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**TOWN BOARD WORKSHOP MEETING
November 5, 2018**

A Town Board Workshop Meeting was held on Monday, November 5, 2018 in the Town Hall, 284 Broadway, Ulster Park, NY with the following persons in attendance:

**Supervisor Shannon Harris
Councilperson Gloria Van Vliet
Councilperson Jared Geuss
Councilperson Kathie Quick
Councilperson Chris Farrell**

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

**Supervisor Shannon Harris called the additional workshop meeting to order at 7:30 PM.
Meeting was noticed in the Daily Freeman on October 31, 2018**

Public Comment –

James Banks, town resident, had a question regarding the Executive Session that was listed on the agenda. He asked if a new position was being created or if there was an existing vacancy in the Building and Grounds Department.

At this time there had not been a decision made on whether a position would be created or not. The job will be advertised should the Board decide to create a position and applications will be accepted.

The actual creation of the position needs to be discussed in an open portion of the meeting. However, the job history of particular individuals can be discussed in Executive Session.

Brent Spoth, town resident, said he would like to put a warning out to the Board members. He understood the Supervisors position has changed to full time and medical benefits have been added. Usually these changes are not made until the next term. There were multiple people who he personally knew that would have ran for the position had it been full time with benefits but instead chose not to do so. Brent said, "To change in mid stride was wrong and unethical. He would impose upon the Board to have transparency with local people to make sure things are conducted in an open and fair way". He said he did not have a problem with the position being full time but felt it should have started with the next term, not mid stride. He also had an issue with the surcharge on cable. He said it should go to public vote and should not be decided behind closed doors. {Clarification, franchise fees have only been discussed in public sessions, not executive sessions}

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Supervisor Harris said she was willing to take on the position part-time without benefits, it just so happens there is a lot to do. The addition of benefits was talked about in public meetings and there was a Public Hearing on the Local Law 2-2018 to amend the section of law to allow the Supervisor to obtain benefits on October 2, 2018. Brent said he was not arguing that Shannon works a lot. Supervisor Harris pointed out the Board as a whole has control over the vote on the addition of medical benefits as well as the setting of the Supervisors salary for 2019.

Kathie Quick said the position evolved to a fulltime position while Diane McCord was in office and was not compensated. Mr. Spoth said that is being dedicated to your position. However, to change the requirements of the Supervisor's position needs to be done in a timeframe that individuals considering running for the office understand the requirements and can then decide whether they want to run for that position. Changes that are made carry on for years to come and he is concerned with rising taxes.

Brian Parr – TEVAS

Brian Parr, Capton of the Town of Esopus Volunteer Ambulance Squad (TEVAS), attended the meeting to request a \$5,000 increase in their 2019 budget. TEVAS pays \$50,000 annually for their insurance. They use to receive \$40,000 however, the budget was cut back to \$20,000 in the 2012 budget because the Town was in a financial crunch and TEVAS was doing fairly well at that time. The call volume has increased tremendously and is over 1000 calls per year. The agency consists strictly of volunteers and now has out-of-town volunteers to help with the volume. Councilperson Gloria Van Vliet said how fortunate the Town is to have the service and the volunteers are greatly appreciated. Last year the Board said they would consider increasing the TEVAS budget by \$5,000. It is unfortunate that the reminder was not made earlier since the budget process started in September. Supervisor Harris said they will look to see if they are able to reallocate funds, but the bottom line of the budget cannot change.

Town Tourism Kiosks

Ulster County will provide two free kiosks which are 9 feet high and 4 feet wide for the purpose of displaying local business brochures, travel guides, tourism information, accommodations and regional promotional materials. The placement of the kiosks is unknown at this time. Suggestions of Freer Park, MHVFCU gazebo area, Black Creek Trail, and Perrine's Bridge were made. Councilperson Chris Farrell suggested reaching out to Scenic Hudson to see if we can incorporate some of our materials in the Scenic Hudson trail kiosks. The suggestion of reaching out to BOCES and Eagle Scouts to build more kiosks was also discussed. Melanie Marino, Outreach Coordinator, will be responsible for stocking the kiosks.

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**ESOPUS TOWN BOARD RESOLUTION
Approving Installation of Tourism Kiosk**

WHEREAS, the Town Board of the Town of Esopus wants to promote tourism and enhance local economic development of small businesses in the Town of Esopus.

WHEREAS, the Town Board approves the installation of a wooden, glass enclosed kiosk, roughly ten feet high by four feet wide, and

WHEREAS, the Town Board approves Ulster County providing, installing and making necessary repairs to two kiosks that are roughly 9 feet high by 4 feet wide for the purpose of displaying local business brochures, travel guides, tourism information, accommodations and regional promotional material, and

WHEREAS, the Town of Esopus will closely monitor the kiosks, making sure they are stocked with relevant and updated promotional materials, and

NOW, THEREFORE, BE IT RESOLVED, the Town Board approves the installation of such tourism kiosks at key locations in proximity to pedestrian traffic, and

Be it further resolved this resolution will take effect immediately.

RESOLUTION OFFERED BY: COUNCILPERSON CHRIS FARRELL

SECONDED BY: COUNCILPERSON KATHIE QUICK

Councilperson Gloria Van Vliet	AYE
Councilperson Jared Geuss	AYE
Councilperson Kathie Quick	AYE
Councilperson Chris Farrell	AYE
Supervisor Shannon Harris	AYE

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

NYS DOT Intersection Safety Study

Supervisor Harris had a meeting with Dave Corrigan, NYS DOT, regarding the cross walks, Wurts St. Bridge rehab, trees in the business district and intersection safety. Councilperson Chris Farrell added there is also a safety issue with the tree located near the Port Ewen Pharmacy. Dead trees are scheduled to be replaced in the spring. The Town needs clarification on who is responsible for the trimming of the trees.

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ESOPUS TOWN BOARD RESOLUTION
Requesting recommended NYS DOT Intersection Safety Studies

WHEREAS, the Town Board wants to promote and ensure pedestrian and vehicle safety, and

WHEREAS, The Town Board recognizes residents experiencing congestion at the intersection of North Broadway and 9W, and

WHEREAS, the Town Board requests an intersection study of North Broadway and 9W, and

WHEREAS, the Town Board requests an intersection study of Salem Street and 9W.

NOW, THEREFORE, BE IT RESOLVED, the Town Board approves the requested recommended NYS DOT Intersection Safety Studies, and

Be it further resolved this resolution is effective immediately.

RESOLUTION OFFERED BY: COUNCILPERSON JARED GEUSS
SECONDED BY: COUNCILPERSON GLORIA VAN VLIET

Councilperson Gloria Van Vliet	AYE
Councilperson Jared Geuss	AYE
Councilperson Kathie Quick	AYE
Councilperson Chris Farrell	AYE
Supervisor Shannon Harris	AYE

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

HVAC Contract

Supervisor Harris explained the services provided by TBS differ from Services provided by Dutchess Tekcon. TBS is the controller of proprietary software and Tekcon maintains the mechanical maintenance of the system and changes the filters. The Board still has questions regarding the TBS contract and whether they are performing the necessary maintenance. Supervisor Harris will ask for a copy of all records of their onsite visits. No decision was made regarding the contract.

Contractual / Cable TV

In order to move forward with the Spectrum Contract a decision needs to be made whether or not to charge a franchise fee to our residents. Town of Esopus is the only municipality in Ulster County that does not charge a fee. Supervisor Harris said it is important because we have

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Public Access Television. We are providing a service to the community and the equipment is outdated. Without the franchise fee the Town would need to take on the expense for equipment. During the negotiations we have asked Spectrum to provide the equipment however, they will increase the rates to the residents to cover costs. Councilperson Van Vliet said maybe we should get rid of it. An analysis of the revenue was provided to the Board showing various percentages and what it would equate to in terms of revenue to the Town. There was also a list of the neighboring Towns and the percentages they charge for the franchise fee. Lloyd, Gardiner, Kingston (Town and City), Marbletown, Olive, Marlborough, Plattekill, Rochester, Shawangunk, Ulster, Wawarsing, and Ellenville all charge 5%, New Paltz 3.5, Saugerties 3%, and Rosendale is 2%. The Revenue from franchise fees for our town would range from \$36,158 - \$120,528 per year. The revenue received from the franchise fees does not have to be solely used for public access. Supervisor Harris will prepare a cost benefit analysis for review at the next meeting.

Transfer Station

Councilperson Gloria Van Vliet gave updates on the Transfer Station. The scale reader went down at the Transfer Station and it is the last time it can be fixed. A new reader and labor is expected to cost \$1,200 - \$1,400. The third concrete pad has been installed for the third roll-off cover. Next week the backhoe is scheduled to dig for the electric before the ground freezes to finalize the electric issue. Lenny will be asked to find out how long it takes to get a new reader before the decision is made to order it.

Building and Grounds Full Time Position

Councilperson Van Vliet said we are bound by civil service and if a job is created they need to approve the title. The Title Assistant Director of Building and Grounds cannot be used. The Board had a discussion of possible titles that would be acceptable as well as the duties. Councilperson Van Vliet said she was not happy that \$40,000 was added to the budget without any discussion of the position and felt it was not done properly. She said the job was never mentioned at the time the Recreation Department's budget was discussed and no justification was given to the need for the position. It was further added that department head Dan Vedder was on vacation during the budget and it was presented by the bookkeeper without the fulltime position. It was only after Don Kiernan removed \$40,000 from his budget that the line was added in. Councilperson Chris Farrell said if we need the position, regardless if there is already an employee interested, the position would be open to the public to get the best candidate. The job is in line with our Comprehensive Plan if we are going to be making improvements to our Town entrance ways, parks and building. Councilperson Geuss said he sees the need for the position to better the department. The job has evolved and more duties have been asked of Dan Vedder with no additional help. Councilperson Gloria Van Vliet said she felt there was not enough work in the winter and it should not be a fulltime benefited position. She was ok with 34 hours per week with no benefits.

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A MOTION WAS MADE TO CREATE A FULL TIME 40 HOUR POSITION TO ASSIST THE BUILDING AND GROUNDS WORKING SUPERVISOR DAN VEDDER BASED ON THE JOB DUTIES OUTLINED IN THE DESCRIPTION PROVIDED AND TITLE TO BE APPROVED BY CIVIL SERVICE. THE MOTION WAS SECONDED BY SUPERVISOR HARRIS.

A VOTE WAS TAKEN:

Councilperson Jared Geuss	AYE
Councilperson Kathie Quick	AYE
Councilperson Chris Farrell	AYE
Supervisor Shannon Harris	AYE
Councilperson Gloria Van Vliet	NO**

** Not 40 hours, 34 hours w/o benefits would have been ok

Position was created passed 4 – 1

****Although this is not a civil service job, the Town titles must conform with Ulster County. Once the title and job description is approved by the County, it will be advertised and applications will be accepted from all interested parties.**

ADJOURNMENT

A MOTION WAS MADE BY SUPERVISOR HARRIS AT 9:35 PM TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY COUNCILPERSON CHRIS FARRELL. ALL MEMBERS WERE IN FAVOR. MOTION CARRIED.

Respectfully submitted,

**Holly A. Netter
Town Clerk, RMC**