

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

**JUNE 23, 2022**

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

**Also Present:** Ambulance Administrator Davia Montie, Highway Superintendent Gary Thorington, Town Attorney Tal Rappleyea, Delaware Engineering John Brust, Police Chief Tor Tryland, Gail Nichol森, Chuck McRoberts & Mike Ryan Mountain Eagle

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

THE MINUTES OF THE JUNE 9, 2022 TOWN BOARD MEETING were approved as typed on a motion by Councilman Peters, 2<sup>nd</sup> by Councilman Walker, with all in favor.

1.DELAWARE ENGINEERING: John Brust was present. The Old Road pump station is now operational. The General Contractor's value for that job was \$474,000. The job was finished at \$471,000. There were no problems, no contamination issues in the creek during construction and no issues with DOT. The contractor J. Square did a good job. Improvements were made at the WWTP. The Electrical Contractor-Dynamic, the contract value was at \$33,400 and final contract we finished at \$23,800. We had a HVAC Contractor-TMI, the contract value was at \$57,000 and final contract we finished at \$47,000. All three contractors did good work and the contracts have been completed within the contracted amounts. There were some supplies issues and the contractor at the Old Road pump station did not work during the cold winter season. The Ambulance building is getting underway. The General Contractor-Plank is looking to start right after the July 4<sup>th</sup> celebration. Submittals are being approved. The biggest lead time issue right now is windows. They are estimating 24 weeks for windows. There was a Comprehensive Plan meeting today at 4:00 pm. John Brust was not able to be present. We are working on a grant funding for this project. Supervisor Hoyt we are probably going to have a new waste water client the old Hamilton Lodge is getting revamp. John Brust told the Board, we will now have a 6-inch force-main going up to the Church and we have more than doubled the capacity we should be set for the future.

1A.NEW APPLICATION FOR TOWN SEWER SERVICE: Windham Wine & Liquors, 5448 State Route 23, Tax Map #78.18-1-24 is seeking permission to hook into the town sewer. Property is located in the sewer district. The commercial property has been allotted two EDU's currently only one is being used. The \$50.00 application fee has been paid. A motion to approve this hook up into the town sewer was approved by Councilman Van Valin, 2<sup>nd</sup> by Councilman Walker, with all in favor.

2.REQUEST FOR LETTER OF SUPPORT for the NYS DOS Smart Growth Comprehensive Planning Grant Town of Windham Zoning Law. Supervisor Hoyt will be sending the following letter to our neighboring towns for their support. Below is a sample letter that will go out on our letterhead to following towns: Ashland, Hunter, Jewett, Lexington, Prattsville and Greene County Planning Board. "The Town of Windham has an exciting opportunity to seek financial assistance through the current round of Consolidated Funding Applications (CFA) to support the creation of Zoning Regulations, which will be a thorough publicly coordinated process to reflect on the goals of the 2021 Comprehensive Plan and to improve it to best serve the residents of the Town of Windham. This initiative, funded through the NYS Department of State (DOS) and the Environmental Protection Fund (EPF), provides up to \$100,000 in eligible project costs. The Town is able to meet the 10% required match and is seeking the remaining project costs through grant funds. The Town of Windham seeks a letter of support from you for a 2022 NYS CFA Grant application to the NYS DOS program to secure a grant to facilitate the creation of a Zoning Regulation. Please direct your letter to me at Town of Windham, 371 State Route 296,

PO Box 96, Hensonville, NY 12439 with a copy to Delaware Engineering, ATTN: Kaitlyn Curvin, 28 Madison Avenue Extension, Albany, NY 12203 ([kcurvin@delawareengineering.com](mailto:kcurvin@delawareengineering.com)) by July 22, 2022. Delaware Engineering will append all the letters of support to our application. Sincerely, Thomas F. Hoyt, Town of Windham Supervisor”

3.TOWN BOARD RESOLUTION #25 OF 2022: “2022 Smart Growth Community Planning and Zoning Grant for The Updating of The Town of Windham Zoning Regulations. **WHEREAS**, the New York State Department of State Smart Growth Community Planning and Zoning Grant Program (hereinafter the “Grant”) is designed to promote land use planning principles that create livable, sustainable and equitable communities; and **WHEREAS**, the Grant offers 90% of eligible project costs up to \$100,000 per recipient from the Environmental Protection Fund; and **WHEREAS**, creating Zoning Regulations falls within the purview of the Grant which directly supports implementation of key projects, actions, and strategies identified in local plans; and **WHEREAS**, the process will include a thorough publicly coordinated process that reflect the goals of the Town and improve upon it to best serve the residents of the Town as well as the greater community; and **WHEREAS**, the Town Board, as part of the application process, may receive support letters from town leadership, project partners, civic leadership, prominent businesses, and community groups; and **NOW, THEREFORE, BE IT RESOLVED** in consideration of the foregoing: The Windham Town Board approves the submission of an application to the 2022 Smart Growth Community Planning and Zoning Grant Opportunity for the creation of the Town of Windham Zoning Regulations. The Windham Town Board authorizes and appropriates 10% local match as required by the Grant. The Board will send the request for support letters, as applicable.” A motion to adopt this resolution was made by Councilman Walker, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

4.WINDHAM CHAMBER OF COMMERCE Caroline Lynch, Windham Chamber of Commerce Event Coordinator in a letter to the Town Board is requesting 8 garbage cans and 6 traffic sticks for July 4<sup>th</sup> town celebration. Highway Superintendent Gary Thorington will make sure the items on the request will be delivered on July 3 and will pick the items up on July 5, 2022. The items have been approved by the Board.

5.WINDHAM CHAMBER OF COMMERCE seeking permission to hang the Autumn Affair Banner across State Route 23 from September 12 to October 17, 2022. A motion to approve was made by Councilman Peters, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

6.ASHLAND UMC SEEKING permission to use the Centre Property for their fund raiser. There will be a performance by the Catskill Glee Club on Sunday, October 16, 2022 @ 3:00-6:00 pm. A motion to approve was made by Councilman Walker, 2<sup>nd</sup> by Councilman Peters, with all in favor.

7.TOWN JUSTICE COURT REPORT for MAY 2022: Justice McCarthy-\$711.00 and Justice Stevens-\$2,040.00. Report was noted by the Board.

8.TOWN BOARD RESOLUTION #26 OF 2022: the following resolution was proposed to transfer funds to balance the Sewer District accounts. A motion to approve was made by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor. GENERAL FUND RESOLUTION #14 OF 2022: the following resolution was proposed to transfer funds to balance the General Fund accounts. A motion to approve was made by Councilman Goettsche, 2<sup>nd</sup> by Councilman Peters, with all in favor.

9.AMBULANCE REPORT: Ambulance Administrator Davia Montie was present. There will be two ambulance crews on for Monday, July 4, 2022. Davia has a lot of July shifts open that she herself will be covering; as there is not a lot of help to cover those shifts. Supervisor Hoyt asked about Jim Brabazon sending the Ambulance Administrator an official letter? Davia stated that no letter has been received yet and Jim Brabazon will not be returning and plans on retiring from the town. Ed Brandt-paramedic part-time has retired June 1, 2022 and will be reinstated back on June 9, 2022 to the Windham Ambulance. Ambulance Liaison Councilman Peters would like to make a motion to authorize \$1,400 towards the attendance at the ambulance conference for Ambulance Administrator Davia Montie and two other people (total of 3 to attend); 2<sup>nd</sup> by Councilman Goettsche with all in favor.

10.ASSESSOR'S REPORT: Town Sole Assessor Richard Tollner submitted the following report to the Board for their review: "Tentative Roll 2022 was submitted to and verified by Greene County. Board of Assessment Review Tuesday May 24<sup>th</sup>, 2022 from 9am-11am & 6pm-8pm. Had ZERO complaints or call-ins. Final information has been compiled, processed and forwarded to appropriate parties at Greene County and NYS Office of Real Property Services. Requests for unique data continues. Numerous requests this month for boundary line, survey and property history. Contacts for large projects continues, with requests from appraisal firms, title companies and other professionals. All in all, one project consumed a day's labor with the delivery of requested data. This saved the requesters thousands in legal and search fees, as well as expedited an eight-figure appraisal. Events such as this serves to promote the Town of Windham's reputation for welcoming business activity and investment here in Windham. We were able to assist homeowner(s), and others in insurance claim activities, with our photo database. Realtor listing search activity remains above normal. Sales prices on Windham area properties and vacant lots still remain high as in recent memory. Inventory of lots remains abnormally low.... Site visits continue, now the that data gathering/reporting Roll season has been completed. I have attended some Planning Meetings for the opportunity to assist Planning Board members or the taxpayers. My contribution is *solely* data based. I remind taxpayers, I am not an advocate for any project, simply their "librarian". My contributions save the Planning Board from inaccurate and incomplete submissions. Submitters are appreciative of how the TOW Assessor's office educate them, and generate faster smaller submissions. (E.G. Decks, garages, Master Bedroom Suites et al.) Reviewing NYS Senate & Assembly action for this season. Expect changes in taxation guidelines. Information to follow, once Governor Hochul signs law(s).

11.HIGHWAY REPORT: Highway Superintendent Gary Thorington was present. The fuel system has been reinstalled; several tests have been done. The part-time highway clerk has all the data, for the three departments with the employee's information. Everything is just about ready to go. This will be a keyless/cardless system using only a pin, pump and vehicle number, real user friendly. Mill Street paving is finally completed. It came out really good, there was a crew of young guys that ran the job. Looking at doing an amendment for the 284 Form, price change due to fuel and material increase costs. Highway Superintendent Gary Thorington would like permission to attend the fall Association of Towns Conference September 20 to Sept 23, 2022. It will be in Ellicottville (just south of Buffalo, NY). A motion to approve the conference was made by Councilman Peters, 2<sup>nd</sup> by Councilman Walker, with all in favor. Supervisor Hoyt saw Jim Hitchcock. Jim wanted to pass on to the highway department, what a wonderful job they did at mowing the Big Hollow Cemetery in Maplecrest. There was a ceremony there, about a week ago and the grounds looked all good. The family and Church were very happy with the grounds.

12.POLICE REPORT: Police Chief Tor Tryland was present. Good news the Chief doesn't need to buy tires! "Staffing for July 4<sup>th</sup> is coming together. General staffing after Officer Romito became part-time is a major concern. Filling the shifts for the road as well as court is a struggle. Information about Columbia Greene Community College's new program for police training. "Columbia-Greene launches new police training program" new procedure to hiring new people will start effective June 23, 2022." Chief Tryland spoke briefly on how this will all work for new hires.

13.COMMITTEE REPORT: **Councilman Van Valin** has nothing to report on at this time. **Councilman Walker** attended a CWT meeting. Some highlights that were discussed. "The FAD was under discussion (Filtration Avoidance Determination), more time was asked to make comments they have until to July 1, 2022. "Concerns noted: Town and County infrastructure maintenance and improvement as well as expansion; Noncompliance with local land use (Subdivision Etc.); Back door land acquisition by DEP; and Some definitions/parameters need to be clarified with respect to potential acquirable properties." **Councilman Goettsche** has posted on Facebook the "Sandcastle Sculpture Contest at CD Lane Park on July 2, 2022". Supervisor Hoyt has asked Councilman Goettsche to share "Greene County Household Hazardous Waste" disposal event is July 9, 2022 from 8:00 am to 1:00 pm at the Windham Highway Garage at 83 County Route 21. **Councilman Peters** is starting to put together a draft noise law. **Supervisor Hoyt** TOW is hosting the Mountaintop Supervisors Meeting here on June 27, 2022 @ 7:00 pm. A new lifeguard has been hired part-time seasonal at CD Lane Park this week. His name is Luka

Cavoli. As of now we have a full lifeguard staff. The Comprehensive Plan committee has met again this afternoon here at 4:00 pm. Their new name will be "Land Use Advisory Committee," the members will be Robert Rhoades, Lisa Jaeger, Carol Shaw, Marianne Lehman, Patricia Charbonneau, John O'Grady, Matt Rodrigue, Mike Troccoli, Town Assessor Richard Tollner will give the committee resources and Supervisor Hoyt. They will be meeting the fourth Thursday of each month at 4:00 pm in the Town Hall meeting room. The park had an incident a lady tripped, the Windham Ambulance was there, very professional. The lady has a goose egg and is okay. The group was very appreciative and feed the ambulance staff. **Town Attorney Tal Rappleyea** met with Jim Hitchcock prior to the town board meeting tonight. Jim Hitchcock signed the deed over to the town for the Maplecrest Cemetery. Attorney Rappleyea will get the deed filed. All the documents for the town-wide ambulance district have been filed. The 30-estopple period will end July 6, 2022. The final documents will be filed with Greene County Clerk's office. Bonding for the ambulance building will be set up with the Bank of Greene County. The town has been locked into a lower rate.

GENERAL FUND WARRANT #12-G contained vouchers #498-551, totaling \$38,418.45 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

HIGHWAY FUND WARRANT #12 no bills were submitted from the highway department when the warrant was being completed.

SEWER DISTRICT FUND WARRANT #2 contained vouchers #169-183, totaling \$112,488.12 was audited and approved on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

CD LANE PARK ENHANCEMENT WARRANT #23 contained vouchers #59-62, totaling \$1,329.92 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

GENERAL FUND PAYROLL WARRANT #12-P for **General** contained 12 claims, totaling \$12,070.93 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor. **Ambulance** payroll contained 17 claims, totaling \$16,263.68 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor. **Police** payroll contained 1 claim, totaling \$1,941.40 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

HIGHWAY PAYROLL WARRANT #12-P contained 3 claims, totaling \$5,421.60 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

SEWER DISTRICT FUND PAYROLL WARRANT #12-P contained 3 claims, totaling \$655.44 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

The meeting adjourned at 7:38 p.m. on a motion by Councilman Peters, 2<sup>nd</sup> by Councilman Walker, with all in favor.

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