

UNION VALE TOWN BOARD MEETING MARCH 16, 2017

TOWN HALL 249 DUNCAN ROAD LAGRANGEVILLE NY 7:00 PM

PRESENT: Supervisor Tompkins

COUNCILMEMBERS: Steven Frazier, John Welsh Corrina Kelley, David McMorris

THE MEETING WAS OPENED WITH THE FLAG SALUTE.

PUBLIC COMMENTS ON AGENDA ITEMS

None

REPORTS OF COUNCIL AND SUPERVISOR

Supervisor Tompkins reported that she attended the Fireman's Dinner, Saturday March 4, 2017 at the Grand in Poughkeepsie. She wanted to highlight the members that received awards and recognition: John Welsh – Gloria Giuliani award and the Frederick Godfrey Memorial award, Tom Brown – Fire fighter of the Year, Charlie Vanda Bougart - Lee Fielding award. Service Awards: 50 years Jim Smith, 25 years to Dan McMorris ,15 years to Dan Casucci and Andrew Chaffee. She congratulated everyone and thanked them for their service. She informed everyone that payroll now starts Sunday and ends on Saturday, while previously it started on Monday and ended on Sunday. The calendar, to the Supervisors knowledge, always started on Sunday and ended on Saturday and has been corrected as such.

Cricket Valley will be starting tree clearing on or about March 15, 2017 for their project. Our Building Dept. and Engineer are working with DEC and the public service commission regarding their use of Sky Acres Airport facility for construction. George Kolb will keep everyone updated.

March 9, 2017 the Supervisor attended the Beekman Town Hall forum where Dutchess County Executive Marcus Molinaro presented the 2017 State of the County it was a question and answer session with residents. All residents from all towns were invited to attend and he will be doing more of these during the course of the year.

The blizzard of 2017: Monday conference call with Dutchess County 911 officials and County executive Marcus Molinaro regarding a declaration for a state of emergency for all of Dutchess County. Started at 4:30 am on Tuesday for travel on roadways and parking on the streets. The travel ban was lifted at 4am on Wed. 4/15 the parking ban lasted until 4pm Wednesday 4/15. Tuesday during the storm she had conference calls at 11 and 4. Unfortunately the Supervisor could not get through for the 4pm call but Councilman John Welsh and Jake Gosnell were on that call and she was able to listen to part of it through Jake's cell. The last call was Wednesday at 10am she was on as well as our Highway Superintendent and Deputy Supervisor. The calls were very informative and she hopes County Executive Marcus Molinaro continues to have these calls during potential emergencies, she thanks him for that and the 911 task force.

On Wednesday, Dylan Miyoshi from the Governor's office called to see if our town needed any kind of assistance due to the storm. None was needed however it was a very appreciated.

Supervisor Tompkins also wished a 'Happy Birthday' to John Welsh whose birthday was Tuesday.

Councilman Welsh – attended the Library Annual Meeting and spoke about their services. He compliments the Highway Department for keeping the roads clear and for all their hours. Unfortunately, the contracted plow attendant was unable to plow the Fire House but the Town Highway Department was asked and immediately cleared the parking lot so emergency vehicles could easily exit and he thanked them for that. There was a barn fire last week and again the highway department brought a loader up to spread the material which helped the fire to not spread as it was extremely windy. Mary Jean Calvi and the Sheriff's department captured the pig who was terrorizing the South end of Union Vale for months. Lastly, he mentioned the County did a great job planning and allocating resources with backup and additional equipment to deal with the emergency.

Supervisor Tompkins read an email from Mary Jean Calvi on the pig situation.

Councilwoman Kelley apologized for not attending the last meeting. She also attended the Library meeting and also appreciated all that Beekman library and all other library's in the Mid-Hudson Network had to offer. She is looking forward to the Library Steering Committee's presentation next meeting.

Councilman McMorris said he apologized for not attending last meeting, but his grandson was born in North Carolina at 7lbs 15 ounces. He attended 10 Association of Towns Meetings. One in particular was notable regarding the Cable contract reaching its term limit. This class is to help audit the cable contract which would be at no cost unless money was recouped. They will provide notes on what to negotiate and where we lose franchise money. He looks forward to a visit for their assistance.

Councilman Frazier gave a kudos to the Highway Department and appreciates all they do. He noted they pushed the side of the snow banks back to improve visibility. He urged residents to not push snow in the roads from their driveway and noted that the homeowner is responsible for any damages due to an accident.

Supervisor Tompkins made mention that prior Supervisor, Lisette Hitsman noted that snow pushed across the street into a vacant lot was perfectly acceptable as long as it was out of the roadways.

BOOKKEEPER

A-fund Revenue \$895,195.17 A-Fund Expenditures \$1,021,993.81 The D-Fund Revenue \$4,718.49 and the D-Fund Expenditures were \$115,393.00.

February is when we received the bond money and paid off the BAN money which accounts for the unusually higher numbers.

No D Fund, fund balance has been used in the budget process and he reminded the Town that that money is available for use. The checks have been received by Mrs. Bonk and deposited as well as the check for the Fire District has been cut and picked up from the Town Hall.

TAX REPORT COLLECTOR REPORT- MARCH 1, 2017

\$2,600.00 for Verbank Meadows Drainage. \$760,775.00 for Highway Fund. \$1,141,583.00 for General Fund. \$866,641 for Union Vale Fire District. Collected \$4,172,901.85. Payment to Commissioner of Finance to be made in March.

RECYCLING REPORT

None

PARKS REPORT

Mr. Gosnell gave his report for the Supervisor to read: Insulation project at the park is progressing slowly but moving forward. They also removed lots of snow and ice control. The LED lighting is being delivered and the Parks Department has started to begin the installation. There have been a few issues but they are handling all of them.

RECREATION REPORT

Summer camp registration and pool passes are available on UNIONVALEREC.COM. Please advise the parks office if there is any portion of the web that is not satisfactory.

Swim lesson registration will be available by April 1st as they finalize schedules.

2 egg hunts will take place this year, April 1 adaptive for those children with vision impairment.

Saturday, April 8th will be for the classic egg hunt. Also, on the website you can enroll in the upcoming TGTT Camp Days for Spring Break when school is out for the kids APRIL 10-14,

Tymor Park World Tour complete with "passport". March 17th, St. Patrick's Day there is Senior Luncheon where traditional food will be served. Miss. Dickinson just arrived home from the Tri State Camp Conference, which is the largest gathering of camp professionals in the WORLD!

The summer camp directors & after school directors were brought along to learn from many movers and shakers in the camp industry and much information was gathered from this experience. They are grateful that for this ability to attend such a powerful professional development opportunity. It is really important Ms. Dickinson to include as many staff as possible so new ideas and more effective practices can be implemented on the front lines of camp. Camp creates social mindsets and they want to create a culture of inclusivity, kindness,

belonging, and success for all. As a department they want to program with intentionality and purpose to benefit our community and future leaders. ACT = Action Changes Things
 Keynote - Introverts/Extroverts, Susan Cain, National Bestselling author of "Quiet". They learned how to better design collective environments to meet the needs of both personality types.
 Keynote - Brandon Stanton, creator of Humans of New York and national bestselling author. They gained deeper insight into the power of a community's energy through stories and a willingness to listen to our campers, to our staff, to the public, to each other. Ms. Dickinson would also like to thank the staff for helping out while the staff was attending the conference.

ANIMAL CONTROL REPORT

During the month of February, there was 1 lost dog and 1 found dog. More specifics can be found in the animal control log book.

HIGHWAY REPORT

The bush pile was burned at the Highway Garage before the burn ban. Due to the storm, they plowed and sanded on 25 different occasions from January to present time. They winged back all the roads and pushed the snow banks back at intersections that had poor sight visibility. Removed 15 trees on Parlman Road for sight visibility problems. Cleaned leaves out of the ditches where needed on Perkins, Mack, Seely and Old Camby Road. They fixed and replaced various signs, serviced the loader and cleaned and maintained trucks and equipment several times. They took truck #2 to Juniors Diesel. The break lines and fly wheel on truck #7 were both repaired. They installed a new cutting edge on the loader bucket and replaced the plow cutting edge on trucks #2 & #10. The highway department cleaned the shop and breakroom and had a contractor install a new shop door. Lastly, they went to the junk yard with the pipe from Meadow Ridge including some from other jobs until the price on scrap increased and brought in a total of \$2,640.00 in scrap metal sales.

He brought forth minutes from August 2013 to create a budget line for the sale of excess scrap metal and although this was never done, he would like this created. He noted there is an efficient way Pleasant Valley does this by creating a budget line and it can be rolled over from year to year. The money would not be allowed to be used unless he sought Town Board Approval.

Supervisor Tompkins said this can be looked into. Councilwoman Kelley pointed out when the budget line for highway equipment sale came up, it was easy for Ryan Courtien to access the data so she is hopeful that it can be retrieved. Mr. Wisseman said he knew former Bookkeeper Rancourt was working on it however, never finalized. Attorney Jacobellis said that this is a Bookkeeper issue and an account would need to be created and approved by the Town Board for the surplus money to go into. He does not know how feasible it would be to go back more than a year or two. This money can be used to purchase tools, equipment or anything the Highway Department is in need of. This is something Mr. Courtien will look into. He also mentioned that he will need to purchase salt as they are running low. Once the bill is received they will make arrangements to establish budget transfers.

Councilman McMorris said this should be established prior to purchase so the amount is known for transfer. Attorney Jacobellis said this is best practice for a known purchase of an exact amount whereas, something such a salt is harder to determine so legally it can be done after.

TOWN CLERK REPORT

CODE		AMOUNT
A1255	Conservation License	\$5.00
A1255	Certified Copies	\$170.00
A1255	Copy Machine	\$0.00
A1255	Marriage License	\$0.00
A2001	Recreation Programs	\$720.00
A2001	Camps	\$10,902.00
A2001	After School Program	\$3,671.00
A2001	Equestrian Center	\$35.00
A2012	Concession Stand	\$0.00
A2025	Swim Passes	\$0.00
A2001	Facility Rentals	\$987.50
A2089	Special Events	\$0.00

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A2130	Recycle/Compact	\$8,253.00
A2130	Refuse Bin	\$211.00
A2544	Dog License	\$498.50
		\$25,453.00

Amount paid to Revenue Accounting Unit for Conservation Licenses	\$4.72
Amount paid to State Health Department for Marriage Licenses	\$0.00
Amount paid to NYS Dept. of Agriculture and Markets for neutering fees	\$73.00
	<u>\$77.72</u>

Total Fees Remitted to the Supervisor: March 16, 2017	\$25,375.28
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ZONING BOARD REPORT

No money collected.

PLANNING BOARD REPORT

DATE RECEIVED	CHECK #		NATURE OF PAYMENT	AMOUNT
2/16/2017	9360	Habiague/Leonard	East Mountain North Escrow Dep.	\$10,000.00
<i>(Check received by G. Kolb, and G. Kolb forwarded to Finance, copy to Planning)</i>				
2/22/2017	201	Empire Solar Solutions	Special Use Permit Appl. Fee	\$250.00
		<i>Total Application Fees:</i>	<i>\$250.00</i>	
		<i>Total Escrow:</i>	<i>\$10,000.00</i>	
		<i>Total Miscellaneous:</i>	<i>\$0.00</i>	
			TOTAL	\$10,250.00

Supervisor Tompkins noted that the escrow money is not revenue, it is fee for services and if any money is not used, it is returned to the individual. The application fees are town revenue

CODE ENFORCEMENT REPORT FEBRUARY

1. The damage to the Constable/Code enforcement vehicle is scheduled to be repaired by end of March.
2. I'm meeting with the Mr. Paggi on 3/2/2017 for the required MS4 training for highway / Rec. departments.
3. The annual report for N.Y.S. fore 1203 inspections have been completed.
5. Coordination of the emergency generator for the town hall is being conducted. Tank has been ordered and work is being coordinated with Bottini Fuel and the electrical contractor.
6. The "Fountains at Millbrook" has made application to the Planning Board for a new Memory Care Facility building on their campus.

Inspections performed	: # 63	Complaints received	: # 3	Complaints acted on	: # 2
Violation Notices issued	: # 3	Violation abated	: # 2	Appearance tickets issues:	# 0
Building Permits issued	: # 13	Residents meetings	: # 17	Fire call outs	: # 1
Old Permit C/O's issued	: # 14	Cert. Occupancy/Compliance #11		Plan review hrs.	: # 11
Municipal Searches	: # 5				

Supervisor Tompkins noted the tank has been delivered March 16th and when the snow is removed they will bury the tank.

CONSTABLE REPORT

No report.

MEDIA

Mr. Peterman reported microphones were ordered, 8 in total but have not yet been delivered. The UPS (battery backup) has been installed however it has not be employed due to no power outages.

DISCUSSION ON PROPERTY PLEASANT RIDGE ROAD

Supervisor Tompkins noted that this is not on the tax roll and would like to consider selling it. Councilman Frazier said it would have to be looked into. If this parcel was part of a sale that may not be able to be sold if it falls under "Park Lands Trust". This means when a subdivision is developed they must either pay a sum of money or donate a portion of the land as part of a State requirement. Supervisor Tompkins agreed this can be investigated before sale.

Supervisor Tompkins noted that it might be used for an antenna as per an example of an event in Beekman where the owners of the equipment maintain and lease the land for a certain amount of years. Councilman Welsh agreed this may be an avenue as it would be a source of revenue for the Town.

DISUCSSION ON EMPLOYEE HANDBOOK

Supervisor Tompkins went through the handbook they made a few minor changes and overall it was well done.

Councilwoman Kelly was unsure if there are legal implications to using “Manual” or “Handbook”. Attorney Jacobellis said handbook is the preferred term. She went through the following items that she recommended.

- An Appendix is referred to but not added to the manual for our viewing other than an incident form. She believes we may also want to include a leave request form and report of harassment form since they are both mentioned in the manual. She has included samples.
- 1.1.3 Questions: to add that questions should be presented in writing.
- 1.2.3 Interpretation: about the Town Board amending or eliminating any manual of the manual to add something like “Employees will be notified of any changes”

Supervisor Tompkins said this will be included in employee paychecks so they are sure to receive the notice.

- 1.4.1 for Town Supervisor as department head is she also responsible for Payroll clerk?
- 1.5.3 Exempt Employees: for the line “an “exempt employee” is will mean someone” recommend deletion of “is”
- 2.1.8 Termination of Employment: recommend to read “Separation from Employment” as it refers to the resignation of employees. Add all resignations will be kept of file with the Town Clerk. We need to add procedures for the resignation of elected officials as well: Notice of Resignation (Town Officers): A Town Officer must resign by delivering a written notice to the Town Clerk. If no effective date is specified, the office becomes vacant immediately upon delivery of the notice to the Town Clerk. A Town Officer may specify a resignation date for a future date. However, if the resignation date is more than thirty calendar days after the delivery of the notice to the Town Clerk (ninety calendar days for Justices), the resignation will become effective thirty calendar says after such delivery (ninety calendar days for Justices).
- Following 2.4 Probationary Period there needs to be a section regarding Performance Appraisal recommended to be New 2.5 and move other numbers in the section down one. Performance Appraisal are referred to elsewhere in the manual as being performed but no section regarding policy and procedure. Recommend: 2.5 Performance Appraisal
 - 2.5.1 Purpose and Criteria: The purpose of the performance appraisal is to recognize and employee’s achievement of performance standards and goals, identify and correct performance problems, encourage career development and growth, and set goals for the next appraisal period. The performance appraisal will take into consideration the employee’s work quality, job knowledge, initiative, attendance, teamwork, conduct, communication skills and such other criteria that properly reflect the employee’s performance.
 - 2.5.2 Frequency: An employee will be formally evaluated at least once a year on a date determined by the Town Board. The absence of formally evaluating an employee, or group of employees, does not constitute a waiver of the right to perform such evaluations at any time in the future.
 - 2.5.3 Evaluation Procedure: The Department Head, or designee, will complete the Performance Appraisal From prior to meeting with the employee. Thereafter, the Department Head and the department liaison from the Town Board will meet with the employee to review the performance appraisal report.
 - 2.5.4 Deficiencies: Should deficiencies be recorded in the performance of the employee, the employee will receive written recommendations for improvement.
 - 2.5.5 Employee Reply: An employee’s written comments, if any, will be attached to the performance appraisal report and included in the employee’s personnel file.

Councilman Welsh agreed this should be added.

- Under 2.7 Rules of Conduct she heard the discussion regarding the working and is aware that “immediate” was taken out. Another option may be something like “disciplinary action up to and including termination”. Adding to the Per Se Violations, under alcohol should also be including “possession of”.
- 2.8 Standards of Conduct 2nd paragraph regarding Elected Officials. The board does not have the authority to remove a Town Official from office so it would need to read something like “May be reported to the State for review for possible removal from office”

Attorney Jacobellis said the words “provided by law” covers that and would apply to that situation.

- Under 3.6, she recommends a NEW 3.6.2 and move others down from there for “Purchasing (or Procurement)”: The Town has established a procurement policy that must be followed without exception. No employee shall may purchases for the Town, or use the Town’s name to make purchases, unless so authorized by the Town Board and in adherence to the procedures set forth in the procurement policy.
- Following 3.11 Social Media she recommend adding a NEW 3.12 and moving other number down accordingly for “Adverse Correspondence” (which will protect our employees)
 - 3.12.1 Written Communication: An employee who receives a memo, fax message, letter, legal notice, email, summons, or other form of communication of a negative nature must immediately forward the document to the Department Head.
 - Verbal Communication: An employee who receives a verbal complaint from a Town resident of unfair treatment or expressions of anger or dissatisfaction must immediately notify the appropriate Department Head, who will immediately notify the Town Supervisor.
- Following Leaves, we must add military leave as it is in NYS Law. she recommends it be the NEW 4.9 and FMLA move to 4.10 and on.
 - 4.9 Military Leave
 - 4.9.1 Military Leave (New York State Law): The section refers only to a paid leave for military service under New York State Law and does not affect an employee’s entitlement to leave needed for military service under federal statute. The Town recognizes the importance of the Military Reserve and National Guard, and will permit any employee the use of military leave to perform ordered military duty or required training. The Town will grant such leave with pay for up to twenty-two work days or thirty calendar days in a calendar year, whichever is greater. Such military leave beyond the twenty-two work days or thirty calendar days in a calendar year will be unpaid, however, accumulated vacation leave may, at the employee’s option, be used at any time during the leave. In accordance with applicable New York State law, the employee may keep all pay received for military service.
 - 4.9.2 Military Leave of Absence (Federal Law): An unpaid leave of absence for a period of up to the federal statutory limits will be granted to an employee to serve in any of the Armed Forces of the United States.
- Under Insurance-
 - Add-In the event of divorce, legal separation, or a child’s loss of dependent status, you or a family member must notify the plan administrator within 60 days of the occurrence of the event
 - We should add Dental Section with the caveat that it is available through the Town at full cost to the employee
- 6.2 Disability Insurance last sentence just add a space between “If you”
- She believes needing to add COBRA as under the Law so I recommend it follow under Insurance as added 6.5.

Ryan Peterman advised with the current email set up, there is no retention policy with Godddy.com with whom the email is hosted by. This is either a separate package or not attainable though the current set up. Currently there is no retention in place and if emails are deleted that cannot be retrieved. This is something the board will look into to correct the situation.

There was further discussion on the handbook on what needed to be included and what could be left out. Councilwoman Kelley also attached examples of forms that could be included in the handbook.

Supervisor Tompkins stated they could decide by the next meeting what was pertinent for addition and create what needed to be added.

Councilman Frazier added 1.4.1 Department Head Descriptions: He would like to see the Recreation Director and Head Grounds Keeper on separate lines for clear distinction as well as chair persons for each of the planning and zoning boards. Supervisor Tompkins asked if they were truly departments or considered boards.

Attorney Jacobellis said the Planning Board has the ability to hire under town law, if budgeted. Councilman Frazier said he would like to see Planning Board Chair added to the list as Department Head. Mr. Jacobellis replied that typically, board heads are not listed as department heads. Union Vale does not have a Planning Zoning Coordinator which is the norm as listed in other towns as the department head.

Mr. Courtien said to be aware that each employee does not have multiple department heads. Mr. Jacobellis said each Chair has the same vote as all the other board members. The Planning Board as a whole hires their consultants however, it must be a majority rule not at the discretion of the Chair.

Mr. Frazier also mentioned, 3.6.3 “A employee must replace or repair any tool due to miss-use” and asked if this a permitted requirement. Mr. Jacobellis stated this is a typical provision if negligence is proven then the employee is held liable.

A portion of 3.9.2- Any handheld devices, Mr. Frazier asked about the two-way radios – The Board felt these were part of the vehicle and not a separate entity as they were mounted on the dash. The attorney advised that if the board is more comfortable it can be stated that “other than installed CB equipment that is hardwired” to make a clear distinction of permitted and non-permitted devices.

Councilman McMorris said he would like to move forward with the approved constable uniforms. They are in need of a few vests and there is a grant where the town pays half, and half is provided by grant. A list of all items was given, and this was all budgeted for 2017. Supervisor Tompkins said if it is budgeted, to move forward.

Councilman Frazier pointed out 2.7.2 Per Say Violations to amend it by removing the possessions of weapons line. Councilwoman Kelley and Supervisor Tompkins disagreed and felt it necessary to be left in. Attorney Jacobellis said it is up to the Town Board however, other municipalities have this in place with the exception of Constables and Peace Officers. Councilman Welsh and Councilman McMorris also agreed on the weapons policy in place. There was further discussion on the topic of carrying weapons.

It was decided that passing the handbook be tabled until the next meeting so that the changes mentioned could be made and reviewed by the Town Board.

Supervisor Tompkins motioned to vote on the removal of the line of “possession of weapons including but not limited to firearms, explosives or knives except for pocket knives on Town property or Town vehicles except for Constables” from the Handbook.

Councilman Welsh	Nay
Councilwoman Kelley	Nay
Supervisor Tompkins	Nay
Councilman McMorris	Nay
Councilman Frazier	Aye

The motion failed with a 4 to 1 vote.

Supervisor Tompkins then made a motion (Resolution# 17-32) to amend any changes recommended by Attorney Jacobellis, the changes from Councilwoman Kelley with the exception of section 2.8 conduct and the dental insurance. They would like to add Councilman

Frazier's recommendation of adding the verbiage of the hardwired radios for the Constable vehicle and splitting the Recreation Director and Head Grounds Keeper into two lines, Councilman McMorris seconded the motion and all were unanimously in favor.

RESOLUTION #17-30 APPOINTING DUTCHESS COUNTY MS4 VOTING REPRESENTATIVE

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

WHEREAS, the Dutchess County MS4 Coordination Committee (DC MS4CC), Dutchess County Soil and Water Conservation (DCWCD) is requesting that each municipality submit documentation of who they have chosen as their voting representative for the DCMS4CC; and

WHEREAS, each municipality is also requested to appoint any alternate voting member in the case that their primary voting member is not able to attend an MS4 meeting; and

WHEREAS, the primary voting member must be a municipal employee and the alternate voting member may be a consultant, if the municipality so chooses.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby appoints George Kolb as the Town of Union Vale as their representative for the DCMS4CC; and

BE IT FURTHER RESOLVED, that the Town of Union Vale hereby appoints their Engineering Consultant as the Town of Union Vale alternative voting member to the DCMS4CC.

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

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

Supervisor Tompkins received the preliminary appraisal and now they must approve the realtor so that she may provide that to the realtor to have it listed property. She called three realtors, Berkshire Hathaway provided little to no information and the third realtor never called back. Therefore, she advises that Houlihan/Lawrence Inc. be chosen due to their work efforts and lowest rate.

RESOLUTION #17-31 AUTHORIZING AND APPROVING LISTING OF PROPERTY FOR SALE

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

WHEREAS, the Town of Union Vale is in ownership of a piece of property located on Route 55; and

WHEREAS, the Town of Union Vale desires to explore the option of selling this piece of property on Route 55 to generate funds for the Town of Union Vale and to place the property back on the tax rolls; and

WHEREAS, the Town of Union Vale desires to list the property for sale with a commercial real estate broker to explore offers to purchase.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the Town Supervisor to execute a listing agreement for the sale of a vacant parcel of land on Route 55 in the Town of Union Vale with Houlihan/Lawrence Inc

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

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

RESOLUTION TO ADOPT REVISED EMPLOYEE HANDBOOK AND DRIVERS GUIDELINES -TABLED

RESOLUTION #17-32 APPROVING AMMENDMENTS TO FINALIZE HANDBOOK

The following Resolution was offered Supervisor Tompkins, seconded by Councilman McMorris, to wit:

WHEREAS, the Town of Union Vale has reviewed its Employee Handbook; and

WHEREAS, the Town Board of the Town of Union Vale desires to adopt and approve a revised Employee Handbook with amendments made by Attorney Jacobellis, the changes from Councilwoman Kelley with the exception of section 2.8 conduct and the dental insurance; Councilman Frazier's recommendation of adding the verbiage of the hardwired radios for the Constable vehicle and splitting the Recreation Director and Head Grounds Keeper into two lines.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale approves these changes to be made prior to the adoption of the Employee Handbook at the April 6th, 2017 meeting.

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

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

Councilman Welsh said he would like to look into shared services with Union Vale Fire Company for snow plowing and or mowing with the Highway and or Parks Department which would prove to be mutually beneficial to both parties and the taxpayer would be the ultimate winner. Supervisor Tompkins said she spoke to Jake Gosnell, Head Grounds Keeper, already and he felt it would be a win-win and confident in the arrangement. Attorney Jacobellis said the financial aspect could all be worked out legally. Councilman Welsh said this would have to be priority of plowing the emergency services first and again he mentioned how the Highway Department stepped up in this instance otherwise none of the emergency vehicles could have exited the fire houses quickly on the March 14th snow storm.

Councilman Frazier asked about the Pleasant Ridge Property, he suggested perhaps check with UVFD prior to sale.

MOTION TO ADJOURN

Councilman McMorris wanted to wish everyone a Happy St. Patrick's Day and made a motion to adjourn at 8:36 PM, Supervisor Tompkins seconded the motion and all were in favor.

Respectfully Submitted,

Andrea Casey

Town Clerk