

## **TOWN BOARD MEETING**

TUESDAY, MARCH 8, 2016

Minutes of the Regular Board meeting held on the above date beginning at 7:00 in the Meeting Room of the North Elba Town Hall, 2693 Main Street, Lake Placid, New York.

**Members Present:** Supervisor Politi, Councilman Favro, Councilman Miller, Laurie Dudley

**Members Absent:** Councilman Doty, Councilman Rand

**Others Present:** Attorney Ron Briggs, Larry Straight

Supervisor Politi opened the Regular Town Board meeting at 7:00 pm by asking everyone to stand for the Pledge of Allegiance.

Supervisor Politi asked for a motion for the minutes of the Board meeting of February 9, 2016.

Councilman Favro moved and Councilman Miller seconded the motion to approve the minutes as written and presented. There being no further discussion, the motion was unanimously carried.

### **LETTER OF APPROVAL & SUPPORT- LP MARATHON & HALF**

The Half Marathon is scheduled for Sunday, June 12, 2016 from 8am – 2 pm. They are expecting over 1600 runners again this year. The course is the same as last year; Around Mirror Lake to Parkside Drive and then Cascade Road and River Road. They will provide the necessary insurance certificate and coordinate waste and recycling with Shannon. Supervisor Politi asked for approval.

Councilman Favro moved and Councilman Miller seconded the motion to approve the 2016 Lake Placid Half Marathon. There being no further discussion, the motion was unanimously carried.

### **NAME WEDDING OFFICIANT- JEFFREY BURNHAM**

Supervisor Politi stated the Board received a request from Emily Kilburn, who is marrying Nicholas Politi, to allow Jeff Burnham to be an officiant for a day. The wedding is March 19, 2016 at the River Ranch on Adk Loj Road.

Councilman Miller moved and Councilman Favro seconded the motion to approve Jeff Burnham officiant for the March 19, 2016 wedding of Nicholas Politi and Emily Kilburn. There being no further discussion, the motion was unanimously carried.

### **MOVE APRIL BOARD MEETING**

Supervisor Politi asked for approval to move the April Board meeting to Tuesday, April 5<sup>th</sup> at 3:00 pm replacing the Workshop session. Due to vacations, many department heads will not be available. Those that would like to come can meet with us at that time.

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Councilman Favro moved and Councilman Miller seconded the motion to approve April Board meeting to be scheduled for April 5<sup>th</sup> at 3:00 pm. There being no further discussion, the motion was unanimously carried.

**TOBOGGAN SLIDE DISCUSSION**

The Toboggan Slide was not discussed as Councilman Rand was absent.

**AUTOMATIC WITHDRAWAL OF BILLING PAYMENTS**

Supervisor Politi explained that Cathy Edman has asked for authorization for automatic withdrawals from certain customer bank accounts for billing payments. This practice is used in many Towns.

Councilman Favro moved and Councilman Miller seconded the motion to approve the automatic withdrawals from bank accounts for payment of their bills. There being no further discussion, the motion was unanimously carried.

**EMPLOYEE MANUAL MODIFICATIONS- HEALTH INSURANCE & LONGEVITY**

Supervisor Politi explained the following amendments to the Employee Manual suggested by Cathy Edman. Section 9.09 will be replaced with new Health Savings Account information, Health Savings Buyout and Longevity.

**Health Savings Account:**

Employees who are covered by the Town of North Elba's health insurance coverage ("town plan") at the beginning of the plan year (January 1) will receive funding to be deposited in the employee's health savings account by the Town of North Elba no later than five business days following January 1<sup>st</sup>.

The amount of the deposit is determined by the level of employee's coverage under the town plan:

<u>Level of Coverage</u>	<u>Amount Deposited in Health Savings Account</u>
Single	\$2,200
Employee & Spouse	\$4,400
Employee & Children	\$4,400
Family	\$4,400

**Any amount deposited in an employee's health insurance plan in a calendar year automatically makes the employee ineligible for any health insurance buyout in the same calendar year.**

***(The Town Board reserves the right to review and change the amounts listed above on an annual basis during the budget process for the subsequent year.)***

**Health Savings Buyout:**

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Employees who are covered under health insurance not provided by the Town of North Elba may opt out of the Town of North Elba's health insurance coverage ("town plan") on an annual basis.

During the open enrollment period for health insurance coverage (December of each year), every employee is given the opportunity to opt out of the town plan for the subsequent calendar year.

When an employee opts out of the town plan and provides proof of insurance coverage for the subsequent calendar year, the employee becomes eligible for the health insurance buyout.

The health insurance buyout is paid in December of the calendar year in which the employee is not covered under the town plan.

The amount of the buyout is dependent on three factors:

1. The level of health insurance (i.e., single, employee & spouse, employee & child, or family), that was opted out
2. The number of months during the calendar year the employee was not on the town plan.
3. The amount of contribution the Town of North Elba provided to the employee's health savings account in January of the calendar year. If the Town of North Elba contributed to a health savings account in January of the calendar year, an employee is **not** eligible for a health insurance buyout in the same calendar year.

If an employee opts out of the town plan for an entire calendar year, the buyout amounts for the level of coverage opted out of is as follows: ***(The Town Board reserves the right to review and change the amounts listed below on an annual basis during the budget process for the subsequent year.)***

Single coverage	\$1,600
Employee & Spouse, Employee & Children coverage	\$3,600
Family coverage	\$4,200

## Longevity:

Longevity pay is provided to Town of North Elba employees on the following schedule:

Starting with the first pay period in December following the employee's anniversary date as listed below (based on full time appointment):

<u>Completed Years of Service</u>	<u>Longevity Pay Amount</u>
Years: 5, 6, 7, 8, 9	\$200.00/year
Years: 10, 11, 12, 13, 14	\$500.00/year
Years: 15, 16, 17, 18, 19	\$1,000.00/year
Years: 20, 21, 22, 23, 24	\$1,500.00/year

***Department Heads and Elected and Appointed Officials are not eligible for longevity payments.***

Councilman Miller moved and Councilman Favro seconded the motion to approve the changes to 9.09 of the Employee Manual

The Board further discussed the current drug testing practice. The Lake Placid Village currently uses a 10 point test and we use a 5 point test. We basically test for Marijuana and alcohol. The Village additionally tests for opiates and prescription drugs. The change is more expensive however it is something the Board stated they should consider. Cathy Edman is updating the manual and Supervisor Politi made many suggestions. He encouraged the Board to do the same.

There being no further discussion, the motion was unanimously carried.

## SEASONAL EMPLOYEE APPOINTMENTS

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Supervisor Politi asked for approval of the following seasonal Black Fly employees. James Van Woert has been a Black Fly Technician for many years.

**ACCEPT RETURNING SEASONAL EMPLOYEE APPOINTMENTS**

<b>NAME</b>	<b>POSITION</b>	<b>Date of reappointment</b>	<b>UNION CLASSIFICATION</b>	<b>RATE OF PAY</b>	<b>CIVIL SERVICE CLASSIFICATION</b>
James Van Woert	Black Fly Technician	2/29/2016	n/a	23.25/hr	non competitive
Stephanie Sears	Black Fly Technician	2/29/2016	n/a	15.50/hr	non competitive
Andrew Seligmann	Black Fly Technician	2/29/2016	n/a	15.00/hr	non competitive
Bill Ulinski	Black Fly Technician	2/29/2016	n/a	17.00/hr	non competitive
Craig Wright	Black Fly Technician	2/29/2016	n/a	17.00/hr	non competitive
Shannon Fegley	Black Fly Technician	2/29/2016	n/a	17.50/hr	non competitive

\* Recommendation made by: John Reilly

**ACCEPT RECOMMENDATION OF NEW HIRE:**

<b>NAME</b>	<b>POSITION</b>	<b>DATE OF HIRE</b>	<b>UNION CLASSIFICATION</b>	<b>RATE OF PAY</b>	<b>CIVIL SERVICE CLASSIFICATION</b>
Matt Yaniro	Black Fly Technician	2/29/2016	n/a	10.00/hr training (30 hrs); 14.00/hr thereafter	non competitive

\* Recommendation made by: John Reilly

Councilman Favro moved and Councilman Miller seconded the motion to approve the seasonal Black Fly Technicians as presented. There being no further discussion, the motion was unanimously carried.

**SPECIAL BOARD MEETING- COMPREHENSIVE PLAN- VACATION RENTALS ETC.**

Supervisor Politi reminded the Board that there is Special meeting on Monday, March 21<sup>st</sup> at 3:00 pm to discuss the vacation rental housing and other Land Use Code items including the spite fence.

Attorney Briggs asked who presents these ideas and their mission. Supervisor Politi explained that the Community Development Board holds public forums to gather ideas that are important to the community. The Board agreed that the Committee spends time brainstorming and returns their ideas to the Town Board. Previously, Dean Dietrich came to the Board to discuss vacation rental homes and a bed tax however they asked him to come back with a permit process plan. The Board does not want to expand Government.

Supervisor Politi explained that the Village of Lake Placid wants to declare the vacation houses commercial so to charge them commercial water and sewer rates. It is a revenue stream for them. This is a different agenda than the Town. The Town would like to know who to call in case of an emergency and whether or not there are smoke detectors. The Board continued discussion regarding owners who refuse to divulge the information.

Councilman Miller asked what would be required of the Building Department if the Village passed the law and Attorney Briggs explained that they pay for the law they pass. Jim Morganson is an employee of the Town and therefore not required to maintain information for a Village law. The Village would have to hire an employee to maintain their database.

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Supervisor Politi stated that the residential zoning would have to change to commercial for the water and sewer rates to apply. He suggested that if rental offers housekeeping services then it is commercial.

Attorney Briggs suggested Dean is in search for a problem and the Board discussed the real problem is noise and none of this addresses the problem.

Councilman Miller would like to meet with Dean prior to the meeting to possibly head off the discussion because the Board is not going to pass it.

Supervisor Politi stated unless you banned rentals, you can't control who can rent their homes.

### **APPROVE DOT- TOWN HIGHWAY PERMIT**

The Town received an annual work permit applications from the NYS DOT to cover repairs of existing public facilities within the New York State Right-of-Way. Superintendent Straights said that it would be unlikely that it would be used. If there is a problem he would call them to fix it. Supervisor Politi asked for approval to sign the NYS DOT request.

Councilman Favro moved and Councilman Miller seconded the motion to approve the NYS DOT permit application request. There being no further discussion, the motion was unanimously carried

### **APPROVE ROAD NAME CHANGES- WINNIES WAY & EMELIES WAY**

The Town Board received a road name request from Joe Lamb. He would like to name the private roads within the Sunset Ridge subdivision on Whiteface Inn Lane "Winnies Way" and "Emelies Way". Supervisor Politi asked for approval contingent to E911 and the Fire Department approval.

Councilman Favro moved and Councilman Miller seconded the motion to approve the road names "Winnies Way" and "Emelies Way" subject to E911 and Fire Department approval. There being no further discussion, the motion was unanimously carried.

Laurie Dudley will contact Superintendent Straight when road names are approved so to order the signs.

### **BUDGET ADJUSTMENTS**

Supervisor Politi asked for approval of the Budget Adjustments stating the largest payment of \$47,000 is for the Athletic Field transferred from the Capital Project Fund.

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**FY 2016 BUDGET AMENDMENTS FOR 2016**

ACTION	ACCOUNT	DESCRIPTION	AMOUNT	REFERENCE	ADDITIONAL INFO
INCREASE EXPENDITURE	A.1110.0470	JCAP COURT CLERK OFFICE GRANT EXPENDITURES	932.14		SEE ATTACHED LISTING
INCREASE EXPENDITURE	A.7110.0459	GENERAL FUND PARKS OTHER PROFESSIONAL SERVICES	2,000.00	VCHR 160536	AUSABLE RIVER ASSOCIATION FOR MIRROR LAKE QUALITY TESTING
APPROPRIATE FUND BALANCE	A..909	TOWN GENERAL FUND BALANCE	2,932.14		
INCREASE EXPENDITURE	SP.1347.0200	TOBOGGAN SLIDE EQUIPMENT	139.00	VCHR 160480	FREIGHT FOR TOBOGGAN SLIDE ORDER
DECREASE EXPENDITURE	SP:1347.0414		(139.00)		
			-		
<b>FOR 2015 YEAR END</b>					
INCREASE EXPENDITURE	SP.9950.0900	TRANSFER TO CAPITAL PROJECT FUND	47,017.57	VCHR 152563	RELATED TO PAY REQUEST NO. 3 FOR ATHLETIC FIELD; BOOK YEAR END RECEIVABLE
APPROPRIATE FUND BALANCE	SP..909	PARK DISTRICT FUND BALANCE	47,017.57		

Councilman Miller moved and Councilman Favro seconded the motion to approve the Budget Adjustments as written and presented. There being no further discussion, the motion was unanimously carried.

**COMMITTEE REPORTS**

Councilman Miller had a meeting with Councilman Doty, Tammy Morgan and Superintendent Straight at the landfill to determine where the Biodigester will be place. They determined that the manure pile will be moved and the Biodigester and leach field will be placed behind where the pile is now. It is positioned close to the electric transformer.

**APPROVE AUDITS AS PER AUDIT #'S**

Supervisor Politi asked for approval of the audits.

TOWN OF NORTH ELBA			
CLAIMS APPROVED FOR PAYMENT 03/08/2016			
	Regular	Prepaid	Totals
A FUND GENERAL FUND	\$98,227.04	\$23,680.97	\$121,908.01
B FUND GENERAL OUTSIDE VILLAGE	\$4.99		\$4.99
DB FUND TOWN OUTSIDE VILLAGE HIGHWAY	\$27,270.53	\$6,454.26	\$33,724.79
H12- OBSTRUCTION REMOVAL	\$9,067.87		\$9,067.87
H13-JET FUEL STATION	\$96,900.00		\$96,900.00
H16 5 BAY T HANGAR	\$11,487.00		\$11,487.00
SF1 FIRE PROTECTION DISTRICT	\$51.35		\$51.35
SF2 FIRE PROTECTION DISTRICT	\$28,270.00		\$28,270.00
SP PARK DISTRICT	\$22,413.02	\$20,129.65	\$42,542.67
SW3 RAY BROOK	\$274.79	\$0.00	\$274.79
<b>1606-1609</b>	<b>\$293,966.59</b>	<b>\$50,264.88</b>	<b>\$344,231.47</b>
152613; 160363-160386; 160388-160414; 160416-160443; 160469-160547;			
160549-160571; 160573-160581; 160584-160590			
<b>Batch 999 (Payroll &amp; Health Reimbursement Arrangement)</b>	<b>\$0.00</b>	<b>\$44,679.22</b>	<b>\$44,679.22</b>

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160335-160359; 160387; 160415; 160444-160468; 160548			
<b>Batch - HELD</b>		<b>\$659.96</b>	<b>\$659.96</b>
152376;160478;160572			
<b>DELETED VOUCHERS:</b>			
160064, 160160			

Councilman Favro moved and Councilman Miller seconded the motion to approve the audits as written and presented. There being no further discussion, the motion was unanimously carried.

**EXECUTIVE SESSION**

Councilman Rand was present for the Executive Session.

Councilman Miller moved and Councilman Favro seconded the motion to go into executive session at 7:52 pm for the purposes of discussing personnel issues. The motion was unanimously carried by those present.

Councilman Favro moved and Councilman Rand seconded the motion to come out of executive session at 8:15 pm.

**ADJOURNMENT**

There being no business transacted during Executive Session and no further business to come before the Town Board, Councilman Rand moved and Councilman Miller seconded the motion to adjourn the meeting at 8:16pm.

Respectfully Submitted,

Laurie Curtis Dudley  
Town Clerk