

**TOWN OF WINDHAM
TOWN BOARD MEETING
371 State Route 296, Hensonville, NY
Website: www.townofwindhamny.com**

OCTOBER 22, 2020

Present: Supervisor: Thomas F. Hoyt
Councilmen: Wayne Van Valin, Ian Peters, Stephen Walker & Kurt Goettsche
Town Clerk: Bonnie Poehmel

Also Present: Town Attorney Larry Gardner, Delaware Engineering John Brust, Police Chief Tor Tryland, Water Superintendent Kyle Schwarz, Gail NicholSEN & Marino Romito

Absent: Ambulance Administrator Davia Montie & Highway Superintendent Gary Thorington

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

THE MINUTES OF THE OCTOBER 8, 2020 TOWN BOARD MEETING were approved as typed on a motion by Councilman Peters, 2nd by Councilman Walker, with all in favor.

THE MINUTES OF THE OCTOBER 14, 2020 TENTATIVE BUDGET WORK SHOP MEETING were approved as typed on a motion by Councilman Goettsche, 2nd by Councilman Walker, with all in favor

1.DELAWARE ENGINEERING: John Brust was present. Hotel Vienna we are pursuing an easement for the drain. Biagio Delvillano from Delaware Engineering is putting together cost estimates to get water to Crystal Pond and the Quads; we are looking at \$1.2-\$1.5 million, about \$175.00 per foot. John will get a letter to Town Attorney Larry Gardner concerning this. This will also include fire hydrants. We have also had a request from a person on the top end of County Route 65 that would like to connect to the sewer system. We had a call with Attorney Kevin Young and Kaaterskill Associates Darrin Elsom. They are going to check with DEP to see if, DEP will allow this. This is good public policy for conversations like this to be happening. On Trailside there is a project with three lots; the lot furthest to the south, DEP has gotten involved. We continue to support the CD Lane Park Committee. The engineering report for the waste water, we are looking at the different pump stations; like the pump station at State Route 296 & 23 to switch from a 1.5-inch force main (installed in 2004) to a 4-inch diameter force main at the same time installed and left us with a dry pipe. That pipe is still good. I and I (Infiltration and Inflow) study to start in a few weeks. John owes the Board a letter to go out to each of the collection system owners, regarding the next calendar year we will be looking at the I and I. We are working on the necessary paperwork to get the long-term water financing project for May 19, 2021.

2.TOWN BOARD RESOLUTION #30 OF 2020: Whereas, a group of 114 properties in the Town of Windham Sewer District are delinquent in sewer payments; and Whereas, these properties are delinquent in the amount of \$23,231.60. Now Therefore Be It Resolved, that these amounts are to be included in the Tax Rolls as a charge against the real properties concerned. A motion to adopt this resolution was made by Councilman Walker, 2nd by Councilman Peters,

with all in favor. TOWN BOARD RESOLUTION # 31 OF 2020: the following resolution was proposed to transfer funds to balance the Sewer District accounts. A motion to approve was made by Councilman Peters, 2nd by Councilman Goettsche, with all in favor. GENERAL FUND RESOLUTION #19 OF 2020: the following resolution was proposed to transfer funds to balance the General Fund accounts. A motion to approve was made by Councilman Peters, 2nd by Councilman Goettsche, with all in favor

Prior to the meeting Supervisor Hoyt received from the NY Rising Governor's Office of Storm Recovery a "**Letter of Proposal Contract between the Town of Windham and the Law Office of William Chen, P.C.**" The Law Office of William Chen will provide legal services for your South Street Stormwater Collection System Project. Our fees for the Project is the Not-to Exceed sum of \$26,600.00. The scope of the services we will provide of the Project is for the acquisition of permanent and temporary easements for the following 19 parcels of real property located in the Town of Windham, Greene County, NY." The Supervisor as asked Town Attorney Larry Gardner to review this Letter of Proposal Contract. After review should Town Attorney Larry Gardner agree with the contract, the Board would like to approve permission for Supervisor Hoyt to sign the contract. A motion to approve was made by Councilman Van Valin, 2nd by Councilman Peters, with all in favor.

Supervisor Hoyt would like to add Barry Rausch as Ambulance EMT to the Ambulance Roster. Barry has met all the civil service requirements. Barry's effective date of hire is October 15, 2020. A motion to approve was made by Councilman Van Valin, 2nd by Councilman Peters, with all in favor.

3.AMBULANCE REPORT: Ambulance Administrator Davia Montie was not present. The following report was sent for the Board's review. "**Vehicles: 96-1** Wes' Mobile Repair put winter tires on & front brake pads. **96-2** Wes' Mobile Repair did regular service/maintenance. **Monthly calls**: There were a total of 48 calls for the month of September, our call volume through the end of September was 383. Last year, at the end of September, we had 327 calls. Due to calls going out simultaneously we turned a total of 6 calls over to mutual aid agencies. **Calls for the Month of September**: *Calls in Windham: Advanced Life Support (ALS)-9, Basic Life Support (BLS)-6, Call Cancelled (C/C)-4; Refused Medical Assistance (RMA)-2; Pub Assist-1; Stand By (S/B)-2; Calls in Hunter: RMA-1, C/C-1; Calls in Jewett: ALS-4, BLS-3 RMA-5, C/C-1; Greene County EMS: S/B-3; Calls in Cairo: BLS-2, C/C-1, Pub Assist-1; Durham: C/C-1; Catskill: C/C-1; Calls Turned Over: Ashland-4; Hunter-1; Durham-1. Total calls for September: 48. Calls turned over to mutual aid: 6. Vehicle Mileage Log for September 2020: 96-1: 36,676 and 96-2: 125,111. Training*: Everyone completed the OSHA/BBP update and as soon as everyone completes the Workplace Violence and Sexual Harassment training on-line, I will get a completed list to the Bookkeeper Cindy Nelson. DOH has extended state certification expiration dates for providers one year due to the Covid-19 pandemic. They will not be issuing new cards, but I was able to print out a copy of each provider's new expiration date and the updated certifications were given to Bookkeeper Cindy Nelson. **Staffing**: Amanda Rion has been out for a month due to an injury, hopefully she will get clearance to return to work on 10/29/20. Barry Rausch, our newly hired EMT has picked up several shifts and is working out well. We are continuing to treat every patient as if there is a potential risk for Covid-19 exposure and our rigs are disinfected thoroughly after every call. Employee temperatures are taken at the beginning of their shift and social distance is maintained while at the station. **We are still waiting for the adult AED pads for the town, I was told they would ship next week. Also, I have one tablet that isn't charging, it's been having issues for a while and it finally quit. I'd like to get it fixed before we start adding a second crew for ski season. I have reached out to the Ambulance Liaison Councilman Peters via email, text and voice mail - not sure what is the best way to contact him." Ambulance Liaison Councilman Peters would like permission to purchase a replacement tablet for \$850.00. A motion to approve was made by Councilman Goettsche, 2nd by Councilman Walker, with all in favor.

4.CODE ENFORCEMENT REPORT: no report was received for this meeting.

5.HIGHWAY REPORT: Highway Superintendent Gary Thorington was not present. Supervisor Hoyt stated that Gary is away at a Highway Superintendent Conference out in the middle of the state. The highway department is back to working 8-hour days, 5 days a week. Two guys that are on the General Fund payroll will be returning back to the Highway Fund payroll. The trucks are ready to go if it snows. Snow and Ice material has all been hauled in and ready to go there. Once the easement has been prepared with Mr. Rick Rasmussen of Hotel Vienna and has been signed, the highway department will do the installation there. This will help to solve the problem.

6.POLICE REPORT: Police Chief Tor Tryland was present. Marino Romito was present. Mr. Romito handed to the Board a copy of his Resume as he is interested in the Windham Police Department. He has been through the Zone Fourteen Law Enforcement Academy and he would be available for a full-time position. The Board asked various questions to Mr. Romito. He has recently moved to the Town of Windham for the purpose of being hired full-time. Mr. Romito has passed all of his background checks. The Chief would like to hire him the sooner the better as he will have more training here. The Supervisor would make the motion to have the Police Chief to start the set-up process with the Bookkeeper Cindy Nelson to contact Civil Service and request a canvas, 2nd by Councilman Peters, with all in favor. The Chief handed to the Board a read out of the radar speed box located on County Route 56. The speed box is owned by Greene County Sheriff's Office. The box is on loan to the Town of Windham. The box will need new batteries. The Chief has ordered the batteries a 2-pack costing \$35.00. We can put this speed box at various locations that are hot-spots and we can get a read out for those locations. The Chief would also like to make a recommendation that Main Street, Windham should have a speed limit of 30 miles per hour. It is currently set at 35 miles per hour and this is too fast as we have a lot more people in town. Supervisor Hoyt will check with NYS DOT Steve Shepard what the procedure would be to move forward. The Supervisor and the Board would like to move forward with changing the speed limit. The Chief has had his car inspection done. The Chief will be attending a Chief's Association Meeting on Friday.

7.COMMITTEE REPORTS: **Councilman Walker** has nothing to report on. Supervisor Hoyt noted that Hubbell has not forgotten the Town for a quote in front of the Windham Hardware. **Councilman Van Valin** stated that Powell Tree Service is scheduled to do the work in November when the leaves are off the tree at the Centre Property near Christine Cepale's. **Councilman Peters** continues to reach out to Mid-Hudson Cablevision concerning the time line for the broad band expansion. No word back yet. **Supervisor Hoyt** has reached out to the Grant Administrator through an email that was sent to the New York Gas & Electric (NYSEG). The Supervisor received a phone call this afternoon from NYSEG, the procedure with Mid-Hudson Cable is in the mail. Mid-Hudson Cable has submitted a permit to NYSEG for use of their poles. The original process started on April 16, 2020 and it has been finally approved today. **Councilman Goettsche** has nothing to report on. Councilman Goettsche is working with John Brust to put together an article on Facebook for the new proposed ambulance building that is looking for the taxpayers to vote on election day. **Supervisor Hoyt** read the following notice: *"Notice of Hearing Upon Preliminary Budget* Notice is hereby given that the Preliminary Budget for the Town of Windham for the fiscal year beginning January 1, 2021 has been completed and filed in the office of the Town Clerk where it is available for inspection by any interested persons at all scheduled office hours. Further notice is hereby given that the Town Board of the Town of Windham will review said preliminary budget and hold a public hearing thereon at the Town Hall at 6:45 pm on November 12, 2020. At said hearing any person may be heard for or against the preliminary budget as compiled or for or against any item or items therein contained. Pursuant to section 113 of Town Law, the proposed salaries of the following Town Officers are hereby specified: Supervisor: \$17,500; 4 Councilmen: (each) \$11,250; 2 Justices: (each) \$11,500; Town Clerk: \$39,000; Highway Superintendent \$57,500; Tax Collector: \$8,250. Notice is also hereby given the Regular Town Board meeting will be held November 12, 2020 immediately following the Public Hearing for the purpose of conducting any other business that shall come before the Town Board. By Order of the Town Board, Bonnie Poehmel Town Clerk Dated: October 22, 2020". A motion to approve was made by Councilman Walker, 2nd by Councilman Peters, with all in favor. The Town Clerk will have this posted in the newspaper. The Supervisor requests permission to set **a public hearing on November 12, 2020 at 6:45 pm prior to the regular scheduled meeting to approve the Preliminary Budget.** A motion to approve was made by Councilman Walker, 2nd by Councilman Peters, with all in favor.

We have a very delicate situation with our Code Enforcement Officer, **Supervisor Hoyt** has spoken to the Town Attorney Larry Gardner regarding this. As we still have work that needs to be done. Our town is growing each day with new building permit approvals, inspections for builders to move to their next step, closing out a building permit for a Certificate of Occupancy or Certificate of Compliance, etc. Supervisory Hoyt has not had a chance to speak to the Code Enforcement Officer on his intentions to return to work. Town Attorney Larry Gardner will tell the Board what the proper process will be. Attorney Gardner someone could be retained on a temporary basis, they must have the proper licensed certification to fill the unknown gap. To do inspections they must be qualified with proper licensed certifications as required by the State of New York. The Supervisor would like to wait till next week and then see if the Code Enforcement Officer might have one of his peers to recommend from a neighboring town in helping out until he is ready to return. We just need to have a plan just in case. John Brust offered to the Board, the person who is selected needs any additional help in structural or electrical advice; John will have one of his guys help out with no cost to the Town of Windham. Supervisor Hoyt, "Thank you John, it is very much appreciated." Attorney Gardner can speak to the Town of Hunter, Town Board if their Code Enforcement Officer would be able to help out if needed. **Supervisor Hoyt** the Village of Catskill is looking to purchase a new vac truck with a jetter to do their sewer mains. It is state of the art rig. They would like to partner with any other communities that would show interest in this. Supervisor Hoyt has spoken to Josh Vitale at WWTP on how much money DEP would be willing to help with. We could use this truck as we need it instead of calling a vendor. Mike McGrath from the Village of Catskill will get the information to the Supervisor. **Note:** The Town of Windham Business Office will be closed on Veteran's Day, Wednesday, November 11, 2020. Thanksgiving Day falls on a Town Board meeting. We will need to reschedule that meeting. The Board would like to **change the meeting to Wednesday, November 25, 2020 @ 7:00 pm.** The Town Clerk Bonnie Poehmel will put a legal notice in the newspaper. **Town Attorney Larry Gardner** would like the Board permission to call the Law Office of William Chen. He would like to speak to them about their expertise is, as his resume is attached and he has done a lot of things. Larry wants to make sure Attorney Chen has the right expertise and also the ability to reach Greene County, as he is a distance away from Greene County. Would like to know what his ability is to get this work done. This past Saturday, Town Attorney Larry Gardner, Highway Superintendent Gary Thorington and Supervisor Hoyt meet with a concerned new property owner on Blodgett Road. They were concerned about where the highway department turns the snowplow truck around and how often. The conversation was good and positive with the new owners. The CD Lane Park Event on October 10, 2020 was positive and went well.

COMMENTS FROM THE PUBLIC: No one was present.

GENERAL FUND WARRANT #20-G contained vouchers #750-781, totaling \$21,490.63 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Van Valin, with all in favor.

HIGHWAY FUND WARRANT #19 contained vouchers #211-212, totaling \$5,228.49 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Van Valin, with all in favor.

SEWER DISTRICT FUND WARRANT #20 contained vouchers #268-276, totaling \$14,855.13 was audited and approved on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor.

CWC FLOOD HAZARD MITIGATION WARRANT #9 (Madd Brook #17-1470) contained voucher #13, totaling \$55,544.99 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor.

CD LANE PARK ENHANCEMENT WARRANT #4 contained vouchers #14-16, totaling \$2,003.97 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Van Valin, with all in favor.

GENERAL FUND PAYROLL WARRANT #22-P for **General** contained 10 claims, totaling \$9,868.81 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor. **Ambulance** payroll contained 20 claims, totaling \$15,172.17 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor. **Police** payroll contained 4 claims, totaling \$4,055.22 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor.

HIGHWAY PAYROLL WARRANT #22-P contained 4 claims, totaling \$6,816.00 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Van Valin, with all in favor.

SEWER DISTRICT FUND PAYROLL WARRANT #22-P contained 3 claims, totaling \$1,002.45 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Goettsche, with all in favor.

The meeting adjourned at 7:51 p.m. on a motion by Councilman Peters, 2nd by Councilman Walker, with all in favor.

SUPERVISOR

COUNCILMAN

COUNCILMAN

COUNCILMAN

COUNCILMAN

TOWN CLERK

