

**TOWN OF WINDHAM  
TOWN BOARD MEETING  
371 State Route 296, Hensonville, NY**

**APRIL 14, 2016**

**Present:** Supervisor: Robert J. Pelham  
Councilmen: Wayne Van Valin, Karl Gonzalez, Donald Murray & One Vacancy  
Town Clerk: Bonnie Poehmel

**Also Present:** Highway Superintendent Thomas Hoyt, Town Attorney Larry Gardner, Delaware Engineering Alan Tavenner, Chief Tor Tryland, Gail Nichol森, Gary Thorington, Bill MacGregor, Drew Shuster, Dave Schlowsky, Paul Hennessey & Mike Ryan, Windham Journal.

**Absent:** Delaware Engineering John Brust and Ambulance Director Jeanie Scotti

The Supervisor called the meeting to order at 7:03 p.m. and Chief Tor Tryland opened with the Pledge of Allegiance.

THE MINUTES OF THE MARCH 24, 2016 TOWN BOARD MEETING were approved as typed on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

KATHODERAY MEDIA, INC WEBSITE PRESENTATION: Kathleen McQuaid gave a website presentation to the Board. Her business is located in Greenville, NY. She has website clients located all throughout Greene County and she demonstrated various websites that her company has built. A motion was made to approve Kathoderay Media, Inc. to build our website for the Town of Windham by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

1.DELAWARE ENGINEERING: Alan Tavenner was present. We are starting up the water filters at the Hensonville wells next week, they have been pressure tested, and the wiring is done. He is going to meet tomorrow morning with the contractor and the electrician. By this time next month we should have water in the pipes. As discussed there are licensing and manpower requirements that are more than normally done with the wells. It is pretty automated and it's going to need some additional support. Supervisor Pelham has spoken to John Moffitt he is going to try to be here Tuesday, Wednesday and definitely Friday. Josh Vital is good, he is smart and he knows what he is doing. Alan noted that Schoenecker is starting to work on Hensonville well house. Back to operations we have gone ahead and ordered the starter chemicals from Slack Chemicals. Alan is wrapping up the last change order for both of these guys as far as costs, once that is done then we will know how many dollars we have left and how much pipe we can put up by the Hensonville fire house. As USDA is asking how much do we have and a million questions. Marcy wants to know where the piping crosses the creek, a decision was made by Alan & Tommy Hoyt to put in a 140 feet to bypass and move the hydrant. It is a unit price item. We need to take a look at Elm Ridge with Evergreen and what we need to do for paving. Supervisor Pelham would like to make a one-time motion for the following: **Contract #1 Change Order #4 Schoenecker Construction** needs to be approved & Supervisor's signature. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy. **Contract #3 Change Order #3 Evergreen Mountain Construction** needs to be approved & Supervisor's signature. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy. **Hite & Beaumont Proposed Amended Agreement for Water Line Project** needs to be approved & Supervisor's signature. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy. **Legal Service Agreement with Kevin Young for Water Line Project** needs to be approved & Supervisor's signature. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

2.DELAWARE OPERATIONS: no one present.

3.REQUEST TO USE CENTRE PROPERTY: Jessica Greenberg would like to hold rehearsals for the play Phantasmagoria that she is developing with a friend and playwright Chana Porter. She would like to use the property on July 31<sup>st</sup> @ 12noon to 8pm and May 1<sup>st</sup> & 2<sup>nd</sup>, 2016 @ 10am to 6pm. There will be a cast of approximately 10 people. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

4.NEW LIQUOR LICENSE APPLICATION: The Brown Bar & Kitchen, LLC (formerly Frog's House) 383 State Route 296, Hensonville, NY is looking to open a restaurant with full food menu, liquor, wine, beer & cider. They would like to have recorded music and have a licensed outdoor area on the patio or deck. Councilman Murray would like a comment in the letter to say inside, on premises only. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

5.9<sup>th</sup> ANNUAL TOUR OF THE CATSKILLS BICYCLE RACE: Race Director, Dieter Drake of Anthem Sports; are the organizers for the Tour of the Catskills bicycle race. They are looking for the Town's support for the event on Saturday, August 6, 2016. The Town of Windham has supported this race each year with a written resolution as requested. A Certificate of Insurance will be submitted to the Town. A copy of this letter and map of the routes has been given to the Windham Police Dept. and to the Windham Ambulance for that day's race. Town Board Resolution #21 of 2016, a motion to approve was made by Councilman Van Valin, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy, **copy attached.**

6.EAST BAY CLOCK COMPANY: The T. Patrick Meehan Clock located at the Centre Property has not been working properly. A quote was given for the Clock-Micro Processor for a cost of \$780.00. The Town of Windham will pay for the control panel and the Windham Chamber of Commerce will pay for the panel to be installed. A motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

7.ASSOCIATION OF TOWNS 16<sup>TH</sup> ANNUAL TOWN FINANCE SCHOOL: will be held this year on May 12 & 13, 2016 at the Gideon Putnam Hotel in Saratoga Springs. Councilman Murray has gone in the past but will not be going this year. Supervisor Pelham may like to attend.

8.NY RISING PROPOSED DRAINAGE CONTRACT: Milone & MacBroom, Inc. have submitted the engineering cost of \$201,000.00 to complete the retaining wall along the Mad Brook in Windham and design the replacement of the culvert under County Route 56 and associated culverts in Maplecrest. The Councilmen do not like the pricing, as it seems very high. Highway Superintendent Tommy Hoyt will check out the costs with other engineers.

9.TOWN CLERK MONTHLY REPORT FOR MARCH: \$2,922.68- motion to approve was made by Councilman Murray, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

10.TOWN JUSTICES MONTHLY REPORT FOR MARCH: Judge Mattiace \$1,080.00 and Judge McCarthy \$1,152.00

11.PART-TIME SUMMER HELP NOTICE FOR CD LANE PARK: A copy of the draft notice for part-time summer help wanted was presented to the Board for approval and permission to run in the Windham Journal. The position is for a general laborer to start date of May 21 thru October 2016. Job description is to do light grounds maintenance & cleaning of two rest rooms. A motion to approve to be posted in the Windham Journal was made by Councilman Gonzalez, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

12.HIGHWAY REPORT: Tommy Hoyt was present. We had our biggest snow storm last week. Everything went well, actually got to clean the sidewalks. The salt has been ordered 150 tons for this coming snow season. We have gone back on the street sweeping schedule. Monday the guys are going down to Fire Control in Cairo stabilization training through Greene County Soil & Water. If you do not participate you are not eligible for their services to include the machinery, seed the mulch-hydro seed to do stabilization within your town. It is four hours of necessary training. The bucket for the backhoe has been ordered by the dealer. The Little

League Field has been racked. The volley ball posts at CD Lane Park have been re-secured. One of the lamp posts had fallen outside the men's room. They will clean that up and secure the wires for safety. The handrail at the Centre Property had been hit and that has been fixed and re-secured to the ramp.

13.POLICE REPORT: Chief Tor Tryland was present. Recently the Town of Windham had a power outage. The Police car with Officer was hit by the falling electric line. No one was hurt and no damage to the car. We will be getting a new radar unit for free by turning in the old one. Councilman Gonzalez noted that the police union was up for contract, the contract ended in January and we have been in negotiations both sides have agreed to a new contract. A motion to accept the new police union contract was made by Councilman Gonzalez, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

14.AMBULANCE REPORT: no one present.

15.COMMITTEE REPORT: **Councilman Murray** spoke the Bookkeeper's computer crashed and a new one has been ordered. All information on the old computer was saved. Deputy Town Clerk has a new computer and will check on Town Clerk's computer may have to get her a new one by the end of the year. The lamp post on the bridge over the Mad Brook has to be replaced, as we have all the guts and wiring. The new TV was picked up today. We will need to order the keyboard, pointer and minicomputer to go with the TV for our mandatory work place violence classes. **Councilman Van Valin** spoke Ed McAvoy of Collar City Painting has he has the contract to paint the outside of the Centre Property. And he will be down next Tuesday to review the Centre Property again. We are going to send out RFP for the interior of the Centre Property and the hallway to the Library, white trim work, doors and various areas that need to be painted. We are behind on the maintenance. April 2, 2016 Councilman Van Valin went to the Schoharie Water Shed Stream Basin Vision class at Hunter Elementary School which was very informative. **Councilman Gonzalez** spoke he has been working on the Emergency Action Plan for Windham looking to set an event at WAJ School on May 7 @ 10am-12noon with the Dept. of Homeland Security. The event will be talking about planning and being prepared for an emergency. Right now it is tentative and Councilman Gonzalez will let everyone know once it has been confirmed. The entire mountaintop towns are invited. **Supervisor Pelham** spoke on the position of Account Clerk he read as follows: "Bette Rhoades is a true asset to this building, the Board, her co-workers and the Town. Her knowledge and capabilities are greatly appreciated by all that work along-side of her on a daily basis. Recently Bette took the civil service exam for account clerk position and passed it with flying colors, so as a result of that, I would like to make a **motion to appoint Bette to the position of Account Clerk** along-side of her other duties as Deputy Town Clerk." Motion was approved by Supervisor Pelham, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

COMMENTS FROM THE PUBLIC: Bill MacGregor spoke thank you for fixing the lamp post on Main Street. He also made a comment about the blight on the trees on his property. Bill would like to briefly talk about the covered bridge over the Batavia Kill at the Windham Path. He has concerns about the post supports that maybe an engineer could look at it and even have it reinforced, as he believes this is a future concern for the Town.

EXECUTIVE SESSION Councilman Van Valin made a motion at 7:58 p.m. to recess from the Town Board Meeting to go into Executive Session to discuss a personnel issue, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy. Town Attorney Larry Gardner, Paul Hennessey and Dave Schlowisky were allowed to stay. All others in the audience were asked to leave. After their discussion ended and second personnel issue session with Town Attorney Larry Gardner, Highway Superintendent Tommy Hoyt, Deputy Highway Superintendent Gary Thorington and Mike Ryan Windham Journal were allowed to stay.

RECONVENE MEETING Supervisor Pelham made a motion at 8:35 p.m. to adjourn from Executive Session to reconvene to the Town Board Meeting, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

ACCOUNT BALANCES AND BUDGET COMPARISONS April 14, 2016 files were not made available for the Board to review as the Bookkeeper had a computer crash.

**TOWN BOARD MEETING (CON'T)**

**APRIL 14, 2016**

GENERAL FUND WARRANT #7-G contained vouchers #257-312, totaling \$18,771.73 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

HIGHWAY FUND WARRANT #7 contained vouchers #50-66, totaling \$9,244.09 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

SEWER DISTRICT FUND WARRANT #7 contained vouchers #74-92, totaling \$39,322.24 was audited and approved on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

STREETLIGHTING FUND WARRANT #4 contained vouchers #27-34, totaling \$2,661.25 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

WATER PROJECT FUND WARRANT #4 (Consolidation & Improvement) contained vouchers #17-23, totaling \$245,543.69 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

GENERAL FUND PAYROLL WARRANT #7-P (printed 04/01/16) for **General** contained 4 claims, totaling \$4,122.25 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy. **Ambulance** payroll contained 18 claims; totaling \$13,441.05 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy. **Police** payroll contained 4 claims; totaling \$2,766.41 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

HIGHWAY PAYROLL WARRANT #7-P (printed 04/01/16) contained 5 claims; totaling \$8,040.00 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Murray, with 4 in favor, one vacancy.

SEWER DISTRICT FUND PAYROLL WARRANT #7-P (printed 04/01/16) contained 2 claims; totaling \$829.13 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

GENERAL FUND PAYROLL WARRANT #8-P (printed 04/15/16) for **General** contained 11 claims, totaling \$5,565.50 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy. **Ambulance** payroll contained 18 claims; totaling \$12,995.88 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy. **Police** payroll contained 7 claims; totaling \$7,724.84 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

HIGHWAY PAYROLL WARRANT #8-P (printed 04/15/16) contained 6 claims; totaling \$8,896.14 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

SEWER DISTRICT FUND PAYROLL WARRANT #8-P (printed 04/15/16) contained 2 claims; totaling \$546.75 was audited and approved for payment on a motion by Councilman Murray, 2<sup>nd</sup> by Councilman Van Valin, with 4 in favor, one vacancy.

The meeting adjourned at 8:39 p.m. on a motion by Supervisor Pelham, 2<sup>nd</sup> by Councilman Gonzalez, with 4 in favor, one vacancy.

**TOWN BOARD MEETING (CON'T)**

**APRIL 14, 2016**

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SUPERVISOR

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COUNCILMAN

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COUNCILMAN

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TOWN CLERK

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