

PATTERSON TOWN BOARD MEETING
PATTERSON TOWN HALL
1142 ROUTE 311
PATTERSON, NEW YORK 12563
AUGUST 13, 2014

MINUTES

PRESENT: MICHAEL GRIFFIN, SUPERVISOR
KEVIN BURNS, COUNCILMAN
CHARLES W. COOK, DEPUTY SUPERVISOR
PETER DANDREANO, COUNCILMAN
SHAWN ROGAN, COUNCILMAN
ANTOINETTE KOPECK, TOWN CLERK
DONALD M. ROSSI, TOWN COUNSEL

Salute to the Flag and Roll Call.

Supervisor Griffin called the Patterson Town Board meeting to order at 7:00 p.m. with 8 in attendance.

PUTNAM COUNTY TRANSPORTATION PRESENTATION – IMPROVED ROUTES

Mr. Griffin stated the Putnam County Transportation presentation has been postponed.

REPORTS

Mr. Griffin asked the clerk to file the reports as read.

Code Compliance - July
Code Enforcement – May, June & July
Dog Control Officer - July
E.C.I. - None
Putnam Lake Fire Dept. - None
Patterson Fire Dept.- None

SUPERVISOR REPORTS

Mr. Cook made a **motion** that the Town Board approve the Supervisor Reports for June and July.

Seconded by Mr. Burns. All In Favor: Aye. Carried.

MINUTES

Mr. Rogan made a **motion** to approve the following minutes:

Town Board Meeting Minutes - July 9, 2014
Town Board Meeting Minutes - July 23, 2014

Seconded by Mr. Burns. All In Favor: Aye. Carried.

AUDIT OF BILLS

Mr. Cook made a **motion** the Town Board accept Abstract No. 14 as written:

General Fund \$111,846.38, Highway Fund \$317,878.49, Waste Water Treatment Plant \$12,210.09, Capital Fund \$2,046.70, Putnam Lake Light District \$386.72, Patterson Light District \$484.70, Patterson Refuse District #2 \$9,606.90, Deerwood Drainage District \$18.36, Patterson Park District \$997.20, Putnam Lake Park District \$13,071.23, Alpine Water District \$324.44, Dorset Hollow Water District \$874.58, Fox Run Water District \$381.50, Trust & Agency \$39,662.79, Grand Total Abstract \$509,790.08.

Seconded by Mr. Burns. Roll Call Vote: Mr. Burns, yes; Mr. Cook, yes; Mr. Dandreaano, yes; Mr. Rogan, yes; Mr. Griffin, yes.

PETER DANDREANO

SANITATION REQUEST – TEMPORARY HELP

Mr. Dandreano stated I have a memo from Frank Farrell requesting two people to be put on the part-time call out list for the Sanitation Department.

Mr. Dandreano made a **motion** to hire Joseph Power and Gary Haughtaling.

Seconded by Mr. Rogan.

Mr. Griffin stated discussion. Sue have the background checks been done.

Ms. Susan Brown stated yes, the background checks have been done and they are fine.

All In Favor: Aye. Carried.

PLANNER'S MEMO - NYSEG UPDATE

Mr. Dandreano stated Rich could you please elaborate on this.

Mr. Williams stated why don't you read the memo.

Mr. Dandreano read Mr. Williams' memo. Rich and Bob McCarthy attended the NYSEG Emergency Preparedness Drill and received a tour of the Brewster facility. They sat in on a table-top exercise with a mock hurricane event.

Mr. Williams stated it was a great session, well worth attending. This afternoon we received paperwork on things they are going to address and to let us know they will be scheduling another session in the fall. Hopefully, they will open it up to more people, so they can see what is going on and have this interaction between NYSEG and the towns on how to address storm events and power outages.

CHARLES COOK

BQ ENERGY – LANDFILL UPDATE

Mr. Cook stated BQ Energy is the group doing the solar panels down by the Highway garage. They sent in a diagram and map of the trenching that they would like to do and also the location of their power units. The Highway Department has some concerns, so there will be ongoing discussions between the BQ reps, Town Planner and the Highway Department regarding this project.

MILITARY CONCERT – FOLLOW-UP

Mr. Cook stated last week was the military concert and I must say that Brian Benedict and the military band from Camp Smith out did themselves. This was probably one of the better concerts, not that there was anything wrong with the other ones, but this was just absolutely two steps above. They did a terrific job. They had a couple of encore sets and there must have been 35 people in the band. If anyone is in the neighborhood, I would suggest you stop by the Duffle Bag and thank Brian. He put a lot of effort into getting this concert together. Thank you Brian Benedict.

SHAWN ROGAN

VETERANS MEMORIAL PAB REQUEST(S) – NEW HIRE

Mr. Rogan stated I have a request from the Park Advisory Board for the Patterson Town Park to hire Hannah Burns as a lifeguard at a rate of \$10.00. I know that Hannah received her lifeguarding and CPR certificate and successfully passed.

Mr. Rogan made a **motion** to approve the hiring of Hannah Burns for the position of lifeguard for the Patterson Town Park at \$10.00 per hour.

Seconded by Mr. Dandreano. All In Favor: Aye. Carried.

ROUTE 311 ZONING CHANGE – PLANNING BOARD RECOMMENDATION

Mr. Rogan stated the Town Board was asked for a zoning change on a property at 361 Route 311 owned by Windward Holding Corporation, to change from the existing R4 residential zone to a commercial zone. The Town Board asked the Planning Board to do a recommendation and do some due diligence in that regard and the Planning Board conducted site walks and did extensive review on a proposal for commercial use of the property, with an entrance to use the property directly off of Route 311. The Planning Board asked for several reports for traffic and the impact. In essence, we have a report back from the Planning Board that they unanimously decided based on the information that had been submitted that they do not support the Town Board making this change at the current time. Rich, if there is anything you would like to add, please jump in.

Mr. Williams stated that is what the recommendation is. I think it was spot on. Route 311 in that area is quite challenged with the upward incline combined with the curves of the road. I don't know that we don't want to go back to the applicant. The issue was he was proposing a 30,000 square foot building and I had the traffic study done and it came back with some very minor improvements and then downsized the size of the building to minimize the traffic impact and the number of vehicles coming in and out of the site. I probably would have gone the other way. I don't know if the site is very suitable for residential, but it is certainly not suitable for commercial given the traffic concerns. I would have looked at maybe increasing the intensity of the site to offset the cost of doing significant road improvements, which would have supported the use of the site as a commercial site. I don't know if you want to convey that back to the applicant and see what his thoughts are on that.

Conversation ensued.

Mr. Rogan stated so is the decision to respond back to the applicant that if they would like to pursue it, additionally with traffic studies, that they are welcome to, but at this point we are not willing to change the zoning. Do we need to take an action.

Mr. Griffin stated I don't think we need to take an action, I think we can just send a letter stating it is unacceptable and if they want to modify the proposal then the Board would be more inclined to do that. I will send the letter.

ANNOUNCEMENTS

Mr. Rogan stated I have a few announcements. First, there was an adversary from NYSEG and RG&E regarding a scam reported in our area. Callers are saying they are from NYSEG and ask to have money sent to them because their account is in arrears. In essence, NYSEG is saying we do not call people in that situation. Be aware of scams and be reluctant to send any money. Call 1-800-572-1111 to report any scams.

Mr. Rogan stated this Saturday, at 1:00 p.m. there will be a ceremony to honor Jim See at the Putnam County Veterans Memorial Park on Gypsy Trail Road. This is to honor Mr. See for his dedication at the Correction Facility at Putnam County and who also coordinated a lot of volunteer projects.

MICHAEL GRIFFIN

TOWN JUSTICE'S MEMO – EMPLOYEE COMPENSATION

Mr. Griffin stated I received a memo from Judge King requesting that the position held by Tammy Smith be changed to Senior Clerk and her salary be increased to the former Senior Clerk, Elissa Bayersdorfer's salary, due to her increase in responsibilities. I responded to the Judge that the Putnam County Personnel does not recognize the title of Senior Court Clerk. Each Town Justice is entitled to their personally appointed clerk that serves at the pleasure of that Justice. The Town Board is more than willing to consider his request to increase Tammy Smith's salary based on longevity and any other increase in responsibilities. We are also interested in knowing how you and Judge Mole' plan to structure the clerks staff in the future. We are starting the budget process for 2015 and would be an opportune time to determine how many clerks and how many hours will be required. I have not heard back from him at this

point. I don't have a problem giving Tammy a little more money because she is responsible for the two Junior Clerks.

Mr. Burns stated the ball is in his court. If that is what he wants to do, then we will do it. We have to wait to hear back from him.

Mr. Cook stated I would like for him to respond to your email and have him answer the questions that you pose on the structure of the court clerks. I have no problem dealing with this in the budget process. I think that is the appropriate time to do it.

Mr. Rogan stated I agree.

Mr. Dandreano stated I agree.

Mr. Griffin stated I will send him a reminder.

EXECUTIVE SESSION

Mr. Griffin stated I will defer my Executive Session until the end of the meeting.

KEVIN BURNS

EMPLOYEE HANDBOOK AMENDMENTS RESOLUTION

Mr. Burns introduced the following **Resolution Approving Revisions to Employee Handbook:**

R-0814-01

WHEREAS, the Town Board of the Town of Patterson adopted an Employee Handbook by resolution on September 7, 2011, which sets forth the Town's personnel policies and practices; and

WHEREAS, certain revisions to the Employee Handbook have been proposed to conform with State, County and Federal public employment policies and standards, clarify specific provisions of the Employee Handbook, and correct typographical errors; and

WHEREAS, the aforementioned revisions have been recommended for adoption by the Town's human resources management consultant, Public Sector HR Consultants LLC; and

WHEREAS, the Town Board wishes to adopt the revised Employee Handbook incorporating the aforementioned amendments, a full and complete copy of which is annexed hereto and incorporated herein by reference; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Patterson does hereby adopt and approve the annexed revised Employee Handbook; and

BE IT FURTHER RESOLVED, that a copy of the revised Employee Handbook shall be distributed to all Town of Patterson employees, elected officials and other Town personnel defined therein within thirty (30) days of this resolution; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Patterson hereby authorizes the Supervisor to execute any and all documents necessary to give effect to this resolution.

Seconded by Mr. Cook. All In Favor: Aye. Carried.

AUCTIONS INTERNATIONAL – AWARD BIDS

Mr. Burns introduced the following **Resolution for Sale of Highway Department Auction Items:**

R-0814-02

WHEREAS, the Town Highway Department has offered various items for sale at auction through Auctions International, Inc.; and

WHEREAS, the highest bid for each such item offered for sale is set forth in an e-mail dated August 12, 2014 from Auctions International, Inc., a copy of which is annexed hereto; and

WHEREAS, by e-mail dated August 13, 2014 from Margaux Miller, Highway Secretary, the Town Highway Superintendent has recommended the acceptance of each such highest bid described in the annexed e-mail from Auctions International, Inc.;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Patterson hereby approves the sale of the items at the prices set forth in the annexed e-mail; and

BE IT FURTHER RESOLVED, that the Town Highway Superintendent and the Town Supervisor are hereby authorized to execute any and all documents and perform any and all acts as may be necessary to give effect to this resolution.

Seconded by Mr. Cook. All In Favor: Aye. Carried.

BUDGET TRANSFER(S)

Mr. Burns made a **motion** to approve Budget Transfer No. 25, 26, 27

Budget Transfer No. 25

From:	H.5112.201	Highway Improvement – Quail Ridge S/D	\$(1,250.00)
To:	H.9730.700	Bond Anticipation Note Interest Expense Accounts	\$ 1,250.00

Budget Transfer No. 26

Increase:	DA.3501	NYS Consolidated Highway Aid Revenue Account	\$216,396.00
Increase:	DA.5110.400	General Repair Contractual	\$216,396.00

Budget Transfer No. 27

Decrease:	SP.0599	Appropriated Fund Balance Revenue Account	\$(100,000.00)
Increase:	SP.5710	Serial Bonds Expense Account	\$112,000.00
Decrease:	SP.7110.100	Park Personal Services	\$ (2,000.00)
Increase:	SP.7110.400	Park Contractual Expense Account	\$ 10,000.00

Seconded by Mr. Cook. Mr. Cook stated discussion.

OTHER BUSINESS

Mr. Dandreano stated the Putnam Lake Firehouse is having our second neighborhood watch meeting. The first meeting one month ago went very well. We had about 40 or 50 who attended. Deputy Schmidt will not be available.

Mr. Griffin stated we have a note from the Health Department. They are planning their first annual “Run for your Life” event. It is a 5K race, a 1 mile walk and a children’s fun run on September 7, 2014 at 10:00 a.m.

PUBLIC RECOGNITION

Ms. Dede Lifgren stated we haven't heard anything in regard to the BBQ establishment. I'm not sure who is leading it or where we are on it, but again, this was to mitigate the noise, smell and smoke coming from the building. I had said last time that since they are processing smoking meat on site for offsite sales, I brought up the issue that this was a change in use and could you look into that. I was wondering where we are on that.

Mr. Rossi stated Dede, it has been looked into. The matter has been reviewed by Mike Liguori of our office, along with Bob McCarthy. The matter is now in the Building Departments hands and my understanding is, specifically with regard to off premise sales. I think a follow-up with Bob might be appropriate at this time.

Ms. Lifgren stated ok. In that regard, I believe that the Town issued a notice, since there was no site approval, there was no outdoor cooking and that is still going on.

Mr. Rossi stated I will talk to Bob also, but I think you should follow-up with him too.

Ms. Lifgren stated great. That would also be in regard to the decibel readings.

Mr. Rich Williams stated there are currently openings on the Zoning Board of Appeals. We received three resume's of interest for the Planning Board. I understand the Town Board is interested in interviewing those people. I hope you do so soon. Presently, as far as I know, there is only one letter of interest for the Zoning Board of Appeals and that is a local architect who lives right outside of Putnam Lake. She is a very bright girl and knows Zoning Codes having worked with local codes and other towns. She has my recommendation on this.

Mr. Cook stated I would like to suggest we schedule an interview.

Town Board members agreed to interview on September 10, 2014 and discuss it further in Executive Session.

EXECUTIVE SESSION PERSONNEL

There being no further business, Mr. Burns made a **motion** to go into Executive Session at 7:30 p.m.

Seconded by Mr. Cook. All In Favor: Aye. Carried.

Mr. Burns made a **motion** to close Executive Session at 8:00 p.m.

Seconded by Mr. Cook. All In Favor: Aye. Carried.

Mr. Griffin called the meeting back to order at 8:00 p.m.

Mr. Cook made a **motion** to uphold the Supervisor's determination that the grievance is unfounded and is hereby denied by the Town Board.

Seconded by Mr. Burns. Roll Call Vote: Mr. Burns, yes; Mr. Cook, yes; Mr. Dandreano, yes; Mr. Rogan, abstain; Mr. Griffin, yes.

Mr. Rogan stated I will abstain because I am a Union Member for CSEA for Putnam County.

ADJOURNMENT

There being no further business, Mr. Cook made a **motion** to adjourn the Town Board meeting at 8:05 p.m.

Seconded by Mr. Burns. All in favor: Aye. Carried.

Respectfully Submitted,

Antoinette Kopeck, Town Clerk