

TOWN OF ULSTER TOWN BOARD MEETING (21)

DECEMBER 23, 2020

**CALLED TO ORDER BY SUPERVISOR QUIGLEY, CHAIRMAN at 7:02 PM
MEETING HELD VIRTUALLY**

SALUTE TO THE FLAG

ROLL CALL by Town Clerk, Suzanne Reavy:

TOWN COUNCILMAN ERIC KITCHEN
TOWN COUNCILMAN JOHN MORROW
TOWN COUNCILMAN ROCCO SECRETO
TOWN COUNCILMAN CLAYTON VAN KLEECK
SUPERVISOR JAMES E. QUIGLEY 3rd

ALSO IN ATTENDANCE:

1. Jason Kovacs, Town Attorney
2. Warren Tutt, Building Inspector
3. Kyle Berardi, Police Chief
4. Frank Petramale, Highway Superintendent
5. Vincent Maggiore, Wastewater Superintendent
6. Bill Kemble, Daily Freeman

~~ ALL AGENDA ITEMS (MOTIONS AND RESOLUTIONS) ARE MADE VIA ROLL CALL VOTE ~~

ADDITIONS OR CHANGES TO AGENDA – None

PUBLIC DISCUSSION ON AGENDA ITEMS – None

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APPROVAL OF MINUTES – November 5th and 19th (2020-M-316)

MOTION: Councilman Kitchen
SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

COMMUNICATIONS – None

ABSTRACT OF CLAIMS (2020-M-317)

Presented by Councilman Van Kleeck

December, 2020

Prepaid Bills:	\$ 989,342.23
Abstract Bills:	\$ 469,381.76
Escrow Bills:	\$ 375.00
Reserve:	\$ -
TOTAL:	\$1,459,098.99

MOTION: Councilman Kitchen
SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

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BUDGET MODIFICATIONS None at this time

New Business:

Presentation and Acceptance of the Town Clerk's Monthly Report for the month of November 2020 (2020-M-318)

Reavy: Building fees increased this month's report, due to \$73,000 in permits for Landau Solar.

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Presentation and Acceptance of the Supervisor's Monthly Report for the month of November 2020 (2020-M-319)

Supervisor: Expenses heavy, cash flow light. Expenses are running normally. Wrapping up end of year and variance in funds look good.

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

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Motion to authorize the hiring of a Full Time Assistant Building Inspector

(2020-M-320)

[presented by Councilman Van Kleeck]

James Bruno: Recommended by Warren Tutt; interview with personnel committee; provisional; full time; union; start date 1/4/21; \$18.19/hour

Councilman Kitchen: Is there a civil service test in the future?

Supervisor: Newly created position. Provisional at this time, subject to UC Civil Service creating position and then administration of the exam.

MOTION: Councilman Morrow

SECOND: Councilman Kitchen

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Resolution to Appoint Town Health Officials (2020-R-321)

Councilman Van Kleeck: In compliance with NYS requirement for us to have an emergency procedure manual, we need to designate health officials for the town – Supervisor and Town Clerk. They will act as direct points of contact for all departments for any health related concerns and communication with health department.

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RESOLUTION OF THE TOWN BOARD
TOWN OF ULSTER
Resolution to Appoint Town Health Officers

WHEREAS, it is required by New York State that the Town of Ulster have at least one official designated as the Town Health Officer; now, be it

RESOLVED, that the Ulster Town Board hereby appoints James E. Quigley, 3rd and Suzanne Reavy as Health Officers for the Town of Ulster; and be it further

RESOLVED, that the Ulster Town Board directs the Town Clerk to provide a certified copy of this resolution to the New York State Department of Health, the Ulster County Department of Health, and the Town of Ulster Code Enforcement Officer.

MOTION: Councilman Kitchen

SECOND: Councilman Secreto

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

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Supervisor: The next four Resolutions are on the agenda at the recommendation of the Town Planning Board

Resolution Extending Site Plan Approval Extension for LHV Precast, 540 Ulster Landing Road, SBL #40.31-1-34.100 & 40.31-1-34.200 (2020-R-322)
[extending site plan to 9/2021]

RESOLUTION
TOWN OF ULSTER TOWN BOARD
Site Plan Approval Extension
LHV Precast
SBL 40.31-1-34.100 & 40.31-1-34.200
540 Ulster Landing Road

WHEREAS, the applicant – LHV Precast – received Site Plan Amendment approval on September 10, 2019 by the Town of Ulster Planning Board to construct a 3,600 square foot addition to the north of an existing 14,400 square foot manufacturing building, which would be in addition to the approved 14,400 square foot approved expansion; and

WHEREAS, pursuant to Ulster Town Code Section 145-13(A), construction of an approved site plan shall be commenced within twelve (12) months from the date of approval, or else the approval shall expire; and

WHEREAS, construction of the approved site plan did not commence prior to September 10, 2020; and

WHEREAS, LHV Precast is requesting a one (1) year extension of the amended site plan approval; and

WHEREAS, the Ulster Town Board has determined it is in the best interest of the Town of Ulster to extend the amended site plan approvals; and

WHEREAS, Ulster Town Code Section 145-14 grants the Town Board the power to vary or waive the provisions of Chapter 145, where, in its judgment, the circumstances justify such variance or waiver upon such terms and conditions as it may deem appropriate provided that such variation and/or waiver promotes the health or general welfare and orderly growth; now therefore, be it

RESOLVED, that the amended site plan approval heretofore granted on September 10, 2019, shall be amended as follows: the approval granted by the Planning Board on September 10, 2019 shall be deemed to have expired unless construction of the approved development shall

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be actually commenced no later than September 10, 2021; and be it further

RESOLVED, that this resolution shall take effect upon

1. Payment by LHV Precast of any applicable extension fees; and
2. Relocation of the existing LHV Precast storm drainpipe from feeding to the stream which originates on LHV Precast property and crosses into the real property at 638 Ulster Landing Road.

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

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Resolution Initiating SEQRA and to refer Morgan Coy, P-818, 36 Sawkill Road, SBL 48.14-3-44.240 to the Ulster County Planning Board (2020-R-323)
[Developing a 10-acre parcel next to Family Practice]

RESOLUTION

From TOWN OF ULSTER PLANNING BOARD to TOWN OF ULSTER

TOWN BOARD

Morgan Coy, P-818

36 Sawkill Road

SBL 48.14-3-44.240

ZONE: OM

Site Plan

WHEREAS, the applicant –Morgan Coy, seeks Site Plan approval for a 8,000 square foot warehouse with associated parking and loading ; and,

WHEREAS, the applicant has submitted a complete Site Plan application to the Town of Ulster Planning Board, in coordination with the Ulster Town Board, including a submitted State Environmental Quality Review Act (SEQRA) Short Environmental Assessment Form; and,

WHEREAS, the Planning Board agrees that the Ulster Town Board has final review and approval authority for this application.

NOW THEREFORE BE IT RESOLVED, that said Town Board designates itself as lead agency and types the application as an Unlisted Action under the New York State Environmental Quality Review Act (SEQRA).

NOW BE IT FURTHER RESOLVED, based on a recommendation from the Planning Board said Town Board formally refers this application to the Ulster County Planning Board for review consistent with the Ulster County Planning Board Land Use Referral Guide and NYS General Municipal Law 239. Such referral can be made only after all additional and updated information requested from the application by the Town Planning Board, at their December 8, 2020 meeting, has been received and is included in said referral to the satisfaction of the Building Inspector or consulting Town Planner as well as the Planning Board Secretary.

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MOTION: Councilman Kitchen

SECOND: Councilman Secreto

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

**Resolution granting Site Plan Approval for Joseph Emanuele, P-813, 230 –
2332 Route 9W, Lake Katrine, N.Y. 12449 SBL 39.12-1-24 (2020-R-324)**
[minor expansion to existing building]

RESOLUTION
TOWN OF ULSTER TOWN BOARD
Joseph Emanuele, P-813
230-2332 Route 9W, SBL 39.12-1-24
Site Plan Amendment

WHEREAS, the applicant –Joseph Emanuele, seeks Site Plan approval for construction of two new storage buildings with stockade fencing extension; and,

WHEREAS, the applicant has submitted a complete Site Plan application to the Town of Ulster Planning Board, in coordination with the Ulster Town Board, including a submitted State Environmental Quality Review Act (SEQRA) Short Environmental Assessment Form; and,

WHEREAS, the Planning Board agrees that the Ulster Town Board has final review and approval authority for this application; and,

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WHEREAS, the Ulster Town Board has referred this application for the review to the Ulster County Planning Board who returned an advisory comment on confirmation of adequate septic and septic reserve areas which has now been met by the applicant;

NOW THEREFORE BE IT RESOLVED, that based on a recommendation from the Town Planning Board the Town Board designates itself to be lead agency, types the application as an Unlisted Action under the New York State Environmental Quality Review Act (SEQRA), and makes a Negative Declaration that this action will have no significant, adverse environmental impact: and,

BE IT FURTHER RESOLVED, the Ulster Town Board grants final site plan approval consistent with recommendation of the Town Planning Board and with the application materials submitted; and,

BE IT FURTHER RESOLVED, that the Ulster Town Board grants conditional Site Plan Amendment approval for the proposed action subject to the conditions, limitations and restrictions set forth below:

1. Compliance with comments from the Ulster County Planning Board
2. Compliance with applicable zoning and building laws, rules and regulations;
3. Compliance with site plan, design plans and all details as cited herein;
4. Compliance with a restriction that no automotive services or repair shall be a part of this site plan amendment and said restriction shall be shown as a note on the final site plan;
5. The Town's consulting planner and Building Inspector are hereby authorized to approve minor Site Plan changes of a ministerial nature, which may arise due to unforeseen circumstances in the project site development; and
6. All fees, including consultant fees, shall be paid.

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

DECEMBER 23, 2020

**Resolution granting Site Plan Approval for Urban PreCast, P-808, 6 – 8
Kiefer Lane, Kingston, N.Y. 12401 SBL 48.66-2-2.210 (2020-R-325)**

RESOLUTION
TOWN OF ULSTER TOWN BOARD
Urban PreCast, P-808
6-8 Kieffer Lane, SBL 48.66-2-2.210
Site Plan Amendment

WHEREAS, the applicant – Urban PreCast, seeks Site Plan amendment approval for construction of 3,533 square foot addition to existing building; and,

WHEREAS, the applicant has submitted a complete Site Plan Amendment application to the Town of Ulster Planning Board, in coordination with the Ulster Town Board, including a submitted State Environmental Quality Review Act (SEQRA) Short Environmental Assessment Form; and,

WHEREAS, the Ulster Town Board has final review and approval authority for this application.

WHEREAS, the Ulster Town Board has referred this application for the review to the Ulster County Planning Board who returned an advisory comment of no county impact.

NOW THEREFORE BE IT RESOLVED, based on a recommendation from the Town Planning Board, the Town Board finds that this application for a nonresidential facility involving less than 4,000 square feet is a Type II Action under the New York State Environmental Quality Review Act (SEQRA) and requires no further review or action under SEQRA; and,

BE IT FURTHER RESOLVED, that the Ulster Town Board grants conditional Site Plan Amendment approval for the proposed action subject to the conditions, limitations and restrictions set forth below:

7. Compliance with comments from the Ulster County Planning Board
8. Compliance with applicable zoning and building laws, rules and regulations;
9. Compliance with site plan, design plans and all details as cited herein;
10. Compliance with a restriction that no automotive services or repair shall be a part of this site plan amendment and said restriction shall be shown as a note on the final site plan;
11. The Town’s consulting planner and Building Inspector are hereby authorized to approve minor Site Plan changes of a ministerial nature, which may arise due to unforeseen circumstances in the project site development; and
12. All fees, including consultant fees, shall be paid.

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MOTION: Councilman Secreto

SECOND: Councilman Kitchen

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

DECEMBER 23, 2020

Resolution appointing Frank Almquist and Dan Furman to the UC Planning Board (2020-R-326)

[Reappoint for one year term, subject to vote by Ulster County Legislature]

RESOLUTION OF THE TOWN BOARD
TOWN OF ULSTER

Resolution Appointing Delegates to the Ulster County Planning Board

WHEREAS, the terms of the current delegates from the Town of Ulster to the Ulster County Planning Board will expire on December 31, 2020; and

WHEREAS, the Town Board, or the majority Members thereof, are authorized to recommend to the Ulster County Legislature for consideration and appointment, delegates to fill said vacancies.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations above set forth are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Ulster hereby recommends to the Ulster County Legislature FRANK ALMQUIST, a Town of Ulster resident, for consideration as a member of the Ulster County Planning Board representing the Town of Ulster.
3. The Town Board of the Town of Ulster hereby recommends to the Ulster County Legislature DAN FURMAN, a Town of Ulster resident, for consideration as an alternate member of the Ulster County Planning Board representing the Town of Ulster.
4. A certified copy of this resolution shall be sent to the Ulster County Planning Department and the Clerk of the Ulster County Legislature within ten (10) days.

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Resolution accepting Deed of Gift from Kingston Mall LLC for the return of the Easement as described in Liber 2640, Page 120 dated September 30, 1996 (2020-R-327)

Resolution Authorizing Acceptance of Release of Easement from Kingston Mall LLC

WHEREAS, the Town of Ulster granted to PCK Development Company a certain Easement dated September 30, 1996, as recorded with the Ulster County Clerk in Liber 2640 of Deeds at Page 120 on November 21, 1996, in certain real property owned by the Town of Ulster and used as a town landfill; and

WHEREAS, Kingston Mall, LLC is Successor-in-Title to the original recipient of the Easement as described above; and

WHEREAS, the Town of Ulster has requested a release of said Easement; and

WHEREAS, Kingston Mall, LLC is agreeable to a release of said Easement;

WHEREAS, the Town Board of the Town of Ulster is desirous of accepting said offered Release of Easement on behalf of said Town, and

WHEREAS, the Town Board of the Town of Ulster has examined said instrument, and finds the consideration described in the Release – which is zero -- to be fair and reasonable for the value of such taking,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Ulster does hereby accept a Release of Easement from Kingston Mall, LLC in accordance with the terms and conditions contained in said instrument, authorizes the Town Supervisor to sign said Release of Easement and any transfer documents, and directs that the same be recorded in the Office of the Clerk of the County of Ulster.

Supervisor: Supervisor LaBarge and town board previously granted this easement to PCK Development for seasonal snow storage on a portion of transfer station property. Given the reduced need to store snow off-site, and town to gain control of its owned asset, Supervisor Quigley asked Kingston Mall to extinguish this easement.

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MOTION: Councilman Kitchen

SECOND: Councilman Secreto

Town Councilman Kitchen -Yes

Town Councilman Morrow -Yes

Town Councilman Secreto -Yes

Town Councilman Van Kleeck -Yes

Supervisor Quigley -Yes

CARRIED

Resolution authorizing a Loan from the Landfill Closure Fund in the amount of \$442,000 to be paid back upon receipt of Grant Proceeds (2020-R-328)

RESOLUTION OF THE TOWN BOARD

TOWN OF ULSTER

Resolution Authorizing Interfund Loan from the Landfill Closure Reserve Fund to the Spring Lake Sewer District

WHEREAS on August 9, 1988, pursuant to Section 6-f of the General Municipal Law as amended, the Town Board of the Town of Ulster did establish a Capital Reserve Fund known as the "LANDFILL CLOSURE RESERVE FUND" to finance the closing of the Town's landfill, and,

WHEREAS monies have been deposited in a bank account known as the Landfill Closure Reserve Fund, and

WHEREAS the Supervisor was authorized to invest from time to time the monies of said fund pursuant to Section 6-f of the General Municipal Law on authorization of the board pursuant to Section 6-c of the General Municipal Law, and,

WHEREAS the Town of Ulster, by deed dated May 18, 1993 conveyed the Town Landfill to the Ulster County Resource Recovery Agency which has assumed responsibility for costs of closing and capping the Town Landfill and,

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WHEREAS the money deposited in the Landfill Closure Reserve Fund is no longer needed for this purpose and may be transferred to another account pursuant to the authority vested in the Town Board by General Municipal Law Section 6-c (9-a), and

WHEREAS it is proposed to loan monies from the Landfill Closure Reserve Fund to the Spring Lake Sewer District (hereinafter the "District") to cover the expenses for the construction of the Spring Lake Sewer System Phase 1 until the expenses are reimbursed to the Town under NYS HCR Project Number 1159PRS-17; and

WHEREAS, such loan from the Landfill Closure Reserve Fund to the Spring Lake Sewer District will save the Spring Lake Sewer District the cost and expense of borrowing the needed funds, and

WHEREAS, given these circumstances, the District has requested that the Town Board authorize an interfund loan in order to advance the costs of the Spring Lake Sewer System Phase 1 from the Landfill Closure Reserve Fund to the District's Fund, until such time that the District can collect the costs incurred under NYS HCR Project Number 1159PRS-17; and

WHEREAS, pursuant to General Municipal Law § 9-a, all interfund loans must be authorized by Town Board resolution, now therefore be it:

RESOLVED, that the Town Board of the Town of Ulster hereby authorizes an interfund loan of up to \$442,000.00 from the Landfill Closure Reserve Fund to the Spring Lake Sewer District; and be it further

RESOLVED, that, pursuant to General Municipal Law § 9-a, said monies shall be repaid to the Landfill Closure Reserve Fund no later than December 31, 2021; and be it further

RESOLVED, that the interest rate established for the borrowing period is 0.5% per annum; and be it further

RESOLVED, that the source of funding shall be a Landfill Closure Reserve Fund Interfund loan, in the amount of \$442,000, to the Spring Lake Sewer District and be it further

RESOLVED, that the Town Supervisor is hereby authorized to take any and all steps necessary to effectuate said loan.

Supervisor: Made application to housing redevelopment agencies for \$442,000 for project. Would like to get bills paid before end of year. Asking for temporary loan until grant proceeds are received in January. All information included in meeting packet to back up figures.

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MOTION: Councilman Kitchen
SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion declaring the Old 2001 Vactor International Sewer Jet Truck (Serial # 1HTGBADR81H343555) Surplus and authorizing the transfer of said truck to the Highway and Water Department for the sum of \$60,000 to be paid jointly (2020-M-329)

Supervisor: To be paid jointly by highway (\$30K) and water (\$30K) departments.

MOTION: Councilman Morrow
SECOND: Councilman Secreto

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion to authorize the Town Supervisor to renew the Town’s Insurance Policy for the year 1/1/2021 – 12/31/2021 with Tokio Marine / HCC Public Risk per the Quote of December 2, 2020 in the amount of \$265,699.76 (2020-M-330)

Supervisor: Increase in coverage caused by the acquisition of new equipment.

MOTION: Councilman Secreto

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Resolution Authorizing Assessor to Grant 2021 Real Property Exemptions (2020-R-331)

Supervisor: Assessor, Dan Baker, stated that there is a new Governor order regarding senior exemption changes due to Covid. Governor stated in the order that exemption granted for 2020 shall be extended to include 2021. One of the requirements of the order is that the Town Board required to pass a resolution to authorize the assessor to act. We are allowing those that submitted applications for 2020 property tax exemptions need not submit paperwork again to receive exemptions for 2021. Baker to review all exemptions making sure they are proper.

Van Kleeck: If we did not vote in favor, would assessor be in violation of a state requirement?

Supervisor: Believes that if not, the assessor would not have authority to act under the executive order. Is that correct, Mr. Kovacs?

Kovacs: Yes.

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RESOLUTION OF THE TOWN BOARD
TOWN OF ULSTER

Resolution Authorizing the Town Assessor to Grant Exemptions for the 2021 Assessment Roll Based on the 2020 Assessment Roll

WHEREAS, on March 7, 2020, New York State Governor Andrew Cuomo issued Executive Order Number 202, declaring a State disaster emergency for the entire State of New York; and

WHEREAS, both travel-related cases and community contact transmission of COVID-19 have been documented in New York State and are expected to continue; and

WHEREAS, on December 18, 2020, New York State Governor Andrew Cuomo issued Executive Order Number 202.83 regarding RPTL 467 and RPTL 459-C; now therefore, be it

RESOLVED, that the Town of Ulster Town Board hereby grants the Town Assessor the power to grant exemptions pursuant to such section on the 2021 assessment roll to all property owners who received that exemption on the 2020 assessment roll, thereby dispensing with the need for renewal applications from such persons, and be it further

RESOVLED, that the Town of Ulster Town Board hereby grants the Town Assessor the power and authority to dispense with the requirement for assessors to mail renewal applications to such persons. The assessor may require a renewal application by mail to be filed when he or she has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property t

o a new owner, or died.

MOTION: Councilman Secreto

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Old Business:

Resolution Establishing Standard Workday for Appointed Officials (2020-R-332)
[for an appointed position]

RESOLUTION OF THE TOWN BOARD
TOWN OF ULSTER
Resolution Establishing Standard Workday for Elected Officials

WHEREAS, Regulation 315.4 of the New York State and Local Retirement System requires the Governing Body of the town to establish a Standard Workday and Reporting System for all elected and appointed town officers that were elected or appointed after August 12, 2009, and WHEREAS, persons affected are those that are enrolled in the New York State Retirement System as either Tier 2, 3, 4, 5 or 6 members, and

WHEREAS, the persons affected are those that receive monetary compensation for their duties and do not use the town's Time Clock nor use Time Sheets to document their work hours; now therefore be it

RESOLVED, that eight (8) hours is established as the Standard Workday for the Town Supervisor, Town Deputy Assessor, Town Clerk, and Highway Superintendent positions; six (6) hours is established as the Standard Workday for Part Time Assessor, Town Councilman, Town Justice, Planning and Zoning Board members, Board of Assessment Review member positions, and be it further

RESOLVED, that the recording of time worked consists of a three month Time/Work log starting on January 1, 2016. This Time/Work log shall be created and maintained by the affected worker; and be it further

RESOLVED, that once passed, this Resolution shall be posted on the Town's Website and the Official Sign Board for a period of at least 30 days; and be it further

RESOLVED, that the Ulster Town Clerk shall submit a certified copy of the Resolution and affidavit of its posting to the Office of State Comptroller within 15 days after the posting period ends; and be it further

RESOLVED, that once the three month time period Time/Work log is completed, the affected person shall sign and submit their Time/Work log to the Ulster Town clerk; and be it further

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RESOLVED, that the governing Body of the Town shall utilize the Time/Work logs to calculate the percentage of the Standard Workday worked over the 3 month time period and report the findings to the New York State and Local Retirement System so that the New York State and Local Retirement System may determine pension credits; and be it further

RESOLVED, that the Ulster Town Clerk shall retain the Time/Work logs submitted for a period of ten year. Elected or Appointed Officers affected by regulation 2 NYCRR 315.4:

<u>Name</u>	<u>Title</u>	<u>Term of Office</u>	<u>Record of Activities</u>
Anna Hayner	Board of Assessment Rvw	01/01/2020-9/30/2023	Not Submitted

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

TOWN OF ULSTER TOWN BOARD MEETING (21)

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PUBLIC COMMENT -

~~ No Public Comment~~

Supervisor: Merry Christmas and Happy New Year. Organizational meeting is January 7th.

MOTION to adjourn: 7:28 pm (2020-M-333)

MOTION: Councilman Secreto

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Respectfully Submitted by Suzanne Reavy
Ulster Town Clerk