

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

APRIL 13, 2023

Present: Supervisor: Thomas F. Hoyt
Councilmen: Wayne Van Valin, Ian Peters & Stephen Walker

Absent: Councilman Kurt Goettsche & Town Clerk Bonnie Poehmel

Also Present: Delaware Engineering John Brust, Liz Saunier, Robert Giordano, Bruce Dehnert, Kulvinder Kaur Dhew & Mike Ryan Mountain Eagle

Absent: Ambulance Administrator Davia Montie, Highway Superintendent Gary Thorington & Police Chief Tor Tryland

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

THE MINUTES OF THE MARCH 23, 2023, TOWN BOARD MEETING were approved as typed on a motion by Councilman Van Valin, 2nd by Councilman Walker, with 3 in favor, Councilman Peters abstains as he was absent from the March 23, 2023 meeting; and Councilman Goettsche is absent for the April 13, 2023 meeting.

1.DELAWARE ENGINEERING: John Brust was present. John gave an update on the ambulance building. The building should be substantially completed on June 8, 2023. Front doors will be arriving soon.

2.APPLICATION FOR TOWN SEWER SERVICE: Or Not LLC, Robert Giordano, 128 South Street, Tax Map #95.00-1-20. Olivia's Wine & Spirits, proposing 6 units (5 1-bedroom units & 1 2-bedroom unit) to be connected to main commercial business. The property has 3 EDU's and will need 3 more EDU's. The property is in the town sewer district. It will cost \$3,500.00 per EDU hook up. The \$50.00 application fee has been paid for this processing request. A motion to approve was made by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent. The same property owner has asked for permission to connect to the town water district. That will be discussed at the Water District Meeting on April 27, 2023. A Site Plan Application has been submitted to the Planning Board.

3.SGT JAMES F. CARTY, DSC VFW have purchased a quantity of 576 (8 x12 inch No-Fray US Spearhead) Flags for Memorial Day; they are asking for the Town to reimburse them for the purchase of the flags \$774.65. A motion to approve the reimbursement purchase was made by Supervisor Hoyt, 2nd by Councilman Walker, with 4 in favor, one absent.

4.PERMISSION TO USE CENTRE PROPERTY: Annual Civil War Heritage Gathering, August 1-6, 2023. A motion to approve was made by Councilman Van Valin, 2nd by Supervisor Hoyt, with 4 in favor, one absent.

5.NYS LIQUOR AUTHORITY pending waiver from municipality 30-day for ZICATELA'2 BAR & RESTAURANT. Motion to approve was made by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

6.NYS LIQUOR AUTHORITY standardized Notice Form for providing 30-day advance notice for HAYMARKET CATSKILLS. Motion to approve was made by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

7.TOWN ASSESSOR SEEKING PERMISSION for B.A.R. Alternate Member for one year Robert Rhoads, May 1, 2023-May 1, 2024. A motion to approve was made by Supervisor Hoyt, 2nd by Councilman Van Valin, with 4 in favor, one absent. (See Town Board Resolution #39 of 2023)

8.TOWN CLERK'S MONTHLY REPORT FOR MARCH 2023: \$3,456.88. A motion to approve was made by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent.

9.APPOINT NEW PLANNING BOARD MEMBER: The planning board currently has one open vacant seat. Supervisor Hoyt would like to make a **motion for the appointment of Nate Holdridge as the new planning board member**, 2nd by Councilman Van Valin, with 4 in favor, one absent.

10.TOWN BOARD RESOLUTION #32 OF 2023: Reaffirming the authorization of the Supervisor, as stated in the Town Board Resolution #35 of 2022, to open the new checking account with a transfer check of \$50,000.00 from the Ambulance holding account with the General fund accounts regarding Unappropriated Funds to be used for the operations of the Ambulance District. A motion to adopt this resolution was made by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent. TOWN BOARD RESOLUTION #33 OF 2023: Authorizing the Supervisor to move the Ambulance holding account from the General Fund over to the accounts within the Ambulance District Fund in order to keep said funds together. Thus, also authorizing the moving of the balance in said account of \$82,304.14 to be transferred from the Unappropriated General Fund Balance accounts. A motion to adopt this resolution was made by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent. TOWN BOARD RESOLUTION #34 OF 2023: On April 7, 2023 the Supervisor reinvested part of the maturing CD plus interest earned in the amount of \$200,360.72 of Water Improvement Fund Money into a new Certificate of Deposit for 60 days at the Bank of Greene County, New York. A motion to adopt this resolution was made by Supervisor Hoyt, 2nd by Councilman Peters, with 4 in favor, one absent. TOWN BOARD RESOLUTION #35 OF 2023: On April 7, 2023 the Supervisor reinvested part of the maturing CD plus interest earned in the amount of \$100,144.29 of Street Lighting Fund Money into a new Certificate of Deposit for 60 days at the Bank of Greene County, New York. A motion to adopt this resolution was made by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent. TOWN BOARD RESOLUTION #36 OF 2023: On April 7, 2023 the Supervisor reinvested part of the maturing CD plus interest earned in the amount of \$50,072.14 of Library Fund Money into a new Certificate of Deposit for 60 days at the Bank of Greene County, New York. A motion to adopt this resolution was made by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent. TOWN BOARD RESOLUTION #37 OF 2023: the following resolution was proposed to transfer funds to balance the Sewer District accounts. A motion to adopt this resolution was made by Councilman Peters, 2nd by Councilman Walker, with 4 in favor, one absent.

11.AMBUALNCE REPORT: Ambulance Administrator Davia Montie was not present. Ambulance Liaison Councilman Peters has nothing to report on at this time. Supervisor Hoyt has spoken to Ambulance Administrator Davia Montie. Ambulance Administrator Davia Montie has found a new ambulance just under the cost of \$233,000.00. More information will be discussed at the next town board meeting. ***Calls for the Month of March 2023:*** *Calls in Windham:* *Advanced Life Support (ALS)-11, Basic Life Support (BLS)-4, Call Cancelled (C/C)-3; Refused Medical Assistance (RMA)-1; Public Assist (P/A)-2; Calls in Jewett: ALS-4, BLS-1, RMA-4, P/A-1; Calls in Hunter: ALS-2; Calls in Cairo: ALS-1; Calls in Conesville: Request for M/A-1 (Request Denied); *County Coverage Request Amb S/B-0; Stand by for GCEMS-1; Total Calls: 39; Calls turned over to Mutual Aid: Ashland-3. **Vehicle Mileage Log March 2023:*** 96-1: 81,881 and 96-2: 142,629.*

12.ASSESSOR'S REPORT: The following April 2023 report was submitted for the Board's review from Richard Tollner: "Roll data, information, photographs, and valuations are now being finished up for 2023 Tentative Roll. Numerous increments to Town of Windham Tentative Roll due to the many new construction projects that have been reviewed over the last year. Made over 200 site visits in the last month to keep completely updated for the deadline. Roll data going to Greene County April 15th, 2023. Photo database is now over 6,500 high-definition parcel labelled photos. MAJOR issue with Assessor's laptop. Can not register any downloads. Have worked on issue personally over 3 weeks for 10 hours, as well as had computer expert work on laptop for three hours to no avail. NYS Real Property Services department head for our area had

two staffers address issue, again to no avail. This issue prevents any updating, including our state sponsored software in RPS. Continuing to address problem. Office traffic still at high volume. There are days walk ins consume half the day with tax questions. Senior citizens and real estate investors/planners are the bulk of inquiries. This volume delays working on projects with immovable deadline(s), Rolls, Exemptions, reports & amp; town business. This generates heavy activity for the office meets all deadlines. The Town of Windham Assessor's office has been adding site plans, and some planning data to the TOW Photos file. All data associated with a property can be accessed in seconds versus, except Building Permits. This removes timely computer and filing cabinet reviews. It will save hours monthly, and eventually hours weekly. The filing set up will take any other user(s) minutes to learn. The assessor's office is now equipped to handle ZOOM traffic, BY APPOINTMENT ONLY. There is now a set up for ZOOM, with proper lighting. Additionally, the office can be ZOOM ready in power outages, and for cell phone ZOOM calls on minutes notice. This will alleviate any downtime during an emergency where the office is called upon to supply site data (911 Book) or mapping requests. (Floods, storms, lost or missing person(s)) It is set up for anyone to come in with a cell phone to conduct TOWN business. We've added Greene County EMS and Fire broadcasts to the town laptop in the event of an Emergency. If requested, monitoring for emergencies is now seconds away. FYI little known fact the Assessor's office maintains the Town of Windham's 911 BOOK along with Accounts Clerk Bette Rhoades. We are prepared to instantly, to assist emergency personnel in finding information about town homeowners names, addresses, house data or simple directions to taxpayer residences. There is always two of us able to help our first responders, when called upon."

13.HIGHWAY REPORT: Highway Superintendent Gary Thorington was not present. Supervisor Hoyt after a discussion with the Highway Superintendent Gary Thorington and the bookkeeper Cindy Nelson; there is a correction that will need to be made for one highway worker and one office employee to adjust sick time off due to COVID 19. A motion to approve was made by Supervisor Hoyt, 2nd by Councilman Van Valin, with 4 in favor, one absent.

14.POLICE REPORT: Police Chief Tor Tryland was not present. Supervisor Hoyt has spoken to Chief Tryland who is asking at this time for an active leave of absence. A motion to approve was made by Supervisor Hoyt, 2nd by Councilman Walker, with 4 in favor, one absent.

15.COMMITTEE REPORT: **Councilman Van Valin**, looking at all property carpets to be cleaned. Windham Path sign may need to be adjusted to pressure treated wood posts. The carpet in the town hall may need to be replaced, this will need to be discussed more. **Councilman Walker**, the CWT meeting has been cancelled. Supervisor Hoyt to propose at the Mtn Top Supervisor's meeting to recommend Kevin Young to negotiate on be half of Greene County Watershed. **Councilman Peters**, is still have discussions with our telephone provider Spectrotel. **Supervisor Hoyt**, the Little League field has had new dirt delivered. John Garzone would like electric improvements made this is okay with the Town Board. Town Attorney Tal Rappleyea will be working on updating our Procurement Policy. CD Lane Park calendar is filling up with summer time events. The water will be turned on soon. Reminder to the Councilmen to look at the account balances; they are looking well at this point. Supervisor Hoyt stated the fire alarms at WWTP need to be analyzed. John Brust stated that DEP has inspected and are happy with the condition at WWTP.

PUBLIC COMMENT: Bruce Dehnert and his wife Kulvinder Kaur Dhew, are from Sugar Maples. They have introduced themselves. Bruce is head of the ceramic department there.

GENERAL FUND WARRANT #7-G contained vouchers #231-281, totaling \$22,971.23 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

HIGHWAY FUND WARRANT #7 contained vouchers #53-78, totaling \$32,431.41 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

TOWN BOARD MEETING (CON'T)

APRIL 13, 2023

SEWER DISTRICT FUND WARRANT #7 contained vouchers #85-102, totaling \$47,032.63 was audited and approved on a motion by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

STREETLIGHTING FUND WARRANT #4 contained vouchers #31-38, totaling \$1,591.29 was audited and approved for payment on a motion by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

SIDEWALK MAINTENANCE DISTRICT WARRANT #1 contained voucher #1, totaling \$792.00 was audited and approved for payment on a motion by Councilman Walker, 2nd by Councilman Peters, with 4 in favor, one absent.

AMBULANCE FUND WARRANT #6 contained vouchers #53-63, totaling \$8,496.64 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent.

CAPITAL AMBULANCE BUILDING WARRANT #12 contained voucher #30, totaling \$17,544.02 was audited and approved for payment on a motion by Supervisor Hoyt, 2nd by Councilman Van Valin, with 4 in favor, one absent.

GENERAL FUND PAYROLL WARRANT #7-P for **General** payroll contained 6 claims, totaling \$6,154.67 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent. **Ambulance** payroll contained 16 claims, totaling \$16,837.78 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent. **Police** payroll 0 contained claims, totaling \$0.00 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent.

HIGHWAY PAYROLL WARRANT #7-P contained 5 claims, totaling \$10,650.24 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent.

SEWER DISTRICT FUND PAYROLL WARRANT #7-P contained 2 claims, totaling \$634.24 was audited and approved for payment on a motion by Councilman Van Valin, 2nd by Councilman Peters, with 4 in favor, one absent.

The meeting adjourned at 7:45 p.m. on a motion by Councilman Peters, 2nd by Councilman Van Valin, with 4 in favor, one absent.

Hand-written meeting notes were taken by Councilman Stephen Walker as the Town Clerk was out sick for this meeting. The hand-written notes have been respectfully submitted to Town Clerk Bonnie Poehmel for typing.

SUPERVISOR

COUNCILMAN

Kurt Goettsche absent
COUNCILMAN

COUNCILMAN

COUNCILMAN

Bonnie Poehmel absent
TOWN CLERK
