

Meeting of the Town Board, Town of Yorktown held on March 3, 2016 at the Town Hall, 363 Underhill Avenue, Yorktown Heights, New York 10598.

Present: Michael J. Grace, Supervisor  
Greg Bernard, Councilman  
Thomas Diana, Councilman  
Edward Lachterman, Councilman  
Vishnu V. Patel, Councilman

Also Present: Maura Weissleder, Deputy Town Clerk  
Michael McDermott, Town Attorney  
Margaret Gspurning, Human Resources

#### TOWN BOARD MEETING

Supervisor Michael J. Grace called the meeting to order.

#### EXECUTIVE SESSION

Upon motion made by Supervisor Grace, seconded by Councilman Lachterman, the Town Board moved into Executive Session to conduct an interview for a Planning Board appointment.

Upon motion made by Supervisor Grace, seconded by Councilman Bernard, the Town Board moved out of Executive Session and proceeded with the meeting.

#### OVERVIEW OF REFUSE & RECYCLING DEPARTMENT AND CENTRAL GARAGE

Kim Angliss-Gage of the Refuse & Recycling Department and Don Gaffney of Central Garage provided an overview of the staffing and services provided by their department, as well as concerns they have within those departments. These services and concerns include, but are not limited to, planning for a new contract in July 2017, fleet issues regarding the packers, high mileage and maintenance of pickup trucks, litter, clean-up of dump sites. Kim Angliss-Gage also expressed her appreciation of her staff and the members of her department and Central Garage for their hard work.

Issues and concerns for the Central Garage include, but are not limited to, the multitude of repair orders which average approximately 55 vehicle repairs per month, an aging fleet of town-owned cars, detailing of police vehicles (which includes equipment installation), how time consuming the price verification process is, the request for a possible chain of command system for repair requests, petroleum bulk storage tanks, waste oil heater problems.

#### EXECUTIVE SESSION

Upon motion made by Supervisor Grace, seconded by Councilman Diana, the Town Board moved into Executive Session to discuss the employment history of particular persons in the Recycling & Refuse Department and Central Garage.

Upon motion made by Supervisor Grace, seconded by Councilman Lachterman, the Town Board moved out of Executive Session and proceeded with the meeting.

#### BUILDING MAINTENANCE DEPARTMENT OVERVIEW

Margaret Gspurning, who oversees the Building Maintenance Department, accompanied by Patty DeMarsh - YCCC Office Manager, and Al Pisano - Lead Maintenance Mechanic, provided an overview of the Building Maintenance Department. Ms. Gspurning expressed her appreciation and admiration for the hard work and dedication of the staff and discussed the responsibilities and direction of the Building Maintenance Department. These responsibilities include, but are not limited to, the maintenance and cleaning of the YCCC building which houses 4 tenants: Head Start, Bright Beginnings, Westchester Ballet, and the Yorktown Stage; the replacement of the door at Town Hall and window replacement/repair.

Ms. Gspurning commented that there are a lot of projects that can be completed in-house because they now have qualified employees to do the work. This has increased the use of the KVS system for purchasing since now the department is buying materials to complete projects themselves instead of outsourcing. Ms. Gspurning said that she envisions a time in the future

when the Building Maintenance Department will function as a source of support to other departments in the town.

At present, the department's equipment is considered to be in good working order. The outfitting of a tool truck was discussed in order to be able to do repairs between buildings more efficiently.

EXECUTIVE SESSION

Upon motion made by Supervisor Grace, seconded by Councilman Diana, the Town Board moved into Executive Session to discuss the employment history of particular persons in the Building Maintenance Department. The Town Board will immediately adjourn thereafter.

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Maura Weissleder, Deputy Town Clerk  
Town of Yorktown