

**TOWN OF NORTH EAST
TOWN BOARD
MINUTES
February 14, 2019**

Councilman Present:
Councilman Merwin
Councilman Fedele
Councilman Kennan
Councilman Midwood

Councilman Absent:
Supervisor George Kaye

Call to Order:

Deputy Supervisor Merwin called the meeting to order at 7:00 p.m.

Acceptance of Agenda:

Deputy Supervisor Merwin noted the addition of allowing the Deputy Supervisor to sign the 2018 Municipal Innovation Grant in the absence of Supervisor Kaye

On a motion made by Councilman Fedele, seconded by Councilman Kennan, the following was:

ADOPTED- AYES – 4 (Merwin, Fedele, Kennan, Midwood)
NAYS- 0

RESOLVED, to accept the agenda as amended with the addition of the item noted above

Public comment on agenda items only:

There were no public comments on agenda items.

Department and Committee Reports

POLICE – – Officer Veeder provided a report for December 2018 and January 2019. Officer Veeder reported the total incidents for the month of December was 18. 8 were in the town and 10 were in the village. There was 1 arrest in the Town and 1 in the Village. Officer Veeder reported that total incidents for the month of January 2019 were 40, 32 in the Village and 8 in the Town. There were 2 arrests in the town and 4 in the village.

HIGHWAY - Superintendent Stevens said that his crew has been working on snow and ice control, cold patching roads and equipment maintenance.

ASSESSOR – Clerk Cope read the report into the record.

PLANNING, ZONING, and BUILDING – Monthly reports were on the table.

TOWN CLERK – Clerk Cope said that her monthly report and the Dog Control Officer Report were on the table and that at the end of January 2019 Town and County Tax collected were \$900,000.

Municipal Innovation Grant for the Construction of Phase 1 and 2 of the Shared Highway Garage, Contract from Dutchess County:

The contract was sent to us by Dutchess County for the grant received that needs to be signed by the Supervisor. In his absence the Deputy Supervisor will sign the contract.

On a motion by Councilman Keenan, seconded by Councilman Midwood the following was:

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to authorize the Deputy Supervisor John Merwin to sign the contract with Dutchess County for the Municipal Innovation Grant for construction of Phase 1 and 2 of the shared highway garage.

Approval of the Insurance Policy Renewal and Authorization of the Contract:

Bookkeeper Lorna Sherman presented the insurance renewal from our insurance representative Paul Zerbato. Mr. Zerbato has recommended that we stay with our current carrier Glatfelter, since the insurance premium is only increasing by 1%.

On a motion by Councilman Midwood, seconded by Councilman Fedele the following was:

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to renew the insurance policy with Glatfelter Insurance.

Announcement of the Publication of RFP for Engineering Services for Joint Highway Garage:

Deputy Supervisor John Merwin announced that the request for proposals (RFP) has been published on Bid Net and the Town Website for the Engineering Services for the joint highway garage. RFP's will need to be submitted by 2pm on Friday, February 22, 2019.

Update on RFP for EMS Issue:

Deputy Supervisor Merwin gave an update on the RFP for EMS issue. This is part of a joint grant that was received by the towns of Dover, Amenia, North East and the Village of Millerton for a joint study to study EMS services in the region. The County EMS Commissioner is working on the RFP but we are now being told it could be an RFI which would be a request for information for this project. The towns will be meeting in the next few weeks to finalize the details of the RFP.

Personnel Committee Update on Employee Handbook Section Regarding Arrival Before or Leaving After Scheduled Work Hours:

Councilman Kennan read the section of the employee handbook aloud about clocking in procedure. It has been procedure in the past that if you clocked in prior to 9am that the start time was rounded up to 9am. If an employee would need to come in early or leave after their scheduled time they would need to have the time authorized by their department head. As the personnel committee Councilman Kennan and Councilman Fedele have come up with a 5 minute grace period. Employees who use the time clock would be able to clock in no more than 5 minutes early. Councilman Kennan said that this may seem like micro managing and it may be but that we would need to make sure that employees are staying within their budgeted hours for the year.

Comprehensive Plan Update:

Edith Greenwood, Chair of the Comprehensive Plan Committee gave a brief update of the progress that the committee has been making. The committee is just finalizing the draft plan. They will be meeting at the end of the month and hope to have the document out to the public by the first week of March.

Appointment of Lisa Cope as Town Historian:

It is a requirement that each municipality have a historian.

On a motion by Councilman Fedele, seconded by Councilman Kennan the following was:

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to appoint Lisa Cope as Town Historian

SUPERVISOR'S REPORT:

Deputy Supervisor Merwin reviewed budget adjustment #12 for 2018 dated February 14, 2019 the budget adjustment is for A Fund-General Town wide expense increase of \$2,250.00, less an expense decrease of \$2,250.00.

On a motion made by Councilman Midwood, seconded by Councilman Kennan, the following was:

ADOPTED- AYES – 4 (Merwin, Fedele, Kennan, Midwood)
NAYS- 0

RESOLVED, to approve budget adjustment # 12 of 2018

Deputy Supervisor Merwin reviewed budget adjustment #1 for 2019 dated February 14, 2019 The budget adjustment is for DB Fund-Highway Town Outside expense increase of \$36,665.00, less an expense decrease of \$36,665.00.

On a motion made by Councilman Fedele, seconded by Councilman Midwood, the following was:

ADOPTED- AYES – 4 (Merwin, Fedele, Kennan, Midwood)
NAYS- 0

RESOLVED, to approve budget adjustment # 1 of 2019

Deputy Supervisor Merwin presented an abstract, dated December 30, 2018, totaling \$9,417.73 broken down as follows:

A Fund -	\$ 5,130.76
B Fund-	\$ 738.98
DB Fund-	\$3,547.99
Total -	\$9,417.73

On a motion made by Councilman Fedele, seconded by Councilman Midwood the following was

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to accept the special abstract dated December 30, 2018 in the amount of \$9,417.73.

Deputy Supervisor Merwin presented a special abstract, dated January 29, 2019, totaling \$10,920.53 broken down as follows:

A Fund -	\$ 3,217.79
DB Fund -	\$ 4, 982.15
Capital Fund H1	\$ 2, 500.00
T&A Payroll	\$ 220.59
Total -	\$ 10,920.53

On a motion made by Councilman Midwood, seconded by Councilman Kennan the following was

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to accept the special abstract dated January 29, 2019 in the amount of \$10,920.53.

Deputy Supervisor Merwin presented an abstract, dated February 14, 2019, totaling \$196,470.11 broken down as follows:

A Fund -	\$ 108,684.66
B Fund -	\$ 6,130.80
DB Fund -	\$ 81,654.65
Total -	\$ 196,470.11

On a motion made by Councilman Kennan, seconded by Councilman Fedele the following was

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to accept the abstract dated February 14, 2019 in the amount of \$196,470.11.

The voucher committee for the month of March is Councilmen Fedele and Councilman Midwood.

EXECUTIVE SESSION:

Attorney Replansky said that the board would need to go to executive session to discuss a human rights violation as was discussed at a previous meeting. Action on this matter may take place in executive session. Town Clerk Lisa Cope was invited into executive session to record the action taken place.

On a motion by Councilman Midwood, seconded by Councilman Kennan the following was:

ADOPTED BY ROLL CALL:

Supervisor Kaye –	ABSENT
Councilman Midwood -	AYE
Councilman Fedele -	AYE
Councilman Merwin -	AYE
Councilman Kennan -	AYE

RESOLVED, to enter into Attorney Executive Session at 7:25 PM

Attorney Replansky presented the stipulation and resolution to the Board members for settlement of the Human Rights Violation Case.

On a motion by Councilman Kennan, seconded by Councilman Fedele the following was:

ADOPTED BY ROLL CALL:

Supervisor Kaye –	ABSENT
Councilman Midwood -	AYE
Councilman Fedele -	AYE
Councilman Merwin -	AYE
Councilman Kennan -	AYE

RESOLVED, to settle the human rights case with the settlement that was presented to the board

On a motion by Councilman Fedele, seconded by Councilman Midwood the following was:

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to return to session at 7:40 PM

Attorney Replansky gave a summary of the executive session. A human rights complaint had been received in 2017. It was scheduled to go to a hearing, but was settled through a settlement. No admission of fault and confidentiality agreement. Resolution to settle the case was done in executive session due to confidentiality in this matter. Mr. Replansky felt that this was not a valid claim against the Town and that sometime they just get settled.

GENERAL COMMENTS:

Tara O’Neil asked what the settlement amount was to the town. Mr. Replansky explained that was confidential as it relates to personnel matters.

Bill Kish asked if our Insurance would cover this claim. Attorney Replansky said that yes it may be covered and that he would be reaching out to insurance provider.

Town of North East
Town Board
Minutes
February 14, 2019

ADJOURNMENT:

On a motion by Councilman Midwood, seconded by Councilman Kennan the following was:

ADOPTED – AYES – 4 (Merwin, Midwood, Fedele, Kennan)
NAYS – 0

RESOLVED, to adjourn the meeting at 7:44 pm

Respectfully submitted,

Lisa Cope
Town Clerk

Approved: March 14, 2019