

# TOWN OF LLOYD TOWN BOARD

## WORKSHOP MEETING

NOVEMBER 1, 2017

**Present:** Supervisor Paul Hansut  
Councilmember Kevin Brennie  
Councilmember Michael Guerriero  
Councilmember Joseph Mazzetti  
Councilmember Jeffrey Paladino

**Also present:** Kate Jonietz, Secretary  
Rosaria Peplow, Town Clerk

**Absent:** None

**4:00 PM** – Supervisor opened the meeting and led the Pledge of Allegiance

### 1. REPORTS

**Finance** – Karen McPeck, Bookkeeper to the Supervisor

Karen McPeck reported that the Supervisor's report was completed and sent to the Town Board and Department Heads this afternoon. She will have 2017 budget amendments to be adopted at the Regular Town Board Meeting. The invoice for the Tow law will need to be funded. She billed the Walkway Over the Hudson for the water/sewer engineering bills for the extension of the water and sewer lines to the reception area. The August bill was about \$10,000 and the current bill was \$8,000; she is waiting for reimbursement. She prepared and sent the Town Board a draft Employee Handbook on Friday, October 27, and would like the Town Board to review it and send her comments.

**Assessor** – Jennifer Mund

Supervisor stated that the assessor was at a training class

**Building & Zoning Department** – David Barton

David Barton was not present

**Dog Control** – Andrew McKee

Andrew McKee was not present

**Highway** – Superintendent Richard Klotz

Klotz reported that he has completed paving for this year. They are cleaning up and getting the trucks ready for winter. The new Dodge truck arrived and is being outfitted. It will be on the road soon.

Paladino asked if the storm drains are being cleaned.

Klotz responded that they were being cleaned and were almost done. The signs have arrived and in accordance with the new snow ordinance state: *No Parking October 15<sup>th</sup> through April 15<sup>th</sup>*. The nineteen signs will be installed starting tomorrow.

**Justice** – Eugene Rizzo/Terry Elia

**Police** – Chief Daniel Waage

Supervisor stated that the Chief Waage had submitted a report as follows.

#### PATROL ACTIVITIES: October 2017

CALLS FOR SERVICE 839  
OTHER/PUBLIC SERVICE 361  
ACCIDENTS 52  
TICKETS (PARKING/UTT'S) ----96 (4 parking) (92 UTT'S)  
ARRESTS 40  
FOOT PATROL-----HAMLET (OFFICER/SGT) ---Approx. 190 hrs.  
FOOT PATROL-----HAMLET (CHIEF/LT.)-----Approx. 3 hrs.  
SCHOOLS (CHIEF/LT.)-----Approx. 3 hrs.  
SCHOOLS (OFFICERS/SGT)-----Approx. 45 hrs.

Oct. 02nd - "Cops and Pizza" fundraiser took place at Vignetto's Cafe. Over \$2,250.00 was raised for the Hurricane Relief and donated to American Red Cross for the relief.

Oct. 06th -Chief Daniel Waage interviewed by FOX 5 for an upcoming documentary on the Opioid/ Heroin epidemic.

November 1, 2017

Oct. 10th-Town of Lloyd Police Youth Rec League took place. Members played assorted games with approx. 10 local children.

Oct 12th -Chief Waage and Sgt. Roloson spoke to students at Rose Hill Manor Day Care on the duties of Police Officers.

Oct 14th -Alzheimer Walk event at the Walkway Over the Hudson. Police patrolled the event and provided security for pedestrian and vehicular traffic. Approx. 1,300 people attend the event.

Oct 15th - ALS Walk event on the Walkway over the Hudson. Police patrolled the event and provided security for pedestrian and vehicular traffic. Approx. 2,100 people attended the event.

Oct 19th - Chief Waage and Sgt. Roloson met with Interim Superintendent Thomas Bongiovi of the Highland Central School District to discuss school safety issues along with continuing open communication and cooperation between the school district and the police department.

Oct 21st - "Night in Little Italy" in the Hamlet event. Police patrolled the event.

Oct 28th - "Halloween in the Hamlet". Police took part in the Halloween festivities and patrolled the event.

Oct 30th-Chief Waage and Lt. Janso attended a public safety program sponsored by Congressman John Faso (R, 19). The program was designed to help protect soft targets, including houses of worship, from terrorism. Vadim Thomas, Special Agent in Charge of the FBI Albany Division, discussed the sensitive issue, joined by members of his FBI's Joint Terrorism Task Force, local law enforcement, and leaders of local faith communities.

Oct 31st -Halloween night. Extra patrols provided to areas in town with high volume of children who were trick or treating.

#### **Recreation/Buildings & Grounds – Frank Alfonso**

Alfonso reported that flyers and information for Youth Basketball, Adult Basketball and Wrestling are going out next week. Youth Basketball starts December 2<sup>nd</sup>, Wrestling starts December 4<sup>th</sup> and Adult Open Basketball starts this Thursday and will be on Tuesdays and Thursdays. Youth Football and Youth Softball played their last games on Saturday which was the last day Tony Williams Park will be used. They will clean up the parks. They will remove the porta-pottie from Berean Park. The one at the Town Field will be moved to Tony Williams Field for the winter as it is used by the people on the Rail Trail. The work in Town Hall is complete except for painting the bathrooms and hallway. The windows are installed, the painting inside and out and the blinds are installed.

He spoke with Mike Watts concerning the Ski Club proposal. Mr. Watts was unable to attend the meeting today but is able to attend the next meeting if there are any questions. The Ski club originated in the eighties with a bus leaving the middle school on Saturdays. It was taken over by the Highland School District and they had 4 or 5 trips during the season. The Recreation Department would hire Mr. Watts as the Director, hire an Assistant Director and pay each a stipend if the Town took it over. The Director would be responsible for hiring the coach buses and making arrangements at the ski resort. The Town would pay those invoices. All the costs would be absorbed by the cost to participate and the Recreation Department would break even.

Mazzetti asked what the target group is for the Ski Club.

Alfonso stated that the school has run it for the town's youth. He discussed this with Mr. Watts. If the parents of the kids who are going want to go, they would pay the same as everyone else but would also act as volunteer chaperones. The school district has registration and permission forms that also include the rules that they use and the Town could have their own registration and permission form. They will go through the forms and create one that will work for this program.

Mazzetti asked how many chaperones they will have per child.

Alfonso said he wants to know if this program is something the Town would like to pursue and then he will meet with the proposed Director and have answers for these questions.

Paladino said that this could be a Town wide program and there will need to be guidelines and clarification on age.

Brennie said the program will most likely be open to school age kids.

Alfonso reported that the wiring already exists at Tony Williams Field from the old lights. He sought RFP for the light fixtures and decided to use Musco Lighting off the NY State Bid in the amount of \$49,785.00 which includes all the lighting materials; the lights, the brackets, etc. The underground electric is already in place. They received two proposals for installation which includes the six new wooden poles, the removal of the three existing poles, the installation of the new poles, installation of the lights, and all wiring from the top of the pole (the lights) to the ground for \$32,250, as well as any upgrades to the circuit box. The total for the project is \$82,035.00. There is a ten-year warranty on the lights. The quote in the Spring to do the project with metal poles was \$180,000.00 plus and there was a twenty-five warranty on the metal poles and lights.

Brennie said the Little League put up metal poles 22 years ago and they look like new. He felt that putting wood poles was going backwards and that they should be putting in the best poles they can. He spoke with the bookkeeper and she said that they have \$122,000.00 in the Recreation fund.

Mazzetti stated that they still need to connect the sewer line to the bathrooms at Berean Park.

Brennie said that project doesn't come from the Recreational Fee Funds as it is not a capital improvement.

Hansut said that is maintenance and it will come out of the budget. He said he understands that Brennie prefers the metal poles; the Town Board need to either accept or reject the original bids for metal poles before they can move on with the new bids for wooden poles.

Mazzetti asked how many times there have been games under the lights.

Alfonso said between May and September the lights are used a minimum of four nights per week.

Paladino said the metal poles are 60 feet with LED lights and the wood poles are 50 feet with metal halo lights; there is a difference in efficiency. The bid for the metal poles was given in the Spring and may not be the same.

Mazzetti asked Alfonso if there is another project that he would like to do before he spends all the funds on the lights for Tony Williams Field.

Brennie said that he and Alfonso have had that discussion and that both Tony Williams Field and Berean Park have been upgraded.

Alfonso said resurfacing the basketball and Tennis Courts at Town Williams Field are due to be done next year.

Mazzetti asked if the Recreation Fees can be spent anywhere in Town or do they have to be used near the project that paid the fees.

Paladino said the fees can be used at any facility in the Town.

Guerriero said a developer could not provide space for recreation at his project so the Town adopted the Recreation Fees schedule and used them to invest in Town owned properties so that everyone benefits.

Alfonso said that from 1987 to present the Recreation Fees have paid for the Tennis Courts at Tony Williams, the Basketball Courts, and all other renovations at Tony Williams, also the playground at Berean Park and all the renovations there.

Mazzetti asked if the Recreation Fees could be used at Bob Shepard Highland Landing Park as they need money to complete the park.

Alfonso said the park also receives a portion of the Recreation Fees.

Paladino asked if they should consider the wood poles so they can get started this winter and be ready by Spring and not lose another season.

Alfonso responded the board said the metal poles wouldn't work so he went in a different direction and now he is being told to go back to the metal poles.

Mazzetti said he thinks Alfonso should wait until after the election when there is a new Town Board.

Hansut said a resolution must be adopted to reject the first bid for the metal poles. The Board was not in favor of spending \$150,000.00. Alfonso has received quotes for wooden poles as the Town Board asked him to do, the cost came in \$15,000.00 less than anticipated. The Board should approve the wooden poles as it is imperative to finish the business that they started and not wait for a new Board.

**Town Clerk – Rosaria Peplow**

Rosaria Peplow gave the following report:

Tax Collection

The resolution to re-levy the unpaid water and sewer bills onto the 2018 Tax bills will be on the November 15, 2017 Regular Town Board Meeting Agenda.

Town Clerk

NYSDEC sent the Town Clerks the list of Deer Management Units that had additional Doe Management Permits available. There were permits available in 3M which is in this area. The permits went on sale today and there have been several applicants. 610 Transfer Station permits have been issued to date.

Record Management

She sent a notice to all departments inviting employees to attend a free workshop entitled Policies and Procedures Essentials on Wednesday October 25, 2017 that was presented by Linda Bull, Regional Director of NYS Archives. Wendy Rosinski, Deputy Town Clerk, and Denise Rhoades, Highway Superintendent Secretary attended. She started records management improvements years ago but over time the system has begun to backslide. Procedures are going by the wayside. The workshop discussed the value of documenting policies and procedures. Consistency of performance ensures similar performance across an organization which produces greater efficiency when all are on same page. Linda Bull suggested working with something that already exists and building on it. The Town Clerk is the designated Record Access Officer and will start with FOIL requests and develop a procedure that works for all departments and the Town Clerk's office. A Policy and Procedure Manual defends records management in court, avoids established policies from being forgotten and successors carry on after staffing changes. The goal is to have the information communicated to all departments.

**Water & Sewer** – Adam Litman

Adam Litman not present

**Supervisor** – Paul Hansut

Supervisor stated that the Public Hearing on the proposed 2018 budget would be on November 8<sup>th</sup> at 7PM.

November 11<sup>th</sup> the Veteran's Day Ceremony will be held at the Veteran's Memorial Park on Route 9W at 10:30AM.

Sunday, November 12<sup>th</sup> at 10:00 a.m. will be the Veteran's breakfast at St. Augustine School auditorium. The Knights of Columbus will prepare the breakfast.

The Interact Club will commemorate the first interact meeting held on November 5, 1962. He thanked the teenagers in the Interact Club that assisted with setting up, decorating and cleaning up the Hamlet before and after the October 28<sup>th</sup> Halloween celebration in the Hamlet.

Tuesday, November 7<sup>th</sup> is Election Day and the Town Hall will be closed.

Light up the Hamlet is on December 8<sup>th</sup> from 6:00 p.m. to 8:30 p.m.

**2. OLD BUSINESS**

A. Towing list-Application Fee

Hansut said that the Town Board adopted the Towing Law and the Towing Fees but they have not adopted an Application Fee.

Mazzetti recused himself.

**RESOLUTION** made by Paladino, seconded by Brennie to adopt an Annual Application fee of \$100.00 to be on the Towing List.

**Roll call:** Brennie, aye; Paladino, aye; Hansut, aye; Guerriero, aye.

**Four ayes carried.**

B. Tony Williams Field – lights Discussed

C. Ski Club

D. Tesla charging station

Hansut said that he received a Tesla Charging Infrastructure and Investment Guideline. It gives an equipment overview, installation information, electrical cost and usage and also states that the consumer could pay for the use.

Paladino said that would apply if the Town purchased and paid for the equipment.

The equipment was donated to the Town.

Mazzetti asked if there was an agreement that states there is no cost for equipment, warranties, etc.

Paladino said there was an agreement.

Peter Bellizzi, President of the Hudson Valley Rail Trail said that there is a four year warranty on the equipment.

**3. NEW BUSINESS**

**4. PRIVILEGE OF THE FLOOR**

**5. MOTIONS & RESOLUTIONS**

**A. RESOLUTION** made by Mazzetti, second by Paladino to reject all bids received for Tony Williams Field for six new metal poles, lighting, LED bulbs that ranged from the low bid of \$152,000 to the high bid of \$200,000 that Frank Alfonso presented at the September 20, 2017 Regular Town Board Meeting.

**Roll call:** Brennie, nay; Paladino, aye; Hansut, aye; Guerriero, aye; Mazzetti, aye.

**Four ayes carried.**

**B. RESOLUTION** made by Paladino, second by Hansut to award the Tony Williams Lighting Project to low bidder Bragg's Electrical Service, Inc. to provide and install six new wooden poles, six metal halide lighting clusters on each pole and to remove existing lights/poles at a cost of \$32,250.00. The lighting materials to be purchased through the NYS Bid from Musco Lighting for a cost of \$49,785.00 for a total project cost of \$82,035.00 at the recommendation of Frank Alfonso Recreation Director.

**Roll call:** Brennie, nay; Paladino, aye; Hansut, aye; Guerriero, aye; Mazzetti, nay.

**Three ayes carried.**

Alfonso said he would meet with contractors. It will take four weeks to get the materials which would be December. If it cannot be done now it will be done in the Spring.

Paladino said that the key is getting the holes dug before the ground freezes.

**MOTION** made by Mazzetti, seconded by Brennie to adjourn the meeting at 5:00PM.

**Five ayes carried.**

Respectfully submitted,

Rosaria Schiavone Peplow  
Town Clerk