

Minutes of the Town Board Meeting held at Town Hall on March 3, 2016 at 7:30PM

Present: David Sutz, Supervisor  
Timothy Arone, Michael Essig, Robert Hunter and Frank Palermo, Councilmen  
Absent: None  
Also Present: Arthur Abbott, Police Lieutenant; John Smith, Parks Commissioner; Sandra Capriglione, Village Zoning Board; Maria Hunter, Village Planning Board

**I. Administrative Business:**

a. Acceptance of Minutes:

Motion was offered by Councilman Arone, seconded by Councilman Palermo, to accept the minutes of the regular meeting held February 18, 2016.

**ADOPTED** AYES 5 Sutz, Arone, Essig, Hunter, Palermo  
NOES 0

Motion was then offered by Councilman Essig, seconded by Councilman Palermo, to accept the minutes of the worksession held February 29, 2016.

**ADOPTED** AYES 5 Sutz, Arone, Essig, Hunter, Palermo  
NOES 0

b. Approval of Abstract:

Motion was offered by Councilman Hunter, seconded by Councilman Arone, to approve Revised Abstract 4 by voiding vouchers 20160249, 20160250, 20160251, 20160282 (all paid with check number 15343) and voucher 20160296 (check #15344). This reduces the total of the abstract to be \$405,847.62.

**ADOPTED** AYES 5 Sutz, Arone, Essig, Hunter, Palermo  
NOES 0

Motion was then offered by Councilman Essig, seconded by Councilman Palermo, to approve Abstract 5 containing vouchers 20160314 - 20160416 and totaling \$324,108.94.

**ADOPTED** AYES 5 Sutz, Arone, Essig, Hunter, Palermo  
NOES 0

**II. Old Business:** *There was no old business to discuss.*

**III. New Business:**

a. Discussion - Outsourcing of Payroll:

Supervisor Sutz noted that three different companies (ADP, PayServ and Heartland Payment Systems) have met with Town personnel and gave demonstrations. Two have prepared proposals for consideration. He explained that he asked for two quotes - one with a "Time and Attendance" system and one without. He believes the "Time and Attendance" system is important to keep accurate and accountable records as they relate to each employees time worked. The quotes received were as follows:

PayServ with "Time and Attendance" \$19,685  
ADP with "Time and Attendance" \$19,001

All quotes received include quarterly/annual tax filing and assistance with complying with the Affordable Care Act requirements.

Motion was then offered by Councilman Arone, seconded by Councilman Palermo, to authorize the Supervisor to sign a one-year contract with PayServ (that has a three-year lock-in).

**ADOPTED** AYES 5 Sutz, Arone, Essig, Hunter, Palermo  
NOES 0

Supervisor Sutz stated that entire process should be fully implemented within one month. In addition, the payroll service provider can upload our year to date figures so that they can prepare our 2016 annual tax forms.

**IV. Board Member Comments:** *There were no comments from the Board members.*

**V. Public Comment:**

Lieutenant Abbott stated that Friday night the Harlem Globetrotters will be performing at the High School, which is an annual event. There was a lock-down drill at Smith Clove Elementary School recently and it went very well.

John Smith stated at the worksession a discussion was held about burning the structures that are on the Gasho property. He inquired about the asbestos that is there. Supervisor Sutz stated that a report from Engineer Fusco showed that there is a minimal amount so it is not an issue. In addition, he noted that Orange & Rockland will be contacted to trim the trees near the powerlines prior to burning being done.

**VI. Adjournment:**

With no further business to discuss or comments received, a motion was offered by Councilman Palermo, seconded by Councilman Essig, to adjourn the meeting at 7:50PM.

**ADOPTED**      AYES    5            Sutz, Arone, Essig, Hunter, Palermo  
                     NOES    0

Carol Herb, Tax Collector