

**UNION VALE TOWN BOARD MEETING APRIL 2, 2025**

**249 DUNCAN ROAD, UNION VALE, NEW YORK**

**UNION VALE TOWN HALL 7:30 PM**

**PRESENT: Supervisor Steve Frazier**

**Town Council: Kevin Harrington, Kevin Durland, Kevin McGivney (Absent), John Welsh**

**Town Clerk: Andrea Casey**

**Highway Superintendent: Ed Kading (Absent)**

**Town Attorney: Ian Lindars**

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

**Motion Approve Minutes:** Councilman Welsh made a motion to approve the March 5, 2025 meeting minutes, seconded by Councilman Harrington and all were unanimously in favor.

**Supervisors Report**

- Requests executive session- Councilman Welsh motioned to enter executive session after public comment to discuss and update on pending litigation which was seconded by Councilman Harrington and all were unanimously in favor.
- Meeting with perspective contractors for the salt shed project
- Researching items for meeting tonight

**Board Member Reports**

*Councilman Welsh-* researching the items on the agenda in preparation for the meeting.

*Councilman Harrington –* talked to the manager at recycling center for improvements.

*Councilman McGivney-* (absent)

*Councilman Durland-* fielding calls from residents about the RD10 change and the library.

**Town Clerk Report**

Clerk Casey reported document Shredding Day June 4<sup>th</sup>, all are welcome including recycling center patrons. Zoom did an automatic update that disrupted the audio equipment last meeting which has since been corrected.

**Tax Collector Report**

Ms. Saglibene reported that as of last month 86% has been collected, and currently up to 89%. A check has been cut to Dutchess County for \$1.5 million on March 11<sup>th</sup>. As of now she is waiting on 118 bills and there is a 3% penalty. The second notices will be sent May 1<sup>st</sup>. March was a very quiet month of residents utilizing Saturday hours, only March 31 had activity for fisherman.

**Recreation Report, Submitted by Recreation Director Maggie Collins-Field**

Our team has officially opened up registration for public swim lessons and memberships for the pool, as well as further information on the schedule of pool hours and day pass pricing. Our Aquatics Director, Courtney Meester, is working to schedule a Lifeguard certification course for those interested in getting certified; once we have that schedule it will be announced on our social media pages and the Parks and Recreation website. Yesterday the Park Manager and I met with representatives Stacey and Chassity from the Dutchess County Chamber of Commerce's Leadership Program. We are looking forward to their help repainting park fixtures and trail clean-up, scheduled for April 26th. Our team wants to thank Frank Castella for getting their organization in contact with us. This Saturday we will host our Egg Stuffing volunteer day at Town Hall from 10am-1pm. If you are interested in joining us please send me an email. We are looking forward to this fun event in preparation for the Egg Hunts on April 19th. Reminder that we have our TGTT Spring Break dates available for registration (April 14th-18th). Seating is limited and filling up quickly. For more information and registration please visit the Parks and Recreation website. Our team continues to prep for our Summer programming.

**Parks Report submitted by Park Manager, Vincent Germano**

- We cleared more of the dead trees and brush between the disk golf course and the start of the main furnace pond loop, we have also started clearing overgrowth behind the band shell and concession stand.
- The Christmas lights are taken down and back in storage.
- We are getting our equipment ready for the warm weather so we can start mowing when needed.

- As long as the weather cooperates we are planning to have the outdoor bathrooms open in time for The Easter Egg Hunt on the 19th.
- Maggie and I have been in talks with members of the Dutchess County Regional Chamber of Commerce about having a volunteer day for their Leadership Development Program. They will have 20-25 sophomore aged volunteers and their mentors meet at the park on April 26th to do various painting projects and pickup garbage on the trails.

**Senior Center Report**, Given by Vice President Leah Struzzi

The Union Vale Senior Club continues to provide a welcoming, fun, and engaging space where seniors can thrive, socialize, and stay active. We are pleased to share the following updates on our recent activities, improvements, and upcoming events. We proudly accepted the Rodgers family's generous donation of an upright piano. Our bylaws have been updated to reflect that membership terms will now follow the calendar year. The executive committee continues to meet weekly to ensure the smooth operation of our club and its events. The 2025 membership drive has been met with great enthusiasm. We have welcomed 7 new paid members and are continuously growing. Promotional flyers for membership and our medical closet have been distributed at Beekman Pharmacy, Stop & Shop, and ShopRite. Our webpage on the town website has been updated with a new member packet, making it easier for prospective members to join. Our Facebook presence continues to expand, now boasting more than 100 followers. Facebook users can find us on Facebook Union Vale Senior Club. New members are joining each week, reinforcing our status as the coolest club in town! Our St. Patrick's Day Baked Potato Bar was a smashing success, receiving rave reviews from our members who enjoyed the delicious gathering. April 11- we are honored to host world-renowned speaker Sean Fitzgerald, who will deliver a riveting presentation on the Shroud of Turin. This event combines history, science, and theology and is open to the public. Refreshments and light fare will be available in the hospitality area. Advanced registration is required. May 2- Kick off Derby Weekend with a celebration at the Union Vale Senior Center in Tymor Park! We'll be streaming the Kentucky Oaks, the thrilling fillies-only race held the day before the Derby. Attendees can don their most dazzling Derby hats, sip on refreshing mint julep mocktails, and enjoy a lively afternoon of pre-Derby excitement. Party-goers will receive Tymor Bucks to place their bets on which horses will WIN, PLACE, and SHOW! The menu will feature themed finger sandwiches and light fare. Plus, the Frozen Fun Ice Cream Truck will be there to sweeten the day required.

Supervisor Frazier thanked Leah and Mrs. Moore for their work and dedication. He also noted she has discovered a grant opportunity which would require 18 hours weekly, a schedule will be prepared for volunteers to do these hours which will not conflict with the library or recreation department. He asked for the Town Boards input.

**Motion to Apply for Senior Center Grant**

Councilman Welsh made a motion to allow the Senior Citizen group to apply for the grant which was seconded by Councilman Harrington and all were unanimously in favor.

**Public Comments on Agenda Items -None**

**Amend Employee Salary Schedule**

Supervisor Frazier explained this resolution brings the salary schedule in alignment with the budget transfer from last meeting and satisfies civil service and corrects minimum wage issues.

**RESOLUTION NO. 29 OF 2025 AMENDING RESOLUTION NO. 10 OF 2025 (25-10) ESTABLISHING SALARIES FOR APPOINTED POSITIONS AND EMPLOYEES**

**Payroll Clerk vs Personnel Assistant**

Supervisor Frazier noted the Payroll Clerk duties have expanded dealing with human resources functions as well. The job title DCHR advised is Personnel Assistant. Supervisor Frazier asked for the average rate which is \$1.70 more than her current salary. This is already in the budget line so there would be no need for a transfer. Pending board approval, he would bring this position to the roster and draw up the resolution. The Board agreed consistency is best.

**Motion to Proceed Acquiring Personnel Assistant Job Title**

Councilman Harrington made a motion to move forward with preparing the resolution to change the job title with appropriate salary which was seconded by Councilman Welsh and all were unanimously in favor.

**RESOLUTION NO. 28 OF 2025 ESTABLISHING A SPECIFIC CAPITAL RESERVE FUND FOR ACQUISITION OF TOWN CONSTABLE VEHICLE UNDER SECTION 6-C OF THE GENERAL MUNICIPAL LAW**

**Discussion Consolidating Highway Department Property**

Supervisor Frazier noted the parcel itself is too small and conflicts with the Town's setbacks, the Town would need to consolidate the lots in order to build the salt shed to compliance. The Board agreed that this was the best path to correct the issue.

**Motion to Proceed with Highway Parcel Consolidation**

Councilman Welsh made a motion to allow the town to consolidate the 2 separate parcels for the highway garage and shop to ensure code compliance for the new salt shed. This was seconded by Councilman Harrington and all were unanimously in favor.

**RD10 Resolution Update**

Supervisor Frazier noted the RD10 resolution had just been received with the latest draft of the local law. This will be posted online tomorrow for the public and introduced at the next meeting and have further discussions. This is a compilation of all the public comments and board comments to include any changes to date. Supervisor Frazier offered for anyone to speak with the attorney in the meantime if there were questions.

**Recycling Center Manager**

Supervisor Frazier explained this position had previously existed and duties included the day to day tasks including much of the annual reporting. Peter Poltrack has been acting as such and agreed to \$6,000.00 to start. All agreed Mr. Poltrack does a great job and is very knowledgeable. Supervisor Frazier would like to make this effective March 1, 2025.

**Motion to Work with Attorney for Recycling Manager Position**

Councilman Welsh made a motion to allow the Supervisor to work with the Town Attorney to draft a resolution consistent with Dutchess County Human Resources rules for the Recycling Center Manager position seconded by Councilman Harrington and all unanimously in favor.

**Public Comment Town Issues**

*Jean Moore*, Darren Road, would like to thank everyone on the board for the increase in senior hours to enhance programming. She is appreciative of the Board budget transfers but is disappointed the lease has not been voided. She herself and others have experienced near falls due to the library areas unsafe conditions in bookshelves and rugs not being secured. Photos were provided to the Town Board.

*Leah Struzzi*, Wingdale Mtn Road, spoke about space issues and housing their medical closet. She further spoke about the hazards some of the bookshelves and the rugs.

Supervisor Frazier offered to work with the Parks Department to rectify the safety issues.

**Executive Session** Councilman Welsh made a motion to enter executive session to discuss litigation at 8:06PM seconded by Councilman Harrington and all were unanimously in favor.

**Executive Session** Councilman Welsh made a motion to exit executive session at 8:21PM to resume the regular meeting which was seconded by Councilman Harrington 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 Harrington made a motion to pay the bills and which was seconded by Councilman Welsh and all were unanimously in favor.

**Next Meeting** April 16, 2025 at 7:30pm

**Motion to Adjourn** At 8:21PM Councilman Welsh made a motion to adjourn the meeting which was seconded by Councilman Harrington and all were unanimously in favor.

Respectfully Submitted,



Andrea Casey, Town Clerk

**TOWN OF UNION VALE TOWN BOARD  
RESOLUTION NO. 28 OF 2025**

**RESOLUTION ESTABLISHING A SPECIFIC CAPITAL RESERVE FUND FOR  
ACQUISITION OF TOWN CONSTABLE VEHICLE UNDER SECTION 6-C OF THE  
GENERAL MUNICIPAL LAW**

**WHEREAS**, Section 6-c of the General Municipal Law authorizes the governing board of a town to establish a capital reserve fund for the financing of all or part of the cost of: (a) the construction, reconstruction, or acquisition of a specific capital improvement of the acquisition of a specific item or specific items of equipment; and/or (b) the construction, reconstruction or acquisition or a type of capital improvement of the acquisition of a type of equipment; and

**WHEREAS**, Section 6-c of the General Municipal Law defines “capital improvement” as including any physical public betterment or improvement or any preliminary studies and surveys relative thereto, land or rights inland, and any furnishings, equipment, machinery or apparatus for any physical public betterment or improvement acquired at the time when such betterment or improvement is constructed, reconstructed or acquired; and

**WHEREAS**, Section 6-c of the General Municipal Law defines “equipment” as including any equipment, machinery or apparatus not included in the definition of the term “capital improvement” and for the acquisition of which a period of probable usefulness has been provided by law; and

**WHEREAS**, the Town Board of the Town of Union Vale (“Town Board”) has determined that it is in the best interest of the residents to establish a “specific” Capital Reserve Fund for the future purchase and replacement of the Town vehicle used by the Town Constable in the performance of his/her job responsibilities; and

**WHEREAS**, it is the intent of the Town Board to appropriate \$5,000.00 per year, for approximately 10 years, or as necessary, for the purchase and/or replacement of the Town Constable vehicle with an estimated future cost of \$60,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. The recitations above set forth are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Union Vale hereby establishes a “specific” Capital Reserve Fund pursuant to Section 6-c of the General Municipal Law, as amended, to be

known as the “Constable Vehicle Reserve Fund” in the initial amount of \$5,032.48, currently in NYCLASS under Constable Vehicle Replacement, with the purpose of this Reserve Fund to finance all or part of the cost of the replacement/acquisition of a Town vehicle for use by the Town Constable in the performance of his/her job responsibilities.

3. The Town Supervisor as Chief Fiscal Officer and the Town Bookkeeper are hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Chief Fiscal Officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the Investment Policy of the Town of Union Vale. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Chief Fiscal Officer shall account for the Reserve Fund in a manner which maintains the separate identity of the cash and investments of the Reserve Fund.

4. Except as otherwise provided by Section 6-c of the General Municipal Law, expenditures from this Reserve Fund shall be made only for the purposes for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without approval of the Town Board and without such additional action or proceedings as may be required by Section 6-c of the General Municipal Law, including a permissive referendum if required by subdivision 4 of Section 6-c.

5. This Resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law.

INTRODUCED Councilman Harrington

SECONDED Councilman Welsh

The foregoing resolution was put to a vote which resulted as follows:

Supervisor Frazier	Aye
Councilmember Durland	Aye
Councilmember Harrington	Aye
Councilmember McGivney	Absent
Councilmember Welsh	Aye

Dated: Union Vale, New York  
April 2, 2025

  
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ANDREA CASEY, TOWN CLERK

**TOWN OF UNION VALE TOWN BOARD  
RESOLUTION NO. 29 OF 2025**

**RESOLUTION AMENDING RESOLUTION NO. 10 OF 2025 (25-10) ESTABLISHING  
SALARIES FOR APPOINTED POSITIONS AND EMPLOYEES**

**WHEREAS**, on January 8, 2025, at their Reorganizational Meeting, the Town Board of the Town of Union Vale adopted Resolution No. 10 of 2025 (25-10) Establishing Salaries for Appointed Positions and Employees; and

**WHEREAS**, the Town Board wishes to amend the above-mentioned Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. The recitations above set forth are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Union Vale hereby amends the salary schedule established pursuant to Resolution No. 10 of 2025 (25-10) in accordance with Schedule A: 2025 Salaries annexed hereto, effective retroactive to January 1, 2025.

INTRODUCED Supervisor Frazier

SECONDED Councilman Welsh

The foregoing resolution was put to a vote which resulted as follows:

Supervisor Frazier	Aye
Councilmember Durland	Aye
Councilmember Harrington	Aye
Councilmember McGivney	Absent
Councilmember Welsh	Aye

Dated: Union Vale, New York  
April 2, 2025

  
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ANDREA CASEY, TOWN CLERK

**Schedule A: 2025 Salaries**

<b>Title</b>	<b>Compensation</b>
<b>Town Hall</b>	
Animal Control Officer	\$9,227 Annual
Assessor	\$36,050 Annual
Assessor's Clerk	\$25.00/hr.
Building Dept. Mgr./Chief Enforcement Officer/Zoning Administrator/Fire Inspector	\$95,000 Annual
Budget Officer	\$3,788 Annual
Building Clerk	\$25.88/hr.
Bookkeeper/CPA	\$65,000
Constables	\$23.69/hr.
Constable-in-Charge	\$500 Annual
Data Collector	\$33.00
Deputy Supervisor	\$200 Annual
Deputy Town Clerk	\$25.88/hr.
Justice Court Clerk	\$23.49/hr.
MS4 Coordinator	\$1,500 Annual
Recycling Personnel	\$18.88/hr.
Registrar of Vital Statistics	\$1,510 Annual
HR/Payroll/Secretary	\$27.32/hr.
Town Historian	\$1,000 Annual
<b>Highway</b>	
Seasonal-Full Time Crew (MEOs)	\$27.58 - \$31.18/hr.
<b>Parks</b>	
Maintenance Helpers - Maintenance Workers	\$22.45 - \$28.54/hr.
Municipal Park Manager	\$31.25/hr.
<b>Recreation</b>	
Recreation Director, Summer Camp Director & Assistant Director	\$61,000 Annual
Equestrian Center Director/Athletics/Coaches (stipend)	\$2,500 Annual
Director, Aquatics	\$20.00/hr.
Camp Nurse (stipend)	\$2,000 Annual
Counselor	\$15.50/hr.
Food Service Helper	\$16.5 to \$23.00/hr.
Life guard	\$16.50 to \$18.50/hr.



Parks & Recreation Secretary	\$25.75/hr.
Recreation Assistant	\$17.00 to 19.00/hr.
Recreation Leader	\$16.48 - \$21.00/hr.
<b>Land Use</b>	
Planning Board Chairperson	\$1,823 Annual
Planning Board Member	\$100 per meeting
Zoning Board of Appeals Chairperson	\$1,823 Annual
Zoning Board of Appeals Member	\$100 per meeting