

UNION VALE TOWN BOARD MEETING AUGUST 28, 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 Joe Eriole

Supervisor Frazier called the meeting to Order to Order and Salute to the Flag at 7:30PM. He explained the late start time was due to an attorney client meeting to discuss a change to the town code. He would like to add this to the agenda for discussion. This was motioned by Councilman Cartalemi, seconded by Councilman McGivney and all were unanimously in favor.

Supervisor Frazier motioned to have an executive session regarding a personnel issue in the Library Department. This was seconded by Councilman McGivney and all were unanimously in favor.

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

Supervisors Report

- The roofing project is nearly complete, it will be done by August 29th
- September 11th memorial service at the Verbank Fire House at 6:00pm
- Received a number of calls regarding speeding on town roads. He will make a phone call to NYS Police to assist with enforcing the speed limits.

Board Member Reports

Councilman Welsh – spoke with Pete at the Recycling Center and asked if the Town would resume charging for AC, refrigerators, etc and feels it is a good revenue source. All agreed to make changes to the fee schedule for 2025. He has also been reviewing the TC zone change.

Councilman Cartalemi- nothing to report at this time.

Councilman Durland – nothing to report at this time.

Councilman McGivney- Stopped by the Park to review the roofing project, was impressed with the work done. Park staff repainted the vents which look new. He also noted the Blueberry Drive paving and drainage project looks like it will begin soon.

Town Clerk Report Clerk Casey reported on the highlights from the upcoming balloon fest as submitted by Chamber President, Frank Castella with additions such as a ‘done zone’, more bathrooms, distributed 118 to neighbors, 3 nights of Legion Fireworks. There is a snowmobile safety course being offered at Town Hall by residents Mike and Heather Siless on Saturday, November 2nd registration is linked on Facebook and the website. Habitat for Humanity will be joining the Recycling Center for clean up day on Saturday Sept 21st from 9:00-3:00pm.

Highway Report

Superintendent Kading reported crews are weed whacking around intersections, signs and guard rails, mowing roadsides. They are also assisting Clove Excavators with the work on Blueberry drive, the work is moving slower as the original subsurface is clay and not ideal. A large pipe was changed on West Clove Mtn Road. 2 trucks in the shop, one with a pinion bearing issue, getting a turbo replaced. He would like to abandon roads that are more driveways than roads. Attorney Eriole explained this can be done in NYS Highway Law and can follow up with the parameters, dealing with length of disuse. Mr. Kading thanked the Board for their approval of the County Equipment that was purchased for his department. They are piggybacking on County Bid for salt and is a savings to the town.

Recreation, submitted by Recreation Director Maggie Collins

Last week we hosted our final week of our Summer Camp programs. Thank you to all of our season staff for working hard over the Summer, and thank you to all the campers who attended. Our team looks forward to next Summer season. We anticipate sign-ups for Summer 2025 to be open by the beginning of February. Updates on this will be posted on our social media pages

and sent out through our email list serv. Today was our final day for the pool this season. Thank you to our Aquatics Director, Courtney Meester, and all of our Aquatics staff for another fun Summer at the pool! This week we have been hosting our Thank Goodness There's Tymor (TGTT) program for students in grades K-5th. Students have enjoyed hikes on our parks trails, the pool, crafts, and games with friends. More registration dates for Full and Half days for 2024/2025 school year will be added to our Parks and Recreation website within the coming weeks. Our Parks team has been working hard to get the grounds ready to host the 33rd annual Hudson Valley Hot-Air Balloon Festival. Please be advised that the Park Office will be closed this Friday August 30th, but the Parks and Recreation Department can still be reached by email for any questions regarding Park programs. Our team continues to work on planning the annual Oktoberfest event, scheduled for September 15th from noon-7pm. Tickets are \$5 per person and children 5 years old and younger enter for free. Pre-sale tickets can be found by clicking the Oktoberfest flyer on the Town's website. We look forward to hosting this fun event for our residents, family and friends.

Parks Report August 28, 2024 Submitted by Vincent Germano

- The roof on the main park buildings has been completed except for the small silo roof and the gutter and fascia repair on the back corner of the building. The roof of the #2 rental house has also been finished and is just awaiting gutters. The roof of town hall should be done by Friday morning, except the gutters. Gutters are a few weeks out.
- We have nearly finished brush hogging the area between the town hall and the equestrian center. We have also brush hogged the field between town hall and Bruzgul so it can be used for parking during the balloon festival, weather permitting.
- A few trees came down on various trails and in the main park, they were disposed of.
- Today was the last day that the pool was open and it is now closed for the season.
- We have been cleaning up after summer camp ended and been preparing for the Balloon Festival, which has kept us very busy.

Library Report

Library Trustee President, Amy Watkins spoke about updates from the Library:

They welcome newest Trustee, Eric Mahollitz, he lives in Union Vale and serves as a Librarian in Kent, Connecticut. They would like to organize a reception to allow the residents to meet all of the Trustees. She also reiterated the Board of Regents sent the official provisional charter and filed a copy in the Office of the Town Clerk. Over the next year they will work on achieving the requirements set forth by the Board of Regents. They have launched a new website which is linked from the Town site or visit, UVlibrary.org. A fireside event was held at the campsite behind the pool and had several families engage in storytelling and roasting hotdogs. The library social media account boasted an increase of 640% in the last month. College Planning 101 is slated for September 26th from 6:30-7:30pm in the library. Another program on September 28th the library is hosting a "journaling" hosted by Trustee, Jonah Ritter. They encourage anyone who would like to volunteer and email the Director. Any homeschoolers are encouraged to contact the library to use a gathering area. The library has begun the search for a full time Library Director/ Manager as Karen Foley was filling in until this time as she does not desire full time. Dr. Watkins encourages everyone to get a library card by emailing or stopping at the library.

Public Comment on Agenda Items- None

Hometown Hero Banners

Residents Michael Maher & Veterans Affairs Director, Virgil Capolari presented the Board with the idea of hosting Hometown Hero Banners and asks for the Town's support. They would like to begin around Tymor Park with about 25 banners. They ask the community for their support and resources in purchasing and hanging these banners to commemorate the towns veterans. They will help coordinate this and are hopeful to have a plan for Spring. Typically, the families sponsor the banner at an estimated cost of \$200 and the funds to hang the banner.

Motion to Support Hometown Hero Banners

Councilman McGivney made a motion to support the efforts to recognize the Town's Veteran community and move forward with this project which was seconded by Councilman Welsh and all were unanimously in favor.

Recycling Center Alternate

Supervisor Frazier explained at Peter Poltracks request, they hire a second alternate to fill in as needed at the Recycling Center. His name is Timothy Latunday and he resides in Town of Washington. This allows for more flexibility in the event the other alternate is unable to fill in for the day.

Motion to Add Second Alternate for Recycling Center

Councilman Welsh made a motion to add Timothy Latunday to the roster as an alternate to the Recycling Center staff seconded by Councilman Cartalemi and all were unanimously in favor.

Dutchess County Surplus

Supervisor Frazier explained there are 2 pieces of surplus equipment from County DPW that would be useful at our Highway Department, a John Deer 544 loader and John Deer 6330 tractor with a boom mower. The Loader is \$11,000.00 and the tractor is \$2,860.00 totaling \$13,860.00. The budget line from highway surplus equipment sales has a \$29,108 balance which can be moved into the purchasing line. After the new equipment is ready they can then surplus the old Union Vale tractors and put funds from that sale back into the line to offset the cost.

Motion to Purchase DC County DPW Equipment

Councilman Welsh made a motion to purchase the John Deer loader and boom mower from the DC Highway department which was seconded by Councilman Cartalemi and all were unanimously in favor.

Town Code Changes

Supervisor Frazier explained in the attorney client meeting there was discussion about a possible change to the town code and the Board would like to instruct the attorney to create verbiage. Attorney Eriole explained an application gave rise to consideration of changes to the Town Code. He noted that there are several ways the Board can address this, but the Board has made clear that any decision that is made is in the interest of the town in general, in addition to anything related to a particular project and to take into consideration the potential impacts that the various options could have. The law firm will draw up documents to explain the alternate paths the Board could consider as a good, forward-looking change for the future not just a project.

Motion to Authorize Attorney to Create Proposal for Code Change

Councilman Welsh made a motion to authorize the attorney to move forward with proposals for potential code changes which was seconded by Councilman Cartalemi and all were unanimously in favor.

Employee Handbook

Supervisor Frazier explained the purpose of this resolution is to move 4 part-time positions into 2 full-time positions. He had lengthy conversations with DC Civil Services and the Town Attorney and have produced a resolution to allow this to happen.

TOWN OF UNION VALE TOWN BOARD RESOLUTION NO. 26-2024: MAKING FIRST DEPUTY TOWN CLERK AND CONFIDENTIAL SECRETARY TO SUPERVISOR FULL-TIME POSITIONS AND EXPANDING DUTIES (See Resolutions)

Councilman Cartalemi questioned the removal of authority of the Land Use Secretary and Assessor Clerk away from the Town Board. Supervisor Frazier explained that if any one of the positions changes staff another resolution would need to be drafted to approve of any change. There was further discussion on the consolidation of these positions per Dutchess County HR.

Fuel Contract

Supervisor Frazier applied for an account with Paraco Fuel, the state bidder. This paperwork has been submitted and will await conformation. He has heard from company who has the contract with diesel and gasoline they have declined the Town's application. The company who provides fuel by state contract oil never responded. He reached out to Bottini who is holding an Ulster County Contract with all 3 that the Town can piggyback on, they take commodity price and add delivery fee, he has the application made out to submit to Bottini.

Motion to Submit Application to Bottini for Fuel Contracts

Councilman Cartalemi made a motion for the Supervisor to move forward with Bottini which was seconded by Councilman Durland and all were unanimously in favor.

Public Comment Town Issues

Chuck Richwine, On the Green, would like the hometown hears banners up in Verbank, it is home of many veterans especially WW2 vets and slow traffic.

Executive Session Councilman Cartalemi made a motion to enter executive session to discuss a library personnel issue, which was seconded by Supervisor Frazier and all were unanimously in favor.

Executive Session Councilman Welsh made a motion to exit executive session to resume the regular meeting which was seconded by Councilman Durland and all were unanimously in favor. Supervisor Frazier advised that no decisions were made and no money allocated.

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.

Motion to Adjourn At 7:50 PM Councilman Welsh made a motion to adjourn the meeting which was seconded by Councilman Cartalemi and all were unanimously in favor.

Next meeting is September 7, at 7:30pm

Respectfully Submitted,



Andrea Casey

**TOWN OF UNION VALE TOWN BOARD RESOLUTION NO. 26-2024:
MAKING FIRST DEPUTY TOWN CLERK AND CONFIDENTIAL SECRETARY TO
SUPERVISOR FULL-TIME POSITIONS AND EXPANDING DUTIES**

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

WHEREAS, the Town of Union Vale presently has one employee serving in two part-time positions, TO WIT: Deputy Town Clerk and Land Use Secretary; and

WHEREAS, the Town of Union Vale also presently has another employee serving in two part-time positions, TO WIT: Confidential Secretary to the Supervisor and Deputy Assessor; and

WHEREAS, the Town Board of the Town of Union Vale is interested in consolidating positions as described above so that the employees would become full-time employees instead of part-time employees; and

WHEREAS, under New York State Town Law Section 30, the position of Deputy Town Clerk (whether as First Deputy or otherwise) is an appointive position and the person serves at the pleasure of the Town Clerk, but a person appointed as a Land Use Secretary is not appointed by the Town Clerk and thus those two positions cannot technically be consolidated; and

WHEREAS, under New York State Town Law Section 29, the position of Confidential Secretary to the Supervisor in a Town of the second class is an appointive position and, if authorized by the Town Board, the Supervisor appoints that person, and that person serves at the pleasure of the Supervisor, but a person serving as a Deputy Assessor is not appointed by the Supervisor and thus those two positions cannot technically be consolidated; and

WHEREAS, the Town Board of the Town of Union Vale is still interested in having one person serve as both a Deputy Town Clerk and as the Land Use Secretary and classifying those combined duties as a full-time position; and

WHEREAS, the Town Board of the Town of Union Vale is also still interested in having one person serve as both the Confidential Secretary to the Supervisor and as the Deputy Assessor and classifying those combined duties as a full-time position;

WHEREAS, the Supervisor has reviewed this issue with representatives of the Dutchess County Department of Human Resources to best ensure compliance with applicable laws and regulations and has obtained input from the Town Clerk about this issue; and

WHEREAS, this is a Type II action for SEQRA purposes;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Union Vale, hereby classifies the position of First Deputy Town Clerk as a full-time position, recognizing that the Town Clerk has the statutory authority to appoint the person to serve in that position and that the person appointed serves at the pleasure of the Town Clerk and with the understanding that the person's duties will be defined to include the duties of, and serving as, the Town's Land Use Secretary, and with the further understanding that Emily Cole has been serving in those two part-time positions and will now continue to serve in this re-defined full-time position; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Union Vale hereby classifies the position of Confidential Secretary to the Supervisor as a full-time position, recognizing (and authorizing if necessary) that the Supervisor has the statutory authority to appoint the person to serve in that position and that the person appointed serves at the pleasure of the Supervisor and with the understanding that the person's duties will be defined to include the duties of, and serving as, the Deputy Assessor, and with the further understanding that Michele Reif has been serving in those two part-time positions and will now continue to serve in this re-defined full-time position; and

BE IT FURTHER RESOLVED that this Resolution will take effect immediately following adoption and filing of the Resolution, and that a certified copy of the adopted Resolution shall be attached to and become a part of the Town's Employee Handbook or Personnel Policy, as well as filed with the Dutchess County Department of Human Resources; and


BE IT FURTHER RESOLVED that the Supervisor and the bookkeeper are authorized to execute any documents necessary to change the classifications from part-time to full-time; and

BE IT FURTHER RESOLVED that the Town Board understands that this issue may need to be re-visited in the future as these appointments are made or updated by the Town Clerk or the Town Supervisor, as the case may be.

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
August 28, 2024



Andrea Casey, Town Clerk