

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

***MEETING CLOSED TO THE PUBLIC DUE TO CORONAVIRUS (COVID-19)
Meeting Conducted via Zoom (video conference); Audio Recorded (standard
procedure); Broadcast Live via Facebook.
Audio and Video available on the Town of Ulster Website***

ALL VOTES on Each Motion and Resolution are Cast Via ROLL CALL VOTE

CALLED TO ORDER BY SUPERVISOR QUIGLEY, CHAIRMAN at 7:00 PM

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR HON. PAULA LEONARD

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

ADDITIONS OR CHANGES TO AGENDA – Addition of a MOTION in reference to Post Park pavilions and the Town of Ulster Senior Center

PUBLIC DISCUSSION ON AGENDA ITEMS – None

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

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APPROVAL OF MINUTES – April 23rd (2020-M-135)

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

COMMUNICATIONS – None

ABSTRACT OF CLAIMS (2020-M-136)

Presented by Councilman Van Kleeck

May 2020

| | |
|-----------------|----------------------|
| Prepaid Bills: | \$ 393,569.21 |
| Abstract Bills: | \$ 116,149.68 |
| Escrow Bills: | \$ - |
| Reserve: | \$ - |
| TOTAL: | \$ 509,718.89 |

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

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

New business:

**Presentation and Acceptance of the Town Clerk's Monthly Report for the month of April 2020
(2020-M-137)**

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

**Presentation and Acceptance of the Supervisor's Monthly Report for the month of April 2020
(2020-M-138)**

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

MAY 21, 2020

Resolution authorizing the Supervisor to sign the Contract between the Town of Ulster and Ulster County Canines, Inc. for the Care and Boarding of Canines for a one- year period (2020-R-139)

RESOLUTION OF THE TOWN BOARD

TOWN OF ULSTER

Resolution Authorizing the Supervisor to sign Contract with Ulster County Canines Inc

WHEREAS, the Town of Ulster requires personnel to full the “Dog Control Officer” functions as outlined in Article 7 of the New York Agriculture & Markets Law; and

WHEREAS, Ulster County Canines Inc has trained, professional canine handlers, and a kennel for the housing of canines; and

WHEREAS, Ulster County Canines Inc has indicated it is willing to make its kennel available to the Town of Ulster, and it is willing to provide veterinary services to canines for the benefit of the Town of Ulster, now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign a contract with Ulster County Canines, a copy of which is attached to this resolution and incorporated herein; and be it further

RESOLVED, that a certified copy of this resolution be forwarded to Ulster County Canines Inc.

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

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

Motion to suspend the operation of the Town of Ulster Summer Camp Program operated by the Town of Ulster Recreation Department for the Year 2020 (2020-M-140)

Councilman Secreto: This is in the best interest of the town.

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

Resolution Authorizing Emergency Purchase of Combination Digester Gas Boiler with Standalone Sludge Heat Exchange for the Sewer Department (2020-R-141)

Maggiore: Boiler package will allow us to burn propane or natural gas and bio-gas, naturally produced in sewer plant digestion process, decrease fuel costs. Current unit installed 1989, rebuilt circa 2005; heat exchanger original from 1970s. Equipment met its service life and soon to expire. Purchase is emergency-based to prevent catastrophic failure of current equipment.

Councilman Secreto: How long will this equipment be good for?

Maggiore: Twenty year service life.

MAY 21, 2020

RESOLUTION OF THE TOWN BOARD
TOWN OF ULSTER
Resolution Authorizing Emergency Purchase of Combination
Digester Gas Boiler with Standalone Sludge Heat Exchanger for the
Sewer Department

WHEREAS, the Town of Ulster Sewer Superintendent has received a proposal from JDV for the replacement of the Ulster Sewer Plant boiler and heat exchanger; and

WHEREAS, the Town of Ulster Sewer Superintendent recommends the emergency purchase of a new boiler and heat exchanger due to the poor condition of the current system; and, be it

RESOLVED, that an emergency is declared for the purposes of waiving the standard procurement procedures and the purchase of a replacement boiler and heat exchanger for the Ulster Sewer Plant at a cost of approximately \$172,000 is hereby approved.

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 Supervisor to sign the Power Line Easement with Central Hudson for an electric service to the Ulster Water District South Tower, 584 East Chester St., Kingston, N.Y. (2020-M-142)

Supervisor: In conjunction with lease of the ground to Tarpon Towers for construction of tower, Tarpon requesting an electric and communication line run from E Chester St to a location adjacent to water tank. Tarpon Towers conversation with Central Hudson determined that it is not cost effective to run an underground line.

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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

Resolution authorizing the hiring of David Church as Town of Ulster Planner to replace Alan Sorenson (2020-R-143)

Supervisor: Sorensen served for 14 years. Took a position in Orange County.

Councilman Van Kleeck: Church retired as planner in Orange County. Will work as a private contract under similar terms as Sorensen. Met with Planning and Zoning Board chairmen. Recommended by Personnel Committee.

RESOLUTION OF THE TOWN BOARD

TOWN OF ULSTER

Resolution to Appoint David Church, AICP, as Town Planner

WHEREAS, Alan Sorensen has resigned as Town Planner in order to accept a position as Orange County Commissioner of Planning; and

WHEREAS, it is necessary to appoint a new Town Planner to consult and advise the Town of Ulster Planning Board on applications, site plans, subdivisions, and other related matters; and

WHEREAS, David Church, AICP is a trained and certified planner and a member, in good standing since 1988, of the American Institute of Certified Planners; now therefore, be it

RESOLVED that the Town of Ulster Town Board hereby appoints David Church, AICP, as Town Planner, effective immediately

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

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

Resolution Establishing Standard Workday for Elected Officials (2020-R-144)

Reavy: Standard Resolution performed every time an official is elected or re-elected. The standard workday is calculated based on a three month time keeping calendar and reported to the state for retirement purposes only.

MAY 21, 2020

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 Clerk, and Highway Superintendent positions; six (6) hours is established as the Standard Workday for Town Councilman and Town Justice 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

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:

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

| Name | Title | Term of Office | Record of Activities |
|-----------------|--------------------|-----------------------|-----------------------------|
| Suzanne Reavy | Town Clerk | 1/1/2020-12/31/2023 | 23 |
| Frank Petramale | Hwy Superintendent | 1/1/2020-12/31/2023 | 21.89 |
| Eric Kitchen | Town Councilman | 1/1/2020-12/31/2023 | 9.055 |

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 Close Robert Post Park Pavilions and Russell Brott Senior Center Until July 1, 2020 (2020-M-144)

Supervisor: NYS reopening is on at eight week timeline and recreation is in phase four. The earliest opening would be July 15. Town Board will reevaluate the reopening dates.

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

TOWN OF ULSTER TOWN BOARD MEETINGS (09)

MAY 21, 2020

PUBLIC COMMENT

Supervisor: This afternoon, learned that a town hall employee tested positive for COVID 19. Town is taking every precaution outline by CDC and Health Departments. Individual appears to have been infected through an outside activity. Town hall will be closed Friday, May 22- Wednesday, May 27. Evaluating options for cleaning town hall and testing town employees who *may have been* exposed. No guarantee that other employees were infected. Questions can be directed to the Supervisor's Town cell phone. Thanks the town employees. Stresses that our Building Inspector, Warren Tutt and Police Chief, Kyle Berardi, have done exemplary job enforcing pause orders. We are following orders from the Governor, so please be patient and respectful as we try to do the best we can. Happy Memorial Day.

Councilman Kitchen: Would like to put on record that he spoke with the Town Board about traffic, specifically tractor trailers, on Neighborhood Road.

~End of Public Comment~

MOTION to adjourn: 7:31 pm (2020-M-145)

MOTION: Councilman Morrow

SECOND: Councilman Secreto

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|----------------------------|------|
| 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