

Town of North Hudson
Special Board Meeting
Diesel Fuel Bid

December 14, 2021 1:45 pm

Present were Supervisor Stephanie DeZalia, Councilman Marshall Gero, Councilman Robert Dobie, Councilwoman Maureen Marsden, Councilman Brian Caza & Town Clerk Martha (Candy) King. No guests present.

Call to Order-

Supervisor DeZalia called the meeting to order at 1:45 pm and led in the pledge to the Flag.

The purpose of this workshop was to present the bid for Diesel Fuel for the Town of North Hudson.

Supervisor explained the bid situation to the Board. The State received no bids for diesel so therefore the County went out to bid.

The County received a proposal from MX Petroleum LLC/ Gordon Oil at 2.94-2.97 rate per gallon. The Towns in the County are included in this.

The towns estimated average annual fuel usage is 12,375 gallons.

Supervisor DeZalia motioned to accept the bid. Second by Councilwoman Marsden.

Roll Call:

Councilman Caza – Aye

Councilman Gero – Aye

Councilman Dobie – Aye

Councilwoman Marsden – Aye

Supervisor DeZalia – Aye

Resolution #112 of 2021

Resolution to accept and award the bid to MX Petroleum, LLC/ Gordon Oil in the amount of \$2.94- \$2.47 per gallon for diesel fuel.

Effective immediately for the contractual year.

Moved by Supervisor DeZalia Second Councilwoman Marsden.

Roll Call:

Councilman Caza – Aye

Councilman Gero – Aye

Councilman Dobie – Aye

Councilwoman Marsden – Aye

Supervisor DeZalia – Aye

Supervisor DeZalia will sign the contract and submit it immediately.

Motion to adjourn by Supervisor DeZalia Second Councilwoman Marsden

All in favor

Meeting Adjourned 1:50pm.

Town of North Hudson
Special Board Meeting
Employee Handbook Workshops
December 14, 2021 2 pm
December 21 4 pm

Present were Supervisor Stephanie DeZalia, Councilman Marshall Gero, Councilman Robert Dobie, Councilwoman Maureen Marsden, Councilman Brian Caza & Town Clerk Martha (Candy) King.

Call to Order-

Supervisor DeZalia called the meeting to order at 2:00 pm.

The purpose of this workshop was to review and discuss the Employee Handbook 2022 for the Town of North Hudson.

Public Sector HR revised employee handbook was reviewed line by line, page by page. Among items that were discussed were various job classifications, oaths of Office, drug testing, vacancies, probation periods, resignations, time keeping system, sick time, vacation & personnel time accruals, use of social media and purchasing policies.

Lengthy discussion on defining full time vs part time benefits. Classification descriptions for full time, part time employees and full and part time elected officials. Also discussion on the definition of continuous service. Ending handbook review at medical insurance section 706.

Supervisor DeZalia asked the Board to review the definitions of the classifications and be prepared to have a discussion on the remaining sections of handbook.

Motion to recess by Supervisor DeZalia at 5:50pm.

Second Councilman Dobie

All in favor

Ayes- 5 Noes -0

The workshop was reconvened at 4:00 pm on December 21.

The Board continued the review of the handbook at section 707.

Discussion on the definition of full and part time elected positions and full and part time employees.

Classifications were discussed at length. The Town Supervisor, Town Clerk/Tax Collector and Highway Superintendent will be classified as full time elected officials and the Board Members, the Assessors and the Judge will be classified as part time elected officials. Eligibility, benefits and health insurance for both classifications were discussed. The classifications, health insurance and retirement policies of other towns of our size were looked at and discussed. Discussion was had on part time elected getting no health

insurance. The Board classified two (2) part time elected officials as Department Heads with the benefit of single health insurance plan at 50% as they are supervisory roles. and it was then determined that only part time Department Head would be eligible for a single plan at 50%.

Discussion was had on making possible changes in premium contributions with a written two-month notice.

Retirement, employee contributions, years of continuous service sections were all reviewed at length.

Brief discussion on the NYS Retirement system.

Other areas discussed were the Sexual Harassment Policy, ADA, Violence in the Workplace, as well as Drug Free Workplace policy.

Brief discussion on the legalization of Cannabis, acknowledging it may be legal but you cannot come to work impaired regardless.

Work place safety and the updating of the MSDS sheets was discussed.

The last page in the handbook reviewed was the Employee Acknowledgement Form.

All the suggestions will be forwarded to Public Sector, LLC. and the Town attorney for their review.

Supervisor DeZalia will meet with all department heads and review the revised handbook with them.

Supervisor DeZalia thanked all Board members for the hard work they have put into this revision of the handbook.

Supervisor DeZalia motioned to adjourn second Councilwoman Marsden

All in favor

Ayes-5, Noes- 0

Meeting adjourned at 5:55 pm.

Respectfully submitted

Martha M. King

Town Clerk