

Emergency Meeting of the Town Board, Town of Yorktown held on Thursday, March 31, 2021 held in Yorktown Heights, New York 10598.

Present: Matthew J. Slater, Supervisor  
Thomas P. Diana, Councilman  
Edward Lachterman, Councilman  
Vishnu Patel, Councilman  
Alice E. Roker, Councilwoman

Also Present: Diana L. Quast, Town Clerk  
Adam Rodriguez, Town Attorney

#### TOWN BOARD MEETING

Supervisor Matthew Slater called the meeting to order.

#### PLEDGE OF ALLEGIANCE

Supervisor Slater led the Pledge of Allegiance.

#### MOMENT OF SILENCE

Supervisor Slater asked for a moment of silence to remember former Town Supervisor John Kibbe who passed away this week and thanked him for his service to our community and to keep him and his family in our thoughts and prayers.

Supervisor Slater stated that the purpose of today's meeting is for the Town Board to approve a Public Employer Health Emergency Plan. He said that this is a state mandate that was signed by Governor Cuomo on September 7, 2020. He said that the good news is that the Town will put into writing what we were able to accomplish during the pandemic regarding staff management, as well as policies and procedures that were followed. This plan is required by the state in the event of a declared public health emergency. This plan was worked on by Margaret Gspurning, Human Resources, and circulated to the Town Board, received input from CSEA, PBA, SOA, as well as the Chief of Police.

Ms. Gspurning acknowledged Sergeant Scatola's contribution to the plan and said this plan is probably one of the most extensive compared to others she has reviewed. She said that this is a living document that could be changed, according to federal and state updates.

Supervisor Slater said this a document for Town employees, not the general public. It is specifically for public employers.

Councilman Patel raised the issue of a plan for public use and Supervisor Slater said that today the Board is focused today on their role as a public employer and plans and protocols specifically for Town employees.

Supervisor Slater said there in an entire section devoted to PPE use as well as protocols for providing PPE to the staff. It also provides steps and procedures for staff exposures, cleanings, and disinfection. It also addresses time management (working remotely).

Councilwoman Roker asked why the Town Board is not listed in the plan. Supervisor Slater said that the Town Board is listed as an essential position and the Town Board approves the funding needed, especially for the PPE and equipment needed to achieve any parts of the plan.

Councilwoman Roker said very few things could happen if the Town Board does not approve them and should be on the list. Supervisor Slater agreed and said they would make the amendment to say that the Town Board is an essential function within an essential position.

Councilman Patel asked who is in charge of managing the plan and Supervisor Slater replied himself, the Town Board, Human Resources Director Margaret Gspurning, and a majority of department heads. He said that it is critical they understand the plan. A copy of the plan would be sent to the Town's insurance company for compliance purposes.

There was a discussion as to whether or not to post the document online because there are police department policies and the locations of certain equipment listed in the plan. Town Attorney Adam Rodriguez said that if there is something that needs to be redacted before distribution, it could be redacted.

ADOPTION OF PUBLIC EMPLOYER HEALTH EMERGENCY PLAN FOR THE TOWN OF YORKTOWN

RESOLUTION #141

Upon motion made by Councilwoman Roker, seconded by Councilman Lachterman,

RESOLVED, the Town hereby adopts, under N.Y. Labor Law 27-c, its “Public Employer Health Emergency Plan for Town of Yorktown,” for use in the event of certain declared public health emergencies.

Slater, Diana, Lachterman, Patel, Roker Voting Aye  
Resolution adopted.

ADJOURN

Upon motion made by Councilman Lachterman, seconded by Councilman Diana, the Town Board meeting was adjourned.

---

DIANA L. QUAST, TOWN CLERK  
CERTIFIED MUNICIPAL CLERK  
TOWN OF YORKTOWN