

**VILLAGE OF TUXEDO PARK
SPECIAL BOARD OF TRUSTEES MEETING
MAY 26, 2009
7:30 P.M.**

Present: Mayor Houston Stebbins
Trustee Christopher Hansen
Trustee James Hays
Trustees Anna (Tinka) Shaw

Absent: Trustee Charlotte Worthy

Clerk: Deborah A. Matthews

Also: John Ledwith, Alan Heywood

Mayor Stebbins called the meeting to order at 7:30 p.m.

WATER DEPARTMENT POLICIES – PROBLEM ACCOUNTS

A discussion was held on the following issues:

- 1) Sediment in the water
- 2) Water usage high with meter working properly
- 3) Length of time for residents/customers to report problems with water bill/usage
- 4) Partial payments

The Board agreed that water customers will be allowed 30 days in which to report a water bill problem to the Village Office. A statement as such will be put on all future water bills.

VILLAGE OFFICE SUMMER HOURS

A motion was made by Mayor Stebbins, seconded by Deputy Mayor Hays to change the Village Office hours running from Memorial Day to Labor Day to Monday through Thursday 9:00 a.m. to 5:00 p.m. and 9:00 a.m. to 12:00 noon on Friday, subject to special events or deadlines to remain open longer on Friday.

Vote of the Board: Trustee Shaw – aye
Trustee Hansen – aye
Mayor Stebbins – aye
Deputy Mayor Hays – aye

The motion was passed by a 4-0 vote.

SURVEY CONDUCTED ON SPEEDING/NON SPEEDING VEHICLES

A discussion was held regarding the survey conducted by the Police Department on May 19th and 23rd.

SURPLUS VEHICLE

A motion was made by Mayor Stebbins, seconded by Deputy Mayor Hays that the surplus 1997 Chevrolet dump truck, that was previously put out for bid with both bidders subsequently declining the vehicle, be sold to William Kyles III, Chester, NY for \$1,025.

Vote of the Board: Trustee Hansen – aye
Trustee Shaw – aye
Mayor Stebbins – aye
Deputy Mayor Hays – aye

The motion was passed by a 4-0 vote.

ADJOURN TO EXECUTIVE SESSION

A motion was made by Mayor Stebbins, seconded by Trustee Hansen that the Board adjourn to Executive Session at 9:10 p.m. to discuss Village employee issues and litigation matters. The vote was 4-0 in favor.

REOPEN REGULAR SESSION

A motion was made by Mayor Stebbins, seconded by Deputy Mayor Hays that the regular session be reopened at 10:44 p.m. The vote was 4-0 in favor.

PERFORMANCE BASED INCENTIVE COMPENSATION PLAN

A motion was made by Mayor Stebbins, seconded by Deputy Mayor Hays that the following resolution be approved:

Resolved, that the Board of Trustees of the Village of Tuedo Park approve a new Performance Based Incentive Compensation Plan that:

- (i) will cover all non bargaining unit employees not otherwise covered by an employment agreement;
- (ii) will replace the prior informal arrangement of longevity payments, which shall be discontinued;
- (iii) will consider for eligible employees of the Village of Tuxedo Park an incentive payment (if any is authorized) in a range of nil to \$3,000 per annum based on an Overall Compensation Rating as against specified criteria; and
- (iv) may award a payment, at the absolute discretion of the Board of Trustees on a case-by-case basis, for each eligible employee, based upon the recommendations for an incentive compensation payment to be made.

Resolved, that the attached Employee Performance Appraisal Report be adopted in substantially the form attached hereto and used with this Performance Based Compensation Payment Plan.

Resolved, that in order to establish guidelines for determining an appropriate level of payment under the Performance Based Incentive Compensation Plan, an Overall Performance rating of Outstanding be achieved for up to a \$3,000 award, an Overall Performance rating of Highly Effective rating be achieved for up to a \$2,000 award, and an Overall Performance rating of Effective rating be achieved for up to a \$1,000 award, subject to a final determination in all cases by the Board of Trustees.

And it is further resolved, that any changes to this Performance Based Incentive Compensation Plan may be made by resolution at any time with the approval of the Board of Trustees.

Vote of the Board: Trustee Shaw – aye
Trustee Hansen – aye
Mayor Stebbins – aye
Deputy Mayor Hays – aye

The motion was passed by a 4-0 vote.

SPECIAL COMPENSATION FOR ATTENDING BOARD MEETINGS

A motion was made by Mayor Stebbins, seconded by Trustee Shaw that Debbie Matthews and John Ledwith receive Special Compensation for their work at meetings in serving the Board of Trustees (as Secretary to the Board), and in serving the Board of Trustees, Planning Board, the Board of Zoning Appeals and the Board of Architectural Review (as consultant or Building Inspector), respectively, in accordance with the schedule of Special Compensation for Village Board meetings attached hereto. Any changes to this program of Special Compensation may be made at any time by resolution of the Board of Trustees.

Vote of the Board: Deputy Mayor Hays – aye
Mayor Stebbins – aye
Trustee Hansen – aye
Trustee Shaw – aye

The motion was passed by a 4-0 vote.

ADJOURNMENT

A motion was made by Mayor Stebbins, seconded by Deputy Mayor Hays that the meeting be adjourned at 10:48 p.m. The vote was 4-0 in favor.

Respectfully submitted,

Deborah A. Matthews
Village Clerk-Treasurer

These minutes were approved by the BOT on 6/24/09.