

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

MAY 27, 2021

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

Also Present: Town Attorney Larry Gardner, Ambulance Administrator Davia Montie, Police Chief Tor Tryland, Highway Superintendent Gary Thorington, Gail Nichol森, Tommy, Tom Poelker & Mike Ryan Mountain Eagle

Absent: Councilman Wayne Van Valin & Delaware Engineering John Brust

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

THE MINUTES OF THE MAY 3, 2021 TOWN BOARD MEETING were approved as typed on a motion by Councilman Walker, 2nd by Councilman Peters, with 4 in favor, one absent.

1.DELAWARE ENGINEERING: John Brust was not present.

2.TOWN BOARD TO APPROVE BID ADVERTISEMENT FOR WASTEWATER SYSTEM UPGRADES: “Sealed Bids will be received until **June 30, 2021** at the Town of Windham Town Hall, 371 State Route 296, until **1:30 PM** local time and then at said office publicly opened and read aloud for: **TOWN OF WINDHAM, GREENE COUNTY, NEW YORK WASTEWATER SYSTEM UPGRADES**

Work shall include but is not limited to:

Contract #1 includes the following work items:

1. Furnish and install baffle walls in the existing aeration basins at the WWTP
2. All mechanical work associated with the RAS/WAS room at the WWTP
3. Furnish and install a complete pumping system for the Old Road PS.
4. Site work and mechanical upgrades to the Old Road PS.
5. All penetrations/lentils required for HVAC
6. All other apparent and incidental work.

Contract #2 includes the following work items:

1. All electrical work associated with the WWTP.
2. All electrical work associated with the Old Road PS.
3. All other apparent and incidental work.

Contract #3 includes the following work items:

1. All HVAC work associated with the filter room at the WWTP.
2. All HVAC work associated with the Old Road PS.
3. All other apparent and incidental work.

A Pre-Bid conference will be held on **June 16, 2021** at **1:30 PM** at the Town of Windham WWTP, 491 South Street, Windham, New York 12439. Bidding contractors are strongly encouraged to have an authorized representative of their firm present at this meeting... The Town of Windham reserves the right to reject any or all bids. By Order of the Windham Town Board. A motion to approve the bid notice to be placed in the town’s newspaper was made by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent.

3.NY RISING AWARD FOR SOUTH STREET STORMWATER DRAINAGE: The following notice of award letter was submitted to Supervisor Hoyt from Brinner & Larios P.C. Allan Dumas, P.E. “On Friday, May 14, 2021, bids were opened for Contract No. TWD-191, South Street Stormwater Collection System project. Six (6) bids were received with Merritt Construction Inc. of Saugerties, New York being the low bidder with a bid of \$1,077,274.00...After review of these bids and contingent upon both New York State Governor’s Office of Stormwater Recovery (GOSR) review and authorization to execute said contract, as well as execution of the remaining property easements, we hereby recommend that the Town select the low bidder, Merritt Construction Inc. of Saugerties, New York in the amount of

\$1,077,274.00.” Supervisor Hoyt would like to entertain a motion to approve the bid award to Merritt Construction Inc as the lowest bidder. A motion to approve was made by Councilman Goettsche, 2nd by Councilman Walker, with 4 in favor, one absent.

4. NEW APPLICATION FOR EDU IN THE SEWER DISTRICT: Lee Iannarone & Hayley Skurowski, 233 State Route 296, Tax Map #96.00-1-7.2. New construction for a single-family residence. They are requesting one EDU. A \$50.00 application fee has been submitted with this application. Builder Tom Poelker of Alta Log Homes of Greene County was present. A motion to approve was made by Councilman Peters, 2nd by Councilman Goettsche, with 4 in favor, one absent.

5. ANNUAL CIVIL WAR MUSIC GATHERING John Quinn is the Event Coordinator for the Commemoration of the Windham Community’s History Heritage and Music. Mr. Quinn is seeking permission to use the Centre Property for the 160th Anniversary of the American Civil War on Wednesday-Sunday, August 4-8, 2021 @ 10:00 am -9:00 pm. A motion to approve was made by Councilman Walker, 2nd by Councilman Peters, with 4 in favor, one absent.

6. JUSTICE REPORT FOR APRIL 2021: Justice McCarthy \$1,420.00. As noted by the Board.

7. TOWN BOARD RESOLUTION #27 OF 2021: the following resolution was proposed to transfer funds to balance the Sewer District accounts. A motion to adopt was made by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent. GENERAL FUND RESOLUTION #8 OF 2021: the following resolution was proposed to transfer funds to balance the General Fund accounts. A motion to adopt was made by Councilman Walker, 2nd by Councilman Peters, with 4 in favor, one absent.

8. GREENE COUNTY RESOLUTION #129-21: Award Bids to Purchase Materials-Highway Department; GREENE COUNTY RESOLUTION #130-21: Awarding Bid for Washed and Screened Crushed Stone; GREENE COUNTY RESOLUTION #139-21: Authorizing Distribution of Mortgage Tax-Town of Windham-\$157,079.18

9. AMBUALNCE REPORT: Ambulance Administrator Davia Montie was present. The following report was submitted to the Board for their review: “**Vehicles:** 96-1 - No issues; 96-2 – will need tires soon. **Monthly calls:** There were a total of 34 calls in the month of April, last year there were 23 in the month of April. Total number of calls from January 1st – April 30th is 147, last year we at this time we were at 141. **Employees:** Barbara Lacitingola has been working for Windham Ambulance for the past two years as an EMT, she recently passed her paramedic written and practical exam, she is now online with Windham working as a paramedic. Daniel Lendin just finished up the paramedic program and will test out in the fall with the state. He has been working for Windham Ambulance for the past 3 years as an EMT and will be going on line with Windham as a paramedic once he has past his state exams. **Training:** I would like the board to consider the purchase of an online continuing education subscription for the agency. I have spoken to the two leading companies that provide on line continuing education and EMS1 Academy is the company that I have reached out to for pricing. They offer over 500 courses and videos available 24/7. Paramedics and EMT’s require continuing education credits for their NYS re-certifications and Paramedics require additional credits to stay online through REMO every year. The past year and a half have been extremely difficult as there have been no in person classes available and online classes are limited and often at set times making it difficult to attend them due to work schedules. The state has extended certifications and is allowing the majority of continuing education credits to be obtained online as opposed to in person as in previous years. **Miscellaneous:** Windham Ambulance went live with UCM Digital Health on May 1st and we are now able to offer Telemedicine to patient’s that meet the criteria. **Calls for the April of 2021:** *Calls in Windham: Advanced Life Support (ALS)-3, Basic Life Support (BLS)-6, Call Cancelled (C/C)-6; Refused Medical Assistance (RMA)-4, Stand by Fire (S/B Fire)-1;* *Calls in Hunter: ALS-1; Calls in Jewett: ALS-4, BLS-2, RMA-1; Calls in Conesville: C/C-1; Calls in Cairo: ALS-1; Greene County EMS: S/B-4. Total calls: 34, Calls turned over to Mutual Aid-0. Vehicle Mileage Log for April 2021: 96-1: 44,353 and 96-2: 130,665.”* Ambulance Administrator Davia Montie handed to the Board for their review information on EMS1 Academy. Davia would like the Board to consider getting this subscription for the ambulance employees. “This

plan offers 24/7 access to online learning, allowing your personnel to train when it's convenient. More than 500 EMS courses and videos totaling over 440 continuing education hours. Reports to help you monitor and track training completion, compliance and credential renewal. Courses accredited by CAPCE and recognized by the National Registry." The subscription fee is \$60.00 per person x 26 employees for a total of \$1,560.00. Davia has a weblink explaining this subscription better if any of the Board members would like to review. Supervisor Hoyt will discuss with the Board and will get back to Davia in two weeks.

10.CODE ENFORCEMENT OFFICER'S REPORT: The following report for April and May 2021 was submitted for the Board's review.

11.HIGHWAY REPORT: Highway Superintendent Gary Thorington was present. The skid steer that was approved for purchase has not been picked up yet. Gary has bought another attachment that will protect the turbo charger, belly pan protection, etc. Gary has also purchased through the highway department a 24-foot trailer that is capable of moving the new skid steer; 3 quotes were received and he chose the best price. June 8, 2021 @ 8:45-9:30 am Cornell Local Roads Program will be here. They will be doing a live segment at St. Theresa's Church parking lot. Normally they would be in a class room in Ithaca, NY; but during COVID-19 they have been taking school on the road. This live segment will be broadcasted statewide. The Board has been invited to stop by and check out what the segment is all about. Highway Superintendent Gary Thorington with the Supervisor's permission has purchased a large screen tv for the shop for inhouse training classes. The capstones have been leveled at the Windham Cemetery on State Route 23. The highway used shared services with the Town of Athens to help fix the flag pole at the Memorial Monument next to the Town Hall. The flag has been hung up again. Town is in really good shape. The Windham Path and all the parks are all good for the upcoming holiday weekend. The highway department is short on help as one employee is out with illness and maybe out for a while; and one veteran employee will soon be retiring. As of right now we are in good shape.

12.POLICE REPORT: Police Chief Tor Tryland was present. Chief Tryland thanked the Board for their continued support at the last town board meeting for his department. The following report was given to the Board for their review: "Cars 7F384 has been to RTKS for the new graphics. The Chief asked for \$500.00 and it ended up being \$370.00. 7F386 had recall completed at RC Lacy. The Chief has requested the speed recorder as there a few spots in town he would like to check on and we are in line to get it back up here. This unit is owned by Greene County Stop DWI, and we can borrow it along with any other agency in the county." A memo from Chief Tryland was given to the Board for their review. Training for Officer Parquez to be an Instructor Development Course (IDC). "This course will open the doors from Use of Force, Stress Management, Health and Physical Fitness, Moral Standards to firearms to name a couple." The cost of the course is \$300.00. If the Chief can get permission to send Officer Parquez, no travel time will be paid for and a police car will be given to Officer Parquez to drive to Delhi, NY. The class is for six days starting on August 8th to the 13th, 2021. Salary will also be paid for 6 days-48 hours total \$863.52. Chief Tryland is respectfully asking the Board for their permission." Training of this Officer would be a great asset/benefit to the police department. "Councilman Peters will make a motion that we approve up to \$1,500.00 to send Officer Parquez and it is a great investment that Officer Parquez wants to do this, 2nd by Councilman Walker, with 4 in favor, one absent." Chief Tryland noted on this Memorial Day, Officer Bill Scarey will be on duty and he has been asked to follow the VFW Post 1545 to the different spots for the flag ceremonies throughout the town. For the Board's information, Supervisor Hoyt spoke to Chief Tryland earlier today; there will be a group at CD Lane Park on Wednesday, June 2, 2021 @ 6:30 pm that may draw a large group of people. The Chief will make sure he has officers on duty for traffic control. It could be a busy event.

13.COMMITTEE REPORTS: **Councilman Walker** stated that he spoke to Bob Kerns and assured that there would be no frost in the weekend weather forecast. The flowers in town have been planted for the holiday weekend and they are simple beautiful! Bob Kerns and his staff have done a great job! Supervisor Hoyt has received many compliments from the residents thanking the Town for the beautiful flowers along main street, the outer limit signs in the hamlets as well. Councilman Peters noted that after the growing season of the flowers last year, Bob Kerns had planted bulb flowers that we had bloom this spring. It is greatly appreciated. **Councilman Goettsche** after the last board meeting, a post was made on Facebook regarding the

number of dog owners and their dogs walking on the Windham Path. They must be responsible to carry out the bag with the dog waste and dispose of it properly not leaving it on the Path. Councilman Goettsche the post was well received with a lot of positive feedback. The post had 5,000 views and 400 people have interacted in conversation. People got the word out and were happy the Town is acknowledging this to the users of the path. The people would like to see the same post be made at CD Lane Park with the dogs there too. Supervisor Hoyt would like the same post to be mentioned at the Little League Field with the dogs. **Councilman Peters** will help Highway Superintendent Gary Thorington install the TV next week at the highway garage. Councilman Peters is working on a draft copy agreement for Jewett. Town Attorney Larry Gardner has the draft copy agreement for his review. Councilman Peters has been listening to members of the community as their concerns come up. **Supervisor Hoyt** spoke to Delaware Engineering John Brust, they will be meeting on June 10, 2021 @ 4pm to discuss the final touches/details for the new proposed ambulance building. The Board is welcome to join and Ambulance Administrator Davia Montie was invited to attend as well. One of the lifeguards is just finishing up her certifications. Two lifeguards will be in on Friday to fill out their paperwork with the bookkeeper. This Saturday the Supervisor will be meeting with two lifeguards at the park for the safety plan to follow. They will also be there getting the equipment ready. A 10' x 20' shed will be delivered at the park to keep the lifeguard equipment in. New rule & regulations signs will be placed at the park for swimming. DOH will need to do a visual prior to opening for swimming to make sure everything is in place and will issue a license to open. **Supervisor Hoyt** would like to thank the Planning Board Chairman Thomas Poelker for making sure our town doesn't get in trouble by not following the letter of the law. **Town Attorney Larry Gardner** has written up a WAJPTA agreement "Whereas, Town of Windham has determined it is in the best interest of the Town of Windham and its residents that these certain educational support services be provided." "That, the Town of Windham hereby agrees to pay WAJPTA the sum of Five hundred and 00/100 (\$500.00) Dollars... during the calendar year of 2021." The Supervisor would like a motion made giving him permission to sign this agreement with the WAJPTA. A motion to approve was made by Councilman Peters, 2nd by Councilman Goettsche, with 4 in favor, one absent. Attorney Larry Gardner has written a letter per the Board's request to a property owner on Old Road in regards to an unfinished construction site. He has also written letters to the planning board on various lot lines. He will be reviewing the agreement to Jewett. Attorney Larry Gardner noted that the Morales house closed today with NYC DEP Buy Out Program.

GENERAL FUND WARRANT #10-G contained vouchers #379-393, totaling \$10,972.48 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

HIGHWAY FUND WARRANT #10 no vouchers were submitted at this time.

SEWER DISTRICT FUND WARRANT #10 contained vouchers #164-167, totaling \$32,513.72 was audited and approved on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

CD LANE PARK ENHANCEMENT WARRANT #10 contained vouchers #24-26, totaling \$27,943.13 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

GENERAL FUND PAYROLL WARRANT #11-P for **General** contained 8 claims, totaling \$8,725.71 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent. **Ambulance** payroll contained 19 claims, totaling \$14,981.28 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with all in favor. **Police** payroll contained 3 claims, totaling \$4,130.32 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

HIGHWAY PAYROLL WARRANT #11-P contained 4 claims, totaling \$6,816.00 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

SEWER DISTRICT FUND PAYROLL WARRANT #11-P contained 2 claims, totaling \$428.70 was audited and approved for payment on a motion by Councilman Goettsche, 2nd by Councilman Peters, with 4 in favor, one absent.

The meeting adjourned at 7:34 p.m. on a motion by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent.

SUPERVISOR

COUNCILMAN

COUNCILMAN

COUNCILMAN

COUNCILMAN

TOWN CLERK

