

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

**MAY 10, 2023**

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

**Absent:** Ambulance Administrator Davia Montie, Highway Superintendent Gary Thorington, Ambulance Administrator Davia Montie, Delaware Engineering John Brust & 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 APRIL 27, 2023, TOWN BOARD MEETING were approved as typed on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Peters, with 4 in favor, Councilman Walker abstains as he was absent from the April 27, 2023 meeting.

1.DELAWARE ENGINEERING: John Brust was not present. John has been working on projects with stormwater, sewer and the ambulance building.

2.NEW APPLICATIONS FOR OUTSIDE SEWER DISTRICT seeking permission to connect property located at the corner of Hickory Hill Rd & Thunderbird Terrace, 2 lots. Tax Map #78.00-6-57 and #78.00-6-59 owner Greg Mayer. The Town Board needs more information from the engineer. A motion to Table was made by Supervisor Hoyt, 2<sup>nd</sup> by Councilman Peters, with all in favor.

3.RESIGNATION OF PLANNING BOARD MEMBER: John O'Grady has submitted his letter affective April 24, 2023. A motion to accept was made by Councilman Goettsche, 2<sup>nd</sup> by Councilman Walker, with all in favor.

4.SEEKING PERMISSION TO USE CENTRE PROPERTY: **WAJ Class of 2024 Jr. Prom** is seeking permission to use the Centre Property on Friday, June 9 @ 3:00 pm-6:00 pm for rehearsal and Saturday, June 10 @ 4:00 pm-5:00 pm for the Ceremony. A motion to accept was made by Councilman Peters, 2<sup>nd</sup> by Councilman Walker, with all in favor. A Certificate of Liability Insurance has been provided. Mrs. Melody Coughlin, teacher is seeking permission to use the Centre Property on Friday, June 9 @ 9:30 am-11:30 am for the **WAJ Pre-K Graduation**. A motion to accept was made by Councilman Goettsche, 2<sup>nd</sup> by Councilman Peters, with all in favor. A Certificate of Liability Insurance has been provided. Christine Owad is seeking permission to use the Centre Property. She has listed the use to be open around holidays

all year long. The Town Board needs a specific date and event. A motion to Table was made by Councilman Peters, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

5.COMMUNITY CHOICE AGGREGATION AGREEMENT: “Whereas, Municipality desires to implement a Community Choice Aggregation program (the “Program”) in compliance with New York law and Public Services Commission (“PSC”) community choice aggregation rules and procedures; Whereas, Municipality desires to engage Administrator to perform consultancy services, administration, management and procurement (the “Services”) for Municipality in relation to the Program for eligible electric and natural gas accounts; Whereas, Administrator desires to perform the Services as hereinafter defined and desires to be so engaged. Now, Therefore, in consideration of the foregoing and of the covenants and agreements herein contained, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged and approved, the parties, intending to be legally bound, agree as follows: **ARTICLE 1 – PROGRAM DESIGN SERVICES:** Program Design Services-- Administrator shall perform each of the following activities regarding design, approval and implementation of the Program: 1.1. Pending approval from Municipality, prepare and submit a formal petition with the PSC for approval of a CCA in the Municipality alone or together with other qualified municipalities; 1.2. Conduct utility rate comparison to market pricing to determine CCA benefits; 1.3. Explore energy sourcing and pricing options; 1.4. Develop rate design; 1.5. Determine customer eligibility; 1.6. Design Program to ensure legal and regulatory compliance; and 1.7. Determine fees and cost recovery.” A motion to approve this agreement and allow the Supervisor to sign was made by Councilman Peters, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

6.TOWN BOARD RESOLUTION #44A OF 2023: to reauthorize the Supervisor to transfer from the Town of Windham General Fund account the sum of \$500,000.00. Said funds will be deposited into the Town of Windham Capital Ambulance Building account. This transfer is to set aside funds towards the Ambulance Building project. A motion to adopt this resolution was made by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor. GENERAL FUND RESOLUTION #7 OF 2023: the following resolution was proposed to transfer funds to balance the General Fund accounts. A motion to adopt this resolution was made by Councilman Peters, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

7.AMBUALNCE REPORT: Ambulance Administrator Davia Montie was not present at the meeting but has submitted the following report for the Board’s review: **“Calls for the Month of April 2023: Calls in Windham: Advanced Life Support (ALS)-5, Basic Life Support (BLS)-3, Refused Medical Assistance (RMA)-2, Public Assist (P/A)-3, Call Cancelled (C/C)-2; Calls in Jewett: ALS-2, BLS-1, RMA-2; Calls in Hunter: ALS-1; Calls in Cairo: ALS-1; Greene County Coverage Request Amb S/B-2; Stand by for GCEMS-0; Total calls: 24, Calls turned over to Mutual Aid-0. Vehicle Mileage Log for April 2023: 96-1: 83,007 and 96-2: 142,685”.** Ambulance Liaison Councilman Peters, there is a Greene County EMS meeting on May 16, 2023 he will be attending. Supervisor Hoyt asked Ambulance Administrator Davia Montie to have two of the ambulance staff visit the little league field with the coaches and any parents. They went over the procedure should someone get hurt needing supplies from the first-aid box. The kit as been updated with new supplies. The Supervisor has also asked when the kids have a ball game for the ambulance rig to be near-by should they be needed.

8.ASSESSOR’S REPORT: Richard Tollner has submitted the following report for the Board’s review: “Roll data, information, photographs, and valuations is completed for 2023 Tentative Roll. Photo database had even more work uploaded into our files. We now have over 7,000 high-definition parcel labelled photos. Assessor’s laptop is being replaced. Thank you for the quick attention. The new version will be faster, Windows11, with greater storage capability. We will be very up to date with technology. This will enable us to provide virtually instant service on many taxpayer requests. All exemption forms will now be available in 3-6 seconds upon request. The new laptop will have a complete ZOOM set up. NYS Office of Real Property Service has been scheduled to install RPS in the new laptop within a day of its arrival. Office inventory of blueprints is now being set up for long term storage in plastic dated and labelled containers. The blueprints will now be easily accessible by Town Clerk and Assessor’s office at whim. A complete index will be provided to Town Clerk and be on hand in the Assessor’s office for quick

retrieval for public or town use. Some of the blueprints will be in the Assessor's TOW Photos File in the Assessor's new laptop under the individual Tax Map number. Those images can be emailed or texted in emergency situations, directly from the Assessor within seconds upon request. I expect 6-8 containers. Meeting with BAR members prior to BAR (Board of Assessment Review) during week of May 8th-12<sup>th</sup>, 2023. BAR this year is Tuesday May 23<sup>rd</sup>, 2023 9-11am & 6-8pm at Town Hall. Looking forward to summer."

9.HIGHWAY REPORT: Highway Superintendent Gary Thorington was not present. The highway dept. has been fixing along the Batavia Kill on the Windham Path. Sweeping of the roads are complete. Mowing has started this week. The Windham Chamber is doing an inventory of the American Flags, to hopefully have the flags up by Memorial Day weekend.

10.POLICE REPORT: Sergeant David Sherman has had to take the Durango back to the dealership for the condenser. Not sure if this might be a recall item for repair. Regular business, all is good.

11.COMMITTEE REPORT: **Councilman Walker** there is a CWT Meeting on May 15, 2023. Looking to discuss renewals on agriculture leases. **Councilman Van Valin** BJ Murray is working on the Windham Path sign structure. When he is ready will ask the highway dept to help lifting and putting the sign in place. Then the lighting can be replaced. Councilman Van Valin has found a contractor for the Centre Property. A lock needs to be installed and the roof over the library. Tim Hunt from Alpine Flooring has floor selections for the Board to review for the carpet replacement in town hall. **Councilman Goettsche** is still discussing the doggie garbage project with the people who will be setting it up at the Windham Path. **Councilman Peters** has purchased new WIFI equipment for the to be installed at the town hall. He would like permission from the Board to review and make any changes to the fee schedule on the building permit application. The changes would be effective January 1, 2024. Supervisor Hoyt would like everything to match as the site plan application and set back laws have just been revised. **Supervisor Hoyt** the water is on at the park. He has sent a water test into the lab. Once the lab can verify the water is clear the park can be officially opened to the public.

GENERAL FUND WARRANT #9-G contained vouchers #308-342, totaling \$39,275.28 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 FUND WARRANT #9 contained vouchers #89-96, totaling \$10,244.53 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 WARRANT #9 contained vouchers #120-122, totaling \$35,093.92 was audited and approved on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

STREETLIGHTING FUND WARRANT #5 contained vouchers #39-41, totaling \$1,264.92 was audited and approved for payment on a motion by Councilman Goettsche, 2<sup>nd</sup> by Councilman Van Valin, with all in favor.

AMBULANCE FUND WARRANT #8 contained vouchers #77-88, totaling \$3,095.40 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

CAPITAL AMBULANCE BUILDING WARRANT #14 contained vouchers #35-38, totaling \$220,144.35 was audited and approved for payment on a motion by Councilman Van Valin, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

GENERAL FUND PAYROLL WARRANT #9-P for **General** contained 7 claims, totaling \$9,438.71 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

\$16,991.41 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 0 claims, totaling \$0.00 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 #9-P contained 3 claims, totaling \$5,529.60 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 #9-P contained 3 claims, totaling \$553.29 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 7:23 p.m. on a motion by Councilman Peters, 2<sup>nd</sup> by Councilman Goettsche, with all in favor.

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SUPERVISOR

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COUNCILMAN

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TOWN CLERK

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