

Minutes of the Town Board Meeting held on January 16, 2020 at 7:30PM

Present: Frank Palermo, Supervisor
Thomas Burke, Tyler Etzel, Jacqueline Hernandez and Robert Hunter, Council
Absent: None
Also Present: Christopher Caruso, Police Sergeant; Joseph Gianzero, Parks Director

Award Presentation to Benjamin Meyers – Woodbury Gazette:

Supervisor Palermo presented a plaque to Benjamin Meyers, founder/publisher of the now defunct Woodbury Gazette. Each Board member recognized Mr. Meyers for all he has done for the community, thanked him for spotlighting the various events/accomplishments in Woodbury and for being a “great guy”.

I. Public Input: *There was no public comments received.*

II. Administrative Business:

a. Acceptance of Minutes:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Burke, to accept receipt of the minutes of the meeting held January 2, 2020.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

b. Approval of Abstract:

Motion was offered by Councilman Hunter, seconded by Councilwoman Hernandez, to approve Abstract 1 containing vouchers 200001 – 200116 and totaling \$340,835.23.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

c. Budget Modification:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Etzel, to approve the following modification to the 2019 budget:

- Woodbury Common BID – increasing SMB3120.100 (Police Personal Services) by \$963, SMB3120.403 (Policing Other Agencies) by \$70 and decreasing SMB3020.100 (Dispatcher Personal Services) by \$1033;
- Police Fund – increasing B3120.200 (Equipment/Cars) by \$40,333 and increasing B2680 (Insurance Recovery) by \$40,333;
- Justice Court – increasing A1620.468 (Justice Court Renovations – Grant) by \$200,000, A599 (Appropriated Fund Balance) by \$100,000 and decreasing A962 (Budgetary Provisions for Other Purposes) by \$100,000.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

III. New Business:

a. Acceptance of Resignation - Nancy Miskura:

Motion was offered by Councilman Etzel, seconded by Councilwoman Hernandez, to accept, with regrets, the resignation of Nancy Miskura from the position of part-time Library Clerk effective January 5, 2020. Mrs. Miskura has worked for Town since June 1999.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter

NOES 0

b. Acceptance of Resignation - Casey Craig:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Burke, to accept, with regrets, the resignation of Casey Craig from the position of part-time ACO effective January 17, 2020. Ms. Craig as worked for the Town since March 2019.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

c. Acceptance of Resignation - Richard Walls:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Etzel, to accept, with regrets, the resignation of Richard Walls from the position of Senior Citizens Activity Leader effective February 7, 2020. Mr. Walls has worked for the Town since February 2014.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

The Board collectively thanked each of the above individuals for their service to the community and each was wished success in the next phases of their lives.

d. Agreement – MSCSD School Resource Officer Program:

Motion was offered by Councilman Burke, seconded by Councilwoman Hernandez, to authorize the Supervisor to sign an agreement with the Monroe-Woodbury Central School District for the School Resource Officers January 1, 2020 – December 31, 2020. Supervisor Palermo noted this agreement is for the full-time police officer that is assigned to the school district.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
NOES 0

e. Resolution Committing Funds for Courthouse Renovations – DASNY:

Motion was offered by Supervisor Palermo, seconded by Councilman Hunter, to adopt the following resolution acknowledging the commitment of funds for the planned renovation to the Courthouse:

WHEREAS, the Town Board of the Town of Woodbury has committed to improving/renovating the Woodbury Town Court located at 511 State Route 32, Highland Mills, New York at an estimated cost of \$500,000; and

WHEREAS, former Assemblyman/current Senator James Skoufis has awarded the Town of Woodbury \$300,000 through the Dormitory Authority of the State of New York (DASNY) grant program to be used to offset the cost of the planned improvements/renovations to the Woodbury Courthouse; and

WHEREAS, the Town of Woodbury Town Board has allocated \$200,000 in its Fiscal Year 2020 budget under line-item A1620.468 (Justice Court Renovations Grant) to be used for the cost of the planned improvements/renovations to the Woodbury Courthouse.

NOW, THEREFORE, BE IT

RESOLVED by the Town Board of the Town of Woodbury acknowledging the commitment to DASNY that the Town of Woodbury has allocated \$200,000 towards the cost of the improvements/renovations to the Woodbury Courthouse located at 511 State Route 32, Highland Mills, NY; and be it further

RESOLVED that the Town Clerk is to prepare a certified copy of this resolution to be submitted to DASNY after its adoption.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
 NOES 0

f. Approval of Standard Workday Reporting-Retirement System:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Etzel, to adopt the following resolution for Standard Workday Reporting to the NYS and Local Retirement System for elected/appointment officials that assumed office in January 2020:

BE IT RESOLVED, that the Town of Woodbury hereby establishes the following as the standard work days for elected and appointed officials and will report the following days to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of the body:

Title	Name	Social Security Number (last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Average Days Reported (per month)
Elected Officials							
Supervisor	Frank Palermo	████	████	8	1/1/2020 - 12/31/2021	No	22.19

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
 NOES 0

g. Announce Completion of the 2019 Annual Accounting:

Supervisor Palermo announced the annual accounting of the 2019 records, as required pursuant to Section 62 of Town Law, was completed January 14, 2020. Supervisor Palermo stated he, Councilman Etzel and Councilwoman Hernandez worked together on this project and he thanked them for their time to do so.

IV. Old Business:

a. Authorize Supervisor to Sign Agreement - Ackerly & Hubbell Appraisal Corp:

Motion was offered by Councilwoman Hernandez, seconded by Councilman Etzel, to authorize the Supervisor to sign an agreement with Ackerly & Hubbell Appraisal Corp. for appraisal services for the ELT Harriman (former Nepera chemical plant) property known on the Woodbury Tax Map as Section 233, Block 1, Lot 3.1 (in the Village of Woodbury) and Section 108, Block 1, Lot 1.1, 1.2, 1.3 and 2 (in the Village of Harriman) in relation to a tax certiorari. The cost of this service is \$9000 and an additional \$7000 for a trial ready report if requested. The initial \$9000 is for a restricted report for potential settlement and is not appropriate for use in court. Post appraisal services will be charged at an hourly rate of \$225, court appearance will be a minimum of \$1500 and travel time will be \$75 per hour.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
 NOES 0

V. Department Reports:

a. Supervisor's Report:

Motion was offered by Councilman Hunter, seconded by Councilman Burke, to approve the December 2019 with receipts totaling \$234,990.84 and disbursements totaling \$1,440,729.59.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter

NOES 0

- b. Town Clerks Report - December 2019
- c. Building /Grounds Report - December 2019
- d. ACO Report - December 2019
- e. Police/Communications Report - December 2019
- f. Beautification Committee Minutes – No Meeting Held
- g. Library Board Minutes – December 30, 2019
- h. Parks & Recreation Committee Minutes – No Meeting Held

VI. Board Meeting Comments:

Councilman Burke noted yesterday the Town held its annually employee seminar on Workplace Violence, Bloodborne Pathogens, Active Shooter Training and Sexual Harassment Prevention training. He thanked the Police Department for teaching these sessions and Deputy Town Clerk Frances Huang for organizing the event. Earlier this week the Board held a meeting to discuss further the improvements to the pool. He feels it was a great meeting and was glad that members of the Parks Committee were in attendance, as well as some members of the public. He thanked Councilwoman Hernandez and Supervisor Palermo for bringing everyone up to speed on what has been done to date.

Councilwoman Hernandez thanked the Police Department for meeting with her recently to discuss some programs she would like to see initiated. They were very welcoming and embraced the ideas she had.

Councilman Etzel thanked all the Department Heads that participated in the annual accounting. He felt it was a nice experience and opportunity to see what work is done by each Department.

Clerk Potvin announced the annual John P Burke Scholarship Pancake Breakfast will be held on February 2, 2020 8AM-Noon at the Community Center located at Earl Reservoir. Supervisor Palermo acknowledged members of the Buildings/Grounds Department that will be volunteering their time to cook at this event.

VII. Adjournment:

With no further business to discuss or comments received, a motion was offered by Councilman Hunter, seconded by Councilwoman Hernandez, to adjourn the meeting at 8:05PM.

ADOPTED AYES 5 Palermo, Burke, Etzel, Hernandez, Hunter
 NOES 0

Desiree Potvin, Town Clerk