

**WESTERLO TOWN BOARD
WORKSHOP MEETING
OF
TUESDAY, JUNE 19, 2018**

The Town of Westerlo Town Board held a workshop meeting on June 19, 2018 at the Town Hall located at 933 County Route 401, Westerlo, NY. Supervisor Rapp opened the workshop at 7:02 PM with the Pledge of Allegiance to the Flag.

Attending were: Supervisor Richard H. Rapp
Councilwoman Amie L. Burnside
Councilman Joseph J. Boone

Absent were: Councilman Anthony W. Sherman
Councilman Richard Filkins

Also attending were: Highway Superintendent Jody Ostrander, Planning Board Chairperson Dorothy Verch, Zoning Board member John Sefcik, Deputy Town Clerk II Karla Weaver and approximately four residents.

Peddler's Ordinance:

Councilman Boone gave an update on the Peddler's Ordinance. He volunteered and met with Attorney Galgay to go over wording. Unfortunately Attorney Galgay did not have enough time to review the changes and provide them for this evening's meeting. Councilman Boone was hopeful that the revisions would be ready for the July Town Board meeting. The Board has already established Peddler's Ordinance fees but can't charge them until the Ordinance language is updated.

Guidelines for Committee's:

At the last Town Board meeting the Town Board addressed the need to discuss, investigate and develop a set of guidelines for all Committees being formed. Councilman Boone made copies of page 25 from the Town Law manual on Town Board and Citizen Committees for the public. He mentioned he had not yet received feedback from the two absent Town Board members so he would prefer to reach out to them for their input on this matter before discussing further. Councilwoman Burnside added that guidelines would be very helpful to her since she is part of the Hometown Heroes Committee which is now a Town Committee. Committees would have to abide by open government law and advertise meetings as they would be open to the public. Councilman Boone indicated that one of the stipulations moving forward would be that all meetings be advertized. He is hoping the Town Board can discuss this in further detail at the July Town Board and Workshop meetings.

Hometown Heroes Committee Update:

Councilwoman Burnside indicated Supervisor Rapp signed the applications for the utility companies to inspect the poles and they went out so now the Committee is just waiting on approval. The Committee has started soliciting for interested sponsors and veterans. Councilwoman Burnside updated Highway Superintendent Jody Ostrander on the height on the poles which would be between a minimum of 8' and 12'. The flags are 44"L and 22"W, made of Tyvek and will be attached to the poles with two metal brackets. After speaking to the Town Attorney, it was decided to investigate if the Highway Department could safely hang the banners

themselves rather than having an outside source do it. Mr. Ostrander was going to speak to Code Enforcement Officer/Zoning Administrator Edwin Lawson about this possibility. Mr. Ostrander mentioned his concern that the Highway Department comes first and would certainly assist them but only when time permits, just like he does with the Museum. In the past he has asked the County for the tree truck which the County operates themselves. Councilwoman Burnside mentioned reaching out to the County for help but hadn't heard back from them yet. Supervisor Rapp indicated the County should be willing to help. Councilwoman Burnside indicated that there had been miscommunication in the past between the Town Board and the Committee but that everyone is on the same page now.

Sexual Harassment:

The Town held mandatory Workplace Violence training here at the Town Hall yesterday for all Town Employees. New legislation has come out in the Talk of the Town's magazine which was adopted in April of 2018 with new requirements for Sexual Harassment prevention. Councilman Boone suggested the goal is to develop a plan/procedure and to create a complaint form which would be used for reported incidents. Attorney Galgay planned to reach out to Mr. Ostrander for input because he mentioned that the Rescue Squad already has a written policy in place that may be helpful. Councilman Boone indicated that there is a little information in the employee handbook about the Town's policy on Sexual Harassment but we do not have a complaint form in place yet so there is a need for further discussions. The terms in the employee handbook will need to be reviewed and modified as well.

A resident inquired if there will be a procedure in place for whomever reviews the complaints to protect whoever is reporting and if there will be additional education for Sexual Harassment. Councilman Boone believed it would follow the way a Workplace Violence complaint is handled and you would report directly to your supervisor.. He also mentioned that there would definitely be Sexual Harassment training and that it would probably be part of the Workplace Violence training in the future. Councilwoman Burnside indicated that the only reason Sexual Harassment was not covered at the training yesterday was because the Attorney wants the complaint form finalized so she can train on that form.

Transfer Station:

Councilman Boone mentioned that when Councilman Filkins returns from vacation he may want to go over some new ideas with Mr. Ostrander.

Mr. Ostrander had a conversation with E-Lot, the company the Town uses for recycling fluorescent tubes in Glenmont, about if there was any financial gain for recycling these elsewhere. Unfortunately he was told that there is nothing in them that is desirable so nobody pays for them and everyone charges for them. Planning Board Chairperson Dorothy Verch had mentioned American Lamp Recycling in the past for recycling fluorescent tubes which is in Marlboro, NY. Mr. Ostrander contacted them and they were going to charge quite a bit to come to the Town of Westerlo. American Lamp Recycling explained to him that they charge so much per foot for the tubes and they already pick up from E-Lot so Mr. Ostrander indicated the Town currently save on transportation by delivering them to Glenmont vs the costs of having American Lamp pick up from the Town. Mrs. Verch suggested the Town switch to LED to which Councilman Boone responded they were doing. Councilman Boone indicated that the bulbs in the meeting room were in fact LED which was part of the renovation. Discussion continued about fluorescent tubes.

It was mentioned that the new building to replace the old shed at the Transfer Station was now up and that a new sign board would be hung shortly and would have all the fees and a place for public notices for residents.

Open to public:

Mrs. Verch mentioned she was at Town Line Auto this week and the owner Mr. Dolce asked her if the Town would help him obtain 3 phase electric in his building as he is looking to expand in the next two years. Central Hudson's transformer there is not big enough to handle the expansion and he is hoping to get 3 phase up to at least Town Line Auto. Mrs. Verch indicated her dream was to have 3 phase brought from CR 405/SR 32 all the way to SR 143 and to make that area a mixed commercial/residential zone which may entice Central Hudson to bring the 3 phase up. She has already contacted NYSERDA to ask who she should speak to from Central Hudson and to see if NYSERDA could help so that the Town can provide 3 phase in that area. She indicated that 3 phase was needed for Eastern Mutual's solar farm and that 3 phase already ran all the way up to CR 405 in Greenville. She believed the Town has the ability to provide a commercial/residential mixed zone which would bring in not only more businesses but also a bigger tax base and revenue for the Town.

Mr. Sefcik mentioned that the Town Board passed new updated fees at the May meeting and would like to see them posted online. The Town's website was briefly discussed.

With there being no further business to discuss, Councilwoman Burnside made a motion to adjourn the workshop meeting, seconded by Councilman Boone, motion carried by those present. The meeting adjourned at 7:53 PM.

Respectfully submitted,

Karla Weaver

Deputy Town Clerk II