

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

JANUARY 11, 2017

Present: Supervisor: Robert J. Pelham
Councilmen: Wayne Van Valin, Donald Murray, Ian Peters & Stephen Walker
Town Clerk: Bonnie Poehmel

Also Present: Highway Superintendent Gary Thorington, Police Chief Karl Gonzalez, Ambulance Administrator Davia Montie, Town Attorney Larry Gardner, Jim Thorington, George Tortorelis, Kathy Hanna, Nick & Vickie Malegiannakis and Mike Ryan Mountain Eagle

Absent: Delaware Engineering John Brust

The Supervisor called the meeting to order at 7:00 p.m. and Councilman Van Valin opened with the Pledge of Allegiance.

THE MINUTES OF THE DECEMBER 28, 2017 TOWN BOARD MEETING were approved as typed on a motion by Councilman Murray, 2nd by Councilman Walker, with all in favor.

THE MINUTES OF THE JANUARY 3, 2018 ORGANIZATIONAL MEETING were approved as typed on a motion by Councilman Murray, 2nd by Councilman Van Valin, with all in favor.

1.DELAWARE ENGINEERING: John Brust was not present.

2.USE OF WWTP FOR CPR/AED CLASS: The Community of Windham Foundation/Shelter Project would like to request use on Saturday, January 27, 2018 starting at 9am to hold a CPR/AED class. This class will be for two hours with a limited class of 15 people. Reay Mahler is a Certified Instructor, he will be giving the class and he will bring his own audio equipment. A motion to approve was made by Councilman Peters, 2nd by Councilman Van Valin, with all in favor.

3.TAX COLLECTOR: Kathy Murray was present. Kathy has submitted in writing a letter to the Town Board requesting that Edith Buel be retroactively appointed as her assistant with tax collection as of December 21, 2017 for the tax year 2018. Due to the new tax law this year the taxpayers were allowed to prepay only their property taxes. The last week of December 2017, she collected \$896,000. A motion to approve Edith Buel retroactive to December 21, 2017 was made by Councilman Peters, 2nd by Councilman Murray, with all in favor. Kathy also gave an on-line computer presentation of the BAS Software Service that Greene County is using also in collecting taxes. She would like permission to purchase this software. This would allow the tax rolls to be put on-line. By doing this the taxpayer or an attorney could check the amount to be paid or already has been paid and this would also give the taxpayers the opportunity to pay on-line with a credit card. The initial set up fee is \$2,300. The annual subscription fee is \$600. A

motion to approve the BAS Software Service and allow the Supervisor to sign the contract was made by Councilman Peters, 2nd by Councilman Walker, with all in favor. The former tax-collector Dawn Hitchcock gave an ink jet printer to Kathy and it is extremely slow. Kathy would like to use her own printer. It is cheaper than buying ink, .008 cents a copy. She pays \$120 a month.

4.WINDHAM VENTURES MUNICIPAL PARKING AGREEMENT: Pat Higgins was not present for this meeting. He did however submit an email for the Board to read and review. Upon the Board's discussion a motion to rescind to the original contract and the Board will revisit the contract again in June 2018 prior to any renewals. A motion to rescind to the original contract was made by Councilman Van Valin, 2nd by Councilman Peters, with all in favor.

5.RE-APPOINT PLANNING BOARD MEMBER: David Weiman's term has expired December 31, 2017. David has submitted to the Board for their review his civil engineering certificates for his continuing education that is needed to continue as a planning board member. A motion to allow these certificates to be used for his continuing education was made by Councilman Murray, 2nd by Councilman Peters, will all in favor. Councilman Murray over the weekend has taken the time to read the 28 page out-line course from the planning board and the 294-page guide from the State. He has highlighted some of the past questions. The last 6 meetings the planning board did not have enough members for a quorum. One of the things the guide says we can't re-appoint members till they have the continuing education, which we just did. We can reduce the size of the planning board but we have to do that upon the expiration of terms, this could be applied within 2 years. Also, an elected alternate member can be named. Councilman Murray suggests Sandra Allen the recording secretary if she is interested, as she is at all the meetings and she is aware of the process and what is going on at each meeting. Only when she is acting as the alternate member would she then be paid the extra fee of \$25 per meeting and she has to be designated by the Chairperson. Councilman Murray would like to make a motion to give permission that he may speak to Sandra, should she accept, the Board will appoint her at the next board meeting, 2nd by Councilman Peters, with all in favor. Councilman Murray would like to make a motion to re-appoint David Weiman as planning board member, 2nd by Councilman Peters, with all in favor. David's new term of 7 years will expire December 31, 2024.

6.NEWTON FUND ACCOUNT REPORT 2017: Bette Rhoades bookkeeper of the account presented to the Board for their review the balance of \$20,880.36 as of December 31, 2016 through December 31, 2017. The money is held in a Key Public Money Market Savings. No interest was given this year for this account.

7.TOWN BOARD RESOLUTION #2 OF 2018: Provisions of the Real Property Tax Law allows a municipality to establish a Senior Citizen & Disabled Tax Exemption Maximum Income Limit. The income limit established for the year 2018 will be \$27,500 for Senior Citizens that are residents of the Town of Windham. A motion to approve was made by Councilman Van Valin, 2nd by Councilman Peters, with all in favor.

8.TOWN BOARD RESOLUTION #46 OF 2017: the following resolution was proposed to transfer funds to balance the Streetlighting District account for 2017. A motion to approve was made by Councilman Peters, 2nd by Councilman Walker, with all in favor. TOWN BOARD RESOLUTION #3 OF 2018: the following resolution was proposed to transfer funds to balance the Sewer District account for 2017. A motion to approve was made by Councilman Murray, 2nd by Councilman Peters, with all in favor. TOWN BOARD RESOLUTION #4 OF 2018: the following resolution was proposed to transfer funds to balance the Sewer District account for 2018. A motion to approve was made by Councilman Peters, 2nd by Councilman Murray, with all in favor. GENERAL FUND RESOLUTION #1 OF 2018: the following resolution was proposed to transfer funds to balance the General Fund account for 2017. A motion to approve was made by Councilman Murray, 2nd by Councilman Peters, with all in favor.

9.GREENE COUNTY RESOLUTION #426-17: Authorizing Chargeback of Election Related Services and Materials. GREENE COUNTY RESOLUTION #427-17: Authorizing Delinquent Water and Sewer Charges Be Added to Assessment Roll. GREENE COUNTY RESOLUTION #430-17: Town Levies. GREENE COUNTY RESOLUTION #431-17: Authorizing The Relevy of Unpaid School Taxes for the Year 2017.

10.ASSOCIATION OF TOWNS: 2018 Annual Meeting & Training School in NYC February 18-21, 2018. The information package has been given to the Board for their review should anyone be interested in going.

11.HIGHWAY REPORT: Highway Superintendent Gary Thorington was present. The last two weeks we have had severe cold and snowy weather. The vehicles have been out sanding, snow plowing and keeping up with the vehicle maintenance for now. He has plans for the highway guys to work on the John-Deere park tractor which has a PTO housing issue and due to the age, the parts are used as the new parts are no longer available. We already have the parts for this and the department will save about \$1600-\$1800 in labor to do the work in house. The backhoe is still in Clifton Park with the transmission out of it. A better part of today and tomorrow the highway guys will be out checking on ditches and culverts for the extreme rain storm with snow pack to follow that has been issued by the weather storm report this is due to arrive here on Saturday. Between now and next winter, the new diesel treatment program was going well until the extreme cold weather and the duration of this cold weather; the additives are not working as well. There is no problem with our trucks/filters as they are housed in a warm environment. The problem is at the pump/filter that's in a cold/windy outside building. Next season will be looking at more winter protection or insulating the building a little bit better.

12.AMBULANCE REPORT: Ambulance Administrator Davia Montie was present. She met with our Medical Director Dr. Stanger and reviewed all the narcotic per's from the last six months. The narcotic reports are ready to be submitted to REMO. All the paramedics are up-to-date and recertified and sent to REMO so we can all stay working for another year. She went through all the calls and did about 430-440 calls in 2017 and about 425 calls in 2016. 96-1 had the recall work done. The very old stretcher, she would like to deem surplus as Hunter Mtn. would like to purchase this for their first aid room. This is part of fixed-assets just speak to Bette Rhoades. A motion to deem surplus was approved by Councilman Murray, 2nd by Councilman Peters, with all in favor. Davia met with Chris Maurer about the QI stuff. Davia presented the Board with three separate invoices of equipment that she would like to purchase for the Ambulance Dept. Two of the invoices are from Stamford Joint Fire District as they are selling their equipment. The first is LifePak15 Monitor/Defib, Adaptive Biphasic, Manuel & AED Color LCD monitor and printer for \$18,500. A motion to approve was made by Councilman Peters, 2nd by Councilman Murray, with all in favor. The second is a Lucas 2.2 Chest Compression System (hands free CPR) this is one model behind for \$10,000. The Board would like Davia to look into this for what the cost would be for a newer model and get back to them. The third invoice is from Stryker for a stair-chair. We have one stair-chair already. The cost is \$3,838.92. A motion to approve the purchase of the stair-chair was made by Councilman Murray, 2nd by Councilman Peters, with all in favor.

RESCIND THE BOARD OF APPEALS: Upon the Board's discussion a motion was made to rescind a motion made at the Organizational Meeting, January 3, 2018 not to re-appoint the Board of Appeals members as their terms have expired December 31, 2017. A motion to approve was made by Councilman Peters, 2nd by Councilman Murray, with all in favor.

13.COMMITTEE REPORTS: **Councilman Peters** received an email notice concerning LED street lights are now available from NYSEG. He will call them tomorrow to find out more information. **Councilman Van Valin** received a call the Centre Property ran out of fuel oil as it was 28 degrees inside. Main Care has a degree day and due to the extreme cold weather, the computer may have misread. Upon calling Main Care they were due to make a delivery within the next 24 hours. Rob Drum was called to relight the furnace. Main Care will now have to change their degree day so this does not happen again. Councilman Murray suggested putting some sort of gauge reading in the Librarian's office with a light or alarm. Councilman Van Valin is working on storm windows. **Councilman Murray** researched the information about the planning board.

COMMENTS FROM THE PUBLIC: Supervisor Pelham spoke to Kathy Hanna if Kyle Byrnes has himself on the Planning Board agenda for next week. Kathy was not sure. Supervisor Pelham stated that on October 26, 2017 Kyle picked up a building permit application, a demo permit application and a site plan application. Supervisor Pelham's recommendation is he has to

follow the process to have the site plan application filled out when he meets with the planning board next week.

ACCOUNT BALANCES AND BUDGET COMPARISONS JANUARY 11, 2018 files were made available for the Board to review.

GENERAL FUND WARRANT #01-G contained vouchers #1-63, totaling \$167,697.11 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

HIGHWAY FUND WARRANT #01 contained vouchers #1-20, totaling \$25,308.35 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

SEWER DISTRICT FUND WARRANT #01 contained vouchers #1-13, totaling \$11,678.68 was audited and approved on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

STREETLIGHTING FUND WARRANT #01 contained vouchers #1-8, totaling \$2,695.79 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

NY RISING WARRANT #10 (Culvert CO 65 & Generators) contained voucher #20, totaling \$5,525.40 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

GENERAL FUND PAYROLL WARRANT #01-P for **General** contained 7 claims, totaling \$5,046.00 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor. **Ambulance** payroll contained 23 claims, totaling \$14,994.37 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor. **Police** payroll contained 4 claims, totaling \$4,926.41 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

HIGHWAY PAYROLL WARRANT #01-P contained 7 claims, totaling \$11,147.89 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

SEWER DISTRICT FUND PAYROLL WARRANT #01-P contained 1 claim, totaling \$61.50 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

MASONIC TEMPLE ACCESS ROAD WARRANT #3 contained voucher #3, totaling \$258.15 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

MILL RACE PROJECT O&M WARRANT #7 contained voucher #7, totaling \$258.15 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

WINDHAM VENTURES O&M WARRANT #7 contained voucher #7, totaling \$258.15 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

PARKING LOT O&M WARRANT #7 contained voucher #7, totaling \$258.15 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

HICKORY HILL O&M WARRANT #10 contained voucher #10, totaling \$1,503.50 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

14.POLICE REPORT: Police Chief Karl Gonzalez was present. The Chief presented to the Board with his 2017 year-end report for their review. The Chief also wanted the Board to know that the police vehicles are in need of oil changes and that Chris Suda hasn't been available due to a family illness. The vehicles will be going to another mechanic not in the Town of Windham. Investigator George Tortorelis on behalf of Sherriff Greg Sealy from Greene County Sherriff's Office and Chief Karl Gonzalez of the Windham Police Department presented a Citizens Citation Letter and a Letter of Appreciation to Nick & Vickie Malegiannakis thanking them for their recent community help with a recent investigated burglary.

The meeting adjourned at 7:50 p.m. on a motion by Councilman Peters, 2nd by Councilman Van Valin, with all in favor.

SUPERVISOR

COUNCILMAN

COUNCILMAN

COUNCILMAN

COUNCILMAN

TOWN CLERK
