



## Town of Pawling Town Board

Pawling Town Hall  
160 Charles Colman Blvd  
Pawling, NY 12564

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# Regular Meeting of the Town Board

*Meeting will be broadcast live on the  
Town of Pawling Youtube page*

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Wednesday, December 4<sup>th</sup>, 2024  
6:00PM

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James Schmitt, Supervisor  
James McCarthy, Deputy Supervisor / Councilman  
Martin Mygan, Councilman  
Coleen Snow, Councilwoman  
Corinne Musella-Pitt, Councilwoman

Cathy Giordano, Town Clerk

## **RULES FOR PUBLIC COMMENT:**

1. Each presentation to the Board made by an individual shall be limited to three (3) minutes in duration, unless extended by agreement by the Town Supervisor/ designee
2. Comments should be directed to the Board. Comments should be made in a respectful manner to the Board and from the Board to the community.

The Town Supervisor or designee may:

- a. Interrupt, warn, or terminate an individual's comment when the comment is personally directed, abusive or obscene.
- b. Request that any individual leave the meeting when that individual fails to observe reasonable decorum.
- c. Call for a recess or an adjournment to another time.

### **The intent of these rules are:**

1. To allow members of the public a fair and adequate opportunity to be heard.
2. To assure that the regular agenda of the Town Board is completed; and
3. To recognize the nature of the Board and community's time and to use that time effectively.

# Meeting Agenda

- a) Roll Call of the Town Board
- b) Pledge of Allegiance
- c) Acknowledgment of Minutes
  - 1. November 6, 2024
  - 2. November 13, 2024
- d) Privilege of the Floor with respect to Agenda Items only
- e) Discussion
  - 1. January 2025 Meeting Schedule:
    - a. Reorganizational Meeting – January 8, 2025
    - b. Town Board Meeting – January 15, 2025
- f) Resolutions
- g) Town Board Items for Special Consideration & New Business
- h) Privilege of the Floor with respect to Agenda & Non-Agenda items (3 minutes)
- i) Adjournment
- j) Executive Session - *To discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation.*

# Resolutions

## **RESOLUTION 2024-135**

### **Amendment to Handbook Regarding Nepotism**

WHEREAS, the Town Board wishes to amend the Town of Pawling Employee Handbook to prohibit nepotism;

NOW THEREFORE, BE IT RESOLVED that the following shall be added as Section 311 of the Town of Pawling Employee Handbook, but shall not be applicable to any current employee as of the date of this Resolution, and shall only apply to new employees:

#### 311. Employment of Relatives.

No relative or family member/member of household of any person employed in a department of the Town of Pawling shall be entitled to hold a position of full-time or part-time employment in the same department as their relative if the position applied for is in the direct line of supervision in the subject department. "Relative" shall mean a spouse, child, stepchild, parent, stepparent, brother, brother-in-law, sister, sister-in-law, stepbrother, stepsister, father-in-law, mother-in-law, or legal guardian of any of said persons. With respect to prospective employees who have relatives as defined herein or family member/members of households in other Town of Pawling departments, the hiring official shall exercise sound discretion in employing such individual in order to avoid the appearance of impropriety, which relationship shall be fully disclosed to the Board of Ethics.

## **RESOLUTION 2024-146**

### **Setting Employee Health Insurance Contribution Rate for MVP EPO Silver Plan**

WHEREAS, as set forth in Section 706 of Town of Pawling Employee Handbook (the "Handbook"), the Town Board may determine the amount of the insurance premium an employee or Elected Official is required to contribute by resolution; and

WHEREAS, in an effort to reduce expenditures, the Town Board approved the MVP EPO Silver Plan by Resolution No. 80 on May 1, 2024 and wishes to set the insurance premium contributions as follows for MVP EPO Silver Plan: (i) commencing on January 1, 2025, ten (10%) percent for all current non-union employees employed by the Town, and (ii) fifteen (15%) percent for all non-union employees as of July 1, 2025, and

WHEREAS, any new employees hired after December 31, 2024 will contribute twenty (20%) percent, and

WHEREAS, the Town Board of the Town of Pawling will provide an HRA card to the employees to cover the entire cost of the deductible with the assistance of Steve Murphy, and

WHEREAS, the MVP EPO Silver monthly rates are as follows:

|                        |            |
|------------------------|------------|
| 1. Single Plan         | \$1,050.07 |
| 2. Employee + Spouse   | \$2,102.14 |
| 3. Employee + Children | \$1,786.82 |
| 4. Family Plan         | \$2,995.55 |

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Pawling does hereby approve the following insurance premium contributions:

- (i) commencing on January 1, 2025, ten (10%) percent for all current non-union employees employed by the Town, and
- (ii) fifteen (15%) percent for all non-union employees as of July 1, 2025, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be attached to the current Town of Pawling Handbook and distributed to each current Town employee and elected official, and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

**RESOLUTION 2024-156**

**Setting Employee Health Insurance Contribution Rate  
for NYSHIP Empire Plan**

WHEREAS, as set forth in Section 706 of Town of Pawling Employee Handbook (the “Handbook”), the Town Board may determine the amount of the insurance premium an employee or Elected Official is required to contribute by resolution; and

WHEREAS, in an effort to reduce expenditures, the Town Board wishes to set the insurance premium contributions as follows for NYSHIP Empire Plan: (i) commencing on March 1, 2025, ten (10%) percent for all current non-union employees employed by the Town as of December 31, 2024, and (ii) fifteen (15%) percent for all non-union employees as of July 1, 2025; and

WHEREAS, any new employees hired after December 31, 2024 will contribute twenty (20%) percent, and

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Pawling does hereby approve the following insurance premium contributions:

- (i) commencing on March 1, 2025, ten (10%) percent for all current non-union employees employed by the Town as of December 31, 2024, and
- (ii) fifteen (15%) percent for all non-union employees as of July 1, 2025, and
- (iii) twenty (20%) percent for all non-union employees hired after December 31, 2024, and

BE IT FURTHER RESOLVED, the Town will no longer provide an HRA card for NYSHIP Empire Plan, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be attached to the current Town of Pawling Handbook and distributed to each current Town employee and elected official, and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

**RESOLUTION 2024-157**

**2025 Highway Material and Equipment Rental Bids**

WHEREAS, the Superintendent of Highways has requested bids on various highway materials and equipment rentals for the year 2025, and

WHEREAS, the list of highway materials and equipment rentals have been advertised in the Poughkeepsie Journal and bid openings were held by the Town Clerk, and

WHEREAS, the bids for materials and equipment rentals have been reviewed and approved by the Highway Superintendent for purchase in 2025, and

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby approves the material and equipment bids from the tabulated sheet provided by the Secretary to the Highway Superintendent.

**RESOLUTION 2024-158**

**2025 Refuse and Recycling Service Bids**

WHEREAS, the Superintendent of Highways has requested bids on refuse and recycling services for the year 2025, and

WHEREAS, bids were duly advertised and noticed in the Poughkeepsie Journal and bid openings were held by the Town Clerk, and

WHEREAS, the bids for refuse and recycling have been reviewed and approved by the Highway Superintendent, and

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby approves the refuse and recycling bids from the tabulated sheet provided by the Secretary to the Highway Superintendent.

**RESOLUTION 2024-159**

**Revised Capital Project Budget for the Paving of Lakeside and Town Hall Parking Lots**

WHEREAS, a Capital Project Budget for the paving of Lakeside Park and Town Hall Parking Lots was developed by the Bookkeeper, and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Pawling approves the following revised budget for the Lakeside Park and Town Hall paving project:

| <b>Park &amp; Town Hall Paving Capital Project</b> |              | Original Budget  | 11/6/2024 Revised Budget Amt | 12/4/2024 Revised Budget Amt |
|--|--------------|------------------|------------------------------|------------------------------|
| Description  | Account      | Amount           | Budget Amt                   | Budget Amt                   |
| <b>Revenue</b>                                     |              |                  |                              |                              |
| Interest   | H.2401       | 0                |                              | <b>2925</b>                  |
| NYS Crest Grant (Pavilion & Parking)               | H.3097       | \$14,000         | \$14,000                     | <b>\$13,895</b>              |
| NYS SAM Grant (ADABTHR &PAV)                       | H.3097       | \$4,000          | \$4,000                      | <b>\$0</b>                   |
| ARPA Funds   | H.5031       | \$50,000         | \$70,000                     | <b>\$67,215</b>              |
| Hoffman Funds                                      | H.5031       | \$25,000         | \$25,000                     | \$25,000                     |
| Rec Development Funds                              | H.5031       | \$40,000         | \$40,000                     | \$40,000                     |
| Recreation Rev & Approp Adj                        | H.5031       | \$38,000         | \$18,000                     | <b>\$30,145</b>              |
| Appropriated Fund Balance (A Fund)                 | H.5031       | \$85,000         | \$85,000                     | \$85,000                     |
| Bond # 1 (Bldg Imp in H)***                        | H.5031       | \$30,000         | \$30,000                     | \$30,000                     |
| Bond #2 (Bldg Imp2 in H)***                        | H.5031       | \$34,000         | \$34,000                     | \$34,000                     |
|  | <b>TOTAL</b> | <b>\$320,000</b> | <b>\$320,000</b>             | <b>\$328,180</b>             |
| <b>Expenditures</b>                                |              |                  |                              |                              |
| Paving Project                                     | H.7110.2     | \$320,000        | \$320,000                    | <b>\$328,180</b>             |
|  | <b>TOTAL</b> | <b>\$320,000</b> | <b>\$320,000</b>             | <b>\$328,180</b>             |

**RESOLUTION 2024-160**

**Revised Capital Project Budget for Lakeside Pavilion**

WHEREAS, a Capital Project Budget for the Lakeside Park Pavilion was developed by the Bookkeeper, and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Pawling approves the following revised budget for the Lakeside Park Pavilion project:

| 2024 \$1,300,000 resolution passed |                             | \$900,000 Bond Issued<br>\$400,000.00 BAN Issued |                     | \$500k Interfund loan approved 6/12/24 int. at 4% |                     |                     |
|------------------------------------|-----------------------------|--|---------------------|---|---------------------|---------------------|
| Lakeside Pavilion Project          |                             |  |                     | 6/12/2024   | 10/8/2024           | 12/4/2024           |
| Account Number                     | Account Name                | May-23 Budget                                    | Revised Budget      | Revised Budget                                    | Revised Budget      | Revised Budget      |
| <b>Revenues</b>                    |                             |  |                     |   |                     |                     |
| HPP.3097                           | NYS-OPR                     | 500,000.00                                       | 500,000.00          | 500,000.00  | 500,000.00          | 500,000.00          |
| HPP.5031                           | ARPA                        | 100,000.00                                       | 100,000.00          | 100,000.00  | 100,000.00          | 100,000.00          |
| HPP.5031                           | General Fund (A)            | 52,115.00  | 52,115.00           | 52,115.00   | 52,115.00           | 52,115.00           |
| HPP.5710                           | Bond                        | 700,000.00                                       | 900,000.00          | 900,000.00  | 900,000.00          | 900,000.00          |
| HPP.2651                           | Sale of Recycling Refuse    |  |                     |   | 1,400.00            | 1,400.00            |
| HPP. 2401                          | Interest                    |  |                     | 0.00  | 30,638.00           | 30,640.00           |
|                                    | <b>Total Revenues</b>       | <b>1,352,115.00</b>                              | <b>1,552,115.00</b> | <b>1,552,115.00</b>                               | <b>1,584,153.00</b> | <b>1,584,155.00</b> |
| <b>Expenditures</b>                |                             |  |                     |   |                     |                     |
| HPP.1440.021                       | Design, Contract Mgmt, ect. | 94,000.00  | 174,000.00          | 192,908.00  | 215,908.00          | 148,430.00          |
| HPP.1440.021                       | Septic Design Zarecki       |  |                     | 7,042.00  | 14,695.00           | 14,695.00           |
| HPP.1440.22                        | Contract Mgmt               | 80,000.00  | 0.00                | 0.00  | 0.00                | 0.00                |
| HPP.1620.21                        | Demolition/sign, Start up   | 230,065.00                                       | 394,740.00          | 414,415.00  | 415,800.00          | 415,800.00          |
| HPP.1620.22                        | Bathroom/Pavilion           | 930,550.00                                       | 965,875.00          | 920,275.00  | 920,275.00          | 977,430.00          |
| HPP.1380.20                        | Fiscal Agent Fees           | 7,500.00   | 7,500.00            | 9,450.00  | 9,450.00            | 10,000.00           |
| HPP.1420.20                        | Bond Counsel, etc.          | 10,000.00  | 10,000.00           | 8,025.00  | 8,025.00            | 9,800.00            |
| HPP.9795.700                       | Interest on Interfund loan  |  |                     |   |                     | 8,000.00            |
|                                    | <b>Total Expenditures</b>   | <b>1,352,115.00</b>                              | <b>1,552,115.00</b> | <b>1,552,115.00</b>                               | <b>1,584,153.00</b> | <b>1,584,155.00</b> |

**RESOLUTION 2024-161**

**Budget Amendments for Fiscal Year 2024**

WHEREAS, a request for Budget Amendments has been received from the Bookkeeper, and

WHEREAS, normal course of business activity throughout 2024 has prompted the Bookkeeper to determine that various budget items should be amended to allow for the Town of Pawling to continue conducting business as usual, and

NOW THEREFORE BE IT RESOLVED, that the Bookkeeper has requested the following budget amendments:

| ACCOUNT DESCRIPTION     | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE | DECREASE | REVISED BUDGET | DESCRIPTION  |
|-------------------------|----------------|----------------|----------|----------|----------------|--|
| <b>Expenditures</b>     |                |                |          |          |                |  |
| Transfer to Other Funds | A.9901.9       | 0              | 52,115   |          | 52,115         | General Fund contribution to Boathouse Project per approved budget |
| <b>Revenue</b>          |                |                |          |          |                |  |
| Fund Balance            | A.4999         | 307590         | 52,115   |          | 359,705        | General Fund contribution to Boathouse Project per approved budget |

**RESOLUTION 2024-162**

**Resolution Authorizing the Supervisor to sign and submit Application to the State Comptroller approving the Establishment of Sewer District No. 4**

WHEREAS, the Town Board of the Town of Pawling (“Town Board”) has prepared and approved a map showing the boundaries of the proposed Pawling Sewer District No. 4 (“Sewer District, a general plan to serve the proposed Sewer District, and a report on the proposed method of operation thereof; and

WHEREAS, said Map, Plan and Report, including estimates of the costs, was prepared by Laberge Group, Ronald J. Laberge, P.E., a duly licensed Professional Engineer in the State of New York, and has been filed in the office of the Town Clerk of the Town of Pawling, where the same was and is available during regular business hours for examination by any person interested in the subject matter; and

WHEREAS, the Town Board adopted a resolution on September 4, 2024 approving the establishment of Sewer District #4, subject to permissive referendum; and

WHEREAS, after publication of a Notice of the Resolution approving the establishment of Sewer District No. 4, no petition for referendum was submitted to the Town Clerk; and

WHEREAS, the Town Board has determined that the approval of the New York State Comptroller’s Office is required for the final establishment of the Sewer District; and

WHEREAS, the Town Board hereby approves that LaBerge Group and Hogan, Rossi & Liguori prepare the application for obtaining the State Comptroller’s approval of the Sewer District; and

WHEREAS, the Town Board authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution.