

Town of Greenville
SPECIAL TOWN BOARD MEETING
Employee Manual Workshop
February 21st, 2022 6:00pm

A special meeting of the Town Board of the Town of Greenville was held on February 21st, 2022 at 6:00 pm at Pioneer Hall for the purpose of conducting an employee manual workshop. Four board members were present, Councilman Bensen was absent. Highway Superintendent Michael Dudley was also present. Supervisor Macko opened the meeting with the Pledge of Allegiance at 6:01 pm.

The Town Board Members read line by line from pages 27-47 of the handbook making minor adjustments throughout. Jessica Lewis kept notes of the adjustments to share with Mrs. Erin Nevins as she is in contact with the publishing company.

Councilman Rauf motioned to schedule an additional employee manual workshop on February 28th, 2022 at 6:00 pm, seconded by Councilman Bear. Carried 4 ayes

There being no further business Supervisor Macko adjourned the meeting at 6:56 pm.

Jessica K. Lewis, Town Clerk-Collector

Supervisor Macko

Councilman Bear

Councilman Richards

Councilman Rauf *(arrived at 6:06 pm)*

Town of Greenville
TOWN BOARD MEETING
February 21st, 2022 7:00pm

The regular monthly meeting of the Town Board of the Town of Greenville was held on Monday, February 21st, 2022, at 7:00pm at Pioneer Hall. This meeting was also available to access remotely via teleconference call. Audio recording of the meeting is available upon request. Supervisor Macko opened the meeting with the Pledge of Allegiance at 7:01pm.

All members of the Board were present. Attorney Tal Rappleyea was present via teleconference call. Department heads: Highway Superintendent Mike Dudley, Zoning & Code Enforcement Officer Mark Overbaugh, Sole Assessor Gordon Bennett, Planning Board Chair/Town Historian Donald Teator, were present as well as District #4 County Legislator Greg Davis. Additionally, Travis Smigel of Delaware Engineering, Alex Johnk and Fran Sickles were present as well as 9 other guests.

Meeting minutes from; special meeting for employee handbook workshops held on January 17th, 2022 and January 31st, 2022, as well as, the monthly meeting on January 17th, 2022. All meeting minutes were sent to the Town Board on January 31st, 2022 and February 14th, 2022 for review. *Councilman Bear motioned to approve the meeting minutes, seconded by Councilman Richards. Carries 5 ayes*

Old Business

Monthly department reports were read for Highway, Building and Grounds (read by Supervisor Macko), Code Enforcement, Water (read by Supervisor Macko). Fran Sickles provided the Board with the 2021 yearly report for Rescue Squad.

Discussion points:

Building and Grounds – Supervisor Macko gave an overview of the month mentioning: Kerry (new hire) on his second full week doing a great job, new tractor has been getting used for snow removal, oil tanks at library were replaced and downstairs at library got cleaned. Councilman Bear suggested that during snow removals Highway Superintendent should contact Building and Grounds for snow removal when he contacts Highway Department-Mike Dudley said that wouldn't be a problem. No motions made.

Code Enforcement – Code Enforcement Officer Mark Overbaugh read off the monthly report of permits sold and mentioned that the fence on Hillcrest Rd that was discussed in last month's meeting has been removed. No motions made.

Recycling – The rail at the recycling center has been corrected as discussed in last month's meeting. No motions made.

Water – Supervisor Macko read off a letter from Water Superintendent with his vacation dates (attached). Supervisor Macko also read an invoice from New York Rural Water Association, Inc. regarding a laboratory training for Deputy Water Superintendent Renee Hamilton to attend for \$100 on February 24th, 2022. *Councilman Richards motioned to approve of the \$100 cost for Renee Hamilton to attend this training, seconded by Councilman Bensen. Carried 5 ayes*

Town of Greenville
TOWN BOARD MEETING
February 21st, 2022 7:00pm

Assessor – Sole Assessor Gordon Bennett spoke about the exemption deadlines being unclear by NYS regarding Covid extensions. The exemption application deadline is March 1st and will be added to the sign board outside of Town Hall. Reminder letters for all outstanding renewals were sent out on February 11th, 2022. Mr. Bennett will use his discretion in accepting delayed applications in efforts to prevent people losing their exemptions. There are approximately 30 reviews of building permit/property inventory still in process to be added to the assessment role that will get published on May 1st, 2022. Mr. Bennett also requested a resolution of the Town Board to urge our State Representatives to pass legislation that raise the statutory limits to preserve the tax savings for senior citizen exemption. *Councilman Rauf motioned that the Town Board sends the letter that Sole Assessor Gordon Bennett drafted regarding raising the statutory limits for senior citizen exemption to Senator Hinchey and cc: Assemblyman Christopher Tague, seconded by Councilman Bensen. Carried 5 ayes*

Planning Board – Planning Board Chair Don Teator read an overview of the recent Planning Board meeting. The Planning Board held extensive discussion and worked on drafting of the Town's zoning law for Commercial solar facilities. It was recommended by the Planning Board and Attorney Tal Rappleyea to update said law to improve its clarity, oversight, and balance of interests. *Councilman Bear motioned that the Town Board give Attorney Tal Rappleyea to put together a proposal of Commercial Solar Facility zoning law updates *with urgency*, seconded by Councilman Richards. Carried 5 ayes*
Councilman Bear motioned that the Town Board hold a special meeting with the purpose of convening with the Planning Board regarding the Solar Law proposal on March 21st, 2022 at 6pm, seconded by Councilman Rauf. Carried 5 ayes

Beautification Committee – Supervisor Macko read an email report provided by Barbara Walters. Community Partners met with Senator Hinchey and requested funds to finish the renovations of the historical glass windows in Prevost Hall, the Town should hear back on that in May. Debbie Von Atzingen applied for a grant on behalf of Community Partners for seven weeks of summer concerts at the gazebo this summer, news on that request should be received sometime in March/April. Community Partners is working with local artist Natalie Boburka to organize an artist studio tour and art show event during the month of July. Greenville Day weekend planning is proceeding for September 23 & 24 this year. This year will also be the 30th anniversary of Vanderbilt Park. No motions made.

District #4 County Legislator – Greg Davis briefed the Board on the County's Covid numbers and mentioned that the most recent deaths had mostly been vaccinated individuals. The legislature send a letter to Governor Hochul respectfully asking that mask and testing mandates be lifted following recent protesting throughout the county. No motions made.

New Business

2022 Agreement Renewal, EAP Services of the Mid-Hudson Valley – Supervisor Macko read the letter received by EAP Services of the Mid-Hudson Valley emphasizing that the rate does not change for the year for up to 32 employees. *Councilman Bensen motioned that the Board pays the \$750.00 yearly*

Town of Greenville
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renewal rate and to require all employees who operate Town vehicles to be added to the contract, seconded by Councilman Rauf. Carried 5 ayes

Press Release Regarding Higher Winter Energy Cost, Central Hudson – Supervisor Macko discussed the memo received and discussed the impact on Town Hall and all other Town owned facilities. *Councilman Rauf motioned that the Board send an internal memo to all employees to remind them to be energy conscious, seconded by Councilman Richards. Carried 5 ayes*

Northeast USA Vietnam Veterans Memorial Funds Updates – Supervisor Macko read aloud a letter provided by Tim Broder. No motions made.

Adopt Official Undertaking for 2022 – *Councilman Bear motioned to accept the 2022 Official Undertaking of Municipal Officers, seconded by Councilman Rauf. Carried 5 ayes*

PERMA Training Dates: March 10th & 11th, 2022 – all mandatory trainings will be held at Town Hall.

Appoint Meter Reader – *Councilman Rauf motioned to appoint Alex Johnk as meter reader of water department for the three remaining readings of 2022 for \$600/reading, seconded by Councilman Bensen. Carried 5 ayes*

Municipality Dark Signal Initiative, NYSDOT – Supervisor Macko read aloud a letter received by NYSDOT that is requesting the Town to install a generator to operate the traffic light and crosswalk signals during outages. *Councilman Rauf motioned that the town send a note to NYSDOT respectfully declining their request, seconded by Councilman Bear. Carried 5 ayes*

Postage Meter – Supervisor Macko presented the idea of purchasing a Pitney Bowes postage meter. Discussion of this was tabled as Supervisor Macko would like to gather more information on other options and pricing. No motions made.

Contractor's Meeting – Supervisor Macko informed the Board that a meeting will be held on February 23rd, 2022 3pm regarding the water project. No motions made.

Supervisor's Report – After prior review *Councilman Bear motioned to approve the Supervisor's Report for January 2022, seconded by Councilman Bensen. Carried 5 ayes*

Audit of Monthly Bills –

Councilman Bear moved, seconded by Councilman Rauf to pay the following bills:

Bill 2 Sidewalk Escrow Account Abstract #2 for \$110.00
Bills 13-35 on Highway Abstract #2 for \$30,960.05
Bills 11-24 on Water Abstract #2 for \$8,536.44
Bills 12-23 on Sewer Abstract #2 for \$16,229.81

Town of Greenville
TOWN BOARD MEETING
February 21st, 2022 7:00pm

Bill 1 on Freehold Lighting Abstract #1 for \$1,998.40

Bill 1-2 on Greenville Lighting Abstract #1&2 for \$3030.55

Bill 50-96 on General Abstract #2 for \$26,455.60

There being no further business this meeting was adjourned at 8:30 pm.

Jessica K. Lewis, Town Clerk-Collector

_____ Supervisor Macko

_____ Councilman Bear

_____ Councilman Richards

_____ Councilman Rauf

_____ Councilman Bensen

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Employee Manual Workshop
February 28th, 2022 6:00pm

A special meeting of the Town Board of the Town of Greenville was held on February 28th, 2022 at 6:00 pm at Pioneer Hall for the purpose of conducting an employee manual workshop. Three board members were present, Councilman Richards and Councilman Rauf were absent. Highway Superintendent Michael Dudley was also present. Supervisor Macko opened the meeting with the Pledge of Allegiance at 6:05 pm.

The Town Board Members read line by line from pages 47-57 of the handbook making minor adjustments throughout. This completes the review of the entire employee handbook. Jessica Lewis kept notes of the adjustments to share with Mrs. Erin Nevins, along with all supporting documentation necessary to submit to the Publisher.

Postage Meter – Supervisor Macko mentioned that he was looking into the benefits of having a postage meter purchased for Town Hall and intends to bring information regarding that to the upcoming monthly meeting. No motions made.

Grinder Pump in Downstairs Bathroom – Supervisor Macko informed the Town Board that the grinder pump in the downstairs bathroom s not working. Supervisor Macko will reach out to F.W. Webb tomorrow to obtain a quote on repairing it. No motions made.

There being no further business Supervisor Macko adjourned the meeting at 7:15 pm.

Jessica K. Lewis, Town Clerk-Collector

_____ Supervisor Macko

_____ Councilman Bear

_____ Councilman Bensen