

At a budget work session of the Board of Trustees of the Village of Morrisville held the 12th day of March, 2020, at the Village Office, Cedar Street, Morrisville, there were:

Present:	Mark Shepard	Mayor
	Thomas Lane	Trustee
	Kathleen Roher	Trustee
	Michael Higgins	Trustee
	Amy Will	Clerk-Treasurer

Absent:	Judy Scholefield	Trustee
---------	------------------	---------

Mayor Shepard called the meeting to order at 6:30 p.m.

The board reviewed tentative operating budgets.

Clerk Will advised the board that a quote was obtained for paving Williams Street, the municipal parking lot adjacent to the Post Office and 8/12 Eaton Street, and the parking area adjacent to the village office. The total quote is \$51,580.00. With the amount expected in CHIPs funding, and the budget allocation, there is just enough to cover this expense. Attorney Bell will need to be consulted to determine if the village can make improvements to the parking area adjacent to the village office since it is privately owned.

The board discussed Jones Park and allocating funds for additional planting by the horticulture department at SUNY Morrisville. The board determined additional funds would not be allocated here and any future planting must be coordinated with the DPW to ensure it does not create maintenance issues.

Clerk Will indicated that Madison-Oneida BOCES agreed with the village's request to be included as additional insured on their insurance policy and to extend the internship from two weeks to four weeks. As such, Trustee Higgins made a motion approving the Madison-Oneida BOCES Career and Technical Education Internship Agreement, with authorization for the Mayor to sign said agreement, seconded by Trustee Lane, all ayes. Motion carried.

The board reviewed the application of Joseph Giusti for a mobile food vendor permit. It was noted that Marshall's may not allow the applicant to use their electric service this year. After further discussion, Trustee Lane made a motion to approve the application for a mobile food vendor permit by Joseph Giusti with the condition that the applicant have an electrical connection or quiet power source, seconded by Mayor Shepard, all ayes. Motion carried.

Clerk Will advised the board that Attorney Bell approved the amended contract with Capital Region BOCES for grant writing services. As such, Trustee Roher made a motion approving the intermunicipal agreement with Capital Region BOCES for grant writing services, with authorization for the Mayor or Deputy Mayor to sign said agreement, seconded by Trustee Higgins, all ayes. Motion carried. The board discussed the priorities they would like the grant writers to focus on; economic development, revitalization, flood restoration, LED street lighting, sidewalk replacement and upgrades to the water/sewer system.

The board discussed the potential public health threat posed by coronavirus (COVID-19). Clerk Will provided the board with guidance from NYCOM, as well as the Madison County Department of Health. Clerk Will suggested the board consider how we will handle employees who become ill with the coronavirus or need to quarantine because of exposure. Governor Cuomo announced the state will guarantee two full weeks of paid leave for all state workers who are subject to a mandatory or a precautionary order of quarantine as a result of coronavirus. Employees will not have to charge accruals and this applies to all state employees regardless of part time or accrual status. No decisions were made regarding this.

The board discussed the provision of emergency call-back pay as included in the employee handbook. This provision is no longer applicable as the positions previously impacted by this are now classified as FLSA exempt and not entitled to overtime pay, or the position is part-time. The board discussed the part-time heavy equipment operator

and providing a modified benefit for instances when an employee in this position may be called in. The board directed Clerk Will to amend the Emergency Call Back provision in the employee handbook to provide that part-time employees in the Department of Public Works who are requested by the Mayor or Superintendent of Public Works to return to work for snow removal or an emergency call-back shall be paid for a minimum of four hours at their regular rate of pay. If the time actually worked on any such call-back event exceeds four hours, the employee shall be compensated for the actual number of hours worked.

Clerk Will has made significant updates to the employee handbook to reflect the changes made by the board this fiscal year. She suggested that the best way for the board to review would be to each come in and she will review the changes with each member of the board. After review the board can adopt the handbook at an upcoming meeting.

Clerk Will advised the board that SEVAC approached Superintendent Commins about becoming a volunteer driver for them. The board discussed this matter and determined that they would not authorize this now as we are too small an operation for this work.

Trustee Roher made a motion to schedule a public hearing on April 2, 2020 at 7:30 p.m. to consider the proposed 2020-2021 operating budgets, seconded by Trustee Lane, all ayes. Motion carried.

Each member of the board reviewed all vouchers presented. Trustee Roher made a motion to pay audited vouchers as indicated below, seconded by Trustee Higgins, all ayes. Motion carried.

General Fund – Vouchers 275-276

With no further business before the board, Trustee Higgins made a motion to adjourn the meeting at 7:42 p.m., seconded by Mayor Shepard, all ayes. Meeting adjourned.

Respectfully submitted,

Amy Will
Village Clerk-Treasurer