

**AGENDA
TOWN BOARD MEETING
04/10/19**

7:00 PM REGULAR MEETING

1. Call meeting to order
2. Pledge of Allegiance
3. Accept minutes of 3/13/19
4. Correspondence
5. Public Comment

6. LIAISON REPORTS

7. ANNOUNCEMENTS

- Burn Ban in effect from March 16 through May 14
- The Town of Berne is seeking an individual interested in serving on the Switzkill Farm Board. Please contact the Berne Town Clerk at 518-872-1448 ext. 101 or bernenyclerk@gmail.com for an application or download one from website.
- Bowls for Books – Saturday, 4/13/19 – Town of Berne Library – Buy a unique hand-made soup bowl, filled with the soup/chili of your choice; \$12 for adults, \$10 for children 12 and under. Proceeds fund Summer Reading activities at the Berne Library
- Senior Luncheons – Calling all seniors! Lunch is available every Monday, Tuesday & Friday at the Town of Berne Community & Senior Services Center, 1360 Helderberg Trail, Berne, NY. Doors open at 11:00 am with lunch served beginning at 12:00 noon
- Earth Day Celebration – Switzkill Farm – 4/27/19

8. OLD BUSINESS

- a. Discuss/Approve Sexual Harassment Policy & Complaint Form
- b. Discuss/Approve Cathy Shultes from probationary to part-time permanent Administrative Assistant I
- c. Discuss/Authorize new interview dates for Building & Zoning Inspector

9. NEW BUSINESS

- a. Discuss/Accept resignation of Alexis Goldsmith and authorize Town Clerk to advertise for Planning Board Member
- b. Discuss/Approve the following request from Kiwanis for parade on 5/27/19:
Close Helderberg Trail from Turner to Canaday Hill 9:45-11:45am
Close Rt. 156 from Rock Road to Helderberg Trail 9:45-10:45am
Open rest rooms at Sr. Center 8:30-10:00am
Inform Albany County Sheriff of parade activities
Monetary Support of \$150 to Kiwanis Club of the Helderbergs
- c. Discuss/Approve quotes for stone, asphalt concrete & sanding materials
- d. Discuss/Accept changes to Home Occupation Law and schedule Public Hearing on May 8, 2019 at 6:45 PM
- e. Discuss/Accept updated rules for Switzkill Farm
- f. Discuss /Approve a Needs Assessment to determine the number of workers required at the Highway Department.
- G. Discuss/Approve Bus purchase from State Contract for \$52,322.22

10. APPROVE BUDGET TRANSFERS

11. APPROVE MONTHLY REPORTS & PAYMENT OF BILLS

12. EXECUTIVE SESSION

13. ADJOURN

CODE OF CONDUCT

BERNE TOWN BOARD MEETINGS AND PUBLIC HEARINGS

1. Public participation in regular meetings of the Town Board will be limited to the Public Comment period included in every agenda. At Town Board Workshop meetings, there is no public comment period unless so designated on the agenda.
2. Public comment in all meetings including public hearings is restricted to three (3) minutes per speaker. These minutes may not be traded, or given away to another speaker, nor may they be reserved for later use. The Town Board shall have the discretion to modify this rule if deemed necessary, however, public comment at public hearings shall never be restricted to less than three (3) minutes per speaker.
3. Any individual wishing to speak must raise his or her hand. When recognized by the Supervisor the individual must stand at the podium, if able, to address the Board.
4. Comments must relate to the purpose of the public meeting or to legitimate town business.
5. The Supervisor will act as timekeeper or will designate another elected official as timekeeper.
6. The Supervisor shall preside at the meetings of the Town Board and is obligated to control the meeting.
7. Proper decorum is required of all meeting participants: attendees, elected officials, Town employees. No one shall engage in demonstration, booing, hand clapping, calling out, or other behavior disruptive to the meeting.
8. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language will not be tolerated. Personal, impertinent, or slanderous attacks are also prohibited.
9. Speaking while in the audience or addressing the Town Board outside of the public comment period, unless called upon by the Town Board, will not be tolerated.
10. The Town Board may call on a member of the audience when deemed necessary. The response shall be limited to comments regarding that specific question only.
11. Discussions between meeting attendees is not allowed.
12. All cell phones must be operated in silent mode. No cell phone conversations will be allowed in Town Hall during meetings.
13. Attendees leaving a regular Town Board meeting, Town Board Workshop meeting, or public hearing before adjournment must leave in a quiet and orderly manner and are asked not to engage in conversation with one another until outside of Town Hall so as to not disrupt the meeting.
14. Any person found to violate this Code of Conduct will be required to leave the building.
15. If necessary, the Supervisor will contact local law enforcement to remove any person in violation of these rules.
16. This Code of Conduct will take effect immediately.