report entitled "UNION VALE ROOF REPORT MARCH 2024" which detailed the condition of each such roof and which included written summaries and extensive photographs showing extensive leaks and both exterior and interior damage caused by such leaks; and

WHEREAS, the engineer for the Town, Thomas Harvey, prepared a project summary dated April 2, 2024 entitled "Town-wide Capital Improvements" which included "Engineer's Opinion of Probable Cost" for various capital improvements and which specifically included the roof repair project for the building at 8 Tymor Park Road; and

WHEREAS, that project summary included a description of The Interlocal Purchasing System (TIPS), a national purchasing cooperative and a proposal submitted by Vanguard Roof Management regarding the roof repair project for the building at 8 Tymor Park Road; and

WHEREAS, the Town Board received a presentation at its meeting of April 17, 2024 by a representative of TIPS and a representative of Vanguard about what services TIPS provides and about the proposal from Vanguard; and

WHEREAS, the Town Board thereafter voted to have the Town become a member of TIPS and to utilize TIPS for this roof repair project and amended its Procurement Policy to authorize use of cooperative purchasing; and

WHEREAS, the Town has ARPA funds on deposit which it must use for defined purposes and this roof repair project qualifies for the use of such funds; and

WHEREAS, the Town Board of the Town of Union Vale thus intends to proceed with this roof repair project and to the Supervisor to execute all documents and take all actions reasonably necessary to authorize and complete the said project; and

WHEREAS, the Town Board hereby classifies this current action as a Type II action for purposes of SEQRA pursuant to 22 NYCRR 617.5(c)(1) and (2), so no environmental review is needed;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby approves the project known as the roof repair for the building at 8 Tymor Park Road and authorizes the use of ARPA funds to pay the costs thereof, including related administrative costs, at a cost not to exceed \$380,000.00; and be it further

RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the Supervisor to execute all documents and take all actions reasonably necessary to effectuate and complete said project; and be it further

RESOLVED, that this Resolution is contingent upon the Town Board receiving confirmation that the solicitation and review process for proposals used by TIPS complies with NYS GML Section 103.

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

Councilman Cartalemi	Aye
Councilman Durland	Aye
Councilman McGivney	Aye
Councilman Welsh	Aye
Supervisor Frazier	Aye

DATED: Union Vale, New York
May 15, 2024



Andrea Casey, TOWN CLERK