

Wawayanda Town Board Meeting 4/06/2006

April 6, 2006

A Regular monthly business meeting of the Town Board of the Town of Wawayanda was called to order at 7:33 P.M., on Thursday, April 6, 2006, at the Town Hall, Ridgebury Hill Road, Slate Hill, New York.

Those present were:

	John R. Razzano	Supervisor
	Edward Krajewski	Councilman
	Gail M. Soro	Councilwoman
	Richard Guertin	Attorney for the Town
	Teresa Pierce	Town Clerk
Absent:	David S. Cole	Councilman
	Richard Penaluna III	Councilman

Also Present: Michael Green - Highway Superintendent; Ann Yates - Planning Board Chairperson; Mary Markiewicz - Planning Board Member; Gladys Hall & Betty Kirby - Historians; , and 14 other individuals.

PLEDGE TO THE FLAG

PUBLIC HEARING ON APPLICATION TO ESTABLISH INCLUSIONARY HOUSING ZONING DISTRICT AND CONSTRUCT A WORKFORCE HOUSING PROJECT:

Supervisor Razzano read the "Notice of Public Hearing" as it appeared in The Times Herald Record on March 26, 2006.

Supervisor Razzano invited Larry Regan of Regan Development to provide the Board with a brief overview of what he is proposing.

Larry Regan, a principal of Reagan Development, stated that the purpose of the public hearing is to discuss their proposal for a workforce housing development on the parcel of land that is close to the Pine Hill Cemetery, in the area of Route 6 (Section 4, Block 1, Lot 38.31). He explained that through passage of the Workforce Housing Floating Zone Amendment, the Town Board has afforded an opportunity for them to do a Workforce Housing project. Subsequent to adoption of the Floating Zone Law, they went to the Planning Board for their comments on the guidelines that were set forth in the legislation. There were seven guidelines that the Planning Board needed to look into to see if the site specific was appropriate for such housing.

After a thorough review, at it's last meeting, the Planning Board adopted a resolution which indicated that all seven of the requirements have been met, and that the project be referred back to the Town Board, who is the Lead Agency. As Lead Agency, it is up to the Town Board to decide if the zoning of the specific parcel of land that Regan Development is looking to develop on, should be changed to that of a Floating Zone. If the Town Board decides affirmatively, then Regan Development would need to go back to the Planning Board for a formal site approval. If given, they will be able to file for building permits.

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Questions/Comments:

Bill Rismondo asked if there was a means to prevent the developers from buying up a number of units and holding onto them for a profit.

Mr. Regan responded by stating that this is not a 'For Sale' project, but a rental project. Regan Development will hold onto the units, and it will be for the long term. Additionally, they will control the ownership and management.

Bill Sandy asked if their will be handicap units, and was advised that all ground floor units will be handicap accessible and they will meet all state, federal, and local guidelines.

Councilman Krajewski stated that he feels we should move forward on this project.

Councilwoman Soro added that she has always been in favor of this project, and hopes that the Workforce Housing will be built.

No other comments or questions.

MOTION by **Councilwoman Soro**, seconded by **Councilman Krajewski**, to close the Public Hearing.

ALL IN FAVOR - CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Soro**, to authorize that the zoning of the parcel of land identified as Section 4, Block 1, Lot 38.31 on the Tax Map of the Town of Wawayanda be changed to a Floating Zone designation, and to refer Regan Development's proposed project back to the Planning Board.

ALL IN FAVOR - CARRIED

REGULAR BUSINESS:

PRESENTATION OF BILLS AND DEPARTMENT REPORTS:

Reports from the Supervisor, Town Clerk, Planning Board, and the Building & Fire Inspector/Code Enforcement Officer, and the bills from the General Fund, Highway Fund, and Water & Sewer Districts were presented to the Board for review.

APPROVAL OF DEPARTMENT REPORTS:

MOTION by **Councilman Krajewski**, seconded by **Councilwoman Soro**, to accept the various departmental reports, as submitted.

ALL IN FAVOR - CARRIED

PAYMENT OF BILLS:

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to authorize the payment of bills in the amount of \$20,065.51 from the General Disbursement Account, representing bills that were payable upon receipt. Breakdown as follows:

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PPG429-438	\$12,969.39
PPWS439-442	7,096.12

ALL IN FAVOR - CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Krajewski**, to authorize payment of bills from the General Disbursement Account in the amount of \$166,548.43 Breakdown as follows:

General Fund	G307-349, 443-503	\$116,331.63
Highway Fund	H350-390	39,071.24
Water/Sewer Districts.	WS391-428, 504&505	11,145.56

WATER/SEWER BREAKDOWN:

Robinn Meadows Sewer District	\$2,666.41
Ridgebury Lake Acres Sewer District	1,734.54
Ridgebury Lake Water District	1,027.77
Denton Hills Water District	1,206.89
Arluck Water District	983.37
Water/Sewer Dist. #1	3,526.58

Water/Sewer Total = \$11,145.56

ALL IN FAVOR - CARRIED

Supervisor Razzano provided an explanation as to why Councilman Cole and Councilman Penaluna were not in attendance at this meeting. Mr. Cole had an agriculture meeting to attend, and Mr. Penaluna had become a father again, with the birth of a daughter earlier in the day.

PAYMENT FOR NEW DUMP TRUCK: **Supervisor Razzano** advised that the new dump truck that was recently received needs to be paid for, and spoke about the discussion that took place at the March 2nd Business meeting. The bond on two dump trucks that were purchased a couple of years ago is coming up for renewal. Since the new truck was not budgeted for, he would like to increase the bond amount to incorporate \$100,000. of the cost of the new truck. Advised that in order to pay for the truck at this time, he is seeking approval to take \$25,000 from the Highway Surplus account and \$115,000 from the General Fund Surplus account to have the required funding. Once the bond goes through, the amount borrowed from the General Fund surplus account will be repaid.

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to transfer \$25,000. from Fund DS Surplus Account DS909 to Fund DM, and Transfer \$115,077 from General Fund Surplus Account A909 to Fund DM., with the total amount being appropriated to Highway Fund

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Account DM 5130.2 for the purchase of the second Highway Truck.

ALL IN FAVOR - CARRIED

Councilwoman Soro specifically requested that the comment that she was about to make should be included in the minutes because statements made by her at previous meetings were omitted from the record. She then stated, "I do not expect to come to a board meeting and get information during a meeting". Ms. Soro further stated that what is being proposed is not what was reflected in the minutes. Added that she does not recall any conversations regarding any bonds or transfers of money.

There was some exchange between her and Councilman Krajewski about the receipt of information under the previous Town Supervisor.

In further statements she said that her comments which were made at the first meeting of the year about receiving information ten minutes before the meeting, and about illegal meetings that were being held and would not be tolerated by her, were not reflected in the minutes.

Teresa Pierce, the Town Clerk, responded that she is required to keep a record of all motions by the board. She is not required to include every comment that is made.

Ms. Soro responded that this was to the Town Clerk's advantage in that she can pick and choose what verbiage goes in, which is to the Town Clerk's and Mr. Razzano's advantage.

NEW BUSINESS:

HIGHWAY DEPARTMENT/ROOF REPAIR: Supervisor Razzano spoke about the request to have the roof repaired over the Break Room at the Highway Department Garage. Advised that he has spoken with Michael Miedema and he is confident that he can handle the repairs.

Michael Green, Highway Superintendent, was under the assumption that the repair was being covered under the insurance policy, and felt that there may be more to the job than meets the eye.

Supervisor Razzano advised him that this had nothing to do with an insurance claim. He said that he will further confer with Mr. Miedema.

After some further discussion the matter was tabled until a later date.

SHANNEN PARK GARAGE & SENIOR CENTER/PROPOSALS FOR ROOF REPAIRS:

Bryce Flynn, Park Superintendent, provided the Supervisor's office with proposals in regard to the roof of the garage at Shannon Park. Five contractors submitted estimates which ranged from \$2,380 to a high of \$4,675. The lowest proposal came from Superior Contracting.

Mr. Flynn also solicited five estimates in regard to replacement of the roof of the Senior Center. The proposals ranged from a high of \$14,350, down to the lowest which was from Northern Windows at \$7,475.00.

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Soro**, to accept the proposal from Superior Contracting to replace the roof on the garage at Shannon Park, at a cost of \$2,380.

ALL IN FAVOR - CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to accept the proposal from Northern Windows to replace the roof on the Senior Center Building, at a cost of \$7,475.00.

ALL IN FAVOR - CARRIED

INDUSTRIAL DEVELOPMENT AGENCY/ PROPOSED LEGISLATION: State Senator, John Bonacic and Steven Wilkensen, the Legislative Director of the New York State Assembly, have recently sent 'Home Rule Requests' which provide for legislation to create and establish the Town of Wawayanda Industrial Development Agency. This agency is a vehicle to promote appropriate development in the Town.

Although the legislation has been introduced in the Senate as Bill #S3887, and in the Assembly as Bill #A388, it requires what is called a 'Home Rule Request' which is a formal request made by the Town.

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to adopt a resolution authorizing the submission of a "Home Rule Request" document which formally requests the enactment of Senate Bill #S3887 and Assembly Bill #A388, entitled "An Act to amend the general municipal law in relation to creating and establishing the Town of Wawayanda Industrial Development Agency, and providing for its functions, powers, and duties.

VOTE

Supervisor Razzano	- Aye
Councilman Cole	- Absent
Councilman Krajewski	- Aye
Councilwoman Soro	- Aye
Councilman Penaluna	- Absent

MOTION CARRIED

SECURITY BREACH AND NOTIFICATION ACT: **Richard Guertin**, Attorney for the Town, advised that the State adopted a policy to provide for notification to New York State residents whenever there has been security breaches and identity theft through computer systems and data maintained by state agencies. As part of the state legislation they are requiring all municipalities throughout the state to adopt a similar policy for their municipality. This is a simple resolution to comply with the state requirement and provide a policy for the Town.

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to adopt a resolution which would provide for a Security Breach Notification Policy.

ALL IN FAVOR - CARRIED

Adopted Resolution, as follows:

**SECURITY BREACH NOTIFICATION
Resolution #3-2006**

Whereas, New York State adopted the Information Security Breach and Notification Act ("the Act") to provide for notification to New York residents whenever there have been security breaches and identity theft through computer systems and data maintained by stated agencies,

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and the Act has been codified in Section 208 of the New York State Technology Law, and

Whereas, the Act requires municipalities in New York State to adopt their own notification policy to residents whenever security breaches and identity thefts occur through computer systems and data maintained by municipal agencies.

Now, therefore, bet it resolved by the Town Board of the Town of Wawayanda that the Town Board adopts the following information security breach and notification policy for the Town of Wawayanda:

A. This policy is consistent with the State Technology Law, §208 as added by Chapters 442 and 491 of the Laws of 2005. This policy requires notification to affected New York residents and non-residents. New York State values and protection of private information of individuals, and based on New York law, the Town of Wawayanda is required to notify an individual when there has been, or is reasonably believed to have been, a compromise of the individual's private information in compliance with the Act and this policy.

B. In the event of a compromise of an individual's private information, the Town of Wawayanda, after consulting with the State's Office of Cyber Security and Critical Infrastructure Coordination (CSCIC) to determine the scope of the breach and restoration measures, must notify and individual when it has been determined that there has been, or is reasonably believed to have been a compromise of the individual's private information through unauthorized disclosure.

1. A compromise of private information means unauthorized acquisition of unencrypted computerized data with private information.

2. If encrypted data is compromised along with the corresponding encryption key, the data is considered unencrypted and thus falls under the notification requirements.

3. Notification may be delayed if a law enforcement agency determines that the notification impedes a criminal investigation. In such case, notification will be delayed only as long as needed to determine that notification no longer compromises any investigation.

4. The Town of Wawayanda will notify the affected individual directly by one of the following methods.

a) Written notice;

b) Electronic notice, provided that the person to whom notice is required has expressly consented to receiving notice in electronic form and a log of each notification is kept by the Town of Wawayanda for each time that it notifies affected persons;

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c) Telephone notification, provided that a log of each notification is kept by the Town of Wawayanda for each time that it notifies affected persons; or

d) Substitute notice, if the Town of Wawayanda demonstrates to the state Attorney General that the cost of providing notice would exceed \$1,000.00, that the affected class of persons would be notified exceeds 100, or that the Town of Wawayanda does not have sufficient contact information.

The following constitute sufficient substitute notice: E-mail notice when the municipality has an e-mail address for the subject persons, or conspicuous posting of the notice on the Town of Wawayanda's web site page, if the Town of Wawayanda maintains one, and notification to major statewide media.

5. The Town of Wawayanda must notify CSCIC as to the timing, content and distribution of the notices and approximate number of affected persons.

6. The Town of Wawayanda must notify the Attorney General and the Consumer Protection Board, whenever notification to a New York resident is necessary, as to the timing, content and distribution of the notices and approximate number of affected persons.

7. Regardless of the method by which notice is provided, the notice must include contact information for the Town of Wawayanda and a description of the categories of information that were, or are reasonably believed to have been, acquired by a person without valid authorization, including specification of which of the elements of personal information and private information were, or are reasonably believed to have been, so acquired.

8. This policy also applies to information maintained on behalf of the Town of Wawayanda by a third party.

9. When more than 100 New York residents must be notified at one time, then the Town of Wawayanda must notify the consumer reporting agencies as to the timing, content and distribution of the notices and the approximate number of affected individuals. This notice, however, will be made without delaying notice to the individuals.

10. Any notices to be given in accordance with this policy are to be coordinated through the Supervisor of the Town of Wawayanda.

C. The following have the following definitions for the purpose of this policy.

1. Consumer reporting agency or agencies: Any person which, for monetary fees, dues, or on a cooperative nonprofit basis, regularly engages in whole or in part in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing consumer reports to third parties, and which uses any means or facility of interstate commerce for the purpose of preparing or furnishing consumer reports. The state

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attorney general is responsible for compiling a list of consumer reporting agencies and furnishing the list to the Town of Wawayanda upon request.

2. Data: Any information created, stored (in temporary or permanent form), filed, produced or reproduced, regardless of the form or media. Data may include, but is not limited to personally identifying information, reports, files, folders, memoranda, statements, examinations, transcripts, images, communications, electronic or hard copy.

3. Information: The representation of facts, concepts, or instructions in a formalized manner suitable for communication, interpretation, or processing by human or automated means.

4. Personal information: Any information concerning a natural person which, because of name, number, personal mark or other identifier, can be used to identify such natural person.

5. Private information: Personal information in combination with any one or more of the following data elements, when either the personal information or the data element is not encrypted or encrypted with an encryption key that has also been acquired:

a) social security number; or

b) driver's license number or non-driver identification card number; or

c) account number, credit or debit card number, in combination with any required security code, access code, or password which would permit access to an individual's financial account.

"Private information" does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records.

6) Third party: Any employee such as a contractor, vendor, consultant, intern, other municipality, or the like who is not employed by the Town of Wawayanda.

2006 JUSTICE COURT ASSISTANCE PROGRAM GRANT APPLICATION: Town Justice, **Peter Gromacki**, submitted a request for authorization to submit a grant application in the amount of \$2,500 for the purpose of seeking funding to install a safety/emergency system in the Court Clerk's office.

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to adopt a resolution to authorize the Town of Wawayanda Court Department to submit a \$2,500 (two thousand five hundred dollars) Justice Court Assistance Program Grant Application for the purpose of seeking funding to install a safety/emergency system in the Court Clerks' office.

VOTE

Supervisor Razzano	- Aye
Councilman Cole	- Absent

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Councilman Krajewski - Aye
 Councilwoman Soro - Aye
 Councilman Penaluna - Absent

MOTION CARRIED

OPEN SPACE PRESERVATION COMMITTEE: Supervisor Razzano advised that this matter was discussed at the March 21st workshop meeting, and then presented a resolution which would provide for the formation of the committee. Added that the members will be named at a later date.

MOTION by Supervisor Razzano, seconded by Councilman Krajewski, to adopt a resolution to form the Open Space Preservation Committee.

ALL IN FAVOR - CARRIED

Adopted Resolution, as follows:

**TOWN OF WAWAYANDA
 OPEN SPACE PRESERVATION COMMITTEE
 Resolution #4-2006**

Whereas, General Municipal Law 247(2) provided that the acquisition of interests of rights in real property for the preservation of “open spaces” and “areas” constitutes a public purpose for which public funds may be expended.

Whereas, the residents of Wawayanda have expressed the desire to preserve the agricultural nature of the community as far as possible.

Whereas, the existing Comprehensive Town plan and the Draft Plan under consideration both emphasize the need to protect farming and open spaces.

It is resolved that the Open Space Preservation Committee be hereby comprised of a maximum of (6) members that are town residents and landowners.

Duties of the Open Space Preservation Committee: This Committee shall have the authority to:

- A: Incorporate a process to solicit and evaluate applications from Wawayanda landowners interested in participating in the Town’s open space preservation acquisition program.
- B: Issue a call for applications on a periodic basis, as funding allows.
- C: Encourage owners of land contiguous with already preserved land and /or agriculturally assessed lands to submit applications in order to establish / maintain a critical open space mass.
- D: Provide assistance to applicants as needed.

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- E. Meet to review all applications submitted and with 30 days of submission of any application; rank the application using the ranking system set forth in the Wawayanda Open Space preservation Plan dated 1996, and included in the Comprehensive Plan dated May 2000, which may be amended from time to time by the Town Board
- F. Prepare a report to the Town Board providing the score and reasons supporting the score of an application and including a recommendation regarding the extent of right to be acquired, if any.

NATIONAL INCIDENT MANAGEMENT SYSTEM: In association with the implementation of this system, **Supervisor Razzano** presented a resolution which is required to be adopted by all municipalities in the State of New York. He then advised that Michael K. Green, Highway Superintendent volunteered to be the Point of Contact for the Town

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to adopt a resolution for the National Incident Management System and to appoint Michael K. Green as the Point of Contact for the Town.

ALL IN FAVOR - CARRIED

Resolution as follows:

**TOWN OF WAWAYANDA
ADOPTION OF NATIONAL INCIDENT MANAGEMENT SYSTEM
Resolution #5- 2006**

It is hereby resolved by the Town of Wawayanda, State of New York, that:

WHEREAS, in Homeland Security Presidential Directive (HSPD)-5, the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for federal, state, local and tribal governments to work together more effectively and effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all federal, state, local and tribal homeland security partners have been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary that all federal, state, local and tribal emergency management agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that federal, state, local and tribal organizations utilize standardized terminology, standardized organizational structures, uniform personnel qualification standards, uniform

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standards for planning, training and exercising and comprehensive resource management and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the state's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the state, including all public safety and emergency response organizations training programs; and

WHEREAS, the National Commission of Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

NOW THEREFORE, it is hereby

RESOLVED, that this Board hereby adopts and mandates the National Incident Management System be utilized for all incident management in the Town of Wawayanda and it is further

RESOLVED, that this proclamation shall take effect immediately.

ORANGE COUNTY WATER AUTHORITY: The Orange County Water Authority has procured 2-foot contour topographic data and 6-inch pixel resolution digital images. This data is available free of charge to every municipality. In order for the data to be obtained a Data License would have to be signed, notarized and returned to the O.C. Water Authority. Under this Data License agreement the Town would then be authorized to provide this information to our consultants for use on municipal projects.

MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to authorize the Supervisor to sign the Orange County Water Authority Data License agreement.

ALL IN FAVOR - CARRIED

FEDER'S REPAIR BILL: In 2004 Feder's and Fulton Chevrolet-Cadillac had their irrigation systems damaged when the Town of Wawayanda was putting in pipes. At the October 18th, 2005 Workshop meeting a resolution was passed which authorized that \$713.00 for sprinkler repairs be deducted from Feder's November 2004 water and sewer bill. This was not done, and Feder's has been sending letters and stopping by periodically requesting reimbursement for the expenses they incurred to repair their sprinkler system.

Supervisor Razzano stated that this should have been handled through the contractor's insurance policy, and added that he does not feel that Feders should have had to wait so long for reimbursement. Recommended that the Board consider deducting the repair amount from what Feder's owes to Water & Sewer Districts #1.

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MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to accept payment from Feders Auto Group in the amount of \$6,125.60 which is less the amount of \$715.70 to cover repairs of the irrigation system.

ALL IN FAVOR - CARRIED

MASTER PLAN/ZONING COMMITTEE: The preliminary draft of the Comprehensive Plan has been completed. The Master Plan/Zoning Committee feels comfortable enough with the draft to hold a public hearing on it, on Wednesday, April 19, 2006, at 7:30 P.M. at the Town Hall.

HIGHWAY DEPARTMENT/RENTAL OF HEAVY EQUIPMENT AND SALT BIDS::
MOTION by **Supervisor Razzano**, seconded by **Councilman Krajewski**, to authorize an advertisement for bids on Crushed Rock Salt, and for the Rental of Heavy Equipment, with the bid opening to take place at 12:00 P.M. on April 27th, 2006.

ALL IN FAVOR - CARRIED

MASTER PLAN COMMITTEE/DISCUSSION ABOUT MASTER PLAN PUBLIC HEARING:

Councilwoman Soro voiced her concern that the Public Hearing will be taking place during a holiday week.

Carol Hurst also felt that the date of the Public Hearing would restrict a lot of people from attending. Asked if the residents would have an opportunity to review the draft prior to the meeting and if it would be made available, possibly on the website.

Councilman Krajewski thought that Saratoga Associates would be making the draft available on their website.

Supervisor Razzano stated that he would check into having the information put on the Town's website. He also noted that there would have to be more than one public hearing on the Master Plan. In addition to the Committee's public hearing, the Town Board would also conduct one before the Plan is adopted. Felt that this would allow ample time to hear comments from the residents. Because of time constraints associated with our moratorium, he did not see any reason why the date would have to be reset.

Deborah Glover also agreed with Councilwoman Soro, and feels that public involvement is something that the Town should embrace.

Supervisor Razzano feels that no matter what date is set there will be residents who will not be able to attend.

Councilwoman Soro spoke about the availability of the document and that it should be provided to Town Board members, as soon as possible.

MELISSA BONACIC, COUNTY LEGISLATOR/CONSTITUENT DAY: The Supervisors's Office received a request from Melissa Bonacic to use the Town Hall for a Constituent Meeting on May 20th, 2006.

MOTION by **Councilman Krajewski**, seconded by **Supervisor Razzano**, to authorize Melissa

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Bonacic, County Legislator, to use the Town Hall on Saturday, May 20th, so that she could meet with constituents.

ALL IN FAVOR - CARRIED

PUBLIC COMMENTS/QUESTIONS:

Connie Litchenberger spoke about the need for volunteers for the **Recreation Committee**. Said that they really need some additional help and are open to new ideas. Advised that their meetings take place the first Tuesday of every month.

A sign-up sheet was placed on the table in the meeting room.

Dolsontown Road: David LeBlanc spoke about the paving of Dolsontown Road and that it appears that the funds were taken out of the Water & Sewer Department rather than the Highway Department.

Highway Superintendent Green stated that whatever was torn up, the Highway Department paved, and the funds came out of the Highway Budget.

Supervisor Razzano stated he would have to do some research on this issue.

Weight Limits: Daniel Myers questioned the weight restrictions on town roads and feels that this needs to be looked into.

Supervisor Razzano said that these are some of the issues that will be raised with the town re-zoning.

Mr. LeBlanc stated that you cannot stop local deliveries.

Solid Waste & Transportation Laws: Deborah Glover feels that our local laws need to be reviewed, and then read a list of recommendations she obtained from other municipalities. Stated that **Chartwell** is not a transfer facility, but it is a trans-loading facility, and with the documentation that she is providing it shows that a trans-loading facility is an enormous operation. She then offered her services to the Town in assisting with this issue.

Roland O'Dell, Highway Department MEO, spoke on behalf of himself, Edwin Remy, and Joseph Sodney regarding their current salaries, and that they were hired under a seven year step raise plan. Feels that salaries have been increased for employees in the Town Hall and wanted to know if the Highway Department was any different than Town Hall.

Supervisor Razzano stated that for some reasons there are differences and referred to the personnel policy which is in the process of being revised. Spoke briefly about circumstances that took place within the last couple of years with Town Hall employees being brought to the top salary, and that he is hoping this issue is addressed with the revision of the policy.

John Van Benschoten stated that he wanted to make a point regarding the Supervisor's comment on making everything equal between Town Hall Employees and Highway Department Employees. He asked **Teresa Pierce**, Town Clerk, which employee in the Town Hall has been employed the longest, and was advised that Sharon Melvin has been employed for approximately 17 years.

He then stated that one of the men recently retired after 30 years with the town, and another employee, who also has 30 years, is planning on retiring. Added that he, himself, is on his 28th

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year, and that is an indication that Highway Employees, once hired, are in it for the long hall and that this is a big difference between Town Hall and Highway Department help.

Supervisor Razzano said that there are some benefits such as longevity, vacation, and sick time which benefit the employees who have been here the longest, and reiterated that they are looking to address all of these issues.

Councilwoman Soro spoke about the step raise process and stated that she cannot locate any information on the longevity payments.

Mr. O'Dell asked the Supervisor to keep the Highway Department in touch on this issue.

Ethics Committee: Connie Litchenberger asked the Supervisor to seriously consider forming an Ethics Committee to provide some sort of guidelines.

Supervisor Razzano stated that the Town does have an Ethics Policy and employees are provided with copies of this document.

NO OTHER BUSINESS OR COMMENTS.

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Soro**, to adjourn the meeting.

ALL IN FAVOR - CARRIED

MEETING ADJOURNED: 8:45 P.M.

PREPARED BY KATHRYN SHERLOCK

RESPECTFULLY SUBMITTED,

Teresa E. Pierce, RMC
Town Clerk