

**TOWN OF WASHINGTON
TOWN BOARD
MINUTES
January 14, 2021**

The Town Board of the Town of Washington held a special meeting on Thursday, January 14, 2021 at the Town of Washington Town Hall. Supervisor Gary Ciferri called the meeting to order at 6:00 PM with the following present: Councilmen Stephen Turletes, Robert Audia and Michael Murphy and Town Clerk Mary Alex.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

Resolution Related to Annual Reorganization of the
Town of Washington

A resolution was offered by Councilman Turletes and seconded by Councilman Murphy:

To establish the regular meeting of the Town Council to be held on the second Thursday of the month beginning at 6:00 PM, at the Town of Washington Town Hall, 10 Reservoir Dr. Millbrook, NY or via Zoom due to the Coronavirus Pandemic. The following are the monthly meetings for the year 2021:

| | | | |
|------------------------------------------------|-------------|----------|-----------|
| January 14 | February 11 | March 11 | April 8 |
| May 13 | June 10 | July 8 | August 12 |
| September 9 | October 14 | | |
| November 4 (11/11 is Veteran's Day, a holiday) | | | |
| December 9 | | | |

Appointments of employees:

- o Stephen Turletes Deputy Supervisor
- o Lois Petrone Bookkeeper to the Supervisor
- o Christine Briggs Justice Court Clerk
- o Chelsea Edson Recreation Director
- o Nancy Patrick Zoning Administrator
- o Kelly Cassinelli Building Department Clerk
- o James Finley Building Inspector
- o Nikki Caul Secretary to the Planning Board, Zoning Board of Appeals
- o Louis Spagnola III Constable

- James Brownell Deputy Constable
- Christine Briggs Clerk of the Assessor
- Anthony De Bonis Dog Control Officer

Appointments of volunteers:

- Edvard Jorgensen- Planning Board term expires 12/31/2027
- Fletcher Coddington Zoning Board of Appeals term expires 12/31/2025
- David Greenwood as Town Historian term expires 12/31/2021
- David Greenwood as Chair of the Conservation Advisory Commission term expires 12/31/2021
- Aaron Kelly to the Recreation Commission, term expires 12/31/2025, on the recommendation of the Town of Washington Recreation Commission to replace Molly Sager

To appoint the law firm of Van de Water and Van de Water as Attorneys for the Town; and

To authorize the Supervisor to invest town funds in time or authorized investments as approved by the Town Board; and

To establish the official rate of mileage, as the IRS rate of mileage of fifty-six cents (.56) per mile, for reimbursement to employees and elected officials while on official Town business; and

To appoint the Poughkeepsie Journal and/or Millerton News as the official newspapers of the Town. Legal notices will be published in either paper dependent upon the town's publication needs; and

To approve the procurement of a blanket undertaking from a duly authorized corporate surety covering the officers, clerks and employees of the town. Any such blanket undertaking entered into must indemnify against losses caused by the failure of the officers or employees to faithfully perform their duties or by their fraudulent or dishonest acts; and

to approve the compensation of all the employees within the limits of the appropriated funds as established in the 2021 budget. All non-salaried employees are to receive time and a half for hours worked over forty (40) hours per week when approved in advance by their direct Supervisor; and

to establish the rates of compensation for all officials and employees as indicated in the 2021 budget without a previous audit from the Town Board.

| OFFICER | POSITION | Account Code | 2021 Per Hour | 2021 Annual |
|----------------------------------------|-------------------------|------------------|---------------------|----------------|
| A FUND | | | | |
| Vacant | Councilmen | A.1010.0100 | | \$4,777.14 |
| Mike Murphy | Councilmen | A.1010.0100 | | \$4,777.14 |
| Robert Audia | Councilmen | A.1010.0100 | | \$4,777.14 |
| Stephen Turlletes | Deputy Supervisor | A.1010.0100 | | \$5,971.94 |
| Elizabeth Shequine | Justice | A.1110.0100 | | \$16,914.15 |
| Jeff Feigelson | Justice | A.1110.0100 | | \$16,914.15 |
| Chrissy Briggs | Court Clerk | A.1110.0110 | \$19.13 | |
| Gary E. Ciferri | Supervisor | A.1220.0100 | | \$19,107.53 |
| Lois Petrone | Bookkeeper | A.1220.0110 | | \$50,923.20 |
| Lisa Evangelista | Assessor | A.1355.0100 | \$31.93 | |
| New Assessor's Assistant | Assessor's Aide | A.1355.0110 | \$17.75 | |
| New Assessor's Aide | Assessor's Aide | A.1355.0111.0100 | \$17.75 | |
| Mary Alex | Town clerk | A.1410.0100 | | \$65,649.11 |
| Mindy Moore | Deputy Town Clerk | A.1410.0110 | | \$41,200.00 |
| Records Management Clerk - Per Hour | Records Mgmt Clerk | A.1460.0100 | \$12.50 | |
| Earl Smith | Cleaner | A.1620.0100 | \$13.71 | |
| Anthony De Bonis | Dog Control Officer | A.3510.0100 | | \$11,464.93 |
| Joseph Spagnola | Highway Super | A.5010.0100 | | \$65,649.11 |
| Chelsea Edson | Recreation Director | A.7020.0100 | | \$57,965.31 |
| Rec Assistant | Recreation Assistant | A.7020.0110 | \$18.00 | |
| Ricky Butts | Groundskeeper | A.7110.0110 | \$18.00 | |
| James Brownell | Solid Waste Attdt | A.8160.0100 | \$20.10 | |
| Joseph Magnarella | Solid Waste Attdt | A.8160.0100 | \$20.10 | |

| | | | | |
|---------------------------------------------------|-------------------------|--------------------|---------|------------|
| John Hay - Per Hour | Solid Waste Attdt | A.8160.0110 | \$20.10 | |
| B FUND | | | | |
| Louis Spagnola, III | Constable | B.3120.0100 | | \$3,937.03 |
| James Brownell | PT constable | B.3120.0100 | | \$2,751.87 |
| Bldg Inspector | Building Inspector | B.3620.0100 | \$26.27 | |
| Nancy Patrick | Zoning Administrator | B.3620.0110 | \$27.41 | |
| Kelly Cassinelli | Safety Inspector Secy | B.3620.0111 | \$20.07 | |
| Nicolina Caul -Per Hour | Secretary PB/ZBA | B.8020 & 8010.0110 | \$22.35 | |
| HIGHWAY DEPARTMENT | | | | |
| Highway Superintendent Secretary (15hrs per week) | | | \$18.00 | |
| Charles Erts | Auto Mechanic | B.5130.0100 | \$30.90 | |
| Casey Murphy | Laborer | B.5110.0100 | \$19.57 | |
| Jason Murphy | MEO | B.5110.0100 | \$23.97 | |
| Joseph Erts | MEO | B.5110.0100 | \$25.25 | |
| Kevin Granger | MEO | B.5110.0100 | \$22.66 | |
| Michael Llanes | H/MEO, Deputy Hwy Super | B.5110.0100 | \$27.75 | |
| Thomas Coy | H/MEO | B.5110.0100 | \$27.76 | |
| Wayne Gruntler | MEO | B.5110.0100 | \$28.61 | |

to name the following Interim Successors in the absence of the Town Supervisor:

1. Stephen Turletes
2. Robert Audia
3. Michael Murphy
- 4.

The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

As part of the Annual Statement of Disclosure, Councilman Audia advised that he serves on the Bank of Millbrook Board of Directors.

On a motion made by Councilman Murphy and seconded by Councilman Turletes to name the Bank of Millbrook as the Official Depository of Town funds. The vote was as follows:
 Supervisor Ciferri AYE
 Councilmen Turletes AYE
 Councilman Audia ABSTAINED (Board member Bank of Millbrook)
 Councilman Murphy AYE

Supervisor Ciferri announced that there are three vacancies on Board of Assessment Review with terms expiring on 9/30/2021, 2023 and 2025. It's important these vacancies are filled quickly as the appointees will need to attend training in the spring. There is not a quorum at this time.

On a motion made by Councilman Audia and seconded by Councilman Murphy the Board resolved to schedule a special meeting for Tuesday, January 26 and Wednesday, January 27 to interview candidates for Town Board vacancy and any other business that may come before the Town Board. There are eight candidates for the Town Board Councilperson position.

Highway Inspector Spagnola left for the Board's signature the "Agreement for the Expenditure of Highway Moneys" to be signed in Duplicate by the Highway Superintendent and the Town Board. He expects to pave a portion of Milewood Road and a portion of North Tower Hill Road.

On the recommendation of Bookkeeper Lois Petrone, on a motion made by Councilman Audia and seconded by Councilman Murphy, the Board approved the following budget adjustments as presented:

| Budget Adjustments for 1-14-21 Town Board Meeting | | |
|----------------------------------------------------------------------|---------------------|------------|
| Account | Account Name | Adjustment |
| A.1110.0110 | Justice Court Clerk | \$900.78 |
| A.1355.0111 | Assessor's PT clerk | -\$900.78 |
| Note.: To cover the unexpected costs of the justice court clerk line | | |

| Account | Account Name | Adjustment |
|-----------------------------------------------------------------------------|-------------------|-------------|
| A.1620.0400 | Buildings CE | \$10.11 |
| A.1620.0100 | Buildings PS | -\$10.11 |
| Note.: to cover the unexpected costs to the CE line | | |
| Account | Account Name | Adjustment |
| A.7310.0406 | Gym activities | \$2,000.00 |
| A.7310.0404 | Senior Activities | -\$2,000.00 |
| Note.: to cover the costs of the gym activities ce line | | |
| Account | Account Name | Adjustment |
| DB.5132.0400 | Highway Garage CE | \$5,915.00 |
| DB.5110.0400 | General Repairs | -\$5,915.00 |
| Note.: to cover the deposit given on the Roof Repairs at the Highway Garage | | |

The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

On a request from Bookkeeper Petrone, on a motion made by Councilman Turletes and seconded by Councilman Audia, the Town Board authorized Mrs. Petrone to seek an extension for the Annual report from the Office of the State Comptroller. The reason for the request is the changes in the report format by the NYSOSC. The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

Town Clerk Alex reported that the monthly reports have been received and filed from the Town Clerk, Justice's Shequine and Feigelson, Building Department Clerk, Zoning Administrator, Bookkeeper to the Supervisor and Assessor. The December minutes have been provided to the Town Board and posted to the Town website.

The 2021 Tax Bills are being processed to send to all property owners or their escrow companies. Taxes will be mailed the week of January 18th and payment without penalty is March 1, 2021. The total amount to be collected is \$7,930,442.02, of which \$2,802,942.15 is the Town share and \$5,127,499.87.

Town Clerk Alex advised that the Town Board's Annual Audit of the Town Clerk, Bookkeeper's and Justice Court Clerk should be completed by the Town Board. Town Clerk Alex requested that a majority of the Town Board be present at the Town Hall for this be completed. The Board will complete the audit on Wednesday, January 27th.

At the request of Justices Shequine and Feigelson, a motion was made by Councilman Murphy and seconded by Councilman Turletes to engage an outside, independent accounting firm to complete an audit of their accounts. The vote was as follows:

| | |
|---------------------|-----|
| Supervisor Ciferri | AYE |
| Councilmen Turletes | AYE |
| Councilman Audia | AYE |
| Councilman Murphy | AYE |

Town Clerk Alex thanked Councilman Murphy for providing information on the State of New York's requirement for all municipalities to update their Disaster Plan to include provisions for pandemic situations, including determining which employees are considered essential, having specific personal protective equipment on hand and other topics. The requirements have been provided to the Town Board and Town Clerk Alex has requested their input.

The monthly report from Assessor Evangelista noted an Executive Order pertaining to exemptions for senior citizens and low-income disabled residents. She sent paperwork to Attorney Battistoni to determine if a local law is required or a resolution on the matter. Attorney Battistoni will provide the required paperwork to the Town Clerk for the January 27th meeting.

Town Clerk Alex distributed codes from other Town's in the Hudson Valley pertaining to Short Term Rentals. Employees are

receiving more frequent requests for information on this type of rental. She has asked the Board to review the materials and highlight and return to her the what the Board would like to see incorporated into a Local Law.

Recreation Director Edson and Councilman Turletes provided the Recreation Report.

- o At this time, the Town is awaiting guidance from New York State to determine which programs may be offered. Lacrosse is the program which will be most affected.
- o The LNC Basketball Clinics are mostly full.
- o New programs are Kindergarten Introduction to Basketball, Youth Indoor Soccer, Kids Yoga, The Multisport Outside Toddler Program.
- o Gym programs will continue to be developed as regulations change.
- o A "Nest" an app to monitor and regulate temperatures in the Village Gym has been installed.
- o The Eastern Dutchess Roadrunners Club has submitted a revised map for the upcoming marathon, as well as the paperwork to rent the Town Park. Town Clerk Alex advised that upon review of the map, Highway Superintendent Spagnola requested that the club not utilize Woodstock Road. The road is 16 feet wide and there are some locations that it would be difficult for a car to stop, or runners to move, when coming around a curve in the road. Ms. Edson was asked to notify the club that they need to modify the course off of Woodstock Road.

Councilman Audia stated he has started the due diligence required for the removal of the Tedesco House at the Transfer Station, by taking photos of the building for two entities to come and provide a rough estimate for the removal of the house. They need to test to ensure there aren't any pollutants before hauling the materials offsite.

Councilman Murphy advised that County Legislator Deirdre Houston is in a committee meeting this evening. The supplies of Covid-19 vaccinations are very low in Dutchess County and it will be a challenge to quickly vaccinate everyone. Residents

are encouraged to follow the County Covid-19 website for up-to-date vaccination information. Legislator Houston will provide, when available, an update on the Millbrook office of the DMV>

Supervisor Ciferri said that Building Department Clerk Kelly Cassinelli is here on the Zoom meeting. He asked if she had anything specific to report. Mrs. Cassinelli said all is going well in the Building Department. She praised Building Inspector Finley for being professional and thorough.

Town Clerk Alex added that Mrs. Cassinelli receives many inquiries regarding the Recreation Department. She will be sending an email through Recreation and posting to Facebook regarding her change in position. The Town newsletter that is sent with tax receipts will also include the information on several changes in positions.

Supervisor Ciferri advised that the Zoning Administrator is encountering questions about pre-existing non-conforming buildings. At the suggestion of Attorney Battistoni, he is establishing a Committee of town staff to address particular zoning matters. The Committee will include Supervisor Ciferri, Councilman Murphy, Attorney Battistoni, Zoning Administrator Nancy Patrick, Building Inspector Finley, Assessor Evangelista and Town Clerk Alex. The first meeting will be held in February.

Supervisor Ciferri opened the meeting for Public Participation. Village Mayor Tim Collopy said the Village Board of Trustees has changed its meeting to the second Wednesday of the month at 6:00 PM. Due to the Covid Pandemic, the Board will be meeting via Zoom and persons wishing to attend the meeting should call the Village Clerk at 677-3939 for the meeting codes.

Mayor Collopy said he is soliciting candidates to fill a vacancy on the Village Board of Trustees. The vacancy was made available when he was elected as Mayor. Interested persons should mail or email him.

At 7:10 PM, on a motion made by Councilman Turletes and seconded by Councilman Audia the Board moved into Executive

Session to discuss a particular personnel matter. The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

At 7:25 PM, on a motion made by Councilman Audia and seconded by Councilman Murphy the regular meeting resumed. The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

The following claims set forth bearing the numbers 31356 - 31428 have been audited and allowed by the members of the Town Board:

| | |
|---------------------|--------------|
| General Fund A | \$113,952.25 |
| General Fund B | \$3,642.01 |
| Highway Fund DB | \$143,286.91 |
| Fund Trust & Agency | \$1,715.00 |
| TOTAL | \$262,596.17 |

There being no other business, at 7:35 PM on a motion made by Councilman Turletes and seconded by Councilman Murphy the meeting was closed. The vote was as follows:

Supervisor Ciferri AYE
Councilmen Turletes AYE
Councilman Audia AYE
Councilman Murphy AYE

MARY ALEX, Town Clerk
Town of Washington
Dated: January 28, 2020