

**WAIVER OF NOTICE AND CONSENT
OF SPECIAL MEETING**

We, the Undersigned, being all members of the Riverhead Town Board of the Town of Riverhead, County of Suffolk, and State of New York, do hereby waive notice of the time, place, date and purpose of a meeting of the Town Board of the Town of Riverhead, to be held at the Town Hall, Riverhead, New York at 9:00 A.M. on the 21st day of March, 2002 and do consent to the holding of such meeting for the purpose of:

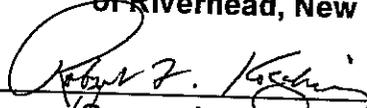
- Res. #301 APPOINTS PROVISIONAL CHIEF OF POLICE TO THE RIVERHEAD POLICE DEPARTMENT.
- Res. #302 APPOINTS LISA DARROW AS ^{Legislative} SUPERVISOR'S RECEPTIONIST.
- Res. #303 APPOINTS SENIOR NEIGHBORHOOD AIDE

And any and all other matters that may come before the Board.

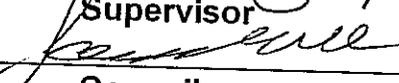
Dated: March 21, 2002

Media Notified:
By Supervisor's Office

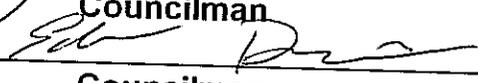
Town Board Members
of Riverhead, New York



Supervisor



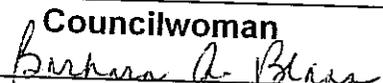
Councilman



Councilman



Councilwoman



Councilwoman

SPECIAL BOARD MEETING:**March 21, 2002**

The Special Board Meeting was called to order by Supervisor Kozakiewicz at 9:12 A.M.

Present: Supervisor Kozakiewicz
 Councilman Densieski
 Councilman Lull
 Councilwoman Blass
 Councilwoman Sanders

Also Present: Town Clerk, Barbara Grattan

Supervisor Kozakiewicz: "Let the record reflect that the time of 9:12 a.m., I call this meeting to order which was noticed for March 21, 2002 at 9:00 a.m. We had some discussion prior to convening as to an additional resolution which would have dealt with entry of an agreement for the taping of town board meeting, that resolution will not be taken up today, instead we'll deal with the six, one, two, three, five that were on the notice. With that said, Chief, I think we're going to---unless there is any discussion, let's go to resolutions."

Resolution No. 301 **APPOINTS PROVISIONAL CHIEF OF POLICE TO THE RIVERHEAD POLICE DEPARTMENT.**

COUNCILMAN LULL offered the resolution, which was seconded by **COUNCILMAN DENSIESKI.**

THE VOTE: Sanders, yes, Blass, yes, Densieski, yes, Lull, yes, and Kozakiewicz, yes,

The resolution was thereupon declared to be duly adopted.

Supervisor Kozakiewicz : "I guess since the effective date will be March 22, it will take effect 12:01 a.m. on March 23. Well a little bit of a---

Captain Hegermiller: "Midnight tomorrow night"

Supervisor Kozakiewicz: "Midnight tomorrow night, well that's not what our resolution says, so we better make sure we've got it right. We had it as March 22nd. We've got to amend it. Can we clarify that because I don't want to wait, I know there were some question, maybe we should go off the record."

Councilman Lull offered the resolution to be amended to be effective on March 23rd, 2002 at 12:01 a.m., which was seconded by **Councilwoman Sanders.**

The VOTE: Sanders, yes, Blass, yes, Densieski, yes, Lull, yes, and Kozakiewicz, yes.

The resolution was thereupon declared to be duly Adopted as amended.

Supervisor Kozakiewicz: "Chief, the swearing I would think would take place at or about March 23rd correct." I think the oath itself should be administered on to be effective March 23rd, we could do a ceremonial presentation today, but the actual effective date of the swearing in should be the 23rd.

Chief Grattan at this time administered the Oath of Office to David Hegermiller.

Captain Hegermiller thanked the Board for the opportunity to serve the Town of Riverhead and the members of the Police Department and his family.

Supervisor Kozakiewicz: "We look forward, I think, speaking as one of the Town Board and hopefully, I'm not speaking out of line, to working with you. We wish the Chief a great retirement and it should be fun. Thank you."

Resolution No. 302

SETS TERMS AND CONDITIONS OF EMPLOYMENT FOR LISA DARROW AS LEGISLATIVE SECRETARY

COUNCILWOMAN BLASS offered the resolution, which was seconded BY COUNCILWOMAN SANDERS

The VOTE: Sanders, comment, this position is full time, part time?

Supervisor Kozakiewicz: "Full time."

Councilwoman Sanders: "Full time, Monday through Friday."

Supervisor Kozakiewicz: "Right."

Councilwoman Sanders: "What is the (inaudible)"

Supervisor Kozakiewicz: "This person will be in charge of taking in the correspondence, handling it on a daily basis, correspondence that's being done in my office and in addition I will have her on the days when Tara is not there handling the phones, obviously as well as taking care of purchase requisitions, vouchers, other documents that need to be circulated. She will also be responsible for typing constituent letters, handling constituent mail."

Councilwoman Sanders: "So it won't then be Lisa Darrow serves the pleasure of the Town Board is not proper terminology then. Is that not correct?"

Supervisor Kozakiewicz: "That's technically correct. This is a position that's civil service, I'm entitled to certain positions, this is one that does require town board approval and town board consideration."

Councilwoman Sanders: "But she'll be working as part of the administrative staff."

Supervisor Kozakiewicz: "Correct."

Councilwoman Sanders: "Not for the town board."

Supervisor Kozakiewicz: "No."

Councilwoman Blass: "I'd like to make a comment if I could also."

Councilwoman Sanders: "No, go ahead, I had one more, go ahead. The only other comment I have is the resolution refers to the terms and conditions of the agreement that is attached, so I don't include or exclude, I don't really know what that refers to include section, amend section, exclude section."

Supervisor Kozakiewicz: "No overtime."

Councilwoman Sanders: "I have no reference documents."

Supervisor Kozakiewicz: "Okay, it's a CSEA document, which is approved by stipulation last year. The terms and conditions that were set forth in the collective bargaining agreement, which run from January 1, 2001 through December 31, 2003, this is an alternative to do any sort of individual bargaining agreement with this particular individual as well as something was done or try to do under this administration which particular titles such as Mr. MacLellan, Tara McLaughlin, Town Attorney, and others so we do not engage them in collective bargaining agreement."

Councilman Densieski: "I'd like to assume that the front office whether it be the Town Board Coordinator, the secretary, the executive assistant or anybody should be working as one unit, not for somebody else what you can do for this person. I think we should work as one unit and work cooperatively, specifically can't work for this one, can't work for that one, I'd like to consider as a union of people trying to work together not just working with this one and that one."

Supervisor Kozakiewicz: "I thank you for that comment."

Councilwoman Blass: "My comments are no way should be considered as a reflection of either your coregative (sp.) if you will, and your right to appoint your staff, nor should I think it be a reflection of Ms. Darrow's qualifications. I'm sure she is highly qualified and very capable, but the very fact that we are having this kind of discussion at this particular time, is indicative of the fact, that there is a process that is in place to canvass and to discuss the terms and conditions of employment and it is generally not when the resolution is put forth on the table. I was not involved in the personnel committee canvassing for this applicant, but be that as it may, I had respectively requested that this resolution be held off at least until two weeks so that we could get the necessary backup and feel

comfortable with the kinds of questions and issues that are being discussed here, and I would like to now make a motion to, it's unfortunate that we have a motion to approve."

Supervisor Kozakiewicz: "I understand the question that's been raised and the reluctance, and I understand that this is not to disparage or question this particular individual in any way shape or form. This is a position that I believe, I need given the current conditions as set up and structured in my office, I did undertake looking, searching for an individuals who are looking to come to the town, looking to come at perhaps a littler bit lesser of a salary rate than some of the other people that we presently have working at the town hall. This individual did come to my office highly recommended, showed a great deal of common sense, has extensive background, proficient with the computers and I was hoping to gain support of the town board to help me with respect to the management of my particular office. My office receives a considerable amount of constituent mail, considerable amount of input from each of the various departments town-wide ; and quite frankly I need an individual there on a five day basis in order to handle that constituent mail, to handle those financial issues where vouchers are coming and when an emergency requisition to a breakdown at highway department or sewer or any other department, it is imperative that I need this individual. I understand the sense that thus was not handled through a common practice with respect to the hiring of these individuals, this position is however, is a little bit unique. It's somebody who is looking forth in my office, and perhaps if anybody is guilty of anything it is not necessarily not going to be a process but maybe not bringing all the board members on to express my concerns but I really need to get a grasp of handling my office. It's not say it hasn't been working, but I believe it will work better with this particular individual and having additional person there five days a week. And I was hoping to avoid delay. This person is looking to join our team, I think this person will become a great team member and hopefully that is something we can work better on down the road of becoming a real team. Any other discussion? Okay."

The Vote: Sanders, no, Blass, abstain, Densieski, I think there are several departments in this building such as especially the town attorney's office and planning and maybe some others that are in desperate need of more help and I believe that the Supervisor's office is in desperate need of more help, so instead of waiting, I respect my colleagues for their opinions and their ideas, they are probably are right on some of them, but I think that we get the help do is more important, so I am going to vote yes.

Councilman Lull: "We had said, that we are as a personnel committee would get together, Councilwoman Blass and myself with people directly involved in the hiring process and the civil service process so that this type of thing won't happen in the future, but unfortunately because of the scheduling we have not had time to get together. The two of us, the financial officer and the

secretaries and clerks in both offices that are handling all the different intricacies of hiring and civil service and so forth,. We have not gotten together, have not finalized a policy, so what we are doing here is something which has been done in the past, and it is not strictly in with keeping in the line of procedure that we would like to, but it's, the person is qualified as I am assured that she is I see nor reason to delay on it, but it won't happen this way again, so I vote Yes.

Supervisor Kozakiewicz: "I have heard all the town board members loud and clear and I understand the concerns. I put my concerns on the record already and therefore I don't think I need to repeat them, I vote Yes.

The resolution was thereupon declared to be duly adopted.

Resolution No. 303 APPOINTS SENIOR NEIGHBORHOOD AIDE

COUNCILMAN DENSIESKI offered the resolution, which was seconded by COUNCILMAN LULL.

The Vote: Sanders, Yes, Blass, Yes, Densieski, Yes, Lull, Yes, and Kozakiewicz, Yes.

The resolution was thereupon declared to be duly ADOPTED.

The Town Board Meeting adjourned at 9:35 p.m.

There being no further business on motion or vote, the Special Board Meeting adjourned at 4:17 p.m.

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The resolution was thereupon declared to be duly adopted.

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The Vote: Sanders, Yes, Blass, Yes, Densieski, Yes, Lull, Yes, and Kozakiewicz, Yes.

The resolution was thereupon declared to be duly ADOPTED.

The Town Board Meeting adjourned at 9:35 p.m.

Barbara Grotter
Town Clerk