

REGULAR MEETING
APRIL 20, 2017

A Regular Meeting of the Town Board of the Town of Hampton, County of Washington and the State of New York was held at the Town Hall, 2629 State Route 22A, Hampton, New York on the 20th day of April 2017.

PRESENT: David K. O'Brien-----Supervisor
Tamme Taran-----Councilwoman
Donald Sady-----Councilman
Andrea Sweeney-----Councilwoman
Roger Weeden-----Councilman
Rebecca Jones-----Town Clerk
Camilla Shaw-----Tax Collector/Deputy Town Clerk
Herbert Sady, Jr.-----Highway Superintendent

Planning Board Members: Bonnie Hawley

Also present: Ginny Kinsey, Artie Pratt, Matthew Pratt and Leonard Reed

The Regular Meeting was called to order by Supervisor O'Brien at 7:30pm, followed by the Pledge of Allegiance. Location of Fire Exits were given. Quorum of board members present.

Supervisor O'Brien asked for a moment of silence in memory of Vic Genier, William Destisto and Sal Schavio.

RESOLUTION NO. 31-2017
APPROVAL OF THE MINUTES

On a motion of Councilman Weeden, seconded by Councilwoman Taran, the following resolution was ADOPTED: Ayes 5 O'Brien, Taran, Sady, Sweeney, Weeden
 Nays 0

RESOLVED, that the Regular Town Board Minutes for March 16th, 2017 are approved.

The mylar map for Michael Casey's subdivision on Golf Course Road/Cty Route 11A was received and signed by town board members.

Larry Carman, Dog Control Officer submitted his report, which was read by Supervisor O'Brien, copy of report is attached for 03/16/17-04/15/17.

Camilla Shaw, Tax Collector submitted her March 2017 report and check to the Town Supervisor for interest and penalties. Resolving an issue with a returned check. Bank Statement to the Board for review and signatures.

Planning Board Report....

- Ray Energy...building permit has been done for relocating railroad spur.
- Solar Ordinance has been sent to County for review
- Next meeting will be May 10th, 2017 at 7:00pm at the Town Hall

Herbert Sady, Jr., Highway Superintendent submitted his report, copy of which, is attached.

John Mattison, Jr. has been hired as the new Highway Employee.

Received the following quotes for the portable radios:

- Adirondack 2-Way Radio Inc. \$ 598.92 with a base station \$1753.73
- Capital Digitronics, Inc. \$ 572.40 with a base station \$1710.50

*Adirondack's quote also includes extra chargers and batteries.

Following a discussion the following resolution was adopted.

RESOLUTION NO. 32-2017
HIGHWAY PURCHASE - PORTABLE RADIOS

On a motion of Councilman Sady, seconded by Councilman Weeden, the following resolution was ADOPTED:

Ayes 5 O'Brien, Taran, Sady, Sweeney, Weeden
 Nays 0

RESOLVED, to authorize Highway Superintendent, Herb Sady to purchase portable radios without the base station from Adirondack 2-Way Radio, Inc. for \$598.92.

Received the following quotes for a York Rake for the Highway Department:

- Young Farm Equipment, Inc. \$ 925.00
- Capital Tractor, Inc. \$ 2360.00
- Capital Tractor, Inc. \$ 3856.00
- John Stokowski & Sons \$ 1400.00

Following a discussion the following resolution was adopted:

RESOLUTION NO. 33-2017
HIGHWAY PURCHASE – YORK RAKE

On a motion of Councilwoman Taran, seconded by Councilwoman Sweeney, the following resolution was ADOPTED:

Ayes 5 O'Brien, Taran, Sady, Sweeney, Weeden
 Nays 0

RESOLVED, to authorize Highway Superintendent, Herb Sady to purchase the York Rake from Young Farm Equipment, Inc. for \$925.00

CHIPS money for 2017 will be as follows:

- Regular CHIPS money of \$43547.42
- extreme winter emergency money of \$8424.47 and
- PAVE NY money of \$9919.59 for a total of \$61801.48

Herb discussed how and where he would like to use the CHIPS money.

- Hills Pond Road – culverts and drainage
- Hickey Road – blacktop to bottom of hill
- Campbell Lane – shim work

Will discuss further at next meeting.

RESOLUTION NO. 34-2017
APPROVAL OF SUPERVISOR’S MONTHLY REPORT

On a motion of Councilman Sady, seconded by Councilwoman Sweeney, the following resolution was ADOPTED:

RESOLVED, that the Supervisor’s Monthly report be accepted as submitted for **MARCH 2017**.

	02/28/17			03/31/17
ACCOUNT	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
General Fund	\$ 82,022.42	\$ 1,087.78	\$ 6,299.09	\$ 76,811.11
Highway Fund	\$210,534.26	\$ 8.49	\$ 34,800.76	\$ 175,741.99
Equipment Reserve	\$ 59,071.99	\$ 17,502.72	\$ 0.00	\$ 76,574.71
Fire #1	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 40,000.00
Fire #2	\$ 5,300.00	\$ 0.00	\$ 0.00	\$ 5,300.00
Cemetery	\$ 931.51	\$ 1.96	\$ 0.00	\$ 933.47
Totals	\$397,860.18	\$ 18,600.95	\$ 41,099.85	\$375,361.28

All Board Members present signed Supervisor’s Report.

COUNTY UPDATES/ COMMUNICATIONS

- Shared Services Plan....County considering digitizing Town/County Records

OLD BUSINESS

Employee Handbook....revise vacation/sick time/personal leave.

RESOLUTION NO. 35-2017

EMPLOYEE HANDBOOK-REVISION

On a motion of Councilman Weeden, seconded by Councilwoman Taran, the following resolution was ADOPTED: Ayes 5 O'Brien, Taran, Sady, Sweeney, Weeden
Nays 0

RESOLVED, to make the following changes to the Employee Handbook regarding, vacation/sick time and personal leave.

VACATION

Vacation is offered only to the full time employees. Elected Officials, Appointed Officials, and any Part time employees are not eligible for vacation time. Vacation must be used within the calendar year and may not be carried over unless authorized by the Hampton Town Board. Vacation allowances will be set annually at the Town Organizational Meeting. All vacation requests are to be submitted at least one week prior to the period requested. Approval is based on work requirements and vacation time during November through March may be limited due to snow removal requirements. Vacation day may be used at a minimum of half day increments and not hourly. Vacation will be earned under the following guidelines:

- *On the employee's first anniversary the employee will earn one week vacation.*
- *On the employee's second anniversary and every subsequent anniversary until the fifth, the employee will earn two weeks' vacation.*
- *On the employee's fifth anniversary and every subsequent anniversary until the twentieth, the employee will earn three weeks' vacation.*
- *On the employee's twentieth anniversary and every subsequent anniversary the employee will earn four weeks' vacation.*

SICK TIME

Sick Time is offered only to the full time highway department employees. Elected Officials, Appointed Officials, and any Part time employees are not eligible for sick time. Sick time allowances will be set annually at the Town Organizational Meeting. After 90 day probation period and at every subsequent annual anniversary, the employee will have 5 days sick time deposited in his account. Employees may accrue and carry over up to thirty (30) days sick time at the end of the calendar year. Any unused sick time up to a maximum of thirty (30) days will be paid when the employee leaves town employment.

PERSONAL LEAVE

Personal leave is offered only to the full time highway department employees. Elected Officials, day probation period and every subsequent annual anniversary, the employee will have three personal days deposited in his account. Personal days do not accrue from year to year.

PUBLIC COMMENTS/COUNCIL COMMENTS

Bonnie Hawley...concerned about speeding cars on County Route 11, would like to see more police patrol.

Ginny Kinsey...North Quivey Hill Lane, wondering when highway department would be grading the road.

Broadband phase 3, Time Warner is now Spectrum, they are not sure that they want to put more money into NY.

The Town Clerk's report for March 2017 was submitted to the Board. The Town Clerk had Board Members review and sign bank reconciliation statements for the Town Clerk Account and Special Town Clerk Account dated March 31st, 2017.

RESOLUTION NO. 36-2017

AUDIT OF CLAIMS

On a motion of Councilwoman Taran, seconded by Councilman Sady, the following resolution was ADOPTED

Ayes 5 O'Brien, Taran, Sady, Sweeney, Weeden

Nays 0

RESOLVED that the bills have been reviewed by the Town Board and are authorized for payment in the following amounts.

General Fund	No.38 through No. 49	\$ 1,995.70
Highway Fund	No.47 through No. 64	<u>\$ 5,752.16</u>
Total both funds		<u>\$ 7,747.86</u>

On a motion of Councilwoman Sweeney, seconded by Councilman Weeden, the meeting adjourned at 8:22pm. All in favor Aye.

Respectfully submitted,

Rebecca S. Jones, RMC
Town Clerk