

**RESOLUTION**  
**VILLAGE OF HIGHLAND FALLS BOARD OF TRUSTEES**  
**APPOINTMENT OF Tamara L. Dreyer**  
**CHIEF OF POLICE**

**WHEREAS**, the Board of Trustees wishes to appoint Tamara L. Dreyer (hereinafter “Ms. Dreyer”) as Chief of Police, effective June 6, 2022; and

**WHEREAS**, the Mayor and Board of Trustees have discussed with Ms. Dreyer her duties and responsibilities, the Board’s requirements and expectations, and various terms and conditions of employment; and

**WHEREAS**, Ms. Dreyer agrees that the passage of this resolution governs her employment with the Village and the terms and conditions thereof, which she accepts.

**NOW, THEREFORE, the Board determines as follow:**

1. Appointment as Chief of Police. The Board of Trustees hereby appoints Tamara L. Dreyer as Chief of Police effective June 6, 2022.

The Police Chief shall serve a probationary period of 52 weeks. During the probationary period, the provisions of Section 75 of the Civil Service Law shall not apply.

2. Duty Hours. The normal work week will be forty (40) hours. Normal work hours will ordinarily be an 8 hour day with an hour lunch. This does not preclude the Chief of Police from coming in during evening hours, early morning hours or weekends, as deemed necessary by the Chief of Police or due to work requirements. As the position is exempt under Federal and State law from the payment of overtime, the Chief of Police will not receive overtime for hours worked in excess of the normal work week. It is understood that the Chief must be readily available during off duty hours to readily respond to the needs of the department for which the Chief will not receive extra compensation.

The Chief of Police will attend Village Board meeting(s), at the direction of the Mayor, as part of her regular salary.

3. Disciplinary Action. The Chief of Police shall report to the Mayor. Any disciplinary action taken against the Chief of Police by the Mayor subsequent to the probationary period shall be in accordance with Section 75 of the Civil Service Law of the State of New York.
4. Working Conditions. The Village Board will provide the Chief of Police, a police vehicle, on a twenty-four (24) hour per day basis. Such vehicle will be provided in accordance with applicable State and Federal tax law, rules and regulations and is primarily to be used for Village business. The Police Chief shall surrender or modify her use of the vehicle if directed to do so by the Mayor.

The Village will provide a Village owned cell-phone for use by the Chief of Police. The Chief of Police's use of the cell phone shall comply with all applicable Village Policies including but not limited to social media, harassment, and/or workplace violence.

5. Off Duty Employment. Any off-duty employment must be pre-approved by the Mayor. Upon receipt of such pre-approval, the Chief shall not engage in any outside employment which creates a conflict of interest or the appearance of a conflict of interest as determined by the Mayor and/or Village Board, or which impedes immediate recall to the Village of Highland Falls.
6. Residency. The Chief of Police shall reside within thirty (30) miles of the Village of Highland Falls. Residency within thirty (30) miles of the Village of Highland Falls shall be deemed a qualification for the position of Police Chief.
7. Indemnification. The Chief of Police shall be covered by the Village's applicable local law and insurance policies for acts committed within the scope of her employment as Chief of Police.
8. Health Insurance. The Village shall offer a health insurance plan to the Chief of Police. Should the Chief of Police elect to participate in the plan, she will contribute 15% of the premium for the coverage selected (e.g., individual, two (2) person, if offered, or family). In lieu of receiving health insurance through the Village, the Chief of Police shall receive a payment in lieu of receiving health care from the Village. To qualify for the payment in lieu of health insurance coverage, the Chief must provide proof of alternative coverage through documentation provided by the Village. The payment in lieu of health insurance amount shall be 30% of the applicable premium for single coverage under the health insurance plan offered by the Village. The payment will be made quarterly and applicable deductions will be made. Should the Chief of Police lose her alternate health insurance coverage and enroll in the Village's health insurance plan, the payment in lieu of health insurance shall be prorated accordingly. The Chief of Police may also, at her own expense, participate in any other insurance program(s) offered by the Village. The Chief of Police will not be eligible for retiree health insurance from the Village.
9. Provision of Required Clothing and Equipment. The Chief of Police shall receive, without charge, a complete issue of all seasonal uniforms and accessories needed to conform to the equipment and clothing requirements contained in the department's uniform policy. The Chief of Police shall also receive additional items of clothing and/or accessories, unique to the position, that are authorized by the Mayor.

The Chief of Police shall receive replacement or additional uniforms and items that are authorized by the Village Board at no cost to the Chief of Police.

If any uniform item, accessory, equipment or personal item of the Chief of Police is damaged or lost while in the performance of her duties, it shall be repaired or replaced by the department at no cost to the Chief of Police as authorized by the Mayor.

- 10. Vacation.** The Chief of Police shall receive fifteen (15) vacation days annually, to be credited on June 1 of each year. Upon commencement of employment June 6, 2022. Unused vacation days may be carried over, but total accumulated vacation days shall not exceed forty (40) days at the end of any fiscal year (May 31).

Any unused vacation days over forty (40) will be paid out at the current rate of pay at the end of each fiscal year. Vacation may be used in half or full day increments.

The Mayor must authorize all requests for vacation leave. Requests for vacation leave shall be turned into the Mayor at least ten (10) calendar days in advance

- 11. Holidays.** The Chief of Police shall be entitled to 11 paid holidays off as listed below:

- |                           |   |
|---------------------------|---|
| 1. New Year's Day         | 7. Indigenous People's Day (Columbus Day) |
| 2. Martin Luther King Jr. | 8. Veteran's Day                          |
| 3. President's Day        | 9. Thanksgiving Day                       |
| 4. Memorial Day           | 10. Day after Thanksgiving                |
| 5. Independence Day       | 11. Christmas                             |
| 6. Labor Day              |   |

No additional compensation shall be paid for any hours worked by the Chief of Police on any of the above specified holidays.

- 12. Compensated Absences:**

- A. Sick Leave- The Chief of Police shall be credited with twelve (12) days of sick leave annually on June 1. Sick Leave may be charged for a personal illness or the illness of an immediate family member. Accumulated sick days shall not exceed 180 days at the end of any fiscal year (May 31). Sick leave may be used in half or full day increments. The Mayor may require a doctor's note for any absence sought to be charged to sick leave.

The Chief of Police must notify the Mayor or his designee at least thirty (30) minutes before her scheduled start time if she will be using sick time.

- B. Personal Leave-The Chief of Police shall be credited with four (4) personal days per year on June 1. At the end of each fiscal year (May 31), any unused personal leave days shall be converted to and added to accumulated sick leave. Absent exigent circumstances, all personal leave must be requested of the Mayor or his designee at least forty-eight (48) hours in advance. All leave to be used hourly, rounded up to the closest hour.

- C. Bereavement Leave-The Chief of Police may be absent for up to four (4) consecutive days with pay, commencing with the date of notification of death, for each death in the family of the Chief of Police. Family is defined as significant other, husband, wife, son, daughter, father, mother, father-in-law, and mother-in-law, stepchildren, grandchildren, adopted children. The Mayor may request verification of any absence sought to be charged to Bereavement Leave.

13. Occupational Injury. The Chief of Police shall be governed by the provisions of General Municipal Law Section 207-c for illness or injury sustained in the performance of her duty provided that any such injury or illness is reported to the Mayor within ten (10) calendar days of its occurrence. The Chief must submit a timely application for General Municipal Law Section 207-c benefits within ten (10) calendar days of the occurrence of an illness or injury related to the performance of her duties to be eligible for General Municipal Law Section 207-c benefits.

14. Conference Leave. The Chief of Police may attend the annual Conference of New York State Chiefs of Police and one additional conference per fiscal year, subject to approval by the Mayor and the Village Board. If approved, the cost of attendance at these conferences shall be borne by the Village.

15. New York State Retirement. Upon appointment, Tamara L. Dreyer will suspend her pension with the NYS Retirement System. Ms. Dreyer will not pursue a waiver pursuant to Section 211 of the New York Retirement and Social Security Law while employed full-time as Chief with the Village of Highland Falls. The Village will contribute to the NYS Police and Fire Retirement System, if required, while Ms. Dreyer serves as Chief of Police for the Village, in accordance with applicable law, rule and regulation. This resolution appointing Ms. Dreyer as Chief of Police is contingent upon Ms. Dreyer's suspension of her pension with the NYS Retirement System.

16. Separation. Upon separation from employment for any reason, the Chief of Police will be paid all accrued but unused vacation time only, to a maximum of forty (40) days at the then-current rate of pay.

In the event of the death of the Chief of Police while employed by the Village, her accrued but unused vacation time shall be paid to the Chief of Police's estate representative.

17. Compensation. The salary of the Chief of Police will be \$108,000.00 for fiscal year 2023 (June 1, 2022 – May 31, 2023). Upon the date the Chief of Police commences employment with the Village, the salary of \$108,000.00 for fiscal year 2023 shall be prorated and paid to the Police Chief pending the start of the 2023 fiscal year. Adjustment of the salary of the Chief of Police shall be considered by the Mayor and Village Board annually on or before the end of each fiscal year, commencing on or before the end of the 2023 fiscal year.

18. Membership Fees and Expenses. The Village will pay for the cost of the Chief of Police's membership in the following police organizations if requested by the Chief and will permit the Chief to attend the monthly or quarterly meetings of any such requested organizations, as the case may be:

Orange County Police Chief's Association

Mid-Hudson Police Chief's Association

New York State Association of Chiefs of Police



International Association of Chiefs of Police

19. Deferred Compensation Plan. The Chief of Police may participate in the New York State Deferred Compensation Plan as offered by the Village.

20. The Village Board may interpret, modify, add to or eliminate any provision(s) contained within this resolution by subsequent action of the Village Board.

On a motion by Trustee Aylward, seconded by Trustee DiSalvo, the Mayor declared the Resolution adopted on a roll call vote of 5 ayes, 0 nays:

Mayor D'Onofrio	<u>x</u> Aye	___ Nay
Trustee Aylward	<u>x</u> Aye	___ Nay
Trustee DiSalvo	<u>x</u> Aye	___ Nay
Trustee Guerrero	<u>x</u> Aye	___ Nay
Trustee Phillips	<u>x</u> Aye	___ Nay

Dated: May 16, 2022

Regina M. Taylor, Village Clerk of the Village of Highland Falls, does hereby certify that the foregoing Resolution of the Board of Trustees was filed in my office on the following date:

 5/17/2022

Signature and Date