

TB 3/30/20

**TOWN BOARD MEETING
Tuesday March 30, 2020**

A Special Town Board Workshop Meeting was held on March 30, 2020 in the Town Hall, 1 Town Hall Way, Ulster Park, NY with the following persons in attendance:

Supervisor Shannon Harris – in person
Councilperson Evelyn Clarke - via conference call
Councilperson Jared Geuss - in person
Councilperson Kathie Quick - in person
Councilperson Chris Farrell – via video conference

Administrative Recorder in person: Holly A. Netter, Town Clerk, RMC

*** Due to the COVID -19 emergency, Governor Cuomo's Executive Orders temporarily suspended and modified laws relating to the Article 7 of the Public Officers Law through April 11, 2020. This meeting was held without permitting public in-person access to the meeting.*

PUBLIC PARTICIPANT DIAL IN NUMBER

Join online: <https://zoom.us/j/612524957>

Join by phone: 1-646-558-8656 **Meeting ID:** 612-524-957# (If asked to provide a Participant ID, press # again. No ID is necessary. Please go on MUTE once you join unless recognized to comment)

All members present were distanced 6 ft apart to abide by the social distancing rule.

Supervisor Shannon Harris called the meeting to order at 2:06 PM.

PUBLIC COMMENT –

Marion Zimmer- Town resident made a request for home delivery of the mail in Port Ewen and asked for an updated status of the new postal location. The temporary Post Office is too small of a space and makes social distancing difficult. Marion said it provides a hardship to gain access to the mail. Supervisor Harris is reaching out to Congressman Delgado for assistance. The Town does not have any power over the postal business. She said the results of the surveys conducted last year did not show a unanimous desire for rural deliver. Councilperson Geuss said although the matter is troublesome, he would tread lightly to avoid them shutting down the temporary location and having to travel down to Ulster Park to get the mail.

Zoom Bombed - 45 minutes into the session racial slander occurred. The matter has been turned over the State Police

[Type text]

DEBRIEFS & UPDATES

DA DAVID CLEGG - DELEGATION OF PROSECUTORIAL RESPONSIBILITY

DA Clegg empowered by Article 18 of the County Law delegated prosecutorial responsibility. DA Clegg authorized the Law Firm of McCabe, Coleman, Ventosa & Patterson, PLLC, along with Mark Jaffee and Sal Morello, Building Code Enforcer and the Town Highway Superintendent to prosecute all violations of the Esopus Town Code, including ordinance and building code violations in all phases of prosecution through plea and/or trial and representation of the Town of Esopus in prosecution and defense of appeals and Article 78 Petitions.

EFC FILING DEADLINE ON \$2.37M WIIA GRANT FOR WATER STORAGE TANK

EFC filing deadline on \$2.37M WIIA Grant for Water Storage Tank was moved to November 1, 2020. All outstanding documentation required for execution must be submitted to EFC no later than September 1, 2020 in order to ensure that the Town will be able to meet the extended deadline for entering into a project finance agreement.

ACTION ITEMS

Discussion of new policies and fiscal measures in response to COVID-19

Supervisor Harris discussed the following new policies and fiscal measures in response to COVID-19:

- Weekly department head / staff meetings by teleconference and regular reporting to monitor revenue streams and operational impacts of COVID-19.
- Spending freeze on budgeted and unbudgeted nonessential, non-COVID-19 expenses. Any purchase over \$500 needs Board approval. Highway – purchase of a new truck and excavator is put on hold until the end of the year.
- Hiring freeze on vacancies that may occur across all departments until further notice
- No authorization of overtime except in emergency circumstances until further notice: snow storm or water main break.
- New COVID-19 expense tracking for staff and volunteer hours, mileage, losses, supplies projects and materials

A MOTION WAS MADE BY COUNCILPERSON JARED GEUSS TO AUTHORIZE THE PURCHASE OF THE SECURITY DROP BOX IN THE AMOUNT OF \$1,931. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

TB 3/30/20

Supervisor Harris asked for permission to make a list of departments who need laptops, attaching dollar amounts, prioritize and make decision on who to award the laptops to based on the needs and information obtained on the staff conference call. The laptops will allow employees to work remotely and continue business.

The plan is to submit the computers as COVID -19 expenses and hope to get reimbursed.

COVID-19 RELATED PROJECTS

Supervisor Harris held a discussion of COVID-19 related projects. These projects are intended to help the Town stay solvent and protect employees amid the loss of tax revenue from the COVID-19 pandemic

- Secure drop box depository and policy for withdrawing payments/documents
- Evaluation of COVID-19 remote technical needs and services to support department functions (laptops, tablets, monitors, Zoom Communications, etc.)
- Evaluation of commercial software to facilitate virtual meetings and document sharing for Town Board, Planning Board, ZBA and Building Department.
- A welcome window for walk up services and transactions including security enhancements and ADA accessible door. In the future Supervisor Harris would like to see a Glass vestibule/partition that can be secured on the interior of the building that would be installed between the Tax and Town Clerk's offices and block entrance to the main court room. The welcome window would be manned on a rotating schedule and the Court Clerks would work alongside to handle Court related issues. This is for added security to the building and individuals who need a deeper level of service can be met by the department and escorted back to their office. The intent is to provide better customer service. Supervisor Harris will continue to explore reconfiguration and modification of the Assessor and Tax office to accommodate, work on internal plan.
- All revenues and expenses will be looked at. Summer Camp is put on hold; the County is not entertaining any permits. This will be a cost savings. Kathy Disuillo will utilize the time to put together a manual, "playbook" on the operations of the Park Program because she is contemplating retirement. Court fine revenue will be down since Court is not in session. Current fines are being mailed in and can be paid online.

PROJECT RESILIENCE

Supervisor Harris reported on how the Project Resilience COVID-19 program is working and impacting Esopus residents and businesses. The Town has partnered with an Ulster County initiative to participate in a local food distribution effort to support residents who are in need of food who have been impacted by COVID-19. Today 150 meals were picked up /delivered by

[Type text]

TB 3/30/20

volunteers. Local restaurants such as Mario's, Frozen Rainbow, LaRoma and the Port Ewen Diner have signed up and are providing the meals. This not only benefits the residents but it provides revenue to the local businesses who have partnered with the County. The Esopus community room is the staging area for the meals. Volunteers are needed and can contact Stephanie Lettieri at 845-264-4304 or email lettierimom@gmail.com. Stephanie has led this neighbor to neighbor program for the Town and we are all grateful to her and all of the volunteers who have made this program possible.

SLEIGHTSBURGH SPIT

Sleightsburgh Spit will open April 1. A discussion was held about an incident involving a fisherman using the Spit over the weekend and local police were called. The issue should not have happened and it was clarified that the Motion made in the February 4th read as follows:

“SUPERVISOR HARRIS MADE A MOTION TO OPEN THE SLEIGHTSBURGH SPIT GATE FROM APRIL 1 - OCT 31. KEY ACCESS WILL BE FOR HUNTERS AND FISHERMEN ONLY FROM NOV 1 – MARCH 31. SIGNS WILL BE MODIFIED, SECURITY CAMERAS COMPLETED AND THE SHERIFF'S DEPARTMENT AND DEC WILL BE ASKED TO STEP UP PATROL ESPECIALLY DURING THE WARMER MONTHS. “ THE MOTION WAS SECONDED BY COUNCILPERSON JARED GUESS. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

The fisherman and hunters have said the residents in the area are harassing them every time they enter the area and they have even been followed and videoed by residents. This subject will be revisited at the next meeting.

EXECUTIVE SESSION

A MOTION WAS MADE BY SUPERVISOR SHANNON HARRIS TO ENTER INTO EXECUTIVE SESSION AT 3:35 PM TO DISCUSS EMPLOYEE WORK HISTORY AND A LITIGATION MATTER. THE MOTION WAS SECONDED BY COUNCILPERSON KATHY QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

A MOTION WAS MADE TO COME OUT OF EXECUTIVE SESSION AT 4:35 BY COUNCILPERSON JARED GEUSS. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

ACTION:

A MOTION WAS MADE BY COUNCILPERSON JARED GEUSS TO MOVE FORWARD WITH NEW POLICY AND PROCEDURES SUBJECT TO LEGAL CLARIFICATION. THE MOTION WAS SECONDED BY KATHIE QUICK. ALL MEMBERS WERE IN FAVOR.

***Implementation at next meeting.**

[Type text]

TB 3/30/20

ADJOURNMENT

A MOTION WAS MADE BY SUPERVISOR SHANNON HARRIS TO ADJOURN THE MEETING AT 4:37 PM. THE MOTION WAS SECONDED BY COUNCILPERSON JARED GEUSS. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

Respectively Submitted,

*Holly A. Netter
Town Clerk, RMC*

[Type text]