

**TOWN BOARD WORKSHOP  
Tuesday June 2, 2020**

A regularly scheduled Town Board Workshop Meeting was held on June 2, 2020 in the Town Hall, 1 Town Hall Way, Ulster Park, NY with the following persons in attendance:

**Supervisor Shannon Harris  
Councilperson Evelyn Clarke  
Councilperson Jared Geuss  
Councilperson Kathie Quick  
Councilperson Chris Farrell – via zoom**

**Don Kiernan, Water Superintendent  
Erin Moore, Tighe & Bond**

**Administrative Recorder: Holly A. Netter, Town Clerk, RMC**

**THIS MEETING WAS TELEVISED LIVE ON CHANNEL 23 PUBLIC ACCESS and LIVE-STREAMED ON “TOWN OF ESOPUS” FACEBOOK PAGE FOR PUBLIC COMMENT: call (845) 328-0483 to leave a voicemail or email outreach@esopus.com for assistance.**

**SUPERVISOR SHANNON HARRIS MADE A MOTION TO CALL THE MEETING TO ORDER AT 7:00 PM. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

**PLEDGE**

**PUBLIC COMMENT – none**

**Planning Board meeting** being held via Zoom on Mon, 6/8 @ 7:30 PM

**Zoning Board of Appeals meeting** being held via Zoom on Tue, 6/16 @ 7:00 PM

**Environmental Board meeting** being held via Zoom on Wed, 6/17 @ 7:00 PM

**Waterfront Advisory Board meeting** being held via Zoom on Wed, 6/24 @ 7:00 PM

**Economic Development Committee meeting** being held via Zoom on Tue, 6/30 @ 5:30 PM

**Zoning Update draft under review**, Zoning Task Force to deliberate and confirm.

**Riverfront Access Plan draft under review**, Waterfront Advisory Board currently discussing.

**Esopus Highway update:** Wood chipping at Transfer Station is now complete. Councilperson Geuss said the County complimented the work of Esopus Highway personnel Jeff Brown and Andrea Otayek. Milling is in progress followed by paving for the following roads: Lindorf St., Bowne St., Hermance Lane, William White Rd., Churchill Rd. and Swartekill Road.

**Resolution Establishing and Reporting**

**The Standard Work Day For Elected And Appointed Officials**

**WHEREAS**, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees’ Retirement System (“Retirement System”); and

**WHEREAS**, the Town of Esopus is a participating employer in the Retirement System and is subject to certain reporting as a participating employer to adopt a resolution establishing a standard work day for each elected or appointed official; and

**WHEREAS**, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Town time-keeping system; now, therefore, be it

**RESOLVED**, that the Town Board of Esopus hereby establishes the following as Standard Work Days for these elected and appointed officials who are not covered by a collective bargaining agreement, and will report the following days worked to the New York State and Local Employees’ Retirement System based on the established time keeping system or the record of activities (ROA) maintained and submitted to the Town Clerk:

<b>Title</b>	<b>Standard work day</b>	<b>Name</b>	<b>Term</b>	<b>Record of Activities</b>	<b>Pay frequency</b>
<b>Elected Officials</b>					
Supervisor	7	Shannon Harris	1/1/20-12/31/21	20/25	weekly
Town Clerk	7	Holly Netter	1/1/18-12/31/21	20/25	weekly
Councilperson	6	Christopher Farrell	1/1/18-12/31/21	2.42	monthly
Councilperson	6	Jared Geuss	1/1/20-12/31/23	Not submitted	monthly
Justice	6	Kyle Barnett	1/1/20-12/31/23	18.56	Monthly
<b>Appointed</b>					
Dog Control	6	Jill Shufeldt	1/1/20-12/31/20	8.41/10.52	
Recreation Director	7	Kathleen Disciullo	1/1/20-12/31/20	20/25	

**OFFERED BY: Councilperson Kathie Quick**  
**SECONDED BY: Councilperson Jared Geuss**

<b>Councilperson Evelyn Clarke</b>	<b>AYE</b>
<b>Councilperson Jared Geuss</b>	<b>AYE</b>
<b>Councilperson Kathie Quick</b>	<b>AYE</b>
<b>Councilperson Chris Farrell</b>	<b>AYE</b>
<b>Supervisor Shannon Harris</b>	<b>AYE</b>

**ALL TOWN BOARD MEMBERS VOTED IN FAVOR. MOTION CARRIED.**

#### **UCRRA -WOOD CHIPPER/GRINDER**

**A MOTION WAS MADE BY COUNCILPERSON KATHIE QUICK AND SECONDED BY COUNCILPERSON EVELYN CLARKE TO APPROVE THE CONTRACT SIGNING OF THE INSURANCE POLICY WITH MARSHALL AND STERLING FOR UCRRA'S LOANED WOOD CHIPPER/GRINDER: NET AMOUNT \$13.20. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

#### **REVIEW OF RIVERVIEW CEMETERY**

**A MOTION WAS MADE BY COUNCILPERSON JARED GEUSS TO APPROVE ADDING RIVERVIEW AND PLEASANT VIEW CEMETERIES TO THE TOWN'S EXISTING CONTRACT WITH TOTAL LAWN CARE FOR THE REMAINDER OF THE 2020 SEASON. THE REVISED CONTRACTED AMOUNT AND SCHEDULE FOR THOSE CEMETERIES IS AS FOLLOWS:**

- RIVERVIEW CEMETERY - A RATE OF\$600 PER MOW (FIRST AND SECOND HAVE ALREADY BEEN COMPLETED) FOR A TOTAL OF 12 MOWINGS PER YEAR.**
- PLEASANT VIEW CEMETERY - INCREASING THE BUNDLED RATE FROM \$550 TO \$650 FOR THREE MOWINGS A YEAR AT EACH OF THE FOLLOWING CEMETERIES: PLEASANT VIEW, FREER, TERPENING, BEAVER AND RIFTON. THE CUTS ARE SCHEDULED TO OCCUR IN THE DAYS PRIOR TO MEMORIAL DAY, INDEPENDENCE DAY AND LABOR DAY.**

**THE MOTION WAS SECONDED BY COUNCILPERSON EVELYN CLARK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

Supervisor Harris recommended the use of Total Lawn Care because they currently cut 4 other cemeteries in the Town: Freer, Terpening, Beaver and Rifton. The job was posted and the interested party backed out. The Board was in favor to go out to bid for the 2021 season or entertain purchasing the equipment and looking into necessary manpower to maintain it ourselves.

## WATER INFRASTRUCTURE - REPORT FROM ERIN MOORE OF TIGHE & BOND

Erin Moore from Tighe and Bond joined the meeting to further discuss potential water infrastructure projects. The Town has received WIIA grant funding for 2 projects which includes the water tank and improvements to the distribution system/water treatment plant. Tighe & Bond strongly believes there will be federal money made available for infrastructure improvements that are “shovel ready” in order to stimulate the economy. Currently the Town has received state funding; 60% grant and the balance would need to be a 40% loan. The economic stimulus of federal funds may create additional grant opportunities reducing the 40% loan to a smaller percentage. In order to take advantage of this, our projects would have to be “shovel ready”. Erin reviewed the design costs and how it may be financed to make it affordable for the Town. The Drinking Water State Revolving Fund Short Term Financing can be used to cover the first design invoice from Tighe & Bond in the amount of \$22,800. The Town would only pay interest as accrued; estimate \$57 for interest. The second design invoice is estimated at \$30,500. The cumulative total of \$53,300 and would yield a \$156 interest payment for the Town. Erin said the monthly payment could even be less because the calculation did not take into consideration the 60% grant.

Moving on to the design phase is extremely important as it would put the Town in a position to have a “shovel ready” design and be ready for anticipated federal stimulus funding opportunities.

Although 2.5 million dollars in grants have already been awarded the Federal Infrastructure Stimulus Package for water & waste water could lessen the cost of the projects, Erin said this is necessary work that needs to be done. Don Kiernan said the Water Board approved Phase A of Tighe & Bonds Plan that had been proposed last year.

Erin said she thought one of the reasons Esopus was so successful with the second part of the Water Grant was because the Grant Committee saw the progress with the water tank and they like to see a comprehensive plan and communities moving forward improving their drinking water. Drinking water is a major priority and Esopus has been working on it. To be prepared and ready to receive federal funding is something we want. These projects put people to work and enhance the lives of residents throughout the distribution system. The treatment plant is needed. This is not a luxury item and allows for a timely fix before an emergency Bond is needed.

Supervisor Harris said the Board wanted to see where we were with the budget due to the COVID 19 pandemic. On the other hand, instead of a 40% loan it could potentially be a grant instead of a loan. Federal funding to pay for a portion of the 40% could save a substantial amount of money. Councilperson Farrell said we need to act on this because in the future opportunities like this may not be available.

**A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO AUTHORIZE SUPERVISOR HARRIS TO WORK WITH DON KIERNAN AND ERIN MOORE TO MOVE FORWARD ON THE PROPOSAL TO PROGRESS PRELIMINARY THRU FINAL DESIGN BASED ON AN INTEREST ONLY PAYMENT. THE TOWN ATTORNEY IS TO REVIEW PRIOR TO SIGNING AGREEMENT. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

Erin Moore pointed out that the paperwork was drafted as an Amendment to the study contract that was previously signed and included the EFC requirements.

EFC has structured financing to be very affordable.

## **PHASE 2 – REOPENING PLANS**

Supervisor Harris, Alex Dean -Confidential Secretary, Bookkeeper Debbie Kain and Town Clerk Holly Netter met on Monday afternoon to draft the reopening safety plan. A copy of the draft was provided to the Board for review. Employees will be given a copy of the plan with supplementary guidance materials with their paychecks. They will be required to read and sign the plan acknowledging they understand the materials. Employees are welcome to give feedback to enhance the plan. Anticipated roll out will be in 2 Phases. Phase 1 Employees return to work with safety measures in place, appointments made when necessary, anticipated June 15th or 22<sup>nd</sup>. Phase 2 Town Hall will be open to the public 10am-2pm, anticipated June 29 or July 6 . Everyone entering Town Hall will be required to have a mask and must be worn while conducting business, no contact thermometers will be used to take temperatures and a log book will be maintained at the Welcome Desk. Protective barriers and additional equipment will be ordered. Dates are estimated and will be based on the receipt and installation of the equipment.

Councilperson Geuss said the Water and Highway Department employees have been working together since day one and Town Hall has stricter guidelines. It would be up to the Superintendents to make a decision for them. Councilperson Geuss said he hopes everyone looks at the plan closely. He said staggering 9 lunch breaks in middle of a paving job, won't get anything done and may not be cost effective. Supervisor Harris said she would like to go down to talk to the Highway Department as a group to see if there is anything they would like to add if they are not comfortable with the existing plan. The Highway and Water departments will be adding taking temperatures and keeping logs to their routine. Supervisor Harris said she believed they were having one man per truck and believed there were enough trucks. Councilperson Jared Geuss added 2 men can ride together in a truck and still be in compliance but both have to wear mask.

**A MOTION WAS MADE BY SUPERVISOR HARRIS TO ALLOW HER TO MOVE FORWARD PURCHASING THE THERMOMETERS AND SMALLER EQUIPMENT NECESSARY TO PREPARE TO REOPEN TOWN HALL BASED ON THE BEST PRICES WE CAN FIND. THE MOTION WAS SECONDED BY COUNCILPERSON CHRIS FARRELL. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

## **DISCUSSION POSSIBLE ESOPUS PARADE AND COUNTYWIDE INDEPENDENCE CAVALCADE**

Supervisor Harris said the County is encouraging individual towns to have drive through parades and broadcast the event. Fireworks in the local towns will be cancelled. The County encourages celebrating and honoring essential workers, first responders, fire departments and

graduating classes. Supervisor Harris asked the local fire department to discuss what they would like to do and come to the Board with a recommendation. This would be a stay at home in your yard event and the cavalcade would go past you. It would be an afternoon event.

The County is still working on a plan for a firework and musical show later in the evening at Tech City. It will be an event that you would register for and remain in your car. This would be in the evening around 7pm - 9 pm.

**EXECUTIVE SESSION ON PERSONNEL MATTERS**

**A MOTION WAS MADE BY COUNCILPERSON GEUSS TO GO INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF CERTAIN INDIVIDUALS AT 8:12 PM. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

**A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO COME OUT OF EXECUTIVE SESSION AT 9PM. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

**ACTION:**

**A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO AUTHORIZE SUPERVISOR HARRIS TO DISCUSS HOURLY ADJUSTMENTS WITH CERTAIN DEPARTMENT HEADS. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

**ADJOURNMENT**

**A MOTION WAS MADE BY COUNCILPERSON JARED GEUSS TO ADJOURN THE MEETING AT 9:02 PM. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.**

*Respectively Submitted,*

*Holly A. Netter  
Tawn Clerk*