

Minutes of the Town Board Meeting held at Town Hall on January 9, 2018 at 7:30PM

Present: Frank Palermo, Supervisor
Timothy Arone, Michael Essig, Jacqueline Hernandez and Robert Hunter, Councilmen
Absent: None
Also Present: Joseph McKay, Attorney for the Town; Scott Sheehan, Police Sergeant; Patricia Conques, Library Board; David Hasin, Justice; Sandra Capriglione and Maria Hunter, Village Planning Board

Pledge of Allegiance - Led by Junior Deputy Supervisor Gabriel Ramos

Oath of Office Ceremony:

The Oath of Office was administered by Clerk Potvin to Supervisor Palermo, Councilwoman Hernandez, Councilman Hunter and Justice David Hasin.

2018 Re-Organizational Meeting:

Appointment of Deputy Town Supervisor:

Motion was offered by Supervisor Palermo, seconded by Councilman Arone, to appoint Jacqueline Hernandez as Deputy Town Supervisor with a salary of \$1200/year (\$100/month).

ADOPTED AYES 4 Palermo, Arone, Essig, Hernandez
NOES 1 Hunter

Councilman Hunter asked why there is a salary being designated for this position when there is already a mechanism in place. Supervisor Palermo stated he has been through that mechanism and he feels it does not work and he feels it is appropriate to be paid a salary.

Meetings/Official Newspaper/Mileage & Food Reimbursement:

Motion was offered by Councilman Arone, seconded by Councilwoman Hernandez, to hold regular meetings of the Town Board in the Town Hall on the first and third Thursdays of each and every month at 7:30PM, and that the Town Board will hold a Worksession the Monday preceding each Town Board meeting at 7:30PM. If a worksession were to fall on a holiday, it will be held on the Tuesday.

ADOPTED AYES 4 Palermo, Arone, Essig, Hernandez
NOES 1 Hunter

Councilman Hunter noted worksessions have not been held for the last few years and he does not feel it is necessary to have them. If needed, he suggested they be held prior to the start of the regular meeting instead of on a different night. Supervisor Palermo stated when the Board members applied for the job there were four meetings a month and they are paid accordingly. He feels lowering the amount of work will be a shame. He feels that there is sufficient work that needs to be done so worksessions will be necessary and the Board members will be busy. Councilman Arone asked if worksessions will be held every Monday and Supervisor Palermo stated only when needed. Councilman Essig stated he agrees they should only be held as needed as it could conflict with work schedules causing a lack of quorum. Councilman Arone asked if they will be televised and Supervisor Palermo stated they would not be and there will be no minutes taken either. It will just be an opportunity for the Board to work on issues together.

Motion was offered by Councilman Arone, seconded by Councilman Hunter, to accept the following:

- 1) That the Middletown Times Herald Record be designated as the official newspaper for the Town of Woodbury.

- 2) That members of the Town Government and employees, when on official business or duty for the Town, shall be paid at the rate of \$0.545 per mile for the use of their car (rate includes gas and wear/tear of vehicle).
- 3) The maximum food allowance per day when employees attend a conference is \$75.00, with no alcoholic beverage reimbursement.

ADOPTED AYES 5 Palermo, Arone, Essig, Hernandez, Hunter
 NOES 0

Investment Policy:

Motion was offered by Councilman Hunter, seconded by Councilman Arone, to adopt the following:

The objectives of the Investment Policy of the Town of Woodbury are to minimize risk, to insure that investments mature when cash is required, and to insure a competitive rate of return. In accordance with this policy, the Supervisor is authorized to invest Town funds which are in excess of current operating needs. Town investments are governed by applicable New York State Laws.

The Supervisor is authorized to make the following types of investments, for the present, until other types of investments are submitted to the Town Board:

- a. Direct purchase of guaranteed obligations of the United States Government or obligations of the State of New York and its political subdivisions.
- b. Direct purchase of Certificates of Deposit from the designated depositories of the Town. Such Certificates of Deposit are to be collateralized by obligations enumerated in Section "a" above.
- c. Direct purchase through Repurchase Agreements of guaranteed obligations of the United States Government. Such Repurchase Agreements should be executed either through the designated depositories of the Town or those brokerage firms which are primary United States Government dealers which report to the Federal Reserve Bank of New York.
- d. Time Deposit Accounts are designated depositories of the Town. Such accounts are to be collateralized by the Federal Deposit Insurance Corporation or by obligations enumerated in Section "a" above.

The Supervisor shall deposit all monies received and said monies shall be released together with the related sureties from any liabilities for loss of such monies by reason of the default or insolvency of any such depository.

The following banks are to be designated as official banks for the Town:

- Sterling National Bank, Monroe, NY 10950
- Lakeland Bank, Highland Mills, NY 10930
- Bank of America, Cornwall, NY 12518
- OC Trust Company, Vails Gate, NY 12584
- TD Bank, Monroe, NY 10950

The Supervisor shall be authorized to invest funds of the Town in these banks during the 2018 Fiscal Year under the following guidelines:

- a. All accounts shall be collateralized at 105% and said collateralization shall be held by a third party bank.
- b. Collateralization shall be in accordance with the Comptroller's guidelines.
- c. All designated banks will be contacted for competitive rates on an ongoing basis.

ADOPTED AYES 5 Palermo, Arone, Essig, Hernandez, Hunter
 NOES 0

Appointments:

Motion was then offered by Councilman Arone, seconded by Councilwoman Hernandez, to make the following appointments:

- Fred Ungerer to the Parks and Recreation Commission with a term due to expire 12/31/2024
- Cathy Schmidt to the Library Board with a term due to expire 12/31/2024
- Eydie Lopez to the Board of Assessment Review with a term due to expire 09/30/2022
- Robert Anzalone to the Beautification Committee with a term due to expire 12/31/2024

ADOPTED AYES 5 Palermo, Arone, Essig, Hernandez, Hunter
 NOES 0

Motion was offered by Councilman Essig, seconded by Councilman Arone, to approve the following appointments:

- Desiree Potvin as Registrar and Marriage Officer
- Frances Huang/Tracy Maggio as Deputy Town Clerk
- Josephine Califana/Kasandre Herb as Deputy Tax Collector
- Leslie Rose as Historian

ADOPTED AYES 5 Palermo, Arone, Essig, Hernandez, Hunter
 NOES 0

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Consultants:

Motion was offered by Councilman Arone, seconded by Councilman Essig, to designate Joseph McKay with the law firm Catania, Mahon, Milligram & Rider, PLLC, as general legal counsel.

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

Motion was offered by Councilman Arone, seconded by Councilman Hunter, to designate Fusco Engineering as Engineers for the Town.

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

Motion was offered by Councilman Arone, seconded by Councilwoman Hernandez, to designate Thomas McDonough with the law firm Jackson Lewis as Labor Attorney.

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

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 Motion was offered by Supervisor Palermo, seconded by Councilwoman Hernandez, to make the following committee assignments:

Committee Assignments:

Cable Franchise	Councilman Essig	Councilman Hunter
Fiscal Advisory	Councilwoman Hernandez	Supervisor Palermo
Library Liaison	Councilman Hunter	Councilwoman Hernandez
Police Department	Councilman Arone	Councilman Essig
Municipal Building	Councilwoman Hernandez	Supervisor Palermo
Insurance	Councilman Arone	Councilman Hunter
Business Improv. District	Supervisor Palermo	Councilman Arone
Refuse	Councilman Hunter	Councilman Essig
Parks Department	Councilwoman Hernandez	Supervisor Palermo
Employee Relations	Supervisor Palermo	Councilman Essig
Pre-Disaster/Mitigation Planning	Supervisor Palermo	Councilman Arone

	Village Liaison	Councilman Arone	Councilman Essig
ADOPTED	AYES 5	Palermo, Arone, Essig, Hernandez, Hunter	
	NOES 0		

Councilman Hunter stated he hopes Clerk Potvin will continue to be included in any and all meetings for the municipal building committee. Supervisor Palermo stated when it is ready to be discussed he will make a commitment at that time.

Procurement Policy:

Motion was then offered by Councilman Arone, seconded by Councilman Essig, to adopt the procurement policy as follows:

WHEREAS, General Municipal Law (GML) 104-b requires every Town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML 103 or any other law; and

NOW, THEREFORE, BE IT

RESOLVED that the Town of Woodbury does hereby adopt the following procurement policies and procedures:

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML 103. "Purchaser" is defined as a Town official, board member, department head or individual assigned by department head to have purchasing authority. Pursuant to GML 104-b, they are listed as follows:

Police	Kevin Watson, Kevin Phillips
Parks	Joseph Gianzero, Frances Jack
Buildings/Grounds	Robert Blair, Robert Beckley
Library	Sara Johnson, Catherine Imburgia
Court	Alice Confield, Carol Garen
Assessor's Office	Laura Breslin
Town Clerk's Office	Desiree Potvin, Frances Huang
Tax Collector's Office	Carol Herb
Supervisor's Office	Frank Palermo, Laura Morrissey

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$20,000 or (b) public works contracts over \$35,000 shall be formally bid pursuant to GML 103.

Guideline 3. Purchase of goods of a single item shall follow the following:

Less than \$20,000 but greater than \$10,000	Three written quotes with documentation
Less than \$10,000 but greater than \$5,000	Two written quotes with documentation
Less than \$5,000	Left to discretion of the Purchaser

Pursuant to GML 103(1), purchases of "commodities, services or technology" may not be "artificially divided" for the purpose of satisfying the "discretionary buying thresholds". "The reasonably expected aggregate amount of all purchases of the same commodities, services or technology to be made within the twelve-month period commencing on the date of the purchase" must be considered.

Purchase of public work/services contracts shall follow the following:

Less than \$35,000 but greater than \$ 20,000	Three written quotes with documentation
Less than \$20,000 but greater than \$5,000	Two written quotes with documentation
Less than \$5,000	Left to discretion of the Purchaser

Any written request for proposals (RFP) shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors for the quotes that have been received by using the form provided by the Town. All information gathered in complying with the procedures of this policy shall be preserved and attached to the voucher that is submitted for processing of payment to the successful vendor.

In the event that a diagnostic examination results in charges that will fall under a procurement threshold requiring a form of documentation other than initially anticipated, management will determine if the work can proceed without fulfilling the standard requirements of the applicable threshold.

Guideline 4. The lowest responsible proposal/quote shall be awarded unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented.

Guideline 5. A good-faith effort shall be made to obtain the required number of proposals/quotes. If the Purchaser is unable to obtain the required number of proposals/quotes, the Purchaser shall document the attempt made. In no event shall the inability to obtain the proposals/quotes be a bar to the procurement.

Guideline 6. Except when directed by the Town Board, no solicitation of proposals/quotes shall be required under the following circumstances:

- (a) Acquisition of professional services;
- (b) Emergencies;

All purchases made under the emergency exception must meet the following criteria: 1) need arises from an accident or unforeseen occurrence or condition; 2) need affects public buildings/property or life, health and safety; 3) immediate action is needed and cannot await competitive bidding or competitive offering.

- (c) Sole-Source situations;
- (d) Goods purchased from agencies for the blind or severely handicapped;
- (e) Goods purchased from correctional facilities;
- (f) Goods purchased from another governmental agency;
- (g) Goods purchased at auction;
- (h) Goods purchased for less than \$5,000;
- (i) Public work/services for less than \$5,000.
- (j) Contracts that have been let by the United States or any agency thereof, any state or any other political subdivision or district therein, pursuant to NYS Comptrollers Guidelines and General Municipal Law Section 103.

Guideline 7. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

ADOPTED AYES 5 Palermo, Arone, Essig, Hernandez, Hunter
 NOES 0

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Official Undertaking:

Motion was offered by Councilman Arone, seconded by Councilman Hunter, to approve the below form (in italics) of the official undertaking of municipal officers of the Town, pursuant to Section 11 of Public Officers Law, and the manner of execution and the sufficiency of the Town's insurance

company surety. This undertaking will be administered to all elected officials upon the start of their elected term that handle funds on behalf of the Town of Woodbury:

TOWN OF WOODBURY, ORANGE COUNTY, NEW YORK  
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

**WHEREAS**, \_\_\_\_\_, of the Town of Woodbury, County of Orange, New York, has been elected to the office of \_\_\_\_\_ in the Town of Woodbury; and

**NOW THEREFORE**, he/she as respective officer above, do hereby undertake with the Town of Woodbury that he/she will faithfully perform and discharge the duties of the office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

*The Town does and shall maintain insurance coverage (presently with New York Municipal Insurance Reciprocal) in the sum of \$100,000 per loss plus an additional \$200,000 for the Tax Collector and Deputy Tax Collector, \$100,000 for the Town Supervisor and Deputy Town Supervisor and \$100,000 for the Town Clerk and Deputy Town Clerk to indemnify against losses through the failure of the officers, clerks and employees covered thereunder faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.*

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

**I. Administrative Business:**

a. Acceptance of Minutes:

Motion was offered by Councilman Arone, seconded by Councilman Essig, to accept the minutes of the meetings held December 21 and 28, 2017.

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

b. Approval of Budget Modifications:

Motion was offered by Councilman Hunter, seconded by Councilman Essig, to approve a modification to the 2017 budget of the General Fund by increasing A599 (Appropriated Fund Balance) by \$3150 and increasing A1680.200 (Central Data Processing Equipment) by \$3150.

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

Motion was then offered by Councilman Hunter, seconded by Councilwoman Hernandez, to approve a modification to the 2017 budget of various funds by increasing A599 (Appropriated Fund Balance) by \$13,036, B599 (Appropriated Fund Balance) by \$11,685, SR599 (Appropriated Fund Balance) by \$12, SW1-599 (Appropriated Fund Balance) by \$153, SS2-599 (Appropriated Fund Balance) by \$6 and increasing A1930.400 (Judgements and Claims) by \$13,036, B1930.400 (Judgements and Claims) by \$11,685, SR1930.400 (Judgements and Claims) by \$12, SW1-1930.400 (Judgements and Claims) by \$153, SS2-1930.400 (Judgements and Claims) by \$6.

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

Motion was then offered by Supervisor Palermo, seconded by Councilman Arone, to approve a modification to the 2017 budget of the Police Fund by increasing B2665 (Sale of Equipment) by \$14,555, decreasing B3120.421 (Labor Attorney) by \$4038 and increasing B3120.200 (Cars/Motorcycles) by \$15,593, B3120.416 (Uniforms) by \$3000.

**ADOPTED**      AYES    5          Palermo, Arone, Essig, Hernandez, Hunter

NOES 0

c. Approval of Abstract:

This item was not done.

d. Modification of 2018 UPSEU Grade Plan:

Motion was offered by Councilman Hunter, seconded by Councilwoman Hernandez, to modify the 2018 UPSEU Grade Plan as printed at the end of these minutes.

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

**II. Old Business:**

a. Renewal of Service Plan - Defibrillator at Police Department:

Motion was offered by Councilman Arone, seconded by Councilman Hunter, to authorize the Supervisor to sign the Service Plan renewal for defibrillators in the Police Department at a cost of \$1188 for one year.

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

Councilman Arone asked if the other units in Town have a service contract and Supervisor Palermo stated he was unsure. Councilman Essig noted this contract is for the units located in police vehicles.

**III. New Business:**

a. Schedule Public Hearing - Local Law to Increase Supervisor Salary:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Essig, to adopt the following resolution to set a time and place for a public hearing regarding adopting Introductory Local Law 1 of 2018, fixing the per annum salary of the supervisor of the Town of Woodbury for the 2018 fiscal year:

**WHEREAS**, the annual 2018 budget for the Town of Woodbury, duly adopted in November 2017 (the "2018 Budget"), reduced the salary for the position of Supervisor of the Town of Woodbury (the "Supervisor") from \$53,130.00 to \$33,000.00 per annum (the "Salary"); and

**WHEREAS**, the Town Board, having reviewed the 2018 Budget and the Supervisor's Salary, as reduced in the 2018 Budget, wishes to adopt Local Law No 1 returning the Supervisor's Salary to \$53,130.00 per annum; and

**WHEREAS**, the Town Board wishes to set a time and place for a public hearing to consider the adoption of the proposed local law with respect to the Supervisor's Salary;

**NOW, THEREFORE, IT IS HEREBY**

**RESOLVED**, that the Town Board hereby determines that it will be the lead agency with respect to the review of the proposed local law amendment (the "Project") in accord with New York State Environmental Quality Review Act ("SEQRA") and part 617 of the regulations implementing SEQRA, since there are no other agencies that have the authority to approve the Project; and let it be further

**RESOLVED**, that the Town Board hereby preliminary classifies the action as an unlisted action under SEQRA; and let it be further

**RESOLVED**, that a public hearing be held by the Town Board in order to receive comments and suggestions regarding the proposed adoption of Local Law No 1 and to hear comments concerning any potential adverse environmental impacts of the proposed local law on February 1, 2018 at 7:30 p.m. at the Town Hall located at 511 Route 32, Highland Mills, New York; and it is further

**RESOLVED**, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law, and to make such referrals of the proposed local law to the Orange County Department of Planning and such other agencies as may be required.

**ADOPTED** AYES 4 Palermo, Arone, Essig, Hernandez, Hunter  
NOES 1 Hunter

Councilman Essig noted at the re-org meeting a very lengthy discussion was held on this issue and asked if that discussion should be mentioned now or at the hearing. Supervisor Palermo suggested at the hearing.

b. Authorize Supervisor to Sign - UPSEU MOA:

Motion was offered by Supervisor Palermo, seconded by Councilman Arone, to authorize the Supervisor to sign a Memorandum of Agreement with UPSEU. This MOA is to add the position of Assistant Assessor, Part-Time, to the union.

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

c. Change in Salaries of Specific Employees:

Motion was offered by Councilman Essig, seconded by Councilwoman Hernandez, to make the following changes in salary to the following specific employees as requested by Supervisor Palermo. He noted that he feels these individuals should have been hired at these grades and were not:

- 1) ANTHONY BACHILLER was hired on 10/16/17 as a COURT ATTENDANT. He came in on Grade 2 at \$17.46 per hour. Although he has not worked for the Town for One Full Year, it appears that he should be on a GRADE 5 at \$ 19.27 Hour;
- 2) ANITA BAUMANN was hired on 7/18/17 as a LIBRARY ASSISTANT. She came in on Grade 1 at \$16.36 per hour. Although she has not worked for the Town for One Full Year, the only option for that title is shown on GRADE 10 at \$22.42 Hour. However, we will add an entry level for that title on GRADE 5 at \$19.27 hour;
- 3) PAT GRAZIANO was hired on 11/7/16 as a SENIOR CITIZEN ACTIVITY LEADER. She came in on Grade 1 at \$16.36 per hour. She has just reached her 1 year working for the Town. I believe that she should be increased to a GRADE 5 at \$19.27 Hour;
- 4) YURI MARTYNAU was hired on 10/2/17 as a GROUNDSKEEPER. He came in on Grade 1 at \$16.36 per hour. Although he has not worked for the Town for One Full Year, the only option is GRADE 1 on the B SCHEDULE at \$25.17 Hour;
- 5) STEPHANIE MIGLIONE was hired on 9/27/16 as CLERK TO TOWN JUSTICE. She is on Grade 1 at \$16.36 per hour. She has just reached her 1 year working for the Town. I believe that she should be increased to a GRADE 5 at \$19.27 Hour;
- 6) JULIE ROSE was hired on 7/31/17 as ASST. ASSESSOR. She is supposed to be in the UNION, but the Town has not signed the document giving them permission to add that Title to the list of UPSEU employees. She would then be entitled to go to GRADE 5 at \$19.27 Hour;
- 7) NICOLE WOODIN was hired on 4/10/17 as ADCO. She is on Grade 1 at \$16.36 per hour. Although she has not worked for the Town for One Full Year, I believe that she should be on a GRADE 2 at \$17.46 Hour.

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

Councilman Arone confirmed these individuals are now in the correct grade that they should have been in when hired and Supervisor Palermo stated that is correct. Councilman Essig confirmed that by making these corrections it will prohibit any PERB charges and Supervisor Palermo stated that is correct.

#### **IV. Public Comment:**

Sandra Capriglione stated she has confidence and faith that Councilwoman Hernandez will do a fine job as Councilwoman but is concerned that an individual with no experience has been appointed as Deputy Supervisor. Supervisor Palermo stated he feels Councilwoman Hernandez is more than capable to fill in when he is absent. Mrs. Capriglione stated she does not understand the need for a salary for this position since there has always been a per diem stipend. Supervisor Palermo stated he has been in that position in the past and it does not work. He showed the Town Board members how other Towns pay their Deputy Supervisor, which is higher than what he has proposed. Mrs. Capriglione then asked where the money for all of the salary increases will come from the Supervisor Palermo stated the personal line-items in each department. She then asked why these grade inaccuracies were not corrected prior to now and Supervisor Palermo stated it was only just brought to his attention by a Department Head. With regards to the salary of the Supervisor, Mrs. Capriglione noted at the budget worksession held on October 5, 2017 Councilman Essig was adamant that the salary be \$30K, Councilman Arone stated he thought it should be \$33K since the judges should not be paid more than the Supervisor, Councilman Hunter agreed to the \$33K and Supervisor Palermo stated he didn't want to comment at that time because he was running for the office. No other comments were made at the budget public hearing. She added the Village was formed in 2006 and departments have been transferred from the Town to the Village since then but no change has been made to the Supervisor's salary, noting the Mayor is only paid \$25K. She would like to know what has prompted this proposed increase. Supervisor Palermo stated he was not going to fight the issue at that time as he felt the decrease to the salary was being used as leverage for the election. He noted the salary of the Supervisor's position has been the same for the past twelve years and noted the previous Supervisor did not reduce the salary for the 2017 fiscal year, only making the change after the primary election. Councilwoman Hernandez noted this issue was discussed a lot by the Board and they took into account their goal which is to address the careless spending that has been occurring. The past Supervisor had a secretary and Supervisor Palermo will not be hiring one, thus saving money. Supervisor Palermo will work full-time and will be busy doing all the things this Board wants to accomplish. Councilman Essig stated this is the conversation he expected to have at the public hearing. Councilman Hunter stated he feels increasing this salary will be disingenuous to the taxpayers since all agreed to it at budget time. He add a change can be discussed later this year when the budget for 2019 is prepared. Councilman Essig stressed there will still be a savings to the residents since there will no longer be a secretary. Councilman Hunter feels that using the position of secretary to justify this increase is not appropriate. Supervisor Palermo suggested the discussion be ended and any further comments be made at the public hearing.

#### **V. Board Member Comments:**

Councilman Hunter stated a letter was received from a Monroe resident praising the Animal Control Department on their professionalism, the cleanliness of the facility and the care they show the animals.

Councilman Arone congratulated the individuals that were elected/re-elected and stated he looks forward to working with each of them over the next two years. He added that during the election season things are said but the election is now over and those that were successful need to work together. This Board will represent Woodbury and will work together for the residents.

Councilman Essig stated he agrees with Councilman Arone comments. He also noted today is Law Enforcement Officer Appreciation day. The Board sent some food down to the Police Department

thanking them for all that they do. He then added he felt Route 32 was awful during the last storm and feels a letter should be written to the State asking they come out earlier.

Councilwoman Hernandez stated she looks forward to learning and working with the Town Board members. She encouraged the public to be a part of the process and attend the meetings to learn a lot about the community. She also noted that her being elected to the Board shows that a person does not need to know anything to be a part of the community; you just need to be passionate about the community. She invited everyone to take their seat at the table and the community to provide fresh ideas to the Board so the community can continue to progress and withstand the changes that are coming.

Supervisor Palermo noted the UPSEU contract has expired, he and Councilman Essig will be working on it. Two PBA contract will be expiring this year, he and Councilman Arone will be working on them. He has called for the list to hire three police officers and hopefully the Board will move forward to hire these individuals so the Town will have a full police force. The election was heated at times but the Board will work together to achieve the goals to make the Town better. He added that the agenda will be changed to permit public comment at the start of the meeting for agenda items only. He feels it would be better for the Board to hear these opinions prior to voting on the issues. He congratulated those that did get elected this year and thanked all that attended the meeting this evening.

**VI. Adjournment:**

With no further comments received or business to discuss, a motion was offered by Councilman Arone, seconded by Councilwoman Hernandez, to adjourn the meeting at 8:35PM.

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

Desiree Potvin, Town Clerk

**Grade****Position****2018 UPSEU GRADE PLAN**

|   |                                                                                                                                                                                                                                                                                                                                                                                   |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Animal/Dog Control Officer (Entry)<br>Clerk (Entry)<br>Custodial Worker (Entry)<br><b>Groundskeeper I (step schedule "B")</b><br>Real Property Data Collector(Entry)                                                                                                                                                                                                              |
| 2 | Animal/Dog Control Officer<br>Clerk to the Town Justice (Entry)<br>Court Clerk (Entry)<br>Library Clerk(Entry)<br>Real Property Data Collector<br>Parks Dept. Clerk (Entry)                                                                                                                                                                                                       |
| 3 | Assessor's Clerk (Entry)<br>Custodial Worker                                                                                                                                                                                                                                                                                                                                      |
| 4 | <b>Groundskeeper II (step schedule "B")</b>                                                                                                                                                                                                                                                                                                                                       |
| 5 | Account Clerk (Entry)<br>Animal/Dog Control Officer<br>Assistant Assessor (Entry)<br>Senior Citizens Activity Leader (Entry)<br>Clerk<br>Clerk to the Town Justice<br>Court Attendant (Entry)<br>Court Clerk<br>Custodial Worker<br>Parks Department Clerk<br>Police Records Clerk<br>Principal Library Clerk (Entry)<br>Senior Library Clerk(Entry)<br>Library Assistant (Entry) |
| 6 | Assessor's Clerk<br>Real Property Data Collector<br>Senior Account Clerk (Entry)<br>Senior Citizens Activity Leader                                                                                                                                                                                                                                                               |
| 7 | Court Clerk<br>Library Technician(Entry)<br>Parks Department Clerk                                                                                                                                                                                                                                                                                                                |

Principal Library Clerk  
Technical Support Assistant (Entry)

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8      Assistant Assessor  
Library Assistant  
Library Assistant/Children's Services(Entry)  
Senior Library Clerk

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9      Account Clerk  
Principal Library Clerk  
Technical Support Assistant

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10     Assistant Assessor  
Court Clerk  
Library Assistant  
Library Assistant/Children's Services

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11     Account Clerk

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12     Account Clerk  
Court Clerk

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13     Court Attendant

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14     VACANT

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15     Senior Account Clerk

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ES  
12/29/17

TOWN OF WOODBURY  
 2017 UPSEU RATES ARE BEING PAID TO EMPLOYEES FOR SERVICES IN 2018 SINCE THERE  
 IS NO CONTRACT IN PLACE AS OF 1-1-2018

| <b>A HOURLY SCHEDULE</b> |  |  |             |
|--------------------------|--|--|-------------|
| <b>GRADE</b>             |  |  | <b>RATE</b> |
|                          |  |  | <b>2017</b> |
| 1                        |  |  | \$16.36     |
| 2                        |  |  | \$17.46     |
| 3                        |  |  | \$17.96     |
| 4                        |  |  | \$18.61     |
| 5                        |  |  | \$19.27     |
| 6                        |  |  | \$19.86     |
| 7                        |  |  | \$20.50     |
| 8                        |  |  | \$21.15     |
| 9                        |  |  | \$21.78     |
| 10                       |  |  | \$22.42     |
| 11                       |  |  | \$24.19     |
| 12                       |  |  | \$25.81     |
| 13                       |  |  | \$27.22     |
| 14                       |  |  | \$28.88     |
| 15                       |  |  | \$30.58     |

TOWN OF WOODBURY  
 2017 UPSEU RATES ARE BEING PAID TO EMPLOYEES FOR SERVICES IN 2018 SINCE  
 THERE  
 IS NO CONTRACT IN PLACE AS OF 1-1-2018.

**B HOURLY**

**SCHEDULE**

| <b>GRADE</b> |  |  | <b>2017 RATE</b> |
|--------------|--|--|------------------|
| 1            |  |  | \$25.17          |
| 2            |  |  | \$25.82          |
| 3            |  |  | \$26.43          |
| 4            |  |  | \$27.08          |
| 5            |  |  | \$27.72          |
| 6            |  |  | \$28.39          |
| 7            |  |  | \$30.77          |
| 8            |  |  | \$31.39          |
| 9            |  |  | \$41.58          |