

**TOWN BOARD WORKSHOP
Tuesday May 5, 2020**

A regularly scheduled Town Board Workshop Meeting was held on May 5, 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**

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 7:06 PM. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

PLEDGE

PUBLIC COMMENT – none

PLAN FOR PHASED REOPENING

Supervisor Harris said the Town will be implementing phase one of reopening following the State and County recommendations. On May 15th essential personnel in Highway, Buildings/Grounds and Water/Sewer departments will return to full time capacity. Supervisor Harris said additional PPE has been provided; there will be one person per vehicle. Nonessential employees will continue to work remotely and follow what the County and State say about non essential staff.

Councilperson Evelyn Clarke asked the status of the laptops for non essential offices. Supervisor Harris said they are shopping for touch screen models, not all computers will be ordered at the same time unless there is a bulk discount. The quote originally received were for the wrong models.

UPDATE ON REAL ESTATE RECREATION GARAGE “ THE HUTT”

As discussed at the last meeting the building that the Buildings and Grounds department used located adjacent to the railroad tracks on Salem Street is no longer needed. After further research there may be a second parcel of land that is also not needed. Hudson Valley Appraisal Corp. will be asked to perform

an appraisal and an inspection which will give a better idea of what we are looking at in terms of value. Supervisor Harris explored the auction option and said if the Town had multiple parcels with homes on them and they were highly sought after then an auction could be done. In this case the appraisal and sale at fair market value is needed.

UPDATE ON RIVERVIEW CEMETERY

Supervisor Harris said she received an email from the NYS division of Cemeteries indicating a recent report from the Riverview Cemetery. They are considering turning over the cemetery to the Town of Esopus. If abandoned the cemetery would be turned over and be the responsibility of the Town. Eric Heins, the current treasurer said if they could get some assistance by way of additional funds, services or additional Trustees, they may be able to maintain the cemetery and not abandon it. According to the law **section 165-a** voluntary municipal assistance to public cemetery corporations allows for the Town to assist with funding and/or services as defined in article fifteen of the Not For Profit Corporation Law..

Supervisor Harris had a conversation with Eric Heins and confirmed they only have 3 trustees. Sales of plots are not profitable or enabling them to make the operational cost worthwhile. She shared notes from her conversation:

\$7,500 per year to mow

10-13 mows per year

They are going to turn it over to the Town. The only way they won't turn it over to the Town is if we can support them with the \$7,500 for the operational cost. When they do turn it over Eric Hein will continue to help with big branches and long term plot sales and deeds. There will be a long term care fund turned over to the Town to assist with perpetual care which is invested in a CD and worth approximately \$50,000. Currently it takes 10 hours to mow and 8 hours to trim. Riverview is committed for \$1,300 to cover the next two mows. Smaller equipment such as 30" & 48" mowers are needed. Councilperson Chris Farrell asked how much they usually pay the summer help. Supervisor Harris said \$14 but we have a hiring freeze. Councilperson Farrell suggested it may be more cost effective to hire one individual to maintain all of the cemeteries and spare time can be used to assist Dan Vedder in the parks. A lot of complaints came in last year regarding the condition of the cemeteries which were contracted out. Community service crew can assist the cemetery worker as well. Supervisor Harris said we may be eligible for a grant from when we had taken over Pleasant view Cemetery.

A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO HIRE A FULL TIME SEASONAL WORKER TO WORK WITH BUILDINGS AND GROUNDS TO TAKE CARE OF ALL CEMETERIES AT \$14/HR AND SUPERVISED BY DAN VEDDER. THE MOTION WAS SECONDED BY COUNCILPERSON GEUSS. ALL MEMBERS WERE IN FAVOR.

Supervisor Harris said an exception was made to the hiring freeze due to the unforeseen situation with Riverview Cemetery. Currently it costs \$550 per mow at each of the other cemeteries which is done three times a year.

SECURE WELCOME LOBBY

A meeting was held to discuss the proposed secure welcome area. Supervisor Harris said a short term proposal included a desk and extension barricades. Supervisor Harris will also reach out to the Community of Churches to see if they could help with manufacturing the desk space. Supervisor Harris proposed a long term solution including a modularized system with transparent glass for visibility into the Court room to create a vestibule. Supervisor Harris said Ernie Osterhoudt, Court Security officer, expressed his concerns about the security aspect. Another option was to contact the company who installed the divider in the courtroom area to see if there was a transparent option to replace the current panels. In the past the court dividers were only used for traffic court and trials. Pricing for a few options for building a vestibule will be provided. This will take the place of a walk up window option that was previously approved. Dan Vedder will contact the existing company for the current track system that is already in place and Dan Chickery from Hudson Valley Office Furniture will provide estimates for the vestibule design. Councilperson Geuss said the project could be divided into two phases: first phase of desk and stanchion and they could look into a long term option for phase two. Phone lines and proper electrical outlets will need to be installed for the desk. Alex Dean, Outreach coordinator, will man the desk. He will provide feedback and will get set up prior to the building being open back up to the public. Councilperson Kathie Quick was concerned if the dividers were used, it would cut the room up a lot more than we need to. She agreed security was important and for people to know where to go and not wonder around the building and disturb everybody.

MEDIA POLICY

A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO ADOPT THE SOCIAL MEDIA POLICY 1 OF 2020 WITH THE SOCIALIZE AND DISTRIBUTION OF THE POLICY. THE MOTION WAS SECONDED BY KATHIE QUICK. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

A cover letter will be drafted and copy of the policy will be distributed with the employee paychecks. Have everyone sign that they received it. It was recommended the volunteer board members be given a copy.

MISCELLANEOUS – SLEIGHTSBURG SPIT

Councilperson Chris Farrell said most things are going well at the Sleightsburgh Spit however he suggested marking out a finite number of parking spots. There were 22 vehicles parked and looked hap hazard. White non toxic paint or lime can be used to create organization indicating spaces for vehicles with trailers and standard vehicles. Once the maximum spaces are utilized, a request for towing can be made. Signage could say parking only in designated area, violators will be towed. There was concern that pushing people out of there will cause people to park on the streets. Evelyn Clarke asked if there was an ability to add additional parking. The answer was no due to the wet lands. Councilperson Chris Farrell will work with Buildings and Grounds personnel to determine the spaces. Supervisor Harris made a suggestion to review the action point from the riverfront access recommendation. Councilperson Evelyn Clarke suggested coming back to the Board with the findings before a decision is made. Councilperson Geuss agreed. Supervisor Harris said she thought they should just move forward.

Councilperson Clarke said her concern is the Spit topic keeps coming back up and she is concerned about making decisions without fully exploring all of the ramifications of the decisions. She said she did not want to have this issue come back up again next meeting and have to make changes. She said she was not pro or con but thought a decision should be made based on all the facts. Supervisor Harris said they can ask Highway to add a no parking sign on Emerson Street. Supervisor Harris said Doug Mains asked if the Board was going to talk about the Spit and she said it was not on the agenda. Not knowing the topic was going to come up she supported putting it on the agenda for the May 19th meeting.

A MOTION WAS MADE BY COUNCILPERSON FARRELL AND MODIFIED TO HAVE DAN VEDDER WORK WITH COUNCILPERSON FARRELL TO CHECK THE DEED AND REPROGRAM THE PARKING AT SLEIGHTSBURGH SPIT TO DELINEATE DESIGNATED PARKING FOR TRAILERS/CARS AND NECESSARY SIGNAGE. COMPILED INFORMATION WILL BE BROUGHT BACK TO THE MAY 19TH MEETING FOR DISCUSSION AND DECISION. THE MOTION WAS SECONDED BY COUNCILPERSON KATHIE QUICK. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

Public comment write in:

Diane Dintruff asked; is it safe to park at John Burroughs pond house? There have been incidents of people breaking into vehicle. Supervisor Harris said there have been incidents of break-ins and everyone should take the necessary precautions to secure their items and lock their vehicles.

EXECUTIVE SESSION

A MOTION WAS MADE BY SUPERVISOR HARRIS TO ENTER INTO EXECUTIVE SESSION AT 8:09 PM FOR THE PURPOSE OF DISCUSSING A PERSONNEL ISSUE ATTORNEY CLIENT AND LITIGATION. THE MOTION WAS SECONDED BY COUNCILPERSON JARED GEUSS. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

A MOTION WAS MADE AT 9:25 PM BY COUNCILPERSON CHRIS FARRELL TO COME OUT OF EXECUTIVE SESSION. THE MOTION WAS SECONDED BY COUNCILPERSON JARED GEUSS. ALL MEMBERS WERE IN FAVOR, MOTION CARRIED.

ACTION:

COUNCILPERSON EVELYN CLARKE MADE A MOTION THAT NON ESSENTIAL PERSONNEL WILL ASSIST WITH COORDINATING AND POSSIBLE PICK UP AND DELIVERING FOR PHASE 2 OF PROJECT RESILIENCE. THE MOTION WAS SECONDED BY COUNCILPERSON CHRIS FARRELL. ALL MEMBERS WERE IN FAVOR.

****The details of how phase 2 will work have not been finalized by the County.**

No action taken on litigation matter

ADJOURNMENT

A MOTION WAS MADE BY COUNCILPERSON CHRIS FARRELL TO ADJOURN THE MEETING AT 9:28 PM. THE MOTION WAS SECONDED BY COUNCILPERSON JARED GEUSS. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

Respectively Submitted,

Holly A. Netter

Town Clerk, RMC