

**Town of Morristown
Regular Monthly Meeting
June 8, 2010 7 PM**

Present: Frank Putman, Mark Blanchard, Gary Turner, Howard Warren, David Stout (7:30)
Also Present: Michael Bogart, Kay Davis, Carol Woodcock, Judy Wright, Kathy Bateman, Kevin Crosby, Joe Lightfoot

Approval of Minutes: A motion was made by Councilman Warren, seconded by Councilman Turner to approve the minutes of May 11, 2010 Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Warren-Aye

Public Comment Period

Kerry Bliss asked if the Board was currently reviewing the wind law draft and how he could submit wind energy information. Mr. Bliss also asked if the board would post their email addresses. Mr. Putman explained the review process and that information could be directed to the town clerk for distribution to the board. Steve White asked if an ambient noise study had been or would be conducted. Kay Davis was asked by the Supervisor to explain the SEQR process for the wind law where noise issues would be addressed. Sean Jenkins asked when RidgeviewTel would be servicing the Town for wireless internet.

Correspondence

Old Business

- 1. River Road East Sewer Project** – The clerk updated the Board on status of EFC short term financing application and deadline for getting building permits or committing to building along the proposed sewer district corridor so that residents would be part of the design and not incur hookup costs.
- 2. Town Hall Project** –No report
- 3. Employee Handbook**-The next meetings were set for June 29 at 6:30 PM.
- 4. County Wide Health District** - The Board questioned possible costs, the ability of the county to handle all the towns and possible future chargebacks. The clerk was directed to invite a representative from County Public Health to attend a meeting to answer their questions.
- 5. Health Insurance Co-Operative**- Clerk was directed to get cost comparisons for the Board.
- 6. Resolution #11-Standard Work Day Reporting**-tabled
- 7. Tire Bids**-No bids were received. A motion was made by Supervisor Putman, seconded by Councilman Blanchard to re-advertise for bids for the July meeting.
Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye
- 8. Employee Appreciation Day**-Councilman Warren reported he had identified Approximately 50 people to include.
- 9. Other**- County Board of Elections has returned the old voting machines to us and they Town can scrap them. The Board directed the clerk to ask Gateway Museum if they wanted one before they are scrapped

New Business

1. **Resolution on Wood Boilers-** Tabled
2. **Revised Inter-Municipal Agreement-** A motion was made by Howard Warren, seconded by David Stout to authorize the supervisor to execute the revised Inter-Municipal Agreement with the Village of Morristown for the new sewer district(District # 2).
Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye
3. **Amendment to D.A.N.C. Agreement-** A motion was made by Councilman Stout, seconded by Councilman Turner to authorize the supervisor to execute an amended agreement between D.A.N.C. and the Town of Morristown for administrative services in regards to the River Road East Sewer Project.

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye

4. **Workplace Violence Protection Program Resolution-**A motion was made by Supervisor Putman, seconded by Councilman Blanchard to adopt resolution 15 of 2010 as follows:Resolution # 15 of 2010

Resolution Adopting a Workplace Violence Prevention Program

Whereas, the municipality of the Town of Morristown is concerned and committed to its employee's safety and health, and

Whereas, the Town of Morristown refuses to tolerate violence in the workplace and is desirous of preventing workplace violence in all its forms,

Therefore, Be It Resolved, that the Town of Morristown will immediately implement a Workplace Violence Prevention Program to ensure the health and safety of all its employees, visitors and customers in its workplace.

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye

5. **Workplace Violence Prevention Policy** – A motion was made by Councilman Warren, seconded by Councilman Stout to adopt a Workplace Violence Prevention Policy as follows:

**WORKPLACE VIOLENCE PREVENTION PROGRAM
POLICY STATEMENT**

Our Municipality, The Town of Morristown, is concerned and committed to our employee's safety and health. We refuse to tolerate violence in the workplace and will make every effort to prevent violent incidents from occurring by implementing a Workplace Violence Prevention (WPVP) Program. We will provide adequate authority and budgetary resources to responsible parties so that our goals and responsibilities can be met.

All administrators, managers and supervisors are responsible for implementing and maintaining our WPVP Program. We encourage employee participation in designing and implementing our program. We require prompt and accurate reporting of all violent incidents whether or not physical injury has occurred. We will not discriminate against victims of workplace violence.

A copy of this Policy Statement and our WPVP Program is readily available to all employees from each manager and supervisor.

Our program ensures that all employees, including administrators, supervisors and managers, adhere to work practices that are designed to make the workplace more secure, and do not engage in verbal threats or physical actions, which create a security hazard for others in the workplace.

All employees, including administrators, supervisors and managers, are responsible for using safe work practices, for following all directives, policies and procedures, and for assisting in maintaining a safe and secure work environment.

The management of our municipality is responsible for ensuring that all safety and health policies and procedures involving workplace security are clearly communicated and understood by all employees. Managers and supervisors are expected to enforce the rules fairly and uniformly.

Our Program will be reviewed annually

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye

6. **Lighting District-** Councilman Stout discussed adding an additional light on School Street at the turnaround for the school bus and snow plows for safety and security.

The Board directed the clerk to ask National Grid for information on doing this.

7. **Personnel** – A motion was made by Supervisor Putman, seconded by Councilman Stout to enter into executive session to discuss matters relating to the employment history of a particular individual.

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye

Executive session entered into at 8:15 PM Board exited executive session at 9:30 PM. Supervisor Putman reported that no Board action was taken while in executive session.

8. **Other-**A motion was made by David Stout, seconded by Gary Turner to hire Judy Wright for 35 hours per week, effective June 10, 2010, for the remaining 30 weeks of the year. The hourly rate will be 12.11 dollars per hour and Mrs. Wright will receive a weekly re-imbusement of \$143.50 towards cost of health insurance. Further, 184 hours accumulated sick/vacation/personal time will be converted to 23 work days to be used as needed during the remainder of the year.

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Abstain

Committee Reports

PDM- Kay Davis reported the work was progressing and asked the assessor for a report that breaks down land types in the town.

Department Reports

Code Enforcement Officer- Kay Davis presented her report to the Board

Assessor- Kathy Bateman gave her report to the Board

Highway Superintendent- Mike Bogart presented his report to the Board and stated that the White Goods drop off was poorly attended and may not be needed on an annual basis.

Sewer District-Kevin Crosby reported on overtime, the recent power outage and the need for phase protection for the town's vacuum pumps. Mr. Crosby also asked the Town if they could mow SH 37 between both village exits just before the Fourth of July weekend if the State DOT can't get to it. This is for safety reasons due to the large number of people who park along the road way to watch the fireworks.

A motion was made by Supervisor Putman, seconded by Councilman Blanchard to authorize the Highway Department to mow the requested area if permission from the NYSDOT was given to do so.

Vote: Putman-Aye, Turner-Aye, Blanchard-Aye, Stout-Aye, Warren-Aye

The meeting was adjourned by motion at 9:55 PM

Meeting minutes respectfully submitted by David Murray, Town Clerk