

TOWN BOARD

The Town Board, Town of Highlands, held a Special Meeting on Saturday, October 17, 2015, at Town Hall, 254 Main St, Highland Falls, NY, at 10:00am

PRESENT: Mervin R. Livsey ---- Supervisor
William Edsall ---- Council Member
June Gunza ---- Council Member
Adrienne T. Voltaire ---- Council Member
Kelly Blauvelt ---- Comptroller
Lesley K. Peterson ---- Deputy Town Clerk

ABSENT: James Stradley ---- Council Member

Supervisor Livsey opened the meeting at 10:13am

RECREATION DIRECTOR

Supervisor Livsey announced that there had been several interviews recently for the position of Recreation Director.

Supervisor Livsey said that the Recreation Committee had been selected to do the hiring and consisted of a great group of people, Supervisor Livsey, Kelly Blauvelt (Comptroller), Kelly Hall (Summer Program Coordinator), Adrienne Voltaire (Council Member) and Dorothy Koziak (Seniors Representative).

The Committee had selected an applicant after careful consideration and had recommended to the Town Board that they hire Aaron Falk, a local resident.

Supervisor Livsey announced there would be a short interview between Council Member Edsall, Council Member Gunza and the applicant, Aaron Falk.

Aaron Falk comes to the table to and answers questions from the Council Members, discussing his resume and his work experience.

Supervisor Livsey made a motion seconded by Council Member Voltaire to go into Executive Session to discuss the hiring of a new Recreation Director. Board went into executive session at 10:20am.

**MOTION CARRIED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)
0-nays
1-absent (Stradley)**

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Council Member Edsall made a motion seconded by Council Member Gunza to close the executive session at 10:35am.

**MOTION CARRIED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)
0-nays
1-absent (Stradley)**

Supervisor Livsey announces that the Board is offering Aaron Falk the position of Recreation Director, which is a salary job offering \$50,000.00 annually, with the amount going to \$52,000.00 once he has taken and passed the County Civil Service test which is specifically for Recreation Director.

Aaron Falk asks if the salary is negotiable.

Supervisor Livsey said he did not think so, but he was welcome to make a counter offer.

Aaron Falk asked the board if they would consider \$52,000.00 annually with the amount going to \$55,000.00 once he had taken and passed the Civil Service Test.

Supervisor Livsey responds saying he would not be able to accept that and Council Member Edsall confirms that the Budget is at maximum \$52,000.00 and Mr. Falk should understand that the position comes with a state retirement and health plan.

Mr. Falk agrees and is happy to accept the offer.

Supervisor Livsey announces that there is a vehicle that the Recreation Director has access to and can only be used for recreational purposes.

Supervisor Livsey said that Mr. Falk would be a provisional employee until he has taken and passed the Civil Service test at which time he would be on one year probation. If Mr. Falk fails the test he would immediately be dismissed.

Supervisor Livsey explains there is another employee, a secretary, who would help in the office as all members of the Town Hall would indeed be open to help out.

Council Member Edsall announces that the start date needed discussion.

Mr. Falk announced he would be available to start October 29, 2015.

Supervisor Livsey announces that Mr. Falk will be going on vacation November 6, 2015 and returning to work Monday November 16, 2015. This was already planned a year in advance and the board was aware of it.

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Supervisor Livsey made a motion seconded by Council Member Edsall to hire Aaron Falk as Recreation Director at \$50,000.00 annually with one year probation

MOTION CARRIED: 4-eyes (Livsey, Gunza, Edsall, Voltaire)
0-nays
1-absent (Stradley)

Supervisor Livsey announced that Mr. Willis, the current Recreation Director, is being very cooperative and only needs a couple of days to hand over the reins. Mr. Willis has also agreed to take care of the basketball program while Mr. Falk is on vacation and Mr. Willis will be paid a per diem wage during this time.

Council Member Voltaire asked Mr. Falk if he had spoken to Mr. Willis and he said he had not.

Supervisor Livsey announced that he would be sitting down with Mr. Falk and going over some things that needed addressing like reinstating the Recreation Committee.

Supervisor Livsey and the Board congratulate Aaron Falk on obtaining the position of Recreation Director.

POLICE BUSINESS

New Hires

Supervisor Livsey calls Chief Quinn to the table to discuss new hire Police Officers.

Supervisor Livsey announced that Council Member Gunza and he sat in on interviews for the new Police Officers and they were all great candidates.

Chief Quinn said there are two police officers and one court attendant, the second court attendant did not respond because he was upset with the salary.

Chief Quinn announced that the one court officer is Tracy Scott, he is a resident of Highland Falls has no law enforcement experience, however, he seems hard working and conscientious therefore Chief Quinn believes he will learn quickly.

Supervisor Livsey said Mr. Scott has worked for the local school district for 17 years and would like the second job to supplement income.

Supervisor Livsey made a motion seconded by Council Member Gunza to hire Tracy Scott as a Part Time Court Attendant.

MOTION CARRIED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)
0-nays
1-absent (Stradley)

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Chief Quinn announces that he had asked the board if the Town could hire two new Police Officers. Chief Quinn interviewed six applicants, four of which were good choices, at this time it has been narrowed down to the two top choices.

Chief Quinn announces that the first person he would like to recommend is Maria Barberis who is a part time Sheriff with the Rockland County Sherriff's Department.

Supervisor Livsey said that she interviewed very well, personable and enthusiastic.

Council Member Gunza made a motion seconded by Council Member Edsall to hire Maria Barberis as a part time Police Officer with one year probation and base salary.

MOTION CARRIED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)
0-nays
1-absent (Stradley)

Chief Quinn announced the second applicant he would like to recommend, Paul Rapoli, is currently a part time Police Officer for the Town of Montgomery.

Chief Quinn also announced that because Mr. Rapoli had already met the requirements of the County, he could possibly be promoted to part time Sergeant within the Town, in the event that Chief Quinn were to leave.

Council Member Gunza made a motion seconded by Council Member Edsall to hire Paul Rapoli as a part time Police Officer maximum probation and base salary.

MOTION CARRIED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)
0-nays
1-absent (Stradley)

POLICE USAGE OF DOG POUND FOR STORING CARS;

Council Member Gunza announced that she would like to discuss and clarify how the Chief would like to utilize space at the Dog Control Pound area.

Chief Quinn announced that currently the situation with impounded cars has been a problem because there is no space. The Police Department had looked at the Town garage but there is no availability there.

Council Member Voltaire asked where the cars are being stored right now.

Chief Quinn said currently most of them are stored at Bosch's Garage.

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Chief Quinn said that the area that they have looked at is down where the Town Dog Pound is located. The Chief stated that he would like to take a section of the grassy area where the dogs run to store cars, the area is gated and already fenced in, however, some of the fence does need repairing. Chief Quinn said this will not affect the dog area.

Chief Quinn said that he believed Detective Bailey said he had money in his budget to repair the fence.

Supervisor Livsey said that he would first like to check with the Sewer Improvement and Robert Held, so that it does not impact that.

Council Member Edsall asked Chief Quinn if it was easy to navigate in the area with a tow truck.

Chief Quinn said there was plenty of room, he would like to put some gravel down and just improve the fenced area.

Council Member Edsall expressed his concern about the stream being there and asked Chief Quinn about dropping a damaged vehicle there and oil leaking from the cars into the stream, maybe the damaged cars can be left at Bosch Garage.

Chief Quinn and Council Member Gunza said oil can be removed from vehicles before storing.

Chief Quinn also said most of the cars being stored will be in really good shape.

POLICE DEPARTMENT HOURS

Chief Quinn announced he received an email from the Supervisor Livsey about overage of work hours within the Police Department.

Supervisor Livsey said he wants to stay within the guidelines of Orange County regarding the 10/40.

Chief Quinn explained that he has had numerous conversations with the County the only concern they have is payroll certification, the first full year pay period.

Chief Quinn said it is sometimes impossible to stay within the guidelines and he believes we will not be penalized if we step outside these boundaries and if the Town insists on staying within these guidelines there is going to have a manpower problem.

Supervisor Livsey said that he does have a problem with this and more effort should be made to stay within guidelines.

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Council member Edsall asked for clarification on the 10/40 rule.

Supervisor Livsey asked Comptroller, Kelly Blauvelt to explain what the numbers really reflect.

Kelly Blauvelt requested from the County what the prorated hours would be for an employee hired mid-year.

Chief Quinn reverted that if you ask the County they will give you verbatim what the numbers should read.

Chief Quinn tries to explain that it is not feasible for everyone to work just 20 hours a week, that there are going to be certain officers such as Brandon Hill running over those hours.

A lengthy discussion occurred regarding County guidelines and manpower issues.

Council Member Gunza said that there are 10 weeks left to the year and the question that needs to be asked is are we going to be strict and stay within County guidelines or are we going to man shifts as we need them.

Supervisor Livsey replied that in the past this has happened where the Town had violated the County guidelines and the Town was penalized for it.

Chief Quinn understands that there are times when the reporting of hours are detrimental to what the County is requesting, but goes back to making sure that all shifts are covered.

Council Member Edsall asked is there no exception to the rule, at the County Level, for Police officers as the rule is not very flexible.

Supervisor Livsey responded no as you are dealing with Civil Service.

Kelly Blauvelt replies we have to be careful on how many hours in a week are actually worked as under the Affordable Care Act we are very close to being considered a large business with the maximum being 50 full time equivalence and we are at 48, there are many more regulations and fees involved.

Chief Quinn expresses that he has to leave, he asks the Board what they want him to do.

Supervisor Livsey said that he wants Chief Quinn to stay within the County Guidelines.

Chief Quinn asked could he please get something in writing, the guidelines that are being requested.

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Kelly Blauvelt said she would put something together.

Supervisor Livsey expresses that the main problem we are having is with the part time officer that was employed half way through the year, he is working over 40 hours and that is where we will run in to trouble with the County.

Council Member Edsall agreed with the Supervisor and said we need to talk to the Town Attorney, Justin Rider, before the Town we gets in trouble.

Council Member Gunza made a motion seconded by Council Member Voltaire to adjourn the meeting. Meeting adjourned at 11:30am

MOTION CARRIRD: 4-eyes (Livsey, Edsall, Voltaire, Gunza)
0-nays
1-absent (Stradley)

Attest,

