

**Town of Hoosick
Regular Board Meeting
Monday September 14, 2020 7:00 pm**

Our Town Board meeting is not open to the public due to Pause New York. The meeting can be seen live via the internet at Zoom.com or the Hoosick New York Facebook Page, note there is a Facebook link through the Town of Hoosick Web- Site www.townofhoosick.org.

Pledge of Allegiance

Roll Call: William Hanselman, Jerry McAuliffe, Supervisor Mark Surdam, Eric Sheffer, and Jackie Houghton

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.

- **We answered public questions throughout the meeting as they come in.**
- **Ken LaPorte-**He wanted to state that the Hemp processing plant is still in operation and wants to know what the board is going to do about it. There is a Stop Work Order in place and they are still working. His mom has lived at the house that is next door for 60 years and she is in her 90's. Ken was told that the old manager is no longer working there and a new one has taken over. He is trying to work on the smell. Ken feels that he is not trying hard enough and is very frustrated.

COVID-19 Review, effects and discussion

- NYS Coronavirus hotline: 888-364-3065
- NYS Coronavirus emotional support hotline: 844-863-9314
- NYS Coronavirus website: <https://coronavirus.health.ny.gov>

Basic Precautions

- Practice Social Distancing.... Avoiding close contact with people who are sick.
 - Avoiding touching your eyes, nose, and mouth.
 - Staying home when you are sick.
 - Covering your coughs or sneezes with a tissue, then throw the tissue in the trash.
 - Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
 - Constantly practicing good hand hygiene.
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Correspondence/Announcements -

- Thank you card from Pastor Hall HF Baptist Church.
- Corey Whitman from Boy Scout Troop 65 has completed his Eagle Scout project of cleaning up the cemetery on New Road as proposed to the Town Board last year. Supervisor Surdam recently met with Corey and his mom Lori to review and sign off on the project.

Town Clerk's Report

- **Monthly Report**-The Clerk's report for the month of August is as follows: \$11,007.00, remitted to the Supervisor was \$3,050.26.
- **Facilities Use Request**- None for the month
- **Mail Machine**- We received pricing on different mail machines from Sendtek. The Board has made a motion to go with option #1 for \$137.06 a month. This will include the accounting feature for each department to accurately account for postage.

Assessor's Report

- Received the Exemption Impact Report from Rensselaer County.
- **Assessment Review Board**- There is one opening on the board that needs to be filled.

Superintendent of Highway's Report

- **Beck Road**- Beck Road is complete.
- The Highway department has been busy assisting the Village with paving roads and closing the pool for the year. A few culverts will need to be fixed.

Town Historian

- Phil stated that the Museum will be having their 3rd outdoor art show. September 20th from 2-4 featuring Sid Brown. He is from West Hoosick and owns Browns Brewery.

Recreation

- **Pool & Summer Camp end of season reports**- Kim states that there was positive feedback on having the pool open this year. The morning swim patrons loved that the pool was open earlier. Lessons went well. Everyone was grateful that the pool was able to open. WSI course was held at the end of August. We have 4 new lifeguards. Kim started the report for attendance at the pool and has turned this over to Holli, Kim will finish the balance of this and do a final report.
- **Skating Season is next**-
Rink Manager- **Motion** to appoint Ayla Senecal
MOTION
Sheffer made the motion to approve Ayla Senecal to be the rink manager for 2020-2021. Houghton seconded. All ayes carried.
- We are in search of an Ice maker. Leo McGuire has stated that he will not be able to do it this year. He will train whoever comes aboard. This requires making ice and using the Zamboni to keep the ice clean.
- We are in need of more skates. There was a donation of a few pair already.

Supervisor Surdam's Report

- Continued working on the Sam's Club charge card issue.
- Daily checks on the pool.
- Attended the Rensselaer County Virtual Shared Services meeting.
- Attended the Workshop held to review the updated employee handbook with Town Board.
- Eric & I attended meeting Teamsters meeting.
- I met with Kim Brownell to review the pool season and consider some potential changes for next year.
- Met with Corey Whitman and his mom Lori to review the Eagle Scout project he had completed.
- Meeting agenda & meeting prep.

Town Council Reports

Deputy Supervisor Sheffer- Eric and Bill met with the appraiser to go over more of the Armory lease agreement. CPWG website is now up and running. All topics discussed will now be on the website. Minutes from the meetings will also be available on the website. People on Beck Road thank the town for a good job on the road.

Councilperson McAuliffe- Jerry met with the LaPorts regarding the continued issue in North Hoosick. Jerry volunteered for the food drive over at school with Catholic Charities. Bruce still has not received the report that was supposed to be issued on the tracks near Carey Ave.

Councilperson Hanselman- Bill along with Eric met with the appraiser for the Armory lease agreement. Bennington House of Tile has a pole that the Town can purchase for \$300. They have a second one that is not needed and we can have both for the cost. JC Tractor is going to donate one of his tractors to use for the purpose of getting the turf onto the racks for the winter months.

MOTION

Sheffer made the motion to purchase the pole from Carpet House of Tile. Houghton seconded. All ayes carried.

Councilperson Houghton- The updates for the Employee Handbook have now been submitted to Mike to correct.

New Business

- **2020 Inner Budget Transfer as requested-** Motion to approve Budget transfer for Youth Programs and Summer Camp.

MOTION

Sheffer made the motion to approve the budget transfers. Hanselman seconded. All ayes carried.

- **2020 Budget Modification for Beck Rd. -** Motion to approve. This motion was tabled until October so all of the bills can be received before approving the amount to be paid.

- **Teamsters Contract-** In the collective bargaining agreement that expires December 31st 2022 we left the wage increases for 2021 & 2022 open for future negotiations. Deputy Supervisor Sheffer & Supervisor Surdam recently met with our local teamster's representatives and agreed to a 2% increase in wages for 2021 & a 2% wage increase for 2022. **Motion to approve the increase and to authorize Supervisor Surdam to sign, return, and attach the addendum to the current collective bargaining agreement with Teamsters Local 294 which expires December 31st 2022.**

MOTION

Sheffer made the motion to approve the increase and to authorize Supervisor Surdam to sign, return, and attach the addendum to the current collective bargaining agreement with Teamsters Local 294. Houghton seconded. All ayes carried.

- **Recent/ongoing phone system issues- Discussion/Note-** A meeting is scheduled for Wednesday morning at 10am with Jackie Barry from CIT in Bennington to discuss our options.
- **2021 Town of Hoosick Budget Workshop-** The budget workshop is scheduled for October 5, 2020 at 6:00pm at the Armory.
- **October Town Board Meeting-** Regular meeting falls on Columbus Day so our regular scheduled meeting will be moved to October 14th.
- **Fire Dept. Budget Public Hearings-** West Hoosick Fire Dept. is scheduled for Thursday October 22nd at 6pm & the North Hoosick Fire Dept. is scheduled for the same night at 6:30pm. Public hearings are held at the respective fire houses.
- **Rensselaer County Bureau of Finance Executive Summary Report 2020 Sales Tax thru 2nd Quarter - Review/Discussion** Note-Town of Hoosick sales tax distribution referred to in this report is down \$15,135 roughly 10% from 2019 levels however Mortgage tax is expected to be up so this may be even.
- **Code Enforcement Officer Leaving-** Fran Rogers has served as our Code Enforcement Officer for the past 5 years. He has given verbal notice to Supervisor Surdam that he will be leaving the position at the end of 2021, possibly sooner. We will be looking to replace him and once replaced the person will need to attend training to become certified.
- **Planning Board Attorney retiring-** Long time Planning Board Attorney Stanton King has informed the Planning Board he is retiring at the end of October. We will be looking for an attorney for the Planning board. Attorney Schopf will send a message out to the bar association for Rensselaer County Attorneys to try and replace Attorney King.
- **Public Access to Records of the Town of Hoosick- Motion to approve Resolution #52** of 2020 to update our policy and procedure which was last updated by resolution in 1974.

MOTION

Sheffer made the motion to approve Resolution #52 of 2020 to update our policy and procedure for Public Access to Records of the Town of Hoosick. Hanselman seconded. All ayes carried.

- **Records Scanning Project-** Annette has completed the initial project of scanning all of the older employee files that were stored in the fireproof cabinet which was filled to capacity. Annette has agreed to begin scanning the 160 plus boxes of permanent files we have stored in the records room. **Discussion of number of hours per week.** The board approved Annette to work 10 hours per week.

- **National Society Daughters of the American Revolution Proclamation National Constitution Week September 17-23 2020- Motion** to authorize Supervisor Surdam to sign the resolution on behalf of the Town Board and the Town of Hoosick.

MOTION

Sheffer made the motion to authorize Supervisor Surdam to sign the resolution on behalf of the Town Board and the Town of Hoosick. Houghton seconded. All ayes carried.

- **National Society Daughters of the American Revolution Proclamation National American Indian Heritage Month November 2020- Motion** to authorize Supervisor Surdam to sign the resolution on behalf of the Town Board and the Town of Hoosick.

MOTION

McAuliffe made the motion to authorize Supervisor Surdam to sign the resolution on behalf of the Town Board and the Town of Hoosick. Houghton seconded. All ayes carried.

- **Certified Pool Operator (CPO) - Motion to approve** Mark Surdam to attend one of the new CPO recertification classes to be held virtually this fall at a cost to the Town of \$329.

MOTION

Sheffer made the motion to approve Mark Surdam to attend one of the new CPO recertification classes to be held virtually this fall at a cost to the Town of \$329. McAuliffe seconded. All ayes carried.

Old Business

- **On-Line General Town Code-** We are almost done. Attorney Schopf stated that we need to repeal the Smoke Detector LL# 1 of 1981 as we have LL #1 of 2020 with State Codes in place of that. There was question on whether to put in the Procurement policy and at this time we are omitting that from General Town codes. There is a recommendation of updating this every two years and we usually have this by resolution in our Organizational meeting at the beginning of the year.
- **2020 Census-** Census workers will begin knocking on doors soon.
- **Updating Land Use Law Commercial vs Personal Use-** There was discussion on the definitions for the Land Use Law with regards to commercial vs personal use. There were a few board members that would like clearer language in the definitions or it redefined to be clearer on the family members and riders of a track. There is a workshop scheduled for October 8th at 6:30pm in the Armory.
- **New Town of Hoosick Employment Practices Manual & Compensation & Benefits Manual-** this is being worked on.
- **Rensselaer County Shared Services Plan- Draft Discussion**
- **Peddlers Permit Proposed Local Law Updated-** There is a public hearing scheduled for October 14th at 6:45pm in the Armory for the updated Peddlers Permit law.
- **Verizon FiOS-** Verizon is looking for a peddlers permit to do door to door sales on Verizon FiOS.
- **Recreation improvements SAM Grant- Update Letter from Senator Jordan.** The letter states that at the present time, no SAM Grants or projects will be approved until further notice.

- **Rensselaer County Flood Risk Study-** We have received a 30 Day Engineering Models Notification from Robert Schaefer of FEMA. Information on all of the streams being studied in Rensselaer County can be viewed on the following web app link: <https://arcgis.osc.state.ny.us>

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

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

Scheduled Meetings-

Scheduled Meetings- Zoning Board meets the First Monday of the month; **Planning Board** meets the third Monday of the month. These meetings are held at 7pm in the Court Room of the HAYC3 Armory. **The Planning Board meeting and the Zoning Board meeting will be held via ZOOM just as the regular monthly meeting was held.** Meeting minutes are available online @ www.townofhoosick.org or from the Town Clerk.

- **Executive Session- Motion to enter into executive session to discuss the Armory Lease and the Hemp Processing Plant.**

MOTION

Sheffer made the motion to enter into executive session at 9:02pm. McAuliffe seconded. All ayes carried.

- **Exited from Executive session**

MOTION

Houghton made the motion to exit executive session at 9:31 pm. McAuliffe seconded. All ayes carried.

Adjournment

Sheffer made the motion to adjourn the regular meeting at 9:32pm pending the signing of vouchers, Hanselman seconded, all ayes carried.

Bills Paid Abstract #9 2020 Vouchers 347-398

General A	\$	29,172.62
General B	\$	6,398.13
Highway DA	\$	907.00
Highway DB	\$	25,878.71
Fire Protection	\$	-----
Trust & Agency	\$	<u>7,305.70</u>
Total:	\$	70,961.19

Respectfully submitted,
 Holli Cross
 Town Clerk