

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

Also Present: Town Attorney Larry Gardner, Chief Tor Tryland, Ambulance Director Jeanie Scotti, Carol Staub, Glenda Montana, Maureen Anshanslin, John Albert, Beverly Laterza & Mike Ryan Windham Journal.

Absent: Highway Superintendent Thomas Hoyt, Delaware Engineering John Brust

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

THE MINUTES OF THE JANUARY 4, 2016 ORGANIZATIONAL MEETING were approved as typed on a motion by Councilman Murray, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy.

1.DELAWARE ENGINEERING John Brust was absent.

2.DELAWARE OPERATIONS no one was present.

3.OPERATION & MAINTENCE CONTRACT between Sewer District of the Town of Windham and Delaware Operations Inc. This agreement is dated December 29, 2015 by and between Delaware Operations and the Town of Windham (hereinafter “WWTP Owner”). A motion was made to accept by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

4.2015 SMART GROWTH IMPLEMENTTION GRANTS Councilman Murray went through this with Mary Beth and John Brust of Delaware Engineering. The grant will support implementation of key projects, actions, and strategies identified in local plans developed by Park communities in pursuit of smart growth. Catskill Park Smart Growth Implementation, DEC anticipates approximately \$200,000 in funding will be available from the Environmental Protection Fund (EPF) for Catskill Park projects. The application deadline has been extended to 2pm on February 12, 2016. Councilman Murray thinks we will probably only see \$20,000.00.

5.CHECK SCANNER APPLICATION with Municipal Banking & Commercial Services The Bank of Greene County. There is no cost to the municipality for this service. The Supervisor and the Councilmen have all read the agreement. A motion was approved to have the Supervisor fill out and sign made by Councilman Gonzalez, 2nd by Councilman Murray, with 4 in favor, one vacancy.

6.WINDHAM WATER CERT. OF SUBSTANTIAL COMPLETION letter was sent by Alan Tavenner, P.E., Project Manager for Delaware Engineering, DPC for Hensonville, Windham and Ski Windham Water Mains and Interconnection. “This letter and the enclosed documents are to certify completion of the work in accordance with the plan approved by your office (NYFDOH Log 19386).” All Councilmen are in favor of this letter. The original letter has been filed in the Supervisor’s Office.

7.SIAM TANK #57 KNIGHTS OF THE ROAD AGREEMENT FOR 2016 agreement is between the Town of Windham and Siam Tank #57 Knights of the Road dated January 1, 2016. The Knights of the Road provide youth activities, including Little League Baseball and T-ball. A motion was made to authorize the Supervisor to sign the agreement by Councilman Gonzalez, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

8.WINDHAM FIRE DISTRICT NO. 1 has notified the Town of Windham by a letter dated December 23, 2015 that they have hired a law firm Pinsky Law Group, PLLC to represent them. Chairman John Albert for the Windham Board Fire Commissioners was present and spoke to the

Town Board. He advised the Town Board that last night January 13, 2016 they had their monthly meeting and their organizational meeting for the Fire Commissioners to close off the end of the year. The Fire Commissioners have put a retainer to hire the Hannigan Law Firm in Delmar, NY to represent them. "John is not speaking right now as a fireman or a commissioner but as a taxpayer, he is pretty happy the way the town is protected right now. We are a small town... and regardless of whose tones goes off we are sufficient, the guys are well trained and we are volunteers. He would like to see more people active in it.... He feels it is working properly the way it is right now". John also noted he will with the Lead Liaison for the Fire Commissioners and he will be reporting to the Town Board and Larry Gardner. It will be a tax burden for the town people if we split and go in two separate districts. It could come back to the Town Board and you will be the boss. He is going to meet in a conference call with the Lawyer on Friday and once he is advised legally he will then get back to the Town Board. Larry Gardner will need to think about this and he would like to recommend we go into Executive Session at the end of this meeting to discuss this issue.

9.SUPPORT IF NEEDED TO GREENE COUNTY LEGISLATURE Margy Davis wrote a letter to the Greene County Legislature to consider a proposal to designate South Street in Windham as "T. Patrick Meehan Memorial Drive". And would the Windham Town Board write a letter in support if needed. Pat always said, "Windham is one mile from Heaven." A motion was made to write a letter in support and have the Supervisor sign was accepted by Councilman Murray, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy.

10.GREENE COUNTY NOMINEES FOR 2016 SENIOR OF THE YEAR The Greene County Dept. of Human Services is looking for nominees for 2016 Senior of the year. Nominees must be a resident of Greene County and age 60 years or older; achievements must be voluntary in nature, performed in Greene County and not part of paid employment. Nominations are due by January 31, 2016.

11.REQUEST TO USE CENTRE PROPERTY on Thursday January 21, 2016 @ 6pm. Brian Robinson will be hosting a Live Animal Show with birds and some reptiles. Supervisor Pelham has spoken to Candy Begley at the Library and they have hosted shows like this in the past. A motion to accept was made by Councilman Van Valin, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy.

12.THE ASSOCIATION OF TOWNS has various training schools for 2016. Supervisor Pelham is already signed up for the Marriott Marquis February 14-17, 2016. During this time there will be a business meeting on Wednesday February 17, 2016 @ 8am where voting will take place. There will be resolutions to vote on while there, Councilman Murray will review the resolution and will update Supervisor Pelham on which ones to vote on. A Town Board Resolution is needed by the Town Board to designate the Town Supervisor and to have an alternate board member. The alternate board member can attend the meeting and have voting responsibilities if needed. Councilman Murray will be the alternate. The adopted Resolution and Certificate of Designation to the Association of Towns must be submitted no later than February 5, 2016. Our dues of \$1,200.00 for 2016 are now due. A motion to pay The Association of Towns Dues was made by Councilman Van Valin, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy.

13.HIGHWAY REPORT Tommy Hoyt was not present. Councilman Murray gave Tommy's report. Tommy has a truck that is in the shop at Ben Funk. The truck will be done on Tuesday they had to rebuild 2 of the cylinders. This is the truck that broke down on Nauvoos Road. Otherwise everything else has been smooth.

14.POLICE REPORT Chief Tor Tryland was present. Nothing new to report on, the vehicles have been in for the normal maintenance. More training is being completed with Windham and Greene County Sheriff's Office.

15.AMBULANCE REPORT Ambulance Director Jeanie Scotti was present. All the information has been resubmitted for the grants. Jeanie has worked on all the narcotic reports that the Supervisor has to sign. One report we do 4 times a year the other we do twice a year, these reports have a time line on them. Jeanie is going to work on the CON report that she will be starting to do in March as our license is due to expire 6/30/16. It needs to be into the Dept. of

Health 30 days prior. Vehicle report the new ambulance is running very smooth and is in for regular service. 96-1 had an exhaust smell and a small hole was found in the muffler and is repaired. Jeanie heard from Bill Litier he is our ambulance vehicle rep. He was inquiring if we would like to stay with him as our rep. Jeanie is very comfortable and would like to keep Bill as the rep.

16.COMMITTEE REPORTS **Councilman Gonzalez** has nothing to report on. We have had a warm winter season so far. The Windham Path is being used by all and everyone is enjoying it. **Councilman Van Valin** had nothing to report on. **Councilman Murray** is working on putting together a Comp Alliance Seminar with all departments as this is mandatory and needs to be completed by the deadline date of June 14, 2016. He is looking into prices for a large television to be used for the seminars. Chief Tor Tryland is a general topics instructor. **Councilman Murray** would like to make a motion to set up the **pay schedule for the Deputy Town Clerk, pay will be at \$18.00 per hour. The established rate of pay will be as of January 1, 2016** for the Deputy Town Clerk. A motion to accept was made to accept by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy. **Councilman Gonzalez** also made an announcement that the Denise Meehan is working with the Red Cross in hosting a shelter training class at WWTP on January 16, 2016 @ 8:30am till 1pm. The Shelter Fundamental Training Class is offered free of charge by the Red Cross. All the Mountain Top Towns are invited. Twenty seats are reserved and there are 17 people that will be attending and if anyone is interested, they should contact Denise Meehan. We have two shelters now in Windham one at the Waste Water Treatment Plant and the other one at the new Highway Building.

At the Organizational Meeting the Board of Appeals has three vacant seats. Supervisor Pelham has spoken to two people that are interested. Supervisor Pelham needs a motion to approve Dick Hughes. A motion was made to accept by Councilman Murray, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy. Supervisor Pelham would also like to approve Margy Davis. A motion was made to accept by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

17.NEWTON FUND ACCOUNT FOR 2015 Town of Windham Newton Fund Key Public Money Market Savings balance as of December 31, 2014 \$22,379.78; plus interest earned throughout the year \$.58; new balance December 31, 2015 \$22,380.36. Supervisor Pelham would like permission to check other banks for a better interest rate and move the account. A motion was made to accept by Councilman Van Valin, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy.

18.TOWN JUSTICE MONTHLY REPORT FOR DECEMBER 2015 Judge McCarthy \$1,975.00
Judge Mattiace \$2,093.00

19.TOWN BOARD RESOLUTION #2 OF 2016 (for the year 2015) transfer funds to balance the Sewer District Fund Acct. A motion to accept was made by Councilman Murray, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy, **copy attached**.

GENERAL FUND RESOLUTION #1 OF 2016 (for the year 2015) transfer funds to balance the General Fund Acct. A motion to accept was made by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy, **copy attached**.

GENERAL FUND RESOLUTION #2 OF 2016 transfer funds to balance the Sewer District Fund Acct. A motion to accept was made by Councilman Murray, 2nd by Councilman Gonzalez, with 4 in favor, one vacancy, **copy attached**.

HIGHWAY FUND RESOLUTION #2 OF 2016 (for the year 2015) transfer funds to balance the Highway Fund Acct. A motion to accept was made by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy, **copy attached**.

ACCOUNT BALANCES AND BUDGET COMPARISONS January 14, 2016 files were made available for the Board to review.

GENERAL FUND WARRANT #1-G contained vouchers #1-62, totaling \$80,795.42 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

HIGHWAY FUND WARRANT #1 contained vouchers #1-12, totaling \$8,127.42 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

SEWER DISTRICT FUND WARRANT #1 contained vouchers #1-14, totaling \$32,755.19 was audited and approved on a motion by Councilman Van Valin, 2nd by Councilman Murray, with 4 in favor, one vacancy.

STREETLIGHTING FUND WARRANT #1 contained vouchers #1-10, totaling \$2,973.40 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Murray, with 4 in favor, one vacancy.

WATER PROJECT FUND WARRANT #1 (Consolidation & Improvement) contained vouchers #1-5, totaling \$26,071.56 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Murray, with 4 in favor, one vacancy.

GENERAL FUND PAYROLL WARRANT #1-P for **General** contained 5 claims, totaling \$5,780.81 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy. **Ambulance** payroll contained 17 claims, totaling \$13,337.14 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy. **Police** payroll contained 10 claims, totaling \$7,658.48 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

HIGHWAY PAYROLL WARRANT #1-P contained 5 claims, totaling \$8,207.50 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

SEWER DISTRICT FUND PAYROLL WARRANT #1-P contained 1 claim, totaling \$60.00 was audited and approved for payment on a motion by Councilman Murray, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

COMMENTS FROM THE PUBLIC no one spoke.

EXECUTIVE SESSION Councilman Murray made a motion at 7:30 p.m. to recess from the Town Board Meeting to go into Executive Session to discuss a possible litigation issue, 2nd by Councilman Van Valin, with 4 in favor, one vacancy. Town Attorney Larry Gardner was allowed to stay. All others in the audience were asked to leave.

RECONVENE MEETING Councilman Murray made a motion at 8:00 p.m. to adjourn from Executive Session to reconvene to the Town Board Meeting, 2nd by Councilman Van Valin, with 4 in favor, one vacancy.

The meeting adjourned at 8:00 p.m. on a motion by Supervisor Pelham, 2nd by Councilman Murray, with 4 in favor, one vacancy.

SUPERVISOR

COUNCILMAN

COUNCILMAN

COUNCILMAN

COUNCILMAN

TOWN CLERK
