

TOWN OF WASHINGTON
TOWN BOARD
MINUTES
November 5, 2020

The Town Board of the Town of Washington held its regular meeting on Thursday, November 5, 2020, at the Town of Washington Town Hall and via Zoom due to the Coronavirus Pandemic. The meeting was called to order by Supervisor Gary Ciferri with the following present: Councilmen Stephen Turletes, Robert Audia and Michael Murphy, Highway Superintendent Joseph Spagnola, Town Clerk Mary Alex and Bookkeeper to the Supervisor Lois Petrone.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance. Supervisor Ciferri asked for a moment of silence to honor Councilman Al De Bonis, who passed away on October 19, 2020.

On a motion made by Councilman Turletes and seconded by Councilman Audia the Board opened the Public Hearing to hear ideas for the upcoming Community Development Block Grant funding round.

The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Town Clerk Alex noted that Recreation Director has suggested a grant for improvements to the Basketball Court, including accessible hoops and pickleball.

On a motion made by Councilman Audia and seconded by Councilman Turletes the Board moved to Open the Public on the proposed 2021 Budget. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Bookkeeper Petrone provided the Board with a monthly report which included revenue and expense reports, a concise report of revenues and expenditures and the monthly bank balances.

On a motion made by Councilman Audia and seconded by Councilman Murphy, on the recommendation of Bookkeeper Petrone the following Budget adjustments were approved by the Town Board:

Account	Account Name	Adjustment
B.0000.1120.0000	County Sales Tax - Revenue	\$30,000.00
B.9901.0900.0000	Interfund Transfers - Expense	\$30,000.00
Note.: to transfer additional Sales Tax Revenue to Highway		
Account	Account Name	Adjustment

DB.0000.5031.0100	Transfer from B Fund - Revenue	\$30,000.00
DB.0000.1000.0000	Fund Balance - Revenue	-\$30,000.00
Note.: to transfer additional Sales Tax Revenue to Highway		
Account	Account Name	Adjustment
A.0000.2089.0400	Extended Camps & Summer Camp Revenue	\$5,000.00
A.7310.0400	Extended Camps - Expense	\$5,000.00
Note: Budget adjustment to offset the Extended Camp line used due to no Summer Camp		
Account	Account Name	Adjustment
B.3620.0400.0001	Zoning Code CE	\$2,681.40
B.3620.0400.0001	Safety Inspection CE	-\$525.90
B.1990.0400	Contingency	-\$2,155.50
Note.: Budget adjustment to offset the additional expense for the Zoning Code		

The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Highway Superintendent Spagnola provided a monthly report. He discussed the repaving of a portion of South Road utilizing CHIPS funding, making an additional payment on a highway bond and equipment purchases. At a previous meeting, Mr. Spagnola requested that the Board pass a local law regarding dumping garbage along the roads. This is to ensure that law enforcement has a method of charging a violator. The Board was provided several sample laws and selected one, which will be put into a legislative format and introduced as a local law.

Town Clerk Alex advised that monthly reports will be provided to the Board via email. With the meeting being a week early, some departments are awaiting bank statements to complete their reports.

Conservation Advisory Commission Chairman and Town Historian David Greenwood has been contacted about relocating the Historic Preservation materials and the CAC records from their current location. He has been asked to contact the Millbrook Historical Society to see if they have an interest in the Historic Preservation records. The CAC materials will be moved to the Planning Board office in the basement. The two entities will share the space.

Town Clerk Alex has been working with Fred Shequine and Superior Wireless to update internet access and phone access throughout the Town Hall to accommodate office reconfigurations which will take place in January.

On a motion made by Councilman Audia and seconded by Councilman Murphy, the Board moved to schedule a Public Hearing for December 10, 2020 @ 6 pm regarding the Fire Contract with the Village of Millbrook. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Town Clerk Alex advised that the Town has received from General Code an update on the codification of towns laws. General Code has sent Organizational Analysis Questions which were sent to each Board member for a discussion at a later date. Whitney Van Duser, Van de Water & Van de Water, is reviewing submittals to ensure all legislation is included. The Town may need to initiate or update several parts of the legislation to be current with NYS requirements.

Town Clerk Alex notified the Board that ZBA Chairman Parisi requested assistance with Zoom meetings similar to what the Planning Board has, with someone sharing the applicant files during the Zoom meeting. We're seeking someone to do so.

Recreation Director Edson asked Town Clerk Alex what is the status of the lease for the gymnasium at the Village Hall. Mayor elect Collopy stated that the lease is with the Village Attorney and he will ensure that the Town receives it in a timely manner.

Councilman Turletes provide a Recreation Update. The Recreation Department looks forward to the new relationship with the Village for use of the gymnasium. Several entities have shown an interest in leasing space. Upcoming events include take home gingerbread house decorating and basketball registration. Basketball will strictly be clinics in January of 2021 due to the Coronavirus.

Councilman Turletes reminded the Board that during the budget process they discussed making a change to the Employee Handbook, which would eliminate paid time off for part-time employees.

On a motion made by Councilman Turletes and seconded by Councilman Audia, the following Resolution was offered:

RESOLUTION TO AMEND THE EMPLOYEE HANDBOOK

WHEREAS, the Town of Washington has an Employee Handbook which provides information on employee benefits; and

WHEREAS, the Town Board may make changes to the Employee Handbook; and

WHEREAS, the Town Board during the 2020 Budget period the Town Board determined that part-time employees should not be eligible for paid time off for holidays, vacation leave, sick time, personal time or bereavement leave; and

NOW, THEREFORE, BE IT RESOLVED, that effective November 5, 2020, future employees hired for a part-time position will not receive pay for any unworked hours; and

BE IT FURTHER RESOLVED, that part-time employees will not be eligible for paid holidays, vacation, sick, personal or bereavement leave; and

BE IT FURTHER RESOLVED, that part-time employees, currently on the payroll, will continue to receive these benefits.

The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Councilman Audia advised that information for bid documents for the generators for the Town Hall and Highway Garage will be available in the near future. Regarding the pool filtration system, he has exchanged information with Recreation Director Edson.

In preparation for the County inspection of town facilities, scheduled for Tuesday, November 10, Councilman Audia has verified that the Emergency lights in the Town Hall are functioning properly and the backup lights come on and he has fixed the closer on the door. The Town is prepared for the inspection.

Councilman Audia attended the Zoning Board of Appeals meeting and advised that a person on Valley Farm Road had a ZBA approval for a barn conversion to a studio. The barn was removed and a new structure is under construction. Additional variances will be required from the ZBA.

Councilman Murphy will begin the long-term budget planning process in 2021. All departments will be asked to provide 3- and 5-year outlooks.

Supervisor Ciferri asked if there were any Public Comments regarding ideas for submittals to Dutchess County for Community Development Block Grant funds. No public comments were offered.

On a motion made by Councilman Audia and seconded by Councilman Turletes the Public Hearing on Community Development Block Grant applications were closed. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

On a motion made by Councilman Murphy and seconded by Councilman Turletes, the Town Board authorized a proposal be submitted to the Dutchess County Office of Planning and Development for a Community Development Block Grant. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Supervisor Ciferri asked if there were any comments on the proposed 2021 Town Budget. Mayor elect Collopy asked the Board if all Town employees were receiving a pay raise. The Board confirmed that yes, they will be receiving a 3% increase. The Board believes that having a staff that is committed to the community they serve and continue to be very productive in their work should be fairly compensated. Mr. Collopy stated that the Village tries to mirror the town on employee pay and benefits and wouldn't be able to remain under the tax cap with such a raise. Town Clerk Alex advised that Town employees contribute to their health benefits, where village employees did not. In addition, most town departments have made substantial cuts to various parts of their budget to remain under the cap. The Town Board has been very conscious of the impacts the Coronavirus may have had on its residents, as well as the 20% cuts to highway funding from New York State, and worked very hard to ensure the budget remained under the tax cap in 2021. No additional comments were offered.

On a motion made by Councilman Audia and seconded by Councilman Turletes, the Board closed the Public Hearing on the proposed 2021 Budget. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

At 7:30 PM, on a motion made by Councilman Turletes and seconded by Councilman Murphy, the Board moved into Executive Session to discuss specific personnel matters. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

At 8:20 PM, on a motion made by Councilman Murphy and seconded by Councilman Turletes, the Board moved to resume the regular meeting. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

On a motion made by Councilman Audia and seconded by Councilman Murphy, the Board moved to appoint James Finley as Building Inspector. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

On a motion made by Councilman Murphy and seconded by Councilman Audia, the Board moved to adopt the 2021 Town Budget as presented. (2021 Budget is attached) The vote was as follows:

Supervisor Ciferri: Aye

Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

On a motion made by Councilman Murphy and seconded by Councilman Turletes, the following claims were accepted as presented:

Gen Fund A	\$24,209.16
Rec Fund	\$6,672.91
Gen Fund B	\$3,714.92
Highway Fund DB	\$78,391.80
PB Escrow	\$2,921.75
TOTAL	\$115,910.54

The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

There being no other business, on a motion made by Councilman Audia and seconded by Councilman Turletes, the meeting was closed at 9:00 PM. The vote was as follows:

Supervisor Ciferri: Aye
Councilman Turletes: Aye
Councilman Audia: Aye
Councilman Murphy: Aye

Mary Alex, Town Clerk