

**SPECIAL MEETING  
BOARD OF TRUSTEES  
TUESDAY, AUGUST 24, 2021 @ 12:30 PM  
([www.villageofmonroe.org](http://www.villageofmonroe.org))**

A Special Meeting of the Board of Trustees was held on Tuesday, August 24, 2021 beginning at 12:30 PM in the Boardroom of the Village Hall, 7 Stage Road Monroe NY. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

**Present:** Mayor Dwyer, Trustees Alley, Behringer, Houle and Karl  
**Also present:** Village Clerk Baxter

**Absent:** Attorney Terhune

**MOTION TO OPEN THE SPECIAL MEETING:**

On a motion by Trustee Alley, seconded by Trustee Behringer, the August 24<sup>th</sup> 2021 Special Meeting of the Board of Trustees was opened at 12:31PM.

**Ayes:** Trustees Alley, Behringer, Houle and Karl  
**Nays:** None

**AUTHORIZATION TO ADVERTISE / FULL TIME DPW LABORER POSITION:**

Mayor Dwyer stated that Jesse Hedges retired from the Village of Monroe after 34 years of service and they are looking to replace him. Trustee Karl asked if they would be advertising for a skilled laborer or a laborer. Trustee Karl added that Civil Service has the position and he would the Village to get someone in there and groom and mold them so they can go get the CDL license and move forward. Trustee Karl added that he would like to see the Village bring someone in that already has their CDL and not someone who may not be able to get their CDL. The Laborer position is an at-will position. Trustee Alley added that they discussed this with the last round of hiring they did with Matt and Stephen and stated that she can follow up with Highway HEO Giudice to see where they are in obtaining that license. Mayor Dwyer interjected and stated that Stephen is done and Matt is right behind him in getting that done. Village Clerk Baxter stated that as a reminder, the Village of Monroe did not have a Skilled Laborer position on its roster with the County, that they only had the position of Laborer on its Position Control Report. Mayor Dwyer agreed and continued that the guys that the DPW currently has are all growing, are hard workers and are smart. Trustee Karl added that they are all young too and we could get 20+ years out of them. On a motion by Trustee Alley, seconded by Trustee Houle and carried, the Board directed the Village Clerk to advertise in the Times Herald Record, as well as the Village's website and Constant Contact for the position of F/T DPW Laborer as follows:

**HELP WANTED  
VILLAGE OF MONROE HIGHWAY DEPT.  
FULLTIME LABORER**

The Village of Monroe is seeking to fill the position of fulltime LABORER, working with the Public Works Department.

All Candidates must possess a valid Driver's License and be capable of performing varied types of manual and unskilled laboring work. The Orange County Application for Employment can be downloaded from the Village's website, [www.villageofmonroe.org](http://www.villageofmonroe.org), or picked up in the Village Clerk's Office, 7 Stage Road Monroe, NY. Candidates will be subject to an appropriate background check. Village residents preferred. Send resume and cover letter to the attention of Larry Giudice, DPW Supervisor, Village of Monroe, 7 Stage Road, Monroe, NY 10950 no later than September 2, 2021.

Trustee Karl asked if the Board wished to discuss Trustee Alley's email about moving Stephen into Jesse Hedges Automotive Mechanic position. Trustee Alley questioned if there shouldn't be some type of pre-requisites but also knows that the Department Head has provided her with information on moving him up into this position. Trustee Alley continued that this has been coming and he has been training for several months now and what they have been saying is that because of the type of equipment that they have, they don't need a diesel mechanic anymore, there isn't a need for that anymore. Anything that cannot be handled down there, they send out.

Trustee Karl referred to the IBEW bargaining agreement between the Union and the Village of Monroe, specifically Article 10, Section 4, Promotions, stating that the Village must post the notice of the vacancy

for 5 working days at which time any qualified employee may submit to the Village a written bid for such vacancy. At the end of the 5 days, the Village can fill the vacancy from among the bidders based on length of service and ability to perform the work is relatively equal. Trustee Karl continued that the Village can fill the position with any employee, selected by them or hiring a new employee, should none of the bidders meet the qualifications. The Village Board will be the sole judge as to the ability of any bidder to perform the work for a vacant job classification.

Trustee Houle asked if they should advertise for that position and Trustee Karl replied that based on the contract, they were required to post the job for 5 business days on their bulletin board if they are going to fill the mechanics position. Trustee Houle asked if they needed to resolve to do that and Trustee Karl replied that he would rather hammer it all out now rather than find out they couldn't do something during a board meeting. Mayor Dwyer agreed. Village Clerk Baxter stated that the Board would just need to verify that Mr. Mihok was no longer a probationary employee with Civil Service and removed from that status. Trustee Karl added that he just wants to make sure that the Village is following the contract so that no one comes back with a grievance.

Trustee Houle stated that the job could be posted tomorrow at the DPW and Trustee Alley questioned if Highway HEO Giudice would post it or was there something that Village Clerk Baxter would give him to post on their bulletin board and Village Clerk Baxter replied that she was not sure. Mayor Dwyer advised Village Clerk Baxter to write something up and Village Clerk Baxter stated that there may be specific qualifications required for this position and Mayor Dwyer replied that Village Clerk Baxter should call Orange County Department of Civil Service to verify that information.

Trustee Behringer left the meeting at 12:46PM due to a prior commitment.

**MAYOR'S REPORT:**

The Board had nothing to report at this time.

**PUBLIC COMMENT:** **#PRESENT 0** **TIME: 12:52 PM**

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There was no public comment.

**ADJOURNMENT:**

On a motion by Trustee Houle, seconded by Trustee Karl, with all in favor, the meeting was adjourned at 12:53 PM.

Respectfully Submitted,

Ann-Margret Baxter  
Village Clerk