

REGULAR BOARD MEETING SEPTEMBER 18, 2012

A regular meeting of the Town Board of the Town of Elizabethtown, County of Essex, in the State of New York was held at the Town Hall, 7563 Court Street, Elizabethtown, N.Y. on the 18th day of September 2012.

PRESENT: Margaret Bartley-Supervisor
Joseph Martin - Councilperson
Ben Morris- Councilperson
James Phillips- Councilperson
Debra Brooks- Town Clerk
Michael Drew- Highway Superintendent
John Hudson-Codes

OTHERS PRESENT- Chelsea Merrihew, Bruce Pushee, Helen DeChant, Evelyn Hatch, Ron Testa, George Salg, Lee Norton, Bob Bergeron, Patty Doyle, Sharon Gold, Nelson Tamer, Michael McGinn, Marsha Fenimore, Judy Martin.

Supervisor Bartley called the meeting to order at 7:00 PM.

RESOLUTION -145-12

ACCEPT MINUTES FOR AUGUST 22, 2012.

On a motion of Supervisor Bartley, seconded by Councilperson Phillips, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

Resolved, that the minutes of August 22, 2012 be accepted.

RESOLUTION -146-12

FILE COMMUNITATIONS.

On a motion of Councilman Martin, seconded by Councilperson Morris, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

Resolved, that all communications be filed.

DEPARTMENT REPORTS-

1. Highway-truck bids will be reviewed. Paving is done for the year.
2. Water- Department of Health reports are in for E'town and New Russia and are both in good standings.
3. Codes- submitted his monthly report and asked for an iPad.

RESOLUTION -147-12

IPAD FOR CODE OFFICER-

On a motion of Supervisor Bartley, seconded by Councilperson Martin, the following resolution was with a ROLL CALL VOTE

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

Resolved, that the Town Board has agreed to purchase and IPAD for the Code's Office at a cost of \$635.00.

4. Planning- working on the Comprehensive Plan. Have a meeting on September 25th.
5. ZBA-hearing for the Hospital use variance was tabled until this month the meeting will be on September 20th.
6. Youth-working on their budget.
7. Golf Course-the new holes have irrigation and Bruce may try to seed weather permitting.

OLD BUSINESS-

1. Stream debris cleanup

RESOLUTION -148-12

CONTRACT WITH COUNTY FOR STREAM CLEANUP FROM IRENE-

On a motion of Supervisor Bartley, seconded by Councilperson Phillips, the following resolution was with a ROLL CALL VOTE

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

Resolved, that the Town Board has agreed to enter in to a contract with the county for the cleanup in a stream from the hurricane Irene. A copy of the contract can be found in the Town Clerks office.

NEW BUSINESS-

1. Open Truck Bids-The bids will be reviewed by the Highway Superintendent.
2. Cross Country race in November-

RESOLUTION -149-12

CROSS COUNTRY RACE AT GOLF COURSE-

On a motion of Councilperson Martin, seconded by Councilperson Phillips, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

Resolved, that the Town Board has agreed to allow Section 7 State Qualifying Cross Country meet on Friday Nov. 2nd 2012 the use of Cobble Hill Golf Course.

3. Father Riani-

RESOLUTION -150-12

FATHER RIANI LETTER OF APPRECIATION-

On a motion of Supervisor Bartley, and a unanimous second, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
 Nays-0

Whereas, Father Peter Riani announced his plan to retire in September 2012: and

Whereas, Father Riani became the Pastor for both St. Elizabeth's Catholic Community in Elizabethtown and St Philip Neri's Catholic Community in Westport on June 30, 1999, and

Whereas, Father Riani has lead the Catholic community at Saint Elizabeth's in Elizabethtown for 13 years:

Whereas, Father Riani has had a distinguish career as a priest and leader in Elizabethtown

Whereas Father Riani was recognized years ago for his outstanding leadership by having the Title of Monsignor bestow upon him.

Be It Resolved that The Town of Elizabethtown hereby recognizes Father Riani for his life of service and wishes him a long and happy retirement that he well deserves.

4. Work Place Violence-

RESOLUTION -151-12

WORK PLACE VIOLENCE -

On a motion of Supervisor Bartley, seconded by Councilperson Morris, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
 Nays-0

Town of Elizabethtown is committed to safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our staff and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on the property of the Town of Elizabethtown will be thoroughly investigated and appropriate action taken, including summoning criminal justice authorities when warranted.

All employees are responsible for helping to create an environment of mutual respect for each other, as well as visitors, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and highlights some of the elements that are found in our Workplace Violence Prevention Program. The

process involves complying with this law, including taking part in a workplace evaluation that was designed to identify workplace violence hazards, to which our employees could be exposed.

Other tools used during this process include establishing a committee of management and authorized employee representatives, who will have an ongoing role as part of the evaluation process, recommending methods to reduce or eliminate hazards identified during the process, and investigating workplace violence incidents or allegations. All employees will participate in the annual Workplace Violence Prevention Training Program.

The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. Town of Elizabethtown has identified response personnel that include a member of management and an employee representative. If appropriate, the Town of Elizabethtown will provide counseling services or referrals for employees.

All Town of Elizabethtown personnel are responsible for notifying the contact person designated below of any violent acts, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received
Designated Contact Person: Elizabethtown Supervisor

5. Accept Donation from Golf Tournament-

RESOLUTION -152-12

ACCEPT GOLF TOURNAMENT MONIES FOR NEW HOLES -

On a motion of Supervisor Bartley, seconded by Councilperson Phillips, the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
 Nays-0

RESOLVED, that The Town Board wishes to thank Malcolm Martin and Kevin McKee for their efforts in organizing a Golf Tournament, the proceeds of which have been given to the Town of Elizabethtown to help complete the two new golf holes on the Cobble Hill Golf Course. The Town Board accepts a donation of \$1,635 for the exclusive use of building the two new holes.

6.

RESOLUTION -153-12

EXECUTIVE SESSION -

On a motion of Supervisor Bartley, seconded by Councilperson Martin the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
 Nays-0

RESOLVED that the Town Board agrees to move into Executive Session at 7:32 PM to discuss Personnel and pending litigation.

RESOLUTION -154-12

REGULAR SESSION -

On a motion of Supervisor Bartley, seconded by Councilperson Phillips the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

RESOLVED, that the Town Board agrees to move into Regular Session at 8:10 PM.

RESOLUTION -155-12

APPOINT CATHERINE PERSONS BUDGET OFFICER -

On a motion of Supervisor Bartley, seconded by Councilperson Martin the following resolution was with a ROLL CALL VOTE

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

RESOLVED, that the Town Board agrees to appoint Catherine Parsons as Director of Finance to assist the Supervisor with the 2013 budget.

RESOLUTION -156-12

SUBCONTRACT AT GOLF COURSE -

On a motion of Supervisor Bartley, seconded by Councilperson Martin the following resolution was

ADOPTED Ayes-4 Martin, Morris, Phillips, Bartley
Nays-0

RESOLVED, that the Town Board agrees to hire Charles Sweet as a sub-contractor part time to work at the Cobble Hill Golf Course for the remainder of the season.

BOARD MEMBER COMMENTS-

1. Bartley- announced the vacancy on the Board and the Board has decided not to appoint anyone to fill the seat at this time. They will wait until after the election in November and possible appoint the newly elected Board member for the remainder of Fenimore's 2012 year.
2. Martin-wanted to thank George Huttig for removing the piles of asphalt from the Town property on Noble Terrace. Phillips mentioned that possible the Highway dept could bring fill when ditching.
3. Morris- would like anyone to know that the Town could use good fill at the Noble Terrace property.
4. Martin-said that there is a new crosswalk connecting the Hospital and the Health Center and Bartley said there will also be two new benches placed on the hospital property.
5. Morris-is requesting the use of the Town soccer field for the school to practice. The board agreed it would be alright. He has also spoken to Bruce McPhail about starting to get the skating rink in good condition. There is a lot of work that needs to be done.
6. Phillips-wanted to thank Bruce for the new sidewalks at the Golf Course.

PUBLIC COMMENT-

1. Marsha Fenimore-asked about the appointment of Catherine Persons as finance budget officer and to explain what that is. Bartley read her the law (3-52) pertaining to the appointment of that position. She asked about how as an independent auditor checking the bank statements would be affected. Bartley explained that independent implies someone not on the Town Board, an elected official or employee of the Town of Elizabethtown.
2. George Salg-asked if someone could have the couch on the side of Lincoln Pond road picked up.

RESOLUTION 157-12

APPROVAL OF BILLS & TRANSFERS

On a motion of Councilperson Morris, seconded by Councilperson Phillips the following resolution with a Roll Call Vote was

ADOPTED Ayes-3 Martin, Morris, Phillips
Nays- 0

Resolved, that the transfers for August be accepted and that the bills be paid for the Abstract period 08/30/2012-09/30/2012: in the following amounts:

| | |
|--------------------|-----------------|
| General Fund | \$29,825.12 |
| Highway | \$108,818.86 |
| Garbage | \$0 |
| Lighting | \$15.94 |
| Sidewalk District | \$0 |
| Water District SW1 | \$50.00 |
| Water District SW3 | <u>\$843.51</u> |
| TOTAL | \$139,193.43 |

RESOLUTION 158-12

APPROVAL OF SUPERVISOR'S REPORT

On a motion of Supervisor Bartley, seconded by Councilperson Martin, the following resolution was with a Roll Call Vote a

ADOPTED Ayes-3 Martin, Morris, Phillips
Nays- 0

Resolved, that the Supervisor's report be accepted for the month of August 2012.

On a motion of Supervisor Bartley, unanimous seconded the meeting was adjourned at 8:29 PM. All agreed.

Respectfully submitted,

Debra R. Brooks
Town Clerk