Catskill Town Board Committee Meeting
Catskill Town Hall
April 22, 2009 6:30 pm

Attendance:	Peter Markou,	Supervisor
	Robert Antonelli,	Councilman
	Lewis O'Connor,	Councilman
	Patrick Walsh,	Councilman
	Michael Smith,	Councilman
	Elizabeth Izzo,	Town Clerk
	Ronni Travers,	Human Resource

Supervisor Markou opened the meeting with a moment of silent prayer and the Pledge of Allegiance. He welcomed all in attendance.

Supervisor Markou then introduced Ronni Travers, the Town's Human Resource Manager, to discuss the revisions of the employee handbook. He stated the Town has made some necessary legislative changes that had to be made and some that as a Board were discussed. He reviewed both changes (drug testing and lifetime benefits) and they look fine.

Ms. Travers stated that they were reviewed in detail at the last meeting and was here tonight to see if any Board members had any questions. She stated that the Board would need to adopt the changes by resolution and then she will have a staff meeting with Department Heads to review the changes and have all employees sign an acknowledgement form stating they have reviewed the changes.

Councilman Smith asked if the change is due to future employment as well as current. Ms. Travers stated that is correct.

RESOLUTION # 50-2009 UPDATE TO EMPLOYEE HANDBOOK

Councilman Smith presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board wishes to update the Employee Handbook in order to enhance compliance with labor, civil service and other government regulations, clarify and document existing policies and procedures, institute better HR practices and procedures and implement changes in the health insurance eligibility requirements for retirees; and

WHERAS, the Town Board determined that the following Sections of the Employee Handbook were necessary in order to meet the above objectives:

Section 104	Section 406	Section 515	Section 804
Section 105	Section 408	Section 519	Section 806

Section 106	Section 409	Section 520	Section 807
Section 200	Section 501	Section 601	Section 808
Section 300	Section 502	Section 602	Section 810
Section 401	Section 503	Section 604	Section 811
Section 402	Section 507	Section 605	Section 812
Section 403	Section 508	Section 606	Section 904
Section 404	Section 510	Section 606	
Section 405	Section 511	Section 803	

WHEREAS, the Catskill Town Board wishes to revise certain components of the Controlled Substances and Alcohol Testing Policy specifically the storage of testing records and the designation of the Town's Human Resources Director as the employer representative to assume the responsibilities as defined in the federal testing regulations and Chapter 1 of the Town's Controlled Substances and Alcohol Testing Policy; so

THEREFORE WE, the Catskill Town Board hereby approve the above amendments to the above named Sections of the Employee Handbook and Chapter 1 of the Town of Catskill Controlled Substances and Alcohol Testing Policy.

Councilman O'Connor seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

Supervisor Markou reviewed the following resolutions:

RESOLUTION # 41-2009 APPOINTMENT OF EMT (P/T)
CATSKILL AMBULANCE SERVICE

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board has authorized the filling of a part-time EMT position for the Town of Catskill Ambulance Service, and

WHEREAS, Matthew Leibowitz, the Ambulance Administrator, has recommended that Danielle Joy Powell be appointed to said position, and

WHEREAS, Danielle Joy Powell meets the minimum qualifications established for said position, so

THEREFORE WE, the Catskill Town Board hereby appoint Danielle Joy Powell to the position of EMT (Part-time) effective April 3, 2009. The rate of pay shall be $12.62 per hour. Said appointment shall be subject to a probationary period of twenty-six weeks.

Councilman O'Connor seconded this motion.

Ayes 5 Nays 0 Absent 0 Motion Carried

RESOLUTION # 42-2009

AGREEMENT BETWEEN THE TOWN OF CATSKILL THE COMMUNITY HOSPICE

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Town of Catskill wishes to enter into an agreement with The Community Hospice to provide non-emergency ambulance transportation to patients of Community Hospice who are beneficiaries of Medicare and/or Medicaid, and

WHEREAS, the charge per patient transport one-way within the geographical area of Catskill will be $500.00 and the charge outside the geographical area will be $500.00 with an additional $4.50 per mile in excess of twenty miles, and

WHEREAS, each signatory to the agreement understands the terms outlined and agree to execute their responsibilities, so

THEREFORE WE, the Catskill Town Board hereby authorize the Town Supervisor to sign the aforementioned agreement with the Catskill Community Center.

Councilman Walsh seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION # 43-2009

AGREEMENT BETWEEN THE TOWN OF CATSKILL AND THE CATSKILL COMMUNITY CENTER

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Town of Catskill wishes to enter into an agreement with the Catskill Community Center regarding the Town of Catskill's Summer Recreation Program for the year 2009, and

WHEREAS, it is understood that the relationship created by this agreement shall be of independent contractor and contractee, and

WHEREAS, the Town of Catskill has agreed to supplement funding for this program in the amount of $52,595 to the Catskill Community Center to be used exclusively for the Summer Recreation Program, and

WHEREAS, each signatory to the agreement understands the terms outlined and agree to execute their responsibilities, so

THEREFORE WE, the Catskill Town Board hereby authorize the Town Supervisor to sign the aforementioned agreement with the Catskill Community Center.

Councilman O'Connor seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION #44-2009 APPOINTMENT OF PART TIME SEASONAL CEMETERY LABORER

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board has authorized the filling of a part-time seasonal cemetery laborer for the Town of Catskill Cemetery, and

WHEREAS, Stanley Dushane, Cemetery Custodian, has recommended that William Oettinger be appointed to said position, and

WHEREAS, William Oettinger meets the minimum qualifications established for said position, so

THEREFORE WE, the Catskill Town Board hereby appoint William Oettinger to the position of part-time seasonal cemetery laborer effective April 16, 2009. The rate of pay is $10.00 per hour.

Councilman Smith seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION #45-2009 APPOINTMENT OF PART TIME SEASONAL CEMETERY LABORER

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board has authorized the filling of a part-time seasonal cemetery laborer for the Town of Catskill Cemetery, and

WHEREAS, Stanley Dushane, Cemetery Custodian, has recommended that Jacob Auffant be appointed to said position, and

WHEREAS, Jacob Auffant meets the minimum qualifications established for said position, so

THEREFORE WE, the Catskill Town Board hereby appoint Jacob Auffant to the position of part-time seasonal cemetery laborer effective June 1, 2009. The rate of pay is $10.00 per hour.

Councilman Smith seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION #46-2009 APPOINTMENT OF PART TIME SEASONAL CEMETERY LABORER

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board has authorized the filling of a part-time seasonal cemetery laborer for the Town of Catskill Cemetery, and

WHEREAS, Stanley Dushane, Cemetery Custodian, has recommended that Michael Madden be appointed to said position, and

WHEREAS, Michael Madden meets the minimum qualifications established for said position, so

THEREFORE WE, the Catskill Town Board hereby appoint Michael Madden to the position of part-time seasonal cemetery laborer effective June 1, 2009. The rate of pay is $10.00 per hour.

Councilman Walsh seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION # 47-2009 REJECT BIDS FOR SALE OF SURPLUS HIGHWAY EQUIPMENT

Councilman O'Connor presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board solicited bids for the sale of a 1995 GMC one-ton dump truck, and

WHEREAS, the following two bids were received, and

1. Robert Young, $700.00
2. Paul Omerod, $520.00

WHEREAS, the Catskill Town Board on recommendation from the Highway Superintendent wishes to reject these two bids, so

THEREFORE WE, the Catskill Town Board hereby reject the two bids received for the sale of the 1995 GMC one-ton dump truck.

Councilman Walsh seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION # 48-2009 TO RESOLICIT BIDS FOR THE SALE OF SURPLUS HIGHWAY EQUIPMENT

Councilman O'Connor presented the following for consideration and adoption,

WHEREAS, the Catskill Town Board has surplus highway equipment for sale, and

WHEREAS, the two bids that were received by the Catskill Town Board were rejected, and

WHEREAS, the Town Board would like to re-bid the sale of this equipment and has the right to reject any or all bids, so

THEREFORE WE, the Catskill Town Board hereby instruct the Catskill Town Clerk to place an ad in the paper and/or an auction website for the sale of the surplus highway equipment.

Councilman Walsh seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

RESOLUTION # 49-2009 TUITION ASSISTANCE PROGRAM REIMBURSEMENT (ZOWAK)

Councilman Antonelli presented the following for consideration and adoption,

WHEREAS, the Town of Catskill has a Tuition Assistance Program for employees, and

WHEREAS, Melissa Zowak, an Ambulance Squad Employee, with permission from the Ambulance Administrator, has completed the EMT Intermediate Course, and

WHEREAS, Ms. Zowak has submitted proper documentation, so

THEREFORE WE, the Catskill Town Board hereby approve Tuition Reimbursement in the sum of $691.00 to Melissa Zowak.

Councilman Walsh seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

Supervisor Markou reviewed the County Resolution:

Resolution # 132-09 Approving Reimbursement to Community Colleges for Fall '08 and Spring '09 Semesters (Catskill's share is $28,779.76)

Supervisor Markou, under New Business, set a public hearing per the Code Enforcement's request:

RESOLUTION # 51-2009 SCHEDULE PUBLIC HEARING #5-2009 JUNK: JOHN HANZL PROPERTY

Councilman O'Connor presented the following for consideration and adoption,

WHEREAS, the Catskill Town Code Enforcement Office has reported that conditions on the property located at 637 Pennsylvania Avenue, Palenville, NY 12463, Tax Map # 184.00-3-16, constitute a public nuisance, and

WHEREAS, the Town of Catskill Code Enforcement Office has an Order to Remedy (s) outstanding on this property due to junk accumulation with no corrections being made, so

THEREFORE WE, the Catskill Town Board hereby approve and set a public hearing pursuant to Chapter 115 of the Town of Catskill Code concerning this matter on Wednesday, May 20, 2009 at 6:15 pm at Catskill Town Hall, 439-441 Main Street, Catskill, NY 12414.

Councilman Antonelli seconded this motion.

Ayes 5, Nays 0, Absent 0 Motion Carried

Supervisor Markou reviewed the Correspondence:

A letter from Therese McGee Ward regarding the County's Youth Bureau funding.

Email from Dan Howard regarding the Town Board appointing a Chair and Vice Chair of the Planning Board due to resignations. A special meeting of the Planning Board is scheduled for April 28th at 6:30 pm to discuss the leadership of the Board.

Supervisor Markou stated it would behoove members of the Town Board to attend that meeting as it appears that no one wants to be Chair. We will need to figure out what to

do because there are a number of projects coming up that the Town does not want to halt because there is no Chair.

Councilman O'Connor stated we can advertise for that job. Councilman Antonelli stated that the Chair and Vice-Chair are not stepping down from the Board. The only member whose term will be up at the end of the year is Jack Rivituso.

Councilman O'Connor stated we can extend the number of members on the Board and we can appoint a Chairman if no one wants the position. Councilman Antonelli stated if no one resigns and no one wants it.

Councilman Walsh stated to wait before advertising for the position to see if a member of the Planning Board would assume the role. He said if we increase the number of members of the Planning Board it may get unwieldy.

Councilman Antonelli stated that we will need to be careful because if we bring on two more members, we will have two members who do not know what is going on.

Councilman O'Connor stated that if we have to appoint a Chairman to that Board, then in the advertisement we should state looking for a Chair. He stated any member will have to learn quickly.

Supervisor Markou stated that maybe someone will be interested in an interim chair position.

Councilman Smith stated he believes increasing the membership from seven to nine will be a problem because then you will need a quorum of five. Currently, there is no reason for that.

Councilman O'Connor stated the only reason for increasing membership is if someone doesn't take the Chair or someone won't resign.

Councilman Smith suggested that the idea of interim chair is a good one. He stated that maybe Larry Federman will take the job. Councilman Antonelli stated that Harry Sacco is qualified to take the job too. Councilman O'Connor stated that Warren is also, but, he may not want it.

Councilman Smith stated he is willing to approach Larry about being interim chair. Councilman O'Connor stated he will speak to the other members of the Board to see if anyone else is interested.

Supervisor Markou stated that if no one wants to be Chair, then the Town Board will appoint who will be Chair.

Supervisor Markou scheduled a Government Operations Meeting for Thursday, April 30th at 4 pm. Fraser Engineering and Mike Sterthous will be in attendance to speak regarding

proposed Water District #3. This will be to find out the cost. After this meeting there will be a public hearing scheduled sometime in May. He states the Town is obligated to find out the cost of the project and to find out if the resident's of Jefferson Heights would even be interested to take on the added burden.

Councilman O'Connor stated that this isn't just Jefferson Heights. It is Landon Avenue and Leeds. Supervisor Markou stated it is a part of Leeds. It stops at Astoria. The other part is a project that is being worked on by Delaware Engineering (Leeds sewer district).

Councilman Antonelli stated this project is to upgrade the lines. Supervisor Markou stated we have an obligation to find out the cost.

Councilman O'Connor stated he is meeting with Matt and Alfie will have the Highway crew deliver the 6x6's to finish the planner and then he will speak with the awning person to install the awnings.

He stated that the water damage should be handled by the insurance. It was caused by the air conditioner. He stated when the effuse was installed, the people messed up a couple of doors. He does not feel we should clear the bond company until it is fixed.

Councilman Walsh spoke with Mike Sterthous regarding the zoning changes. He said it may take another couple of weeks. Supervisor Markou spoke with him the other day and he stated to him that he is concerned about the roads and creating another problem so he is trying to figure that out.

Councilman Antonelli stated he gave a copy of the copier proposal to all. The lease expires in September. This proposal if for five new machines plus maintenance on the new machines as well as the old ones. The new machines will have the capability of copying in color, fax, scan and staple. This proposal is for all supplies except for paper and staples. The term of the lease is 54 months with an early buyout. This proposal is under State Contract.

Councilman Smith asked what Councilman Antonelli's recommendation is. He stated he would recommend doing it now.

Councilman Smith asked if this is subject to a resolution and Councilman Antonelli stated yes.

Supervisor Markou asked if the Board would like to think about it till the next meeting. Councilman Walsh and Councilman Smith stated we should do it now. Councilman O'Connor stated the resolution should be made up and to vote on the next meeting.

Councilman Smith asked if there was any news on the quad money. Supervisor Markou stated no. The contract arrived and was sent back. He called the Office of the Budget two days ago and stated it won't be signed for the next two weeks. He asked when he may see money and they stated they are waiting for the authority to distribute the money.

Supervisor Markou stated he will make an announcement next week to state what projects the Town will be funding.

Councilman Antonelli wanted all to know that the Town received the grant money from Senator Seward's office for the Little Red Schoolhouse. Councilman Smith asked about interior work. Councilman Antonelli stated that is about a $250,000 project and that the Town has submitted a grant. He also stated that he has received a lot of compliments about the building.

Supervisor Markou asked if there was public comment. With no public comment, a motion was made by Councilman Antonelli and seconded by Councilman Smith. Meeting adjourned at 7:05 pm.

Respectfully submitted,
Elizabeth Izzo, Town Clerk