

**SPECIAL MEETING
BOARD OF TRUSTEES
TUESDAY, NOVEMBER 22, 2016**

A Special Meeting of the Board of Trustees was held on Tuesday, November 22, 2016 at 5 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. Mayor James Purcell called the meeting to order and led in the pledge to the flag.

Present: Mayor Purcell; Trustees Dwyer, Behringer and Conklin
Also present: Village Clerk Carey

Trustee Chan arrived at 5:23 PM (caught in traffic)

APPOINTMENT OF PART-TIME BILLING CONTROL CLERK – SHAKINE MICHEL

37 Applications were received for the part-time Billing Control Clerk's position. Eight applicants were interviewed by Trustee Chan and Mayor Purcell. The first applicant that was offered the position declined. It is therefore their recommendation that Shakine Michel, Redwood Drive, Highland Mills, NY be appointed to the part-time position. On a motion by Trustee Conklin seconded by Trustee Behringer, it was:

RESOLVED, the Board of Trustees accepted the recommendation of the interviewing committee and appoint Shakine Michel, Highland Mills, NY 10930 to the part-time position of Billing Control Clerk effective 12/1/16 at an hourly salary of \$20/hour (not to exceed 20 hours) from budget line F8310.101. Part-time hours will be 9 AM – 1 PM. Ms. Michel will work out of the Clerk's office.

Ayes: Trustees Dwyer, Behringer and Conklin
Nays: None

AUTHORIZE ADVERTISING FOR SEASONAL HEO:

On a motion by Trustee Behringer seconded by Trustee Dwyer, it was:

RESOLVED, the Village Clerk is hereby authorized to advertise for the seasonal position of Heavy Equipment Operator, December 15, 2015 to March 15, 2017. Applicant must have CDL License and 3 years of experience in operation of specialized heavy equipment. Mechanical and technical abilities required. Village resident preferred. Applications will be available on the Village's website.

Ayes: Trustees Dwyer, Behringer and Conklin
Nays: None

DECEMBER 6TH MEETING RESCHEDULED:

Trustee Chan arrived (5:23 PM).

On a motion by Trustee Conklin seconded by Trustee Behringer, it was:

RESOLVED, due to a scheduling conflict, the Board rescheduled their December 6, 2016 to December 12, 2016 at 7 PM.

Ayes: Chan, Dwyer, Behringer and Conklin
Nays: None

On a motion by Trustee Conklin seconded by Trustee Dwyer, and carried, no further business, the meeting was adjourned at 5:25 PM.

Respectfully submitted,

Virginia Carey
Village Clerk