

MINUTES OF THE REGULAR MEETING AND WORKSHOP OF THE HYDE PARK TOWN BOARD, 4383 ALBANY POST ROAD, HYDE PARK, NEW YORK, 12538, HELD VIA ZOOM AND LIVE-STREAMED ON YOUTUBE ON MARCH 22, 2021 AT 6:00 PM

PRESENT:

SUPERVISOR AILEEN ROHR
COUNCILMAN NEIL KRUPNICK
COUNCILMAN DAVID RAY
COUNCILMAN KENNETH SCHNEIDER
COUNCILMAN STEPHEN WOODCOCK
TOWN CLERK DONNA MCGROGAN
ATTORNEY TO THE TOWN WARREN REPLANSKY

ABSENT: NONE

Supervisor Rohr called the meeting to order with the Pledge of Allegiance to the Flag.

MOTION: Councilman Schneider
SECOND: Councilman Ray

That the minutes of the March 8, 2021 Town Board meeting as submitted by the Town Clerk, be approved.

VOICE VOTE

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED

PUBLIC COMMENT ON RESOLUTIONS ONLY: None

PUBLIC HEARING:

Town Clerk Donna McGrogan read the public hearing notice regarding The Town of Hyde Park Police Department Police Reform Collaboration Plan, as it appeared in the newspaper.

PUBLIC COMMENT: None

Public Comments on this hearing will be accepted through Monday, March 27, 2021.

MOTION: Councilman Schneider
SECOND: Councilman Ray

To close public hearing.

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED

MOTION: Councilman Schneider
SECOND: Councilman Ray

To enter Executive Session to discuss a personnel issue.

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED at 6:07pm

MOTION: Councilman Schneider
SECOND: Councilman Ray

To return from Executive Session.

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED at 6:45pm

No decisions were made.

RESOLUTION 3:22 - 1 OF 2021

RESOLUTION ADOPTING THE TOWN OF HYDE PARK'S PUBLIC EMPLOYER HEALTH EMERGENCY PLAN

WHEREAS, S8617B/A10832 was signed by the Governor of the State of New York on September 7, 2020 and said legislation requires employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease; and

WHEREAS, the law requires the plan to include the identification of essential positions, facilitate implementation of remote work for non-essential positions, provision of personal protective equipment and protocols for supporting contract tracing; and

WHEREAS, the Town Board has caused a Public Employer Health Emergency Plan to be prepared, and the same has been submitted to the Town Board for review; and

WHEREAS, the Town Board has reviewed the Public Employer Health Emergency Plan and finds that it is acceptable for adoption; and

WHEREAS, this is a Type II action under SEQRA and does not require environmental review.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby adopts the Public Employer Health Emergency Plan; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes this plan to be incorporated into the Town Employee Handbook, the Town's Comprehensive Emergency Management Plan and to post said Plan on the Town's official website.

MOTION: Councilman Krupnick
SECOND: Councilman Ray

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED

RESOLUTION 3:22 - 2 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPOINT LAURA OLSON AS FULL-TIME ACCOUNT CLERK FOR THE TOWN OF HYDE PARK

WHEREAS, the Town of Hyde Park Town Board had created the competitive position of hourly Account Clerk by Resolution 11:16 - 14 of 2020

for the Town of Hyde Park Personnel Department and then appointed Laura Olson to said position; and

WHEREAS, due to the retirement of Personnel Assistant Sandra Bruno, the Town Board will now need to change said position from hourly to full-time in order to fulfill the staffing requirements for the Town of Hyde Park Personnel Department.

NOW THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby appoint Laura Olson to the position of full-time Account Clerk effective March 29, 2021; and

BE IT FURTHER RESOLVED, that said position will be a thirty-five hour per week position with a prorated salary of \$36,400; and

BE IT FURTHER RESOLVED, that Ms. Olson's benefits and all other terms and conditions of employment shall be subject to the Town of Hyde Park Employee Handbook; and

BE IT FURTHER RESOLVED, that the Town Board does hereby also authorize the Town Supervisor to execute any documents required by the Dutchess County Department of Human Resources to effectuate said appointment.

MOTION: Councilman Ray
SECOND: Councilman Krupnick

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED

RESOLUTION 3:22 – 3 OF 2021

RESOLUTION AUTHORIZING TOWN OF HYDE PARK POLICE OFFICER BRANDON EWING TO CARRY OVER ADDITIONAL ACCRUED VACATION TIME

BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby authorize Town of Hyde Park Police Officer Brandon Ewing to carry over up to 40 additional hours of accrued vacation time which he was unable to use prior to his anniversary date of April 9, 2021 and that said vacation carry over time must be used no later than October 9, 2021.

MOTION: Councilman Woodcock
SECOND: Councilman Schneider

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0 CARRIED

RESOLUTION 3:22 - 4 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPOINT A REPLACEMENT COMPLIANCE OFFICER FOR ANTI-HARASSMENT IN THE WORKPLACE AND WORKPLACE VIOLENCE PREVENTION FOR THE TOWN OF HYDE PARK

WHEREAS, Resolution 1:4 – 21 of 2021 adopted the Town's Workplace Violence Prevention Policy and appointed Neil Krupnick, Town Councilman and

Sandra Bruno, Personnel Assistant as Compliance Officers for Anti-Harassment in the Workplace and Workplace Violence Prevention for the Town of Hyde Park; and

WHEREAS, current Compliance Officer Sandra Bruno will be retiring effective March 27, 2021 leaving a vacancy for this position; and

WHEREAS, the Town Board would like to appoint Heidi Peters, HR/Payroll Clerk to fulfill the vacancy for said position.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby appoint Heidi Peters, HR/Payroll Clerk to replace Sandra Bruno, Personnel Assistant as the additional Compliance Officer for Anti-Harassment in the Workplace and Workplace Violence Prevention for the Town of Hyde Park.

MOTION: Councilman Schneider

SECOND: Councilman Woodcock

VOICE VOTE:

ALL IN FAVOR: 5

ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 – 5 OF 2021

RESOLUTION ACKNOWLEDGING THE RETIREMENT OF HYDE PARK PERSONNEL ASSISTANT SANDRA BRUNO

WHEREAS, Town of Hyde Park Personnel Assistant Sandra Bruno will retire from the Town of Hyde Park effective March 27th, 2021; and

WHEREAS, Sandra Bruno provided exceptional service to the Town and all of its employees, elected officials, consultants and volunteers for more than 20 years; and

WHEREAS, Sandra Bruno will be greatly missed by all.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby acknowledge the retirement of Sandra Bruno, Personnel Assistant; and

BE IT FURTHER RESOLVED, that the Town of Hyde Park Town Supervisor and Town Board extend their appreciation and gratitude to Sandra Bruno for her many years of dedicated service to the Town of Hyde Park.

MOTION: Councilman Krupnick

SECOND: Councilman Ray

VOICE VOTE:

ALL IN FAVOR: 5

ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 – 6 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPROVE THE PURCHASE OF A WHEEL LOADER FOR THE TOWN OF HYDE PARK HIGHWAY DEPARTMENT

WHEREAS, the Highway Superintendent requires a Wheel Loader to assist with the loading of materials and the preparation of work sites within the Town of Hyde Park; and

WHEREAS, the Wheel Loader currently used is well past its useful life and limits the ability of the Town of Hyde Park Highway Department to perform said work; and

WHEREAS, the Town Highway Superintendent has researched and obtained prices according to the Town's Procurement Policy; and

WHEREAS, it was decided that the price from SourceWell #032119-HCE, vendor, A. Montano Co., Inc. was the best price and choice to fulfill the needs of the Town's Highway Department.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby authorize the purchase of a 2021 Hyundai HL Wheel Loader under SourceWell Joint Purchasing Group, for the Town of Hyde Park Highway Department at a price not to exceed \$123,178.00, and

BE IT FURTHER RESOLVED, that the funding for said Wheel Loader will be provided from the Town's unassigned fund balance.

MOTION: Councilman Ray

SECOND: Councilman Krupnick

VOICE VOTE:

ALL IN FAVOR: 5

ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 – 7 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPROVE A CAPITAL MACHINERY PURCHASE FOR THE TOWN OF HYDE PARK HIGHWAY DEPARTMENT

WHEREAS, the Town of Hyde Park Highway Superintendent duly recommends the purchase of certain equipment pursuant to the provisions of Section 142 of the Highway Law; and

WHEREAS, The Town Board and Town Comptroller concur with the recommendation for the replacement of two (2) trucks within the Highway Department Fleet.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby authorize the purchase, in accordance with the provisions of Article 5-A and Section 103(16) of the General Municipal Law two (2) New 2022 International HV 507 4 X 4 Chassis Dump Trucks with body and snow removal equipment for a maximum total price of \$435,000.00; and

BE IT FURTHER RESOLVED, that a contract for the items purchased shall be duly executed between the Town of Hyde Park and Onondaga County Municipal Bid and when said contract has been executed and the Town receives delivery of the item(s) purchased, the Town Comptroller is hereby authorized to pay the \$435,000.00 for said equipment; and

BE IT FURTHER RESOLVED, that the Town of Hyde Park Town Board does also hereby authorize the Town Highway Superintendent is authorized to sell by auction Truck #112 a 1997 International 4 X 2 Dump Truck, and Truck #102 a 2000 International 4800 4 X 4 Dump Truck.

MOTION: Councilman Woodcock
SECOND: Councilman Schneider

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 – 8 OF 2021

A RESOLUTION AUTHORIZING, SUBJECT TO PERMISSIVE REFERENDUM, THE ISSUANCE OF \$435,000 BONDS OF THE TOWN OF HYDE PARK, DUTCHESS COUNTY, NEW YORK, TO PAY THE COST OF THE PURCHASE OF INTERNATIONAL TRUCKS FOR THE HIGHWAY DEPARTMENT, IN AND FOR SAID TOWN

WHEREAS, the capital project hereinafter described has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, the implementation of which as proposed, such regulations provide will not result in any significant adverse environmental impact; and

WHEREAS, it is now desired to authorize such capital project and the financing thereof.

NOW, THEREFORE BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Town Board of the Town of Hyde Park, Dutchess County, New York, as follows:

Section 1. The purchase of International trucks for the Highway Department, in and for the Town of Hyde Park, Dutchess County, New York, including incidental equipment and expenses in connection therewith, the cost of both of which is \$30,000 or over, is hereby authorized at a maximum estimated cost of \$435,000, subject to permissive referendum.

Section 2. It is hereby determined that the plan for the financing thereof is by the issuance of \$435,000 bonds of said Town hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is fifteen years, pursuant to subdivision 28 of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Town of Hyde Park, Dutchess County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said Town, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Supervisor, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Supervisor, consistent with the provisions of the Local Finance Law.

Section 6. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the Town by the facsimile signature of the Supervisor, providing for the manual countersignature of a fiscal agent or of a designated official of the Town), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the Supervisor. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by section 52.00 of the Local Finance Law, as the Supervisor shall determine.

Section 7. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150 - 2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 8. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 9. Upon this resolution taking effect, the same shall be published in summary form in the official newspaper of said Town for such purpose, together with a notice of the Town Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 10. This resolution is adopted subject to permissive referendum.

MOTION: Councilman Schneider

SECOND: Councilman Woodcock

ROLL CALL VOTE BY TOWN CLERK:

Councilman Krupnick	Aye	
Councilman Ray	Aye	
Councilman Woodcock	Aye	
Councilman Schneider	Aye	
Supervisor Rohr	Aye	CARRIED

RESOLUTION 3:22 – 9 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO AMEND THE FINANCIAL MANAGEMENT POLICY FOR THE TOWN OF HYDE PARK

WHEREAS, Internal controls are essential to the effective operation of local governments and that an essential element of an effective internal control framework is the designing and implementation of formal policies and procedures and;

WHEREAS, the Government Financial Officers Association (GFOA) and other governing agencies recommend certain practices be followed by governing bodies and financial officers to enhance and ensure effective management of government resources; and

WHEREAS, the Town of Hyde Park Town Comptroller had designed the Financial Management Policy for the Governmental Fund Balance and the Budget Preparation & Administration and recommended implementation of this policy by the Town of Hyde Park; and

WHEREAS, after review of said policy, the Town Comptroller advised that the Fiscal Management Policy adopted in 2012 be amended for 2020 to reflect a percentage increase for both the Town's Governmental Fund Balance and Budget Preparation & Administration for the purpose of updating the financial policy that governs Town finances.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby approve the updated Fiscal Management Policy for 2020 to reflect a change in the percentages for the Town's Governmental Fund Balance and Budget Preparation and Administration as stated in said policy; and

BE IT FURTHER RESOLVED, that a copy of said policy will be filed in the Town of Hyde Park Town Clerk's Office.

MOTION: Councilman Krupnick

SECOND: Councilman Ray

VOICE VOTE:

ALL IN FAVOR: 5

ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 - 10 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPROVE THE RECLASSIFICATION IN THE GENERAL FUND FROM UNASSIGNED FUND BALANCE TO ASSIGNED FUND BALANCE

WHEREAS, the Town of Hyde Park Fund Balance Policy was revised for 2020 by Resolution 3:22 – 9 of 2021 and provides that a Fund Balance in excess of 20% of the General Fund Total Budget Expenditures may be used for purposes formally approved by the Town Board; and

WHEREAS, the Town Comptroller has advised the Town Supervisor and Town Board that a reclassification in the General Fund Balance equal to the dollars in excess of 20% of the budgets total Operating Expenditures be classified as an Assigned Fund Balance for Capital Improvement and/or Future Budget Expenditures; and

WHEREAS, the Town Board has reviewed the proposed reclassification of the Fund Balance effective December 31, 2020 as submitted by the Town Comptroller.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town hereby approves such reclassification and directs the Town Comptroller to make

the following reclassification from an Unassigned Fund Balance to an Assigned Fund Balance effective December 31, 2020 in the amount of \$1,100,000.

MOTION: Councilman Ray
 SECOND: Councilman Krupnick

VOICE VOTE:

ALL IN FAVOR: 5
 ALL OPPOSED: 0 CARRIED

RESOLUTION 3:22 – 11 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO APPROVE THE 2020 TRANSACTIONS TO THE TOWN OF HYDE PARK’S RESERVE AND ASSIGNED FUNDS

WHEREAS, the Town Comptroller’s Office requests approval for possible increases and decreases to the Town’s Reserve and Assigned Funds for 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby approve the following maximum transactions to the Town’s Reserve and Assigned Funds for the Fiscal Year 2020.

FUND	RESERVE DESCRIPTION	BEG. BAL.	MAX. ADD.	MAX. DEDUCT.	END. BAL.
General	Reserve for Judgements & Claims	\$ 25,000	0	0	\$ 25,000
General	Compensated Absences Reserve	\$560,000	\$ 158,925	\$ 48,805	\$ 670,120
General	Assigned for Future / Capital Use	0	\$1,100,000	0	\$1,100,000
Highway	Compensated Absences Reserve	\$135,000	\$ 17,859	0	\$ 152,859
Highway	Snow Emergency Reserve	\$200,000	\$ 100,000	0	\$ 300,000
Recreation Trust	Recreation Trust Fund	\$396,459	\$ 6,909	\$ 3,050	\$ 400,318

MOTION: Councilman Woodcock
 SECOND: Councilman Schneider

VOICE VOTE:

ALL IN FAVOR: 5
 ALL OPPOSED: 0 CARRIED

RESOLUTION 3:22 – 12 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO ALLOW THE TOWN’S CONSERVATION ADVISORY COUNCIL (CAC) TO PARTICIPATE IN THE DEC HUDSON RIVER ESTUARY PROGRAM TO CREATE A NATURAL RESOURCE INVENTORY FOR THE TOWN OF HYDE PARK

WHEREAS, the New York State Department of Environmental Conservation (“DEC”) Hudson River Estuary Program in partnership with the

Cornell Cooperative Extension Dutchess County has offered to assist, at no cost, the Town of Hyde Park Conservation Advisory Council (CAC) in 2021 with developing a Natural Resources Inventory (NRI) for the Town, and

WHEREAS, an NRI contains information about a town's natural resources – groundwater, streams, mineral resources, wetlands, farmland, habitats, plants, and wildlife – that can inform land use planning and decision-making, climate resilience strategies, and serve as an education tool, and

WHEREAS, the DEC Hudson River Estuary Program will provide guidance to create a basic NRI incorporating information from prior Town plans and studies and coordinate with partners to create a series of resource maps at no cost to the Town, and

WHEREAS, members of the CAC have committed to volunteer for the project and will be responsible for public outreach, map review, and contributions to the NRI report,

NOW, THEREFORE, BE IT RESOLVED that the Town of Hyde Park Town Board does hereby agree to participate in the DEC Hudson River Estuary Program technical assistance opportunity and authorizes the CAC on behalf of the Town of Hyde Park to work with the DEC to create a Natural Resources Inventory.

MOTION: Councilman Schneider
SECOND: Councilman Woodcock

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0

CARRIED

RESOLUTION 3:22 – 13 OF 2021

RESOLUTION AUTHORIZING THE TOWN OF HYDE PARK TOWN BOARD TO ACKNOWLEDGE THE RESIGNATION OF SEAN JACKSON AS A PART-TIME POLICE ASSISTANT FOR THE TOWN OF HYDE PARK POLICE DEPARTMENT

WHEREAS, Sean Jackson, Part-Time Police Assistant for the Town of Hyde Park Police Department, has submitted a letter of resignation effective Wednesday, March 31, 2021.

NOW THEREFORE BE IT RESOLVED, that the Town of Hyde Park Town Board does hereby acknowledge, with regret, the resignation of Part-Time Police Assistant, Sean Jackson, effective Wednesday, March 31, 2021; and

BE IT FURTHER RESOLVED, that the Town of Hyde Park Town Board and Town Supervisor extend their appreciation and gratitude to Sean Jackson for his service to the Town of Hyde Park Police Department.

MOTION: Councilman Krupnick
SECOND: Councilman Ray

VOICE VOTE:

ALL IN FAVOR: 5
ALL OPPOSED: 0

CARRIED

WORKSHOP:

The Town Board entered Workshop and discussed the following:

- 1) 563 North Quaker Lane Fire Report of Finding Review

MOTION: Councilman Schneider

SECOND: Councilman Ray

To adjourn meeting.

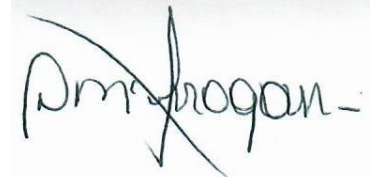
ALL IN FAVOR 5

ALL OPPOSED 0

CARRIED

Meeting adjourned at 7:00pm

Respectfully submitted,

A handwritten signature in black ink that reads "Donna McGrogan". The signature is written in a cursive style and is positioned above the printed name.

Donna McGrogan
Town Clerk