1. Agenda

   Documents: JUNE 11, 2014 AGENDA.PDF

2. Public Document

   Documents: JUNE 11, 2014 001.PDF

3. Public Document

   Documents: JUNE 11, 2014 002.PDF

4. Public Document

   Documents: JUNE 11, 2014.PDF

Please turn off your cell phone

Agenda
Manlius Town Board
June 11, 2014

1. The Pledge of Allegiance

2. Approval of Minutes – May 28, 2014

3. Approval of Abstract # 11

4. RM V-Modified RM Zone to include Special Use Permit Process

5. Employee Assistance Program – Renew annual Contract ESI

6. Auction Items – 2 Vehicles

7. Intermunicipal Code Enforcement Agreement – Village of Manlius

8. Lower Chittenango Creek Maintenance Agreement 2014-1019

9. Correspondence/New Business
   a. Highway Superintendent
   b. Planning & Development
   c. Attorney
   d. Town Clerk
   e. Police Chief
   f. Town Board
   g. Supervisor

10. Adjournment

AGREEMENT

INTERMUNICIPAL AGREEMENT RELATIVE TO THE PROVIDING OF CODE ENFORCEMENT SERVICES

This Agreement, made as of this _____ day of June, 2014, by and between the Town of Manlius, New York ("Town"), a municipal corporation with its offices and principal place of business located at 301 Brooklea Drive, Fayetteville, New York and the Village of Manlius, New York ("Village"), a municipal corporation with its offices and principal place of business located at One Arkie Albanese Avenue, Manlius, New York.

WITNESSETH:

WHEREAS, the Town acknowledges having a fully staffed and functioning office designated the Office of Planning and Development (the "Department"), for the administration and enforcement of zoning regulations and related matters with sufficient capacity to meet the obligations set forth herein; and

WHEREAS, New York State Law requires each Local Government to administer and enforce the State Uniform Fire Protection and Building Code (hereinafter referred to as the "Uniform Code") within such Local Government; and

WHEREAS, New York State Law requires each Local Government to administer and enforce the State Energy Conservation Construction Code (hereinafter referred to as the "Energy Code") within such Local Government; and

WHEREAS, Section 381(2) of the Executive Law provides that any village may enter into an agreement with the Town within which it is situate providing for such Town to administer and enforce the Uniform Code; and

WHEREAS, the Village desires to contract with the Town for zoning code administration and enforcement and related services ("Code Services") by the Department; and

WHEREAS, the Village has adopted New York State Building Code Regulations along with its own comprehensive set of local laws and regulations, for section 1203 code regulations; and

WHEREAS, the Town is willing to provide such Code Services on the terms and conditions set forth herein; and

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

1. Administration:

a. The Department shall furnish and administer the Code Services on behalf of the Village for the term of this Agreement. To this end, any authority heretofore conferred on the Village Code Enforcement Officer, pursuant to the Village Code or other applicable law, rule or regulation is hereby conferred upon the Department, the Town, through its code enforcement office/building inspector shall undertake the following services, duties and responsibilities for the Village:

i. Perform inspections in the Village as required by laws of the State of New York and the codes of the Village;

ii. In addition to making all necessary and required inspections, be authorized to issue any orders regarding the enforcement of local laws, rules and regulations, including the New York State Uniform Fire Prevention and Building Code;

iii. Process and inspect all building and related permit applications;

iv. Process and respond to code violations and complaints;

v. Perform fire inspections;

vi. Perform electrical inspections;

vii. Maintain records of all inspections and applications pertaining to properties in the Village on file;

viii. Respond to inquiries from the Village Board as to any of the above-stated matters;

ix. Consultation with applicants regarding building and related applications; and

x. Attendance at not more than one Village Board meeting per month, upon the request of the Mayor.

b. The Department, in carrying out the duties described herein shall follow its normal policies and procedures to the extent that such policies and procedures do not conflict with the Village planning, building and zoning regulations or any other applicable state or local law, regulation or procedure.

2. General Terms:

a. The term of this Agreement shall be June 1, 2014 and continue through the Village of Manlius Fiscal Year ending May 31, 2015. The term of the agreement shall be deemed to be automatically extended for an additional term of two (2) years unless either party shall have given written notice to one another not later than December 31 of the final year of the initial term. Either party may terminate this Agreement without cause upon thirty (30) days written notice to the other party.

b. The Department shall provide all forms and applications in one consistent format; necessary in relation to the Code Services.

c. The Department shall maintain a record of all activities related to the Code Services and shall provide quarterly reports as may be reasonably requested by the Mayor and the Village Board.

d. The Village shall indemnify and hold harmless the Town, including reasonable attorneys' fees, for any claims resulting from the performance of Code Services by the Department within the scope of this Agreement, except in the case of the willful misconduct of Town personnel.

3. Payment:

a. The Village shall pay the Town at the annual rate of $32,000 ("Contract Price") payable as two lump sum installments of $16,000 each on June 1 and December 1 of each term.

b. The Town shall be permitted to charge fees for the services it renders under this agreement in accordance with the fee schedule annexed to this agreement as Schedule A. The Town shall be permitted from time to time to recommend to the Village Board adjustments in any or all of the fees set forth in the annexed Schedule A, or to add new fees for services not now listed in the annexed Schedule A, provided, however, that no such adjustment and no such new fee shall be effective until it shall have been approved by the Village, such approval not to be unreasonably withheld or delayed. The Village acknowledges and agrees that it will be responsible for paying all fees applicable to administration and enforcement of the Codes with respect to buildings, premises and equipment referred to in this Agreement. Fees collected by the Town pursuant to this paragraph shall be the property of the Town, and no part of such fees shall be paid to or otherwise distributed to the Village.

c. The Town shall retain all permit and licensing fees collected on behalf of the Village.

4. Miscellaneous:

a. This Agreement constitutes the complete understanding of the parties. No modification of any provision thereof shall be valid unless in writing and signed by both parties.

b. All notices hereunder shall be in writing, mailed first class, certified or registered or delivered by hand to the address of the party as set forth on page 1 of this Agreement, or to such other address as such party may designate from time to time by such notice, and shall take effect when mailed or when received if delivered by hand.

c. It is expressly agreed that the Town or any of its employees shall not be an employee of the Village in performing the Codes Services hereunder.

d. The Village Board, Village Planning Board and Village Zoning Board shall continue to exercise all authority vested in their bodies by the laws of the State of New York and the Village code.

e. Any liability resulting from the inspection of properties, or the issuance of orders regarding the enforcement of local laws, rules and regulations, including the New York State Uniform Fire Prevention and Building Code, shall be borne by the municipality where the property is located except in the case of liability resulting from the willful misconduct of Town personnel, in which case the liability shall be borne by the Town.

f. This agreement shall remain in full force and effect until either of the parties notifies the other of termination of this agreement. Such notice must be made sixty days prior to any effective date of termination.

g. The Village will provide its own flood administration and Enforcement of MS-4 regulations (including storm water management and illicit discharge) and completion of annual MS-4 storm water reporting.

IN WITNESS WHEREOF, the parties have indicated their agreement by signing in the spaces provided below.

TOWN OF MANLIUS

By: Edmond J. Theobald, Supervisor

VILLAGE OF MANLIUS

By: Paul D. Whorrall, Mayor

TOWN OF MANLIUS
VILLAGE OF MANLIUS
FEE SCHEDULE
adopted 1/4/2012

BUILDING PERMIT FEES		
	Residential	**Commercial**
General Construction (N.I.C. Houses)		
Permit Application and 1st $1000 of construction cost	$65.00	$100.00
Cost per thousand or fraction thereof	$4.00	$5.00
Return Inspection Fee *	$50.00	$50.00
Permit Renewal	$65.00	$100.00
Building without a permit	Double Fee	Double Fee
Rescind Stop Work Order	$50.00	$100.00
Plan Review, No Permit Issued	50% of fee	50% of Fee
Building Demolition	$65.00	$100.00
Sign Installation	$65.00	$100.00
New Residential Housing * **		
Up to 1500 square feet	$600.00	N/A
1501 to 2000 square feet	$800.00	N/A
2001 to 2500 square feet	$1,000.00	N/A
2501 to 3000 square feet	$1,200.00	N/A
3001 to 4000 square feet	$1,400.00	N/A
4001 to 5000 square feet	$1,600.00	N/A
Each Additional 1000sf	$200.00	N/A
* If work is not ready for inspection as requested.		
*** square footage of house, excluding garage and unfinished basement space. Discrepancies or added square feet will be addressed prior to issuance of Certificate of Occupancy.		

ELECTRICAL PERMIT FEES		
	Residential	**Commercial**
1 & 2 Family New Construction		
under 2400 SF	$150.00	$200.00
2401 - 5000 SF	$225.00	$300.00
Each additional 1000 SF	$25.00	$30.00
Alterations, Additions		
Under 150 SF	$65.00	$100.00
150 - 1000 SF	$125.00	$150.00
1000 SF to 5000 SF	$150.00	$200.00
Each Additional 1000 SF	$10.00	$10.00
Minimum repair/extension	$65.00	$100.00
Pools, Spas, Hot Tubs	$85.00	
Signs, Air Conditioners, Generators	$65.00	$100.00
Smoke Detectors & Alarm Systems per dwelling unit	$40.00	$40.00
Disconnect/Reconnect	$65.00	$100.00
New Meter Set	$65.00	$100.00
Solar Panels, Wind Generators	$125.00	$200.00
New Services		
0 - 320 Amperes	$65.00	$100.00
400 - 800 Amperes	$100.00	$100.00
800 Amperes and over	$150.00	$150.00
Additional Meter	$10.00	$10.00

LOWER CHITTENANGO CREEK MAINTENANCE AGREEMENT
2014 to 2019

Cooperative Agreement By and Between

The Town of Manlius
301 Brooklea Drive
Fayetteville, NY 13066

The Town of Sullivan
7507 Lakeport Road
Chittenango, NY 13037

The Town of Cicero
8236 Brewerton Road
Cicero, NY 13039

The Madison County Soil & Water Conservation District
5603 Wes Road
Hamilton, NY 13346

CHITTENANGO CREEK MAINTENANCE AGREEMENT
2014 to 2019

This Agreement, made by and between the Madison County Soil and Water Conservation District, called the Sponsor; and the Towns of Manlius and Sullivan and Cicero, called the Towns.

WITNESSETH THAT:

WHEREAS, Chittenango Creek possesses a drainage area of 326 square miles and runoff from this area must flow to Oneida Lake by means of the Lower Chittenango Creek channel and the capacity of this channel between Bridgeport and the New York State Thruway has been reduced by the presence of logjams. The District and the Towns have agreed to cooperate to implement a plan to remove these logjams.

NOW, THEREFORE, in consideration of the premises and of the several promises to be faithfully performed by the parties hereto as set forth, the Sponsor and the Towns do hereby agree as follows:

A. It is agreed that the maintenance work is to be completed at a cost of the money available to do the work according to Attachment 1.

B. The Sponsor will:

1. Upon acceptance of this agreement by any party, assume responsibility for acting as general contractor for the purposes and duration of this Agreement.

2. Be responsible for obtaining required permits, for working with the Towns to obtain necessary easements, and for doing the maintenance work needed.

3. Administer project funds, provide adequate accounting procedures, submit progress reports as needed, and submit annual and final financial reports.

4. Have no authority or right to exceed the amount of the funds available to do the work under Attachment 1.

5. Provide for technical services, including but not limited to obtaining basic information; preparation of specifications; and performance of inspection services and quality control during any maintenance activities.

6. Contract for any maintenance work, and arrange for and conduct inspection of the completed work.

7. Take reasonable and necessary actions to dispose of all issues arising out of this Agreement. The Sponsor will advise, consult with, and obtain concurrence of the Towns on any such matters in which the parties could have a financial interest.

C. The Towns will:

1. Provide funds in accordance with the Cost Share Plan as attached to this Agreement designated as Attachment 1, and provide the Sponsor evidence of such commitment in the form of a resolution or similar documentation.

2. Assist the Sponsor in obtaining easements as necessary.

D. It is mutually agreed that:

1. Any additional funds contributed to the maintenance of Lower Chittenango Creek from any other source will be placed in the same fund account, as will any interest earned during the life of this Agreement, and any funds remaining at the end of one year's work season will be used during the following year.

2. Any maintenance activity may begin as funds are available and that the Sponsor need not have the concurrence of all parties to this Agreement as a prerequisite to beginning and /or completing maintenance activities.

3. **HOLD HARMLESS:** The Towns further covenant and agree to indemnify, defend and hold harmless the Madison County Soil and Water Conservation District, its officers, agents and employees from and against any and all loss or expense that may arise by reason of liability or damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence or wrongful act on the part of the Towns, their employees or agents in connection with this Agreement.

4. **HOLD HARMLESS:** Madison County Soil and Water Conservation District further covenants and agrees to indemnify, defend and hold harmless the Town of Manlius and the Town of Sullivan and the Town of Cicero, their officers, agents and employees from and against any and all loss or expense that may arise by reason of liability or damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence or wrongful act on part of Madison County Soil & Water Conservation District, its officers, agents or employees in connection with this Agreement.

5. Each Sponsor-Contractor Agreement shall be substantially identical to that annexed hereto and designated Exhibit "A", and in particular paragraph "(6)" and "(7)" thereof.

6. Modification of this Agreement and Exhibit A shall be allowed only upon the approval of the governing bodies of all the parties, and effected with the same formality as entry into the original contract.

INWITNESS THEREOF, The Sponsor and the Towns have executed this Agreement.

Madison County Soil & Water Conservation District

By: _____

Title: _____

Date: _____

Town of Manlius

By: _____

Title: _____

Date: _____

Town of Sullivan

By: _____

Title: _____

Date: _____

Town of Cicero

By: _____

Title: _____

Date: _____

Attachment 1

To the Lower Chittenango Creek Maintenance Agreement

2014 to 2019 COST SHARE PLAN

Municipality	
Town of Manlius	$1,350.00/year
Town of Sullivan	$5,000.00/year
Town of Cicero	$3,650.00/year

All interest earned remains in the fund.

Exhibit A

AGREEMENT

THIS AGREEMENT, by and between the Madison County Soil and Water Conservation District, a special District authorized by the Madison County Board of Supervisors, by Doug Holdridge, Chairman, Madison County Soil and Water Conservation District Board of Directors, hereinafter called "District" and, _____, hereinafter called "Contractor";

WITNESSETH

WHEREAS, the Contractor possesses the special skills and training required to perform services in connection therewith;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1) **TERM:** The term of this contract shall be from _____through _____. This contract may be terminated without cause by either party hereto at any time upon thirty (30) days written notice of the intention to so terminate. The District reserves the right to terminate this Agreement for cause at anytime.

2) **SCOPE OF SERVICES:** The Contractor shall provide services as outlined in Schedule A attached hereto and made a part hereof. The Contractor shall report directly to Steve Lorraine, District Manager or other designee.

3) **COMPENSATION:** The District hereby agrees to pay the Contractor an hourly rate of _____ in full and final satisfaction of all services and expenses. The total amount of compensation shall not exceed _____.

Payment shall be made in accordance with established District procedures, upon submission of itemized bills which specify dates and hours of work performed, together with such other and further documentation as may reasonably be required including but not limited to Internal Revenue service form W-9 (request for taxpayer identification number and certification.)

4) **ASSIGNMENT:** The Contractor agrees that he shall not assign, transfer, convey, subcontract or otherwise dispose of this contract or his responsibility to perform under contract or his right, title or interest in and/or to the same, nor any part thereof, nor to any monies which are or will become due and payable to him hereunder, nor the power to execute such contract to any other person, company or corporation without the prior express written consent of the District.

Exhibit A

Agreement Continued

5) **INDEPENDENT CONTRACTOR:** For the purpose of this contract, the Contractor shall be considered an independent contractor and hereby covenants and agrees to act in accordance with that status, and the Contractor, the employees and agents of the Contractor shall neither hold themselves out as, nor claim to be, officers or employees of the District, the County of Madison (herein called the "County"), or the Towns of Sullivan, Manlius, or Cicero (herein called the "Towns"), and shall make no claim for, nor shall be entitled to, workers' compensation coverage, medical and unemployment benefits, social security or retirement membership benefits from the District, County or Towns.

6) **HOLD HARMLESS:** Regarding the operations and responsibilities concerning the Agreement, the Contractor further covenants and agrees to indemnify, defend and hold harmless the Madison County SWCD, the County of Madison, the Town of Sullivan, the Town of Manlius, and the Town of Cicero, their officers, agents and employees from and against any and all loss or expense that may arise by reason of liability for damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence or wrongful act on the part of the Contractor, his employees or agents in connection with this Agreement.

7) **INSURANCE:** The Contractor agrees to obtain and maintain General Liability Insurance with minimum limits of $1,000,000/$2,000,000 including Additional Insured and Waiver of Subrogation endorsements. The Additional Insured endorsement should be on form CG22037 in conjunction with CG2033 or CG2038. An Umbrella policy with minimum $5,000,000 limit and Automobile policy with minimum $1,000,000 limit.

The required insurance policies shall be endorsed to include Madison County Soil and Water Conservation District, The Town of Sullivan, the Town of Manlius, and the Town of Cicero, as additional insured. Also, to include the provision that the issuing company (s) will notify the Certificate of Insurance Holder, who shall be Patricia Casler, located at 6503 Wes Road, Hamilton, NY 13346 and Supervisor John Becker located at the Town of Sullivan Office, New Boston Road, Chittenango, NY 13037 and Supervisor Edmond Theobald, located at Town of Manlius Office, 301 Brooklea Drive, Fayetteville, NY 13601 and Supervisor Jessica Zambrano, located at Town of Cicero Office, 8236 Brewerton Road, Cicero NY 13039, by certified mail thirty (30) days prior to any change diminishing coverage, limits, cancellation, or non-renewal of the insurance policies. For the duration of this contract, the issuing company(s) shall notify the Certificate of Insurance Holder upon renewal of the policies.

8) **STATUATORY COMPLIANCE:** In acceptance of this Agreement, the Contractor covenants and agrees to comply in all respects with all Federal, State

Exhibit A

Page 3
Agreement Continued

and county laws, rules, regulations and ordinances which pertain hereto and to the performance hereof, including but not limited to those regarding services for municipalities including but not limited to Workers' Compensation and Employers' Liability Insurance, hours of employment, wages and human rights.

9) **CERTIFICATE OF INSURANCE:** The Contractor shall have furnished to the Madison County Soil and Water Conservation District a Certificate of Insurance which shall evidence all of the above requirements of insurance, including Worker's Compensation and Employers' Liability Insurance. Said Certificate must contain specific language so as to adequately advise the District of the Contractor's compliance with the aforesaid requirements of insurance, including but not limited to specifically detailing the types,; amount and duration of the insurance coverages and verifying that the issuing company(s) endorsed such policies as herein above required so as to include the District, The Town of Sullivan, the Town of Manlius, and the Town of Cicero as additional insured and to notify the District of any change diminishing coverage, limits, cancellation or non-renewal of the insurance policies. Upon any and all renewals of the subject insurances during the duration of this contract, a new Certificate of Insurance shall immediately be sent to the Certificate of Insurance Holder, Madison County SWCD, 6503 Wes Road, Hamilton, NY 13346.

10) **LICENSES AND PERMITS:** The District hereby agrees to obtain necessary Protection of Waters permits from NYS DEC and US Army Corps of Engineers. Contractor hereby agrees that he will obtain at his own expense all other licenses or permits for the work performed under this contract, if any are necessary, prior to the commencement of work.

11) **APPROPRIATIONS:** It is understood by and between the parties hereto that this Agreement shall be deemed executory only to the extent of the monies appropriated and available for the purpose of this Agreement and no liability on account thereof shall be incurred by the District beyond monies appropriated and available for the purpose thereof.

12) **CONTRACT MODIFICATIONS:** This Agreements represents the entire and integrated Agreement between the District and the Contractor and supercedes all prior negotiations, representations or agreements either written or oral. The Agreement may be amended only by written instrument signed by both the District and the Contractor.

13) The contractor shall, during his regular working hours, permit observation of the work by the District, its authorized agents and public authorities who have a bonafide interest in the successful completion of the work.

Exhibit A

14) The District will issue Internal Revenue Service form 1099-Miscellaneous to report payments to the contractor.

15) The District will provide the contractor with the Prevailing Rate Schedules for the applicable job classifications.

16) **SEVERABILITY:** If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

17) **CLAUSES REQUIRED BY LAW:** The parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in the Agreement shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clauses shall be deemed to have been inserted and shall have the full force and effect of law.

Exhibit A

Agreement Continued

IN WITNESS THEREOF, the parties hereto have executed this Agreement the date and year hereinafter written.

MADISON COUNTY SOIL AND WATER CONSERVATION DISTRICT

DATED: _____ BY: _____
Chairman, Board of Directors

STATE OF NEW YORK)
COUNTY OF MADISON) SS.:

On this day of , 200 , before me personally appeared _____, to me known and known to me to be the person described in and who executed the foregoing instrument, and he acknowledged to me that he executed the same.

_____
Notary Public-State of New York

_____

DATED: _____ By: _____

STATE OF NEW YORK)
COUNTY OFMADISON) SS.:

On this day of , 2000, before me personally appeared _____, to me known and known to me to be the person described in and who executed the foregoing instrument, and he acknowledged to me that he executed the same.

_____
Notary Public-State of NewYork

Exhibit A

SCHEDULE A

Logjams will be removed through the use of an excavator with thumb and cable attached. Logjam material will be chainsawed to a truckable size and loaded onto trucks provided by the local Highway Department. The contractor will provide an excavator with operator and another laborer to attach cables and chainsaw logjam materials, as well as at least two chainsaws and a boat.

General Provisions:

1) Except where otherwise noted, the Contractor shall provide and pay for all materials, labor, equipment, tools, power, water, an other items necessary to compete the work.

2) Workmanship shall be of good quality and all work completed in a workmanlike manner.

3) Work shall be performed only during regular work hours, 8:00 AM to 4:30 PM Monday through Friday, with the exception of holiday, except with the prior permission of the District Project Inspector.

4) The contractor shall be responsible for the repair or replacement of property that is damaged by the contractor and his/her employees.

5) The contractor shall comply with Article 8 (Section 220-223) of the New York State Labor Law whose provisions are listed in Appendixes A and B.

ESI GROUP
Employee Assistance
Wellness Programs
Management Training

RECEIVED
JUN 02 2014
TOWN OF MANLIUS
SUPERVISOR'S OFFICE

Employee Assistance Program – RENEWAL AGREEMENT

Town of Manlius, NY agrees to contract with the **ESI Employee Assistance Group** for EAP Services for the period of **July 1, 2014 through June 30, 2015.**

I. Fees and Payment:

A. The annual fee for the employee assistance program is **$28.92** per employee.
B. The total number of employees covered under this Agreement is **94.**
C. Employer agrees to pay ESI the sum of **$2,718.48** per agreement year.
D. The annual fee also includes all immediate family members residing in the same household and dependent children up to age 26.
E. Payment of the **Semi-Annual** premium is due upon receipt of the invoice unless otherwise agreed upon.
F. If the number of covered employees increases or decreases more than 5%, the total agreement value will be revised to reflect the changes.
G. DOT required Substance Abuse Evaluations - **$850.00** each

II. The EAP will provide:

Employee Benefits

- **Unlimited telephonic counseling, 24/7**
- **Up to 3 face-to-face counseling sessions per issue, with access to local staff counselors and the ESI national 25,000-provider network.**
- **Work/life benefits-including debt, legal, financial, elder & child care counseling**
- **Premium Information Resource benefits**
- **Lifestyle benefits designed to improve members' health, financial security and overall well-being**
- **GCN Compliance Training: No**
- **Lynch Ryan Worker's Compensation: No**

Employer Services

- **2 on-site trauma response(s) @ no charge per year, additional Trauma Responses available at $200.00 per hour**
- **Unlimited Administrative (mandatory) Referrals**
- **Unlimited HR consultations with certified SPHR's**
- **Unlimited online Supervisor compliance training & Orientation videos**
- **Statistical Reports, Newsletters and EAP Awareness Materials**
- **All web services for employee and employer**

No other services are expressed or implied under the terms and conditions of this agreement.

ESI Employee Assistance Group

Diane Dunbar

Diane Dunbar, Chief Client Service Officer

5-28-14

Date

Town of Manlius, NY

Authorized Signature

Date