

Work Session Agenda

TOWN OF WALLKILL
DATE: 1/25/2023

WORK SESSION
TIME: 7:00pm

Topics:

- Water Bill Issue- 28 Jasmine Drive
- Banner
- Approve Warrants

Resolutions:

1. Resolution – Approving Site Improvement Bond To Be Posted For Lake View Estates Project
2. Resolution – Authorizing Release Of LOC Issued By TD Bank w/ Respect to The President Container Plant Expansion Project
3. Resolution – Appointing Full-Time Clerk in the Assessor's Department
4. Resolution – To Execute Agreement w/ Visions Human Resource Services, LLC To Provide Professional Consulting Services to Personnel Department
5. Resolution – To Execute Outside Vendor Contract For Town-Wide Message Notification System

Executive Session:

Motion to Adjourn:

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

| Names | Ayes | Noes | Abstain | Absent |
|--|------|------|---------|--------|
| <i>Councilman</i> Mr. Coyne | | | | |
| <i>Councilman</i> Mr. Valentin | | | | |
| <i>Councilman</i> Mr. Meyer | | | | |
| <i>Councilman</i> Mr. Johnson | | | | |
| <i>Supervisor</i> Mr. Serrano | | | | |
| TOTAL | | | | |

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
APPROVING THE SITE IMPROVEMENT BOND TO BE POSTED FOR THE LAKE
VIEW ESTATES PROJECT**

WHEREAS, BEL Construction and Development Corp. has been required to post a certain performance bond with the Town to serve as a security for the completion of certain road and utility improvements at the project site known as Lake View Estates, which improvements were required by the Town of Wallkill Planning Board’s final conditional site plan approval for said project; and

WHEREAS, MHE Engineering, D.P.C., the Town’s Consulting Engineer, has advised by correspondence dated January 18, 2023 that the proposed bond amount specified below is sufficient;

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby approves the following Performance Bond amount:

Site Improvement Performance Bond (Roadway, Utilities, related work): **\$378,745.60**,
and be it further

RESOLVED, that the Town Board shall accept such Performance Bond for posting upon review and approval of the form and content of same by the Town Attorney and Town Consulting Engineer.

Resolution No. : ___ of 2022

ROLL CALL VOTE

**THE TOWN OF WALLKILL
TOWN BOARD**

| Names | Ayes | Noes | Abstain | Absent |
|--|------|------|---------|--------|
| <i>Councilman</i> Mr. Coyne | | | | |
| <i>Councilman</i> Mr. Valentin | | | | |
| <i>Councilman</i> Mr. Meyer | | | | |
| <i>Councilman</i> Mr. Johnson | | | | |
| <i>Supervisor</i> Mr. Serrano | | | | |
| TOTAL | | | | |

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE RELEASE OF THE LETTER OF CREDIT ISSUED BY TD BANK
WITH RESPECT TO THE PRESIDENT CONTAINER PLANT EXPANSION PROJECT**

WHEREAS, President Container Group II, LLC, for the benefit of President Container Group, has posted the following performance bond in the form of an Irrevocable Standby Letter of Credit from TD Bank with the Town for the construction of the President Contain plant expansion project on Ballard Road:

| LOC # | Date | Original Amount |
|----------|---------|--------------------|
| 20009626 | 4/22/21 | \$1,570,000.00 and |

WHEREAS, MHE Engineering, D.P.C., by way of correspondence dated January 16, 2023, has advised that because the majority of site work has been satisfactorily completed since the issuance of said Letter of Credit, it is appropriate to release same at this time provided that a cash escrow of \$20,000.00 is established to cover the minimal remaining required work; and

WHEREAS, the Town Board of the Town of Wallkill agrees with the recommendations of the Town's Consulting Engineer and is authorized to release the aforesaid Letter of Credit pursuant to Town Code Section 249-42(B)(6),

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Wallkill hereby approves the release of the following TD Bank Letter of Credit:

| LOC # | Date | Original Amount |
|----------|---------|--------------------|
| 20009626 | 4/22/21 | \$1,570,000.00 and |

2. That the Letter of Credit shall not be released by the Town Clerk until such time as (i) any unpaid inspection fees, professional fee invoices or other unpaid fees due to the Town are paid in full; and (ii) a cash deposit of \$20,000.00 is made by President Container Group II, LLC, for the benefit of Albert Frassetto Enterprises, Inc., or an affiliated entity, to cover the minimal remaining required work as detailed in correspondence from the Town's Consulting Engineer dated January 16, 2023, which escrow may be established by moving money from the existing Town Inspection Escrow account established with the Town at the beginning of the project which currently has a balance of \$36,884.07; and
3. The Town Supervisor or his designee is authorized to execute any necessary documents associated with the foregoing, once any unpaid inspection fees, professional fee invoices or other unpaid fees due to the Town are paid.

ROLL CALL VOTE

**THE TOWN OF WALLKILL
TOWN BOARD**

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

| Names | Ayes | Noes | Abstain | Absent |
|--|------|------|---------|--------|
| <i>Councilman</i> Mr. Coyne | | | | |
| <i>Councilman</i> Mr. Valentin | | | | |
| <i>Councilman</i> Mr. Meyer | | | | |
| <i>Councilman</i> Mr. Johnson | | | | |
| <i>Supervisor</i> Mr. Serrano | | | | |
| TOTAL | | | | |

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
APPOINTING A PERSON TO THE POSITION OF FULL-TIME ASSESSOR’S CLERK
IN THE ASSESSOR’S DEPARTMENT**

WHEREAS, there exists a vacancy in the Town of Wallkill for a full-time Assessor’s Clerk in the Office of the Town Assessor’s Department; and

WHEREAS, Denise July-Stone fulfills the civil service requirements of knowledge, skills, and experience for the full-time Assessor’s Clerk position; and

WHEREAS, the Town of Wallkill has a need for a full-time Assessor’s Clerk for the efficient and cost-effective functioning of the Assessor’s Department; and

WHEREAS, it is the opinion of the Town Board that the aforesaid person is qualified to fill said position;

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby appoints **Denise July-Stone** to the position of full-time Assessor’s Clerk to serve in said capacity in the Office of the Town Assessor at an annual salary of \$50,057.75, effective as of February 13, 2023 pending receipt of a satisfactory background check and provided that all appropriate documentation is submitted and accepted by the Orange County Department of Human Resources-Civil Service Department.

Resolution No. : ___ of 2023

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

| Names | Ayes | Noes | Abstain | Absent |
|--|------|------|---------|--------|
| <i>Councilman</i> Mr. Coyne | | | | |
| <i>Councilman</i> Mr. Valentin | | | | |
| <i>Councilman</i> Mr. Meyer | | | | |
| <i>Councilman</i> Mr. Johnson | | | | |
| <i>Supervisor</i> Mr. Serrano | | | | |
| TOTAL | | | | |

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A CONSULTING
AGREEMENT WITH VISIONS HUMAN RESOURCE SERVICES, LLC TO PROVIDE
PROFESSIONAL CONSULTING SERVICES TO THE TOWN OF WALLKILL
PERSONNEL DEPARTMENT**

WHEREAS, the Town of Wallkill is in need of temporary professional consulting services in the Human Resources Department; and

WHEREAS, Visions Human Resource Services, LLC has submitted a proposal to the Town to provide the aforesaid consulting services; and

WHEREAS, the consulting services to be provided herein are of a professional nature and not subject to the competitive bidding laws of the State of New York; and

WHEREAS, the Town Board of the Town of Wallkill believes it is in the best interests of the Town to engage Visions Human Resource Services, LLC on a temporary basis,

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby authorizes the Town Supervisor to execute an agreement with Visions Human Resource Services, LLC in the form annexed hereto, to provide professional consulting services in the Town Human Resources Department, at the rate of \$25.00 per Town employee for a maximum cost of \$4,250.00 per month with the Town Board to receive periodic reports with respect to the service provided by said consultant.

Resolution No. : ___ of 2023

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

The following was presented
By: _____
Sec'd by: _____
Date of Adoption: _____

| Names | Ayes | Noes | Abstain | Absent |
|--|------|------|---------|--------|
| <i>Councilman</i> Mr. Coyne | | | | |
| <i>Councilman</i> Mr. Valentin | | | | |
| <i>Councilman</i> Mr. Meyer | | | | |
| <i>Councilman</i> Mr. Johnson | | | | |
| <i>Supervisor</i> Mr. Serrano | | | | |
| TOTAL | | | | |

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE AN OUTSIDE VENDOR
CONTRACT FOR A TOWN-WIDE MESSAGE NOTIFICATION SYSTEM**

WHEREAS, the Town of Wallkill has the opportunity to acquire a messaging system that will permit the Town to more efficiently notify residents about issues of immediate concern such as emergencies, as well as other Town matters; and

WHEREAS, Hyper-Reach has made a proposal to provide an “Alertsmart” System for this purpose; and

WHEREAS, the system to be provided by Hyper-Reach is not subject to competitive bidding procedures; and

WHEREAS, the Town Board has determined that it is in the overall best interests of the Town to enter into a license agreement with Hyper-Reach for the aforesaid notification system,

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the Town Board hereby authorizes the Town Supervisor, or his designee to execute a messaging system agreement with Hyper-Reach to furnish the Town with the Alertsmart System at an annual cost of \$6,900.00 in accordance with the Agreement annexed hereto, along with any other appropriate documents to effectuate the intent of this Resolution, subject to review and approval by the Town Attorney, and it further

RESOLVED, that the Town Board hereby directs the Town Comptroller to utilize American Rescue Plan Act (“ARPA”)/State and Local Fiscal Recovery Funds (“SLFRF”) funds to pay for this expenditure and account for the aforesaid \$6,900.00 allocation on the appropriate schedules of the Town’s financial reports.