

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

FEBRUARY 8, 2018

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, Town Attorney Larry Gardner, Delaware Engineering John Brust, Police Chief Karl Gonzalez, Ambulance Administrator Davia Montie, Donny Rion, Chuck Rion, Kaitlin Lembo Columbia Greene Media and Mike Ryan Mountain Eagle

The Supervisor called the meeting to order at 7:04 p.m. and Councilman Van Valin opened with the Pledge of Allegiance.

THE MINUTES OF THE JANUARY 25, 2018 TOWN BOARD MEETING were approved as typed on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

1.DELAWARE ENGINEERING: John Brust was present. Next week Monday or Tuesday Evergreen Mtn. Contracting, George Zimmer, Water Superintendent Kyle Schwarz and John Garzone, Plumber are to meet at the house on County Route 40 to open up the curb stop and check on the line; as the Owner has no water pressure. They hope to have answer by next week on the problem. John recently received a phone call from Jim Miltenberger who has recently purchased Nelson Ohl's gas station on State Route 23. The call was concerning DOH rules and regulations as they pertain to putting in a well. In the past there was a conversation of bringing water behind the cemetery over to the Winwood. John handed to the Board a map (the blue line shows the existing water line) of the area showing how the water from County Route 21 could be brought to the east, however the pressure would not be good, roughly 24 psi. There is a high-pressure line at the school bus garage that would have to be brought under State Route 23 and then tap in on the north side of State Route 23. That then could be brought in behind the cemetery over to the Winwood and to the Miltenberger property. This could bring in a lot more water customers, potentially 30 homes. If the Board is interested in knowing more about this, John can have more information in two weeks with cost and etc. Jim Miltenberger is interested in possibly hooking up if the municipal water system was to come available.

2.LAND ACQUISITION PROJECT SAP #9202: (Catskill Center for Conservation & Development Streamside Acquisition Program (SAP)) Roberto & Verano Campana, vacant land on County Rt. 21, Map #78.00-2-36.111, 3.20 acres. The Board would like this passed to the Planning Board for their comments. A motion to approve was made by Councilman Murray, 2nd by Councilman Van Valin, with all in favor.

3.AFFIDAVIT & APPLICATION FOR CERTIFICATE OF RESIDENCE: Toraya Belanovane, 35 Garraghan Lane, Windham will be attending Tompkins Cortland Community College in the Spring Semester of 2018. A motion to approve was made by Councilman Murray, 2nd by Councilman Peters, with all in favor.

4.REQUESTING FEE FOR CEMETERY UPKEEP: Windham Village Cemetery has submitted a voucher to the Town of Windham for \$5,000 as this is an annual request. A motion to approve was made by Councilman Walker, 2nd by Councilman Van Valin, with all in favor.

5.LETTER OF COMPLAINT ON BUILDING: The Sherman house was destroyed by fire January, 2017. The Town Board has received a letter of complaint from Joseph Baglio. Joe is asking for when it will be removed as the building has been there for the past year. Supervisor Pelham will reach out to the owner for action.

6.RESIGNATION OF CODE ENFORCEMENT OFFICER: Dominick Caropreso would like to resign at his position of Code Enforcement Officer/Building Inspector effective February 28,

2018. A motion to accept was made by Councilman Murray, 2nd by Councilman Walker, with all in favor.

7.REQUEST PERMISSION FOR DEPUTY TOWN CLERK: to work while the office girls are on vacation. The dates of coverage will be for the following: February 21-28, 2018; April 2-9, 2018; April 16-20, 2018; May 1-4, 2018 and May 29-31, June 1, 2018. Bonnie Poehmel, Town Clerk will be attending the NYS Town Clerk's Conference April 22-25, 2018. A motion to approve Janine Soule, Deputy Town Clerk to cover vacation time was made by Councilman Van Valin, 2nd by Councilman Peters, with all in favor.

8.2017 FIXED ASSET REPORT has been completed and was provided for the Board's review.

9.TOWN CLERK'S MONTHLY REPORT FOR JANUARY 2018: \$2,312.28 a motion to approve was made by Councilman Murray, 2nd by Councilman Peters, with all in favor.

10.RENEW POSTAGE MAILING MACHINE LEASE: Mail Finance a Neopost USA Company, Ed and Ed Business Technology, Inc. has requested a new Lease Equipment Agreement with Meter Rental Agreement. The Town of Windham is currently paying \$79.94 a month and the new machine will be \$72.80 which will give up-to-date new technology and will save the Town some money. The Lease has been provided for the Board's approval & will need the Supervisor's signature. A motion to approve was made by Councilman Walker, 2nd by Councilman Peters, with all in favor.

11.GENERAL FUND RESOLUTION #4 OF 2018: the following resolution was proposed to transfer funds to balance accounts for 2018. A motion to approve was made by Councilman Murray, 2nd by Councilman Van Valin, with all in favor.

12.HIGHWAY REPORT: Highway Superintendent Gary Thorington was present. The last two weeks Mother Nature has kept the highway dept. very busy with sanding, salting and plowing the snow-covered roads. The Town has also had frozen culverts. They have done shared services with Greene County Highway helping out with one of the frozen culverts. Also, had shared services with the Town of Ashland, we helped in taking down their snowflakes for the season. Greene County Highway will be picking up our backhoe in Clifton Park on Friday. The backhoe had an internal leak. Nortrax will be working with John-Deere in hopes they will honor the warrantee that has just lapsed by one month. Last week Gary attended NYS Association of Superintendents of Town Highways meeting in Casanova, NY. It was a very informative meeting. He met with a few Highway Superintendents at a higher level that hold executive's seats within that Board for the State and has learned a lot. February 22, 2018 the President of the NYSAOSTOH will be attending the Greene County Association meeting, along with Senator Amedore regarding funding that the highway participates in every year.

13.AMBULANCE REPORT: Ambulance Administrator Davia Montie was present. 96-2 was at Wes's Mobile Repair for service as Chris Suda is still away. 96-1 has had some minor damage as the bay it is parked in is very tight. The parts are very minor. Davia recently learned that the Ambulance has McNeil Insurance they offer all kinds of free training to emergency service providers. Everyone is all signed up for the workplace violence, they also offer for HIPPA and all their training can be done here. The Narcotics License is almost complete. Davia will be meeting next week with Joe Farrell to go over the Narcotic License. In the future each Ambulance is going to need its own safe to keep the narcotic drugs in. The safes will be mounted and each employee will have their own pin number to access the safe. The safe will keep track of the pin numbers and when they are accessed. As of right now the Ambulances are carrying boxes that are not safe and very full. Davia will get price quotes on the mounted safes for the Board's approval. Two crews have been on staff for the weekends and the month of February is covered. They did a shared service with the Town of Ashland, as Windham needed an extra driver to cover a shift. Davia would like to recommend William Shaw to be hired as an Ambulance Driver. His application for employment has been made available for the Board's review. William Shaw's driver's license has been checked by the Insurance Company and they find him as an acceptable driver. **A motion to approve William Shaw as an ambulance driver** was made by Councilman Peters, 2nd by Councilman Van Valin, with all in favor. **Employee to be removed from Active Status is Kayla Byrnes. The Board has approved.**

14.POLICE REPORT: Police Chief Karl Gonzalez was present. Vehicles are all good. The traffic sticks are working out good on the weekends. The Chief would like to ask permission to hire **Officer Cody Rogers as a full-time police officer effective February 13, 2018.** Officer Rogers has passed his Civil Service exam. A motion to approve was made by Councilman Walker, 2nd by Councilman Van Valin, with all in favor. The Chief would also like to ask permission pending his background check that the **Town of Windham would sponsor Chuck Rion at the Police Academy in September, 2018.** Chuck Rion too has passed his Civil Service exam. After passing the academy, Chief Gonzalez is looking to hire Chuck Rion as a police officer then. A motion to approve was made by Councilman Peters, 2nd by Councilman Murray, with all in favor.

15.COMMITTEE REPORTS: **Councilman Walker** the City still owes us two land acquisitions. **Councilman Peters** has been updating the town website. The sign law did not receive any feedback on based on changes that people wanted. A small change will be made on the sandwich board sign size and subject to them bringing the sign in every night. Councilman Murray asked if a mechanism was added. Councilman Peters will look into adding the Town Board to be as the Board of Appeals. **Councilman Van Valin** is still working on the foam insulation. He has other projects he would like to work on with the Highway Superintendent's help. The iron fence and stone sidewalks outside the Centre Property needs a lot of upkeep work done. The Highway Superintendent also mentioned there is a sidewalk problem in front of the Post Office building. **Supervisor Pelham** would like to have some sort of phone messaging system. As there have been times on weekends when there is a water issue or the Town Hall is closed for the day due to inclement weather. Councilmen Murray and Peters will look into a new system. **Councilman Murray** has been working on correspondence to a homeowner concerning why his taxes have gone up. **Town Attorney Larry Gardner** has nothing to report on at this time.

COMMENTS FROM THE PUBLIC: No one has anything.

ACCOUNT BALANCES AND BUDGET COMPARISONS February 8, 2018 files were made available for the Board to review.

GENERAL FUND WARRANT #3-G contained vouchers #95-144, totaling \$24,526.89 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

HIGHWAY FUND WARRANT #3 contained vouchers #30-42, totaling \$7,667.65 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

SEWER DISTRICT FUND WARRANT #3 contained vouchers #28-48, totaling \$14,936.79 was audited and approved on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

STREETLIGHTING FUND WARRANT #2 contained vouchers #9-17, totaling \$2,667.21 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

CWC STORMWATER WARRANT #14 (Planning & Assessment) contained voucher #15, totaling \$1,125.00 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

GENERAL FUND PAYROLL WARRANT #3-P for **General** contained 8 claims, totaling \$6,559.83 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor. **Ambulance** payroll contained 19 claims, totaling \$13,627.89 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor. **Police** payroll contained 4 claims, totaling \$3,808.34 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

TOWN BOARD MEETING (CON'T)

FEBRUARY 8, 2018

HIGHWAY PAYROLL WARRANT #3-P contained 7 claims, totaling \$10,551.72 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Murray, with all in favor.

SEWER DISTRICT FUND PAYROLL WARRANT #3-P contained 1 claim, totaling \$73.15 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Peters, with all in favor.

The meeting adjourned at 7:45 p.m. on a motion by Councilman Walker, 2nd by Councilman Murray, with all in favor.

SUPERVISOR

COUNCILMAN

COUNCILMAN

COUNCILMAN

COUNCILMAN

TOWN CLERK
