The following Town Officials were in attendance:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Supervisor</td>
<td>Douglas LaGrange</td>
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<tr>
<td>Councilperson</td>
<td>Adam Greenberg</td>
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<tr>
<td>Town Attorney</td>
<td>Michael Naughton (via conference call)</td>
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<tr>
<td>Deputy Town Clerk</td>
<td>Patricia Barber</td>
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<tr>
<td>Absent: Councilperson</td>
<td>William Hennessy</td>
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1. **Call to Order**

Supervisor LaGrange called the meeting to order at 12:00 PM. Supervisor LaGrange prepared a resolution for the meeting. Councilperson Greenberg asked if Attorney Naughton had looked at it. Supervisor LaGrange replied no but he discussed it with him earlier. Councilperson Leinung asked if the whole point here is to allow Mrs. Thompson more hours but not make her full time? Supervisor LaGrange said that that was correct. It’s a temporary hour change which we’ve done in the past to satisfy a situation like this, but it’s a Board action to do it. He can read what his correspondence was with Judge Johnson and Judge Wukitsch this morning. Councilperson Snyder asked if they sent that email to everyone? Supervisor LaGrange said that it was a text. At 6:30 AM this morning Supervisor LaGrange texted the judges and told them that there were two Board members at least who could be available and could either of the judges make it? Judge Wukitsch said that both he and Judge Johnson would be out of town today. He asked Judge Johnson to respond indicating that he would like Mrs. Thompson to work up to 40 hours per week. 12 hours of which would be to assist with his work. Judge Johnson asked that Supervisor LaGrange indicate that he spoke to him. Supervisor LaGrange added that Judge Wukitsch was saying that they spoke to each other and he agreed to this. Judge Wukitsch also wrote that he thought it should be pointed out that Mrs. Thompson also stepped up to present Judge Johnson’s books when Mrs. Turner wasn’t there. Judge Wukitsch is just letting us know that Mrs. Thompson has already stepped up. Judge Wukitsch told Judge Johnson that he didn’t need to say 12 hours, just assist to with his work. Judge Johnson said that we appreciate the rapidity of dealing with the staffing issues. Judge Wukitsch is out of town today and he has a meeting. At 5 PM he has 80-plus cases starting. He can be available on Friday. Ultimately we would like Mrs. Thompson to have 40 hours of assistance for his work after Judge Wukitsch’s. He believes by next week we will have most of the interviewing completed, and he can make a presentation to the total Board. Judge Johnson also requested that the Board allow for a temporary 40 hours total be available for Mrs. Thompson per week. We will report back to the Board bi-weekly until there is a permanent solution for total court staffing. Judge Johnson added that he will call at 9:30 AM today on his way to his meeting. Supervisor LaGrange said that Judge Wukitsch did call him later and reiterated everything. The move apparently added time to things so there has been some excess time put in for Mrs. Creed. If you read my email you have all of the bullet points of where this came to a head all of a sudden on Tuesday. When Supervisor LaGrange was there helping Highway Superintendent Guyer move the furniture out of the office Mrs. Creed was there. He thought, as Judge Johnson had told him earlier as in weeks ago, that Mrs. Creed was filling in. Councilperson Leinung asked if Mrs. Creed was the one who was filling in last time? Supervisor LaGrange replied yes, adding that she was a big help. She is fantastic but she has grandchildren and she’s retired. Supervisor LaGrange added that Judge Johnson was going to see if there were any other opportunities but Judge Wukitsch had already talked to her and he didn’t feel that she would do anything other than to help out on court days when it’s court night. Councilperson Snyder asked if she would come in on the Thursday nights when Judge Johnson is on duty? Supervisor LaGrange said that she has been and will continue to do that. Councilperson Snyder said that she was wondering how this would be a sufficient amount of time. Supervisor LaGrange said that with Mrs. Creed’s seven hours plus whatever the difference is, he think it’s 12-½ hours per week. He’s up to 19-½ hours. Councilperson Snyder asked if they are 35 hours? Supervisor LaGrange said that they are 27-½ hours right now, so it’s a little short, as Councilperson Hennessy mentioned in a text. It’s still a little short but Judge Johnson has some ways he can arrange for some traffic tickets to go to Judge Wukitsch instead. They both assured me that this is what they need and can work with. Councilperson Leinung said that when he was there the other day it didn’t seem that Mrs. Thompson was too overwhelmed. Councilperson Snyder agreed. Councilperson Leinung said that she seemed like she could handle it, and they didn’t hear her complain necessarily. Supervisor LaGrange said that if we are talking specifically about something, we should go into Executive Session. Councilperson Leinung said that we have to go into Executive Session anyway. Supervisor LaGrange said not necessarily. Supervisor LaGrange added that he asked Mrs. Kavanaugh to look up from January through that last pay
period, a 14 week timeframe before Mrs. Turner left. How many hours did Mrs. Thompson put in? It totaled 52, 53, 27 (because she took a weeks’ vacation), 55, 23 (another vacation), 53, and 55. She had a total of 320 work hours. That averages just under 23 hours per week. The point there is how much is really necessary? You have vacation, but did they fall way behind? Towards the end that was during the upcoming move too. Anyway that’s just for information unless there is something that you feel we should add or subtract from the resolution. He did want to make a point at the end to say that this is not going to go into compensation time. He would recommend that we start on Monday. If it goes to compensation time and she’s over 40 hours, that’s time and a half. That’s getting out of the budget. They are not supposed to, according to law, approve any increase above and beyond what the budget articulates. Councilperson Snyder asked if should put any mention in here about the coverage that the other person is giving us on court nights just to recognize it? Supervisor LaGrange said that we could say that it’s recognized that on court days there will be a part-time clerk. Councilperson Snyder said that she’s not saying we need to indicate the person’s name but that in the future they understand that this is not total coverage. There are still more man-hours necessary. Councilperson Leinung added that it could also say that it’s to partially cover. Councilperson Snyder said that she’s just more interested in capturing the personnel component that’s necessary. Supervisor LaGrange said that perhaps that belongs in the resolution right after the third paragraph. Councilperson Snyder agreed, adding that we were sort of summing some of that stuff up above it. Councilperson Leinung said that he was trying to think if we needed to authorize another person to come in and take these hours. Supervisor LaGrange said that we sort of have already. We have told them that it’s okay, especially during this time, that they bring in Mrs. Creed. Councilperson Greenberg asked when we authorized that; we didn’t authorize anything. He’s uncomfortable that this hasn’t been run by Attorney Naughton first of all. He doesn’t really understand the second and fourth paragraphs entirely. Councilperson Greenberg added that she’s been coming in which is fine. He thinks they need to have coverage, and he wants a functioning court. He wishes we had dealt with this a lot earlier. Supervisor LaGrange said that it should have been at our last meeting. The Board should have had a plan given to them. Councilperson Greenberg said that it’s not clear in here that we’re hiring someone else as well to cover. Supervisor LaGrange agreed. Councilperson Greenberg added that he’s also been told by Judge Wukitsch that Mrs. Creed has not guaranteed that she’s working past April. Supervisor LaGrange said that he hadn’t heard that. Councilperson Greenberg said that she has not promised any length of time to work. Supervisor LaGrange said that Judge Wukitsch is at lunch right now but we can bring him up on the phone. Councilperson Greenberg said that he would like to have an attorney look at this. Councilperson Leinung said that he feels uncomfortable. He understands the point about declaring that she is not a full-time employee but he doesn’t know about the sentence saying that “this increase keeps her part-time status” is adequate. He just wants to make sure we cross all of the “t’s” and dot the “i’s. Supervisor LaGrange said that it would be because that’s what we’ve done before. That doesn’t mean it was right before. Supervisor LaGrange did a conference call in order to get Attorney Naughton on the phone. He also sent a text to Attorney Naughton with the resolution he put together. Attorney Naughton began reviewing the application.

Councilperson Snyder asked about the applicants. Supervisor LaGrange said that he believes five applications came in. Councilperson Greenberg didn’t think any of them had specific court experience. Supervisor LaGrange said that Mr. Miller knew of someone who had been in other courts that he believed lived in Voorheesville. Mr. Miller called Supervisor LaGrange Saturday night asking if it was still open for applications. Supervisor LaGrange said that he believed it was until May 1st. Mr. Miller was going to have that individual apply. Councilperson Snyder said that they were joking about this the other day, but it seems like we train people and then they leave, so if there was any way we could put some arms around that. Supervisor LaGrange said that we learned that a long time ago with the Assessor and others in the past. We can afford what we can afford.

Supervisor LaGrange advised that we did want to throw in that it’s recognized that on court night there will be another person assisting, and that’s Mrs. Creed. Councilperson Snyder wanted to at least have it in there for future understanding.

Attorney Naughton asked why we don’t put in at the very beginning that “Whereas one of the Clerks to the Justices has resigned and no replacement has been identified or hired at this time to meet the needs of the Court Justices, the Justices of the Town Court have resolved that...” He said he would send an email with that. You may want to say that this is for 30 days. Supervisor LaGrange said that that was his suggestion but he hadn’t brought it up yet. If we go with longer than that, there might be some liberties taken that we’re not agreeing to and we could go back to where we were. Attorney Naughton said that he would send something.
Councilperson Snyder said that with respect to Mrs. Thompson we say that this won’t change her status from part-time to full-time. If we say that does it make it so? Attorney Naughton said it’s possible she could argue she’s full-time for 30 days or until we find someone to replace her. Councilperson Leinung said as soon as she hits that threshold of hours even though we are saying it here. Attorney Naughton said you can say all sorts of things but as a matter of law she is going to be considered full-time. Supervisor LaGrange said the question of it is the benefit aspect. She will accrue the benefits instead of at 2.75 rate hourly she’ll accrue them at 3.5. That doesn’t change but she is already up to her maximum in vacation and she’s close to her maximum in sick time anyway. It’s not even relevant. Attorney Naughton said it’s not perfect so the thing to do is try to find someone. Councilperson Leinung said that hopefully this is very temporary. Councilperson Snyder asked if anything should even be in there about the part-time? Attorney Naughton said that the concept is that we are not changing her status. She will have additional hours accruing during this short period of time. Councilperson Snyder said that that one sentence tries to clarify that but it doesn’t have the impact of law. She is effectively going to be full time then. Attorney Naughton said that sometimes you say things and at least it’s a good start. For example, when people go park their car there is a waiver of liability. People waive liability by accepting this. Is it a matter of law? No. Councilperson Leinung said I don’t think it hurts to have it in there.

Supervisor LaGrange asked if Councilperson Greenberg had anything else. Councilperson Greenberg said that he didn’t, adding that it was his suggestion to call Attorney Naughton. He thought Attorney Naughton should look this over. He’s sorry that he had about 30 seconds to do that. Attorney Naughton said that that wasn’t a problem. Councilperson Greenberg said that he didn’t quite understand paragraphs two and four totally. Attorney Naughton asked if someone had this in Word; Supervisor LaGrange replied that he did and offered to send it him. Attorney Naughton said that he would make those changes. Councilperson Greenberg asked if he wanted five minutes to go over it and send it back. Attorney Naughton asked who was going to take this down? Supervisor LaGrange said that Mrs. Barber was there recording the meeting. Supervisor LaGrange emailed the resolution to Attorney Naughton and the conference call ended.

Supervisor LaGrange advised that Justice Wukitsch asked Justice Johnson to get this back to us when this first started. He knew and he was a little disappointed it got to this point Tuesday afternoon. Councilperson Snyder said that she didn’t know about Mrs. Turner leaving. The whole thing was a little “off.” Supervisor LaGrange said that Justice Johnson came into his office with her resignation, and he asked Justice Johnson if he wanted him to let the Board know. He replied that he would. Councilperson Snyder said that she understands that stuff happens. Supervisor LaGrange said that he was advised to get us something so that we didn’t have to do it like this. When he was told that he was going to ask Mrs. Creed to fill in he didn’t expect that we’d have this coming to us until he saw Mrs. Thompson’s attendance card on Monday. Councilperson Snyder said that she didn’t know about Mrs. Creed until we were there the other day and someone mentioned that she was there. Supervisor LaGrange said that he thinks that she had been filling in now and then on Thursday nights before Mrs. Turner left. It’s a two-person night. If one can’t make it they’ve been having her come in. Councilperson Snyder asked if we have enough budgeted in the .1’s. Supervisor LaGrange said that they did at one time because they were considering two people on court nights. Like he said, we do what we can and it’s still up to them. When we set a limit like 40 hours there are some that will push that limit and go over so we wanted to make it plain that the agreement they asked him to bring to the Board was 40 hours with no compensation time. Councilperson Snyder said that, on another note, the office looks good. She didn’t know if anyone else had seen it. They have more space. That looked good. She knows they have an issue with the entrance, and they need to rectify that. Councilperson Leinung said that it’s a little more secure. Supervisor LaGrange said that Judge Johnson was showing a picture of a potential door that some court in Pennsylvania has. It’s like the double door that goes into Mrs. Boehlke’s office. Councilperson Snyder said that it has glass on the top. Supervisor LaGrange added that they are supposed to be getting a metal detector. He told them that they need to get straight with the Sheriff. He keeps hearing promises of this and that. Just the fact that this move came out of nowhere, though it’s been discussed for a year, indicates that there could be better communication and then time to scope out the needs. He asked the Sheriff one time to stop up and see it with him and maybe go over it with one of the judges to see the intentions. He wasn’t going to text him every day but he texted him maybe three times and then all of a sudden he heard the move was on. Councilperson Snyder said that the whole metal detector thing is another question in her head. She’s surprised that the Sheriff as a matter of practice doesn’t have one. Supervisor LaGrange said that he’s also heard rumors that he is going to ask us for a rent increase this next year. Councilperson Snyder asked if we ever signed a lease. Supervisor LaGrange said that he doesn’t have a lease for the Voorheesville Ambulance or the Courts. We’ve followed it up several times. He did just get something for the Voorheesville Ambulance Building that is the latest iteration, and we are trying to find a day when representatives can get together and make sure it’s what everyone wants. The
landlord and the lessee have agreed to a contract and then the County steps in and does something different. Councilperson Snyder said that if Mr. Marcelle from the County is handling it and not Mr. Lynch maybe that would hasten the process. Supervisor LaGrange said that he thinks we are supposed to get together sometime next week to hash it out and at least get one thing done. He told Sheriff Apple the other day that we don’t have a lease for the Courts right now. He’s asked two or three times over the past few months. He brought it to him because he was calling back and forth on the whole IT thing. The Courts have $1,800 in grant money still. They were going to see if they could use that. In the interim, the Sheriff was going to pay for the whole thing. If they could use the $1,800 then they would; otherwise, it is what it is. Councilperson Snyder asked if the Sheriff pays for the whole thing and they still have $1,800 left they could apply that toward the security door? Supervisor LaGrange agreed. He added that he was told that this was going to be all the security they need. If that’s the case, he would think a door would be part of that agreement as a landlord. Councilperson Snyder said that she thinks they need a door with a view. Supervisor LaGrange agreed adding that he recommended to Judge Johnson yesterday that they have the type with a crash bar where you can keep it locked but get out quickly in case of fire or any other emergency. They have that other door that goes out to the outside entrance. They have two points of egress.

Supervisor LaGrange said that Mr. Purinton just emailed that the thing was resolved. The $50 was a double entry. Councilperson Snyder said it was the way it was managed on the bank statement that caught our attention and he supplied a very reasonable explanation as to why they were doing what they were doing.

Supervisor LaGrange said that the other thing that occurred to him is that we are going to run into a very similar thing regarding hours with Mrs. Boehlke with Mrs. Miller going out on maternity leave. They’ve been working on this new accounting system. Thankfully, we haven’t paid them in full yet. The first day, he was pretty disgusted and so was Lisa. It seemed like, in his opinion, that they weren’t prepared with everything to do the training. It’s been very frustrating and he would say that the training will last into another couple of days because of that. It’s coming around but it’s another thing. It’s a whole new accounting software that they’re working with. It’s not like we can bring Linda Martin in who used to do it because now we’re going to have a whole new system. A lot of this stuff is going to fall on Mrs. Boehlke while Mrs. Miller is out. He’s going to take anything he can DPW-wise. He’s going to tell her not to answer the phones. Councilperson Snyder asked how long Mrs. Miller plans to be out? Supervisor LaGrange said that it sounds like she’s already committed, even if it’s during her maternity time, to come back to do the water billing at the end of June. She was having a lot of trouble finding part-time child care and this falls into the scenario he brought up about using Mr. LaChappelle’s salary to bring her in full time. She has made arrangements at Serendipity for the end of September. She would do part time until then.

Supervisor LaGrange received the modified resolution back from Attorney Naughton via email:

Resolution 2019-103
Supervisor LaGrange offered the following resolution and moved its adoption:

Whereas as the town employs two part-time clerks for the town justice court, one of the clerks recently resigned and the town is actively seeking a replacement, but no candidate has been identified or hired as of the date of this resolution; and

Whereas the justices have requested that Mrs. Patricia Thompson, the clerk of the court, increase her hours on a temporary basis in order to ensure that the town justice court functions efficiently; and

Whereas Mrs. Thompson has agreed to increase her hours on a temporary basis until a new clerk can be hired. Now, therefore, it is hereby resolved that the Town Board hereby authorizes justice court clerk Patricia Thompson to temporarily increase her work hours from 27.5 hours per week up to 40 hours per week beginning April 29, 2019. Such increase in hours is temporary and will be reviewed again by the Town Board in 30 days if a replacement clerk is not hired within the 30-day time period. Despite the temporary increase in hours of work, Mrs. Thompson’s standard employment status is part-time employee and those benefits attributable to part-time employees shall remain the same.

It is further resolved that Mrs. Thompson’s current compensatory time balance shall be paid out so as to reduce her balance to the allowable limit of 30 hours. Any compensatory time paid out in this instance shall not be eligible for vacation and sick time earned accruals.

It is further resolved that Patricia Thompson, Justice Wukitsch, and Justice Johnson are hereby notified that
in no circumstance shall Mrs. Thompson work more than 40 hours in one week and under no circumstances is Mrs. Thompson to accrue more than the allowed 30 hours maximum of compensatory time.

It is further resolved that Supervisor LaGrange is authorized to act on behalf of the Town Board should it become necessary to address any instance of exceeding the allowable compensatory time 30-hour limit by immediately directing the justices to require Mrs. Thompson use the excess compensatory time within the pay period.

Seconded by Councilperson Greenberg.

Supervisor LaGrange asked if that covered everything. Councilperson Snyder said that she thought the Board needed to cover the thing about the other part-timer working. Councilperson Leinung wondered if we needed to authorize that? Councilperson Greenberg said that he would have thought so. Supervisor LaGrange said that we could amend the resolution.

Resolution 2019-103 Amended
Supervisor LaGrange offered the following resolution and moved its adoption:

Whereas as the town employs two part-time clerks for the town justice court, one of the clerks recently resigned and the town is actively seeking a replacement, but no candidate has been identified or hired as of the date of this resolution; and

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It is further resolved that Supervisor LaGrange is authorized to act on behalf of the Town Board should it become necessary to address any instance of exceeding the allowable compensatory time 30-hour limit by immediately directing the justices to require that Mrs. Thompson use the excess compensatory time within the pay period.

The Board further authorizes the justices to continue hiring a part-time clerk for up to 7 hours a week within this 30-day period.

Councilperson Snyder seconded the motion. All present and voting, the motion carried (4 Ayes)

Supervisor LaGrange said that they could wait for their meeting to get their heads together about what we need for Mrs. Boehlke. We want to stay under 40 hours because when you get over that it’s time and a half. Mrs. Boehlke is just getting the AUD done and he’s going over that. Mr. Purinton is going over that, too. He thinks we are pretty close there. He’s going to review the payroll ledgers instead of Mrs. Miller so that’s one less thing that Mrs. Boehlke would have to do. To be honest with you, it’s been like an avalanche onto Mrs. Boehlke and she’s wondering what she’s going to do. He gets that, especially with this training. He thinks we will be good, but just increasing the hours and everyone else taking things on or putting things off until we can get to them. Councilperson Greenberg said that they could talk about that later.
Deputy Clerk Barber asked if any of the discussion involving the Supervisor’s office was part of this meeting. Supervisor LaGrange said that it really wasn’t. Councilperson Greenberg asked if she meant the discussion about the DPW? Deputy Clerk Barber replied yes along with bookkeeping and all that. Is that something that should be in the minutes? Supervisor LaGrange said that it could stay in the minutes.

2. Adjourn
Supervisor LaGrange made a motion to adjourn the meeting, seconded by Councilperson Greenberg. The meeting adjourned at 12:35 PM.

Diane R. Deschenes, Town Clerk