

**Town of Hoosick
Regular Board Meeting
Monday February 11, 2019 7:00 pm**

Pledge of Allegiance

Roll Call: Jerry McAuliffe, Supervisor Mark Surdam, and Jenn Hyde **Absent:** William Hanselman and Eric Sheffer

Previous Meeting(s) Minutes- have been reviewed by the board and are available from the Town Clerk or www.townofhoosick.org .

Reports- Monthly Operating Statement, Abstract of Vouchers, and Revenues have been issued to the Town Board, Clerk, Highway Superintendent, Assessor and Recreation Supervisor.

Welcome/Public Comments- Open time to share thoughts, concerns, and announcements with the Board that are Town related. Please limit remarks to 3 minutes.

- Bernie Bandman, Ph.D. Executive Director of The Center for Communication in Medicine (CCM) presented information and ask the Town Board to consider sponsorship for SpeakSooner. The program helps educate people on how to prepare and communicate with Doctors and Healthcare Providers with difficult conversations related to their health. There will be a full SpeakSooner community education program “When the Doctor Becomes the Patient” on Saturday, April 13th, 2019, 6pm at the Hoosick Falls Central School. Web Site www.speaksooner.org . This program will start out with a movie and then guest speakers will be on hand to answer question or concerns that you may have. This is open to everybody.
- Margaret (Peggy) Cottrell Fox Hollow Road. She wanted to state that the ditching on Fox Hollow Road has helped and thanked the Highway Department for doing this but the road is still a mess with huge pot holes and is causing damage to the vehicles that drive over this on a daily basis. She was informed to give the board a formal notice that if any damage is done to the cars from this point forward that the town would be responsible for reimbursement of the damages. She also made the board aware that there will be three different residents on the road that will be keeping a log of the maintenance on road and will be presenting this to the board. She handed each of the board members a letter signed by her husband and herself. This was the formal notice.

Correspondence/Announcements

- Commercial Kitchen for Rent in Hoosick Falls- Information available @ hoosickrising@gmail.com
- Letter from St. Patrick’s Day Committee
- Rensselaer County VITA and Hoosick Area Church Association (HACA) Free Tax Prep has begun for families and individuals with an annual income under \$55,000 call 518-686-9491 for appointment.

- Save the date- Contra-Dance night March 1st HAYC3 Perry Room.
- Save the date- HFCS Empty Bowls returning to the HAYC3 Owls Nest on March 7th.
- Save the date- Spring Fling May 4th featuring Richard Cherry on piano with many of our own local singers.... HAYC3 Perry Room.... More information to come!!
- Town Wide Clean-up is being planned for May 4th.....
- Letter from Rensselaer County Agricultural & Horticultural Society celebrating the 200th Anniversary of the Great Schaghticoke Fair!! Many events being planned for August 31st.

Town Clerk's Report

Facilities Use Request:

- **Kiwanis Free Ice Skating – Sat. Feb 16th 1-4**

MOTION TO APPROVE

Hyde made the motion to approve the Kiwanis Free Ice Skating on February 16th from 1pm – 4pm, McAuliffe seconded. All ayes carried.

- **HFCS 7th grade Skating**

MOTION TO APPROVE

Hyde made the motion to approve the field trip to the rink on February 14th from 10am – 12pm, McAuliffe seconded. All ayes carried.

- **Southshire Roller Derby** has not submitted a Facilities Use Request form to date.
- Report for the month of January total: \$2,117.10 remitted to Supervisor: \$1,394.88

Assessor's Report

Tony is working on exemptions.

Superintendent of Highway's Report

- **284 agreement** this is still work in progress
- **Update-** Emergency Fuel Shut Off switch has been ordered and waiting for it to arrive.
- **Bid Opening:** Only bid received was from Peckham for Winter Sand. Will rebid for Fuel and Oil.
- **Fox Hollow Road-**Pot holes are still an issue on Fox Hollow Road and will remain an issue until the homeowners fix their driveways. Water is running right down the driveways out into the roadway. There are other areas that need attention and cold patch is being used but with the weather it keeps getting plowed right out.
- **Kudos and Thank you to Bill Shiland-** Not often we receive positive comments this time of year but Paul Hand felt it was important to let us know when he needed some help during the night Bill Shiland went above and beyond the call of duty.
- **Bridge NY Debriefing Webinar** Asked if Bill was able to watch the webinar and due to plowing Bill was not. Mark also had a conflict in scheduling and was not able to watch it. Mark did send a request asking if it is something we could watch after the fact but have not heard back.

Town Historian

Phil talked about an area in East Nassau called East Field Village. The village contains 30 historic buildings from all over the area. Two of the buildings are from the Hoosick area. Dunigan's Farm had a building (Brigg's Tavern) that was torn down and transported to the yard where it was erected on the premises. There are lots of activities that happen on the grounds. You can camp and join in the workshops and seminars that are offered on the grounds. Website is <http://www.historiceastfield.org>

- **Friends of the Bennington Battlefield**- Winter 2019 Newsletter is available through our Town web site, www.townofhoosick.org . Attached to the newsletter is the new 2019 membership form. The group is now legally incorporated and has the IRS 501(c) (3) designation.
- **Bennington Battlefield Upcoming Events**- <https://parks.ny.gov/historic-sites/12/hunting.aspx#events>

Recreation

- **Pool Manager needed**- The Town of Hoosick is accepting applications for a Pool Manager for the 2019 Season. Applications are available at www.townofhoosick.org or from the Town Clerks Office.
- **Reynolds/Gilchrest Skating Rink**- The rink is now open for the skating season.
- **Rink Hours**

Monday & Tuesday	4-7 Open Skating
Wednesday	3:30-5:30 Open Skating 6-9 Skating Lessons
Thursday & Friday	4-6 Open Skating 6:30-8:30 Open Skating
Saturday	9-Noon Skating Lessons 1-4 Open Skating 6-9 Open Skating
Sunday	1-5 Open Skating
- **Rink Pricing**-Student/Child/Seniors- \$2, Adult- \$3, Skate Rental- \$2, Skate Sharpening \$5.
- **Rink Rental**: Everyone \$60.00 an hour, skate rentals not included.

Supervisor Surdam's Report

- Attended Rensselaer County Hazard Mitigation Plan Update meeting in Troy.
- Tom Marciotta and I met to review the Quote from CHA and compare it to our proposed project in an effort to communicate to CHA exactly what we need help with on this project to bring the quote price down.
- Sat in on BAS Demo of the new dog license computer software.
- I attended the Town Hall Meeting in the Armory that was held by Assembly Jake Ashby.

- I attended an HAYC3/HFCS meeting at the school.
- I have attended a couple of HAYC3 meetings as a guest and what has turned into a Steering Committee as we work through recent issues.
- Prep and review then participate in phone call with CHA for the Pool and Town Recreation Project.
- Worked with Tom Grant from Assemblyman Ashby's Office to coordinate a meeting with Assemblyman Ashby, Senator Jordan and our local leaders who had formed a committee for the ice refrigeration at the rink such as Dean Foster, Headmaster Hoosac School, Mayor Rob Allen, and Incoming HFCS Superintendent Patrick Dailey. There were others who were part of the committee but were not able to attend. I also invited Business leader and HAYC3 Board Member Rick Tinkham and attending from the Hoosick Town Board were Jerry McAuliffe and Eric Sheffer. It was a good meeting with some good two way communication. The major concerning issue was finding out that there is the possibility the new Senate Majority can pull our SAM Grant if they choose to. Obviously we are hoping that this will not happen.
- There has been a lot of time spent on the worksheets that needed to be submitted by the end of January to the County for the Hazard Mitigation Plan Update that we will be working on with the Village through the rest of this year. The plan does include community outreach and involvement so the community will be hearing more about this.
- I have been asked and did attend the first meeting of the Local Levee Partnership Team (LLPT). I have spent some time reviewing the notes from the meeting and trying to figure out who is involved. There is more about this on the agenda.
- NIMS Compliance is an issue that keeps popping up from time to time. I did request and receive a 2108 NIMS update and did spend some time in the website. There is more on this in the Agenda.
- I attended the Solar Pilot Program Workshop and Special Meeting that we held last week.
- Eric & I sat in on a conference call with our Environmental Attorney Dean Sommer and our Town Attorney Jonathan Schopf to discuss the letter we received in ref to our requested \$40,000 the Companies are going to send to us and what our next steps should be.
- I met with a concerned citizen who brought my attention to some potential issues with the
- **Planning Board** This is on me, the Planning Board is short staffed, does not receive the support it should from me in the way of needed reference materials and training and maybe a Professional Planner to assist them when needed. The local volunteers who make up this board work hard, they want to do what is best for our community and

we should be giving them every bit of support we can, that goes for the Zoning Board also. As a result of this meeting I have spoken with the Planning Manager at LaBerge and have asked for a proposal to assist the Planning Board as needed. Because there is a sub-division in the works and another on the way I will be asking the Board to consider the proposal when we receive it. The Resolution to submit a grant to the Hudson Valley Greenway to update our Comprehensive Plan is also a result of this meeting. The Comp plan is our vision for the future of our community and a tool for planning and zoning, the last update was 2004 so this is a project we need to complete. We have an Economic Development Plan that was last updated in 2006, we will look into what will be involved in updating this plan.

Town Council Reports

Deputy Supervisor Sheffer- Eric was not able to attend the meeting tonight but did send in updates on what he had been working on. Sign update—the sign was picked up and is safe at the farm. It is absolutely amazing and I have already started talking with our sign maker about some other stuff that could be possible for Hoosick Rising from a promotions standpoint that is very affordable. When Bill gets back from Florida and we have a good day, we will put it up. At the Hoosick Rising meeting we discussed the website which is under construction and looks amazing. We discussed projects that are ongoing involving information gathering about businesses around town. We started to develop some promotion concepts that may not happen right away but have definite potential. As part of my work with Hoosick Rising, Eric started to work with county employees to bring in their expertise from an economic development standpoint and the other offices. Eric wants to ensure that the communication is as good as it can be. This month I spoke with Donna Murray and Jack Bonestiel. Eric plans on reaching out to marketing and tourism very soon. There is also a new president of the chamber that Eric needs to meet. Eric has been working with Bill and Cornell in pursuing the local road project. Everyone seems upbeat and on the same page. There will be a meeting in the next two weeks with Geoff from Cornell. It looks like the project will commence in the very beginning of June. Thank you to Bill and the guys at the highway garage. With the challenging storms that we have seen over the last month, I can't say enough about how hard they have worked especially considering the broken equipment. Getting tractor trailers in and out of Eric's business in West Hoosick is manageable because of our guys. Thanks again. Eric stopped over at Fox Hollow Road and looked at the areas that are still of concern. Even with the ditches and culverts in place the amount of water that comes off of the hill is incredible and needs to be looked at. Eric is more than willing to help with this process if he can be of use to Bill and the residents.

Councilperson Hyde-Jenn attended the Water Front Revitalization group. The group changes every time.

Councilperson McAuliffe- Jerry states that Hoosick Fire is still having issues with the radios. Jerry states that Motorola is supposed to address the issue. George Driscoll is looking for the

\$250 to be donated to the American Legion for the Wednesday Coffee day. Jerry said that the coffee is paid by the people attending and would like to contribute his funds for this cause. You can rent the American Legion for \$60 dollars and there is an outside area that you are able to use as well.

Councilperson Hanselman-Absent

Old Business

- **SAM Grant-** Supervisor Surdam has submitted the required application packet to DASNY. There is more to do, we will continue to work on it. **Resolution to determine Phase Three of the Community Recreation/Pool House Improvements- SAM Grant- as a Type II action for SEQR purposes. Motion**
MOTION TO APPROVE
McAuliffe made the motion to approve Resolution #42 to determine Phase Three of the Community Recreation/Pool House Improvements--SAM Grant- as a Type II action for SEQR purposes, Hyde seconded. All eyes carried.
- **Woods Brook Grant-** We are waiting for the announcement of the kick off meeting.
- **Rte. 22 Rock Cut Parking Area-** We are still waiting for confirmation of who owns the rock cut area.
- **Hoosick Area Community Participation Work Group-** Comment period has ended we should be receiving organizational information soon.
- **Updating our local Sign Law-** As we started this discussion last spring we quickly realized that this was more complicated and would require much more time than originally anticipated. This will be a project for 2019.
- **Unsafe House Concerns-** 21169 NY 22, 21213 NY 22, 57 Scott St. Attorney Schopf has sent out **Letters of Notice of Unsafe Structure- Violation Local Law #3 of 2007** to the property owners. **Discussion** 21169 NY 22 house owned by Green has been purchased and will be demolished. 21213 NY 22 is county owned and the Town is looking for this property to be demolished. Scott Street is going to be a lengthy process as it is going through probate court.
- **Mass Gathering review of the Law-** Stateline Riders were in attendance at the meeting and state that they have one race that is going to be in the Town of Hoosick Labor Day weekend over in Breese Hollow. A Mass Gathering application will have to be reviewed by the board once it has been submitted.
- **Changing Towns street lights to LED-** We have received the requested proposal from National Grid in reference to a letter dated August 28th 2018 for estimated purchase price for street lights. The estimated price is \$35,720 for 120 lights. This was the first piece on information needed to continue to work with Rensselaer County through the Shared Service Initiative to determine what will be best for Town Street Lighting.
- **GASB 75 Project-** The required report has been received and will be used as calculation for future retirement cost.

- **Solar Exemption Pilot Program- Workshop** was held Wednesday January 30th. **Public Hearing** on the proposed Payment in Lieu of Taxes (PILOT) Law will be before the March Town Board Meeting.
- **LOSAP & Morgan Stanley-** Because Morgan Stanley has changed the Firm's Policies it will no longer service the NHFD Length of Service Awards Program (LOSAP) investment account and after meeting with Ralph Lemme from USB the NHFD would like us to move the investment funds to USB Financial Services Inc. **Motion authorizing Supervisor Surdam to sign the necessary paperwork to move the NHFD LOSAP Investments from Morgan Stanley to UBS Financial Services Inc. and to begin working with Portfolio Manager and First Vice President-Wealth Management Ralph Lemme, CFP and his team of advisors.**

MOTION TO APPROVE

Hyde made the motion authorizing Supervisor Surdam to sign the necessary paperwork to move the North Hoosick Fire Department LOSAP Investments from Morgan Stanley to UBS Financial Services Inc. and to begin working with Portfolio Manager and First Vice President-Wealth Management Ralph Lemme, CFP and his team of advisors, McAuliffe seconded. All ayes carried.

- **Troy & Banks-** As they continue to review our utility accounts for over payment we have received notice of a National Grid Sales Tax Refund in the amount of \$950.95. As per our agreement 30% or \$288.30 will be paid to Troy & Banks and the appropriate account corrections have been made.
- **Board Openings-** Planning Board (2), Housing Authority Board (1 maybe 2), Zoning Board (1). We will place an ad in the paper advertising these are available.
- **NYMIR 2018 Risk Review Safety Recommendations-**
 - Review Facility Use Form. Done revised form has been put into use. **Discussion** on pricing that should be on the form.
 - Highway Garage automatic fire detection and alarm system. Jerry will get quotes on this for the next meeting.
 - Annual review of our driver's motor vehicle record.-Done this is a policy we will add to our updated Employee Handbook with Policies and Procedures.
- **National Incident Management System (NIMS) Compliance-** At the request of Supervisor Surdam we have received a 2018 Update from Rensselaer County Emergency Preparedness Coordinator Eric Gaunay. The information has been sent to the Board. There is much more to this than Board Members taking a couple of classes for certification. Much of what FEMA is looking for has been adopted and there is a lot that will overlap as we work through Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) that will be completed under the Rensselaer County Hazard Mitigation Plan Update.
- **Rensselaer County Multi-Jurisdictional Hazard Mitigation Plan Update-** Supervisor Surdam has submitted the initial required worksheets for this project. The goal is to reach out to the entire community any way we can in an effort to identify potential community threats and hazards and then work together to establish community planned mitigation and or preparedness for the hazards that are identified. This will be a

yearlong project where community support and involvement will be the key to having a successful action plan. More information to follow soon.

- **Local Levee Partnership Team (LLPT)**- Coordinated by The Federal Emergency Management Agency (FEMA) Region II and NYSDEC Supervisor Surdam has been asked to serve on the LLPT with Mayor Allen and Niel Stowell, members from Rensselaer County EMS, NYS Dept of Homeland Security, US Army Corps of Engineers and other Hazard Planners. The ultimate goal of this project is to certify our local levee which from all indications is much easier said than done. It does appear that this will be a fairly long and expensive Village Project that they must undertake.
- **DEC has been out visiting local properties in hopes of securing voluntary access to collect samples of soil and ground water for PFOA and other potential contamination.**
- **Feb 2019 Communications:**
 - Feb 6th Letter from Honeywell & St. Gobain Attorneys ALLEN & Desnoyers LLP to Town Environmental Attorneys Young/Sommer LLC to provide the Town of Hoosick with requested funding Assistance in the amount of \$40,000 to allow the Town to continue its ongoing evaluation of the investigations and remedial actions regarding PFCs. This is a voluntary Technical Assistance Grant (TAG) type payment with no agreements involved on either side. **We will need a resolution for \$40,000 to be added to the 2019 budget for the Town of Hoosick for reimbursement of attorney's fees.**
 - Hello Mayor Allen / Supervisor Surdam,
I am pleased to inform you that CT Male (for Saint-Gobain) will be starting the Interior and Exterior Soil Vapor Investigation Programs at the Saint-Gobain ~ McCaffrey Street (442046) and Liberty Street (442048) Project Sites in Hoosick Falls during the week of February 11, 2019. The planned work will be done according to the approved 2018 Supplemental Investigation Work Plan Documents provided to you previously on December 13, 2018. It is anticipated that both Soil Vapor Investigation Programs will continue through February 17th.
 - Hello Mayor Allen / Supervisor Surdam,
I am pleased to inform you that Test Production Well drilling work is about to begin near the Wysocki Farm as a part of the Supplemental Groundwater Source Investigation Program and the ongoing Municipal Water Supply Study for the Village of Hoosick Falls. I have been informed that Smith Drilling plans to start drilling on February 11, 2019.
- Hoosick Falls Landfill: Site Characterization report is final, copies are being sent.
2018 PFOA follow up Blood Testing is now available NYS DOH- Blood draw is available to everyone in the community previously tested or not. Step one of the process is to contact NYSDOH online at www.health.ny.gov/hoosick OR you can call 1-800-801-8092 Monday- Friday, 8:30-4:30. You will need to provide the names, birthdates, and contact

information of your household who want to participate. You will then be mailed test orders that you will need to take to either Twin Rivers Medical on Danforth St. or Southwestern Vermont Medical Center in Bennington to have blood drawn. The test does not require fasting. There is no cost to you for this blood test. **January Update- The opportunity for Blood testing has now been extended to April, there will be no additional extensions for this round of testing.**

- **PFOA related contact information;** If community members have any questions, Department of Health staff can be reached between 8:30 am and 4:30 pm at these numbers: For specific questions about potential health effects:
Email: btsa@health.ny.gov, phone: 518-402-7800

For specific questions about the public water supply: Email: bpwsp@health.ny.gov, phone: 518-402-7650

For specific questions about private wells: Email: beei@health.ny.gov, phone: 518-402-7860

For specific questions about blood testing: Email: beoe@health.ny.gov, phone: 518-402-7950

In addition, The New York State Water Quality Hotline, [800-801-8092](tel:800-801-8092), is available, Monday-Friday 9am-8pm and Saturday 9am-3pm.

New Business

- **Brud Way Repair Shop Issue-** The neighbors are stating there is a repair shop going on and Fran Rogers sat at and surveyed the house in question and he is not convinced that there is a business going on.
- **Updating our Town of Hoosick Employee Handbook & Policy/Procedure Manual:** The Town will look for a company to update the Handbook as there is a little bit more detail that needs to be added to the manual than originally thought.
- **TOH Park & Recreation Improvement Project-** We have schedule on site meeting with Matt from CHA for 2pm this Friday 2/15.
- **Shared Services Meeting with Rensselaer County-** has been scheduled for Friday March 1st at 9am in the County DSS Admin Building in Troy. In order to comply with the new guidelines, the County must convene two meetings with all municipalities in 2019 to discuss crafting a new plan.
- **Hudson Valley River Greenway Grant- Resolution** (deadline for grant submission is 5/10)

MOTION TO APPROVE

McAuliffe made the motion to approve Resolution #44 for a grant under the Hudson River Valley Greenway Planning Grant Program for a project known as **Updating the Town of Hoosick Comprehensive Plan**, Hyde seconded. All ayes carried

- **Court Audit-** Completed Wed January 16th – **Resolution**
MOTION TO APPROVE

Hyde made the motion to accept the books of Town Justice Restino and Town Justice McClellan and adopts Resolution 43, McAuliffe seconded. All ayes carried.

- **Town Clerk Audit-** We were not able to complete at this time due to use of multiple receipt books. Holli will begin the process of one receipt book that we will be able to reconcile with the bank statements.
- **LaBerge Proposal-** Motion to accept the proposal from LaBerge to review plans and work with the Planning Board on an as needed base. The expected proposal was not received before the meeting so no action was taken.
- **February Planning Board Meeting Change-** Due to the observance of President's day the Planning Board meeting will be Monday February 25th at 7pm.
- **Executive Session- Motion** to enter into Executive Session for the purpose of discussing legal issues surrounding lease for municipal offices.
 - **MOTION TO ENTER IN TO EXECUTIVE SESSION (8:28 PM)**
McAuliffe made the motion to enter into executive session for the purpose of discussing legal issues surrounding lease for municipal offices, Hyde seconded. All ayes carried.
 - **MOTION TO EXIT EXECUTIVE SESSION (9:21 PM)**
McAuliffe made the motion to exit executive session, Surdam seconded. All ayes carried.

Scheduled Meetings-

Zoning Board meets the First Monday of the month; **Planning Board** meets the third Monday of the month, both in the Court Room of the HAYC3 Armory. Meeting minutes are available online @ www.townofhoosick.org or from the Town Clerk.

Adjournment

Surdam made the motion to adjourn the regular meeting at 9:23 pm pending the signing of vouchers, Hyde seconded, all ayes carried.

Bills Paid Abstract #2 2019 Vouchers 8-61

General A	\$ 24,185.46
General B	\$ 18,409.46
Highway DA	\$ -----
Highway DB	\$ 61,080.43
Capital Fund H	\$ -----
Fire Protection	\$ 781,297.11
Library	\$ 95,000.00
Trust & Agency	\$ 3,624.06
Total:	\$ 983,596.52

Respectfully submitted,
Holli Cross
Town Clerk

