

**Town of Hoosick
Regular Board Meeting
Monday May 14, 2018 7:00 pm**

Pledge of Allegiance

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

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

- Dean Foster with Hoosac School is looking forward to the Feasibility study done for the Ice Skating Rink. He states that Hoosac School has 2 teams now and would like to add a JV team. He would like to see the Ice Skating Rink be their home rink. Right now they travel to North Adams elsewhere to practice. He states it would be nice to be able to practice 4 minutes away from campus.
- Kevin Allard stated that the minutes for the zoning and planning boards are now available on the website. He also mentioned that Grievance Day, May 22 why appointments are required.
- Scott McCart wanted to know if the Grievance Committee had been chosen and who they are. Mark stated that they have and they are appointed. This information was not ready available for the meeting.
- Beth Stacy wanted to know if you missed the informal review if you were going to be heard at Grievance.
- Fran Downing handed to the board 7 open requests for extension of time to submit supplemental papers. Fran also states that the number for GAR that is listed is disconnected. He was ashamed of the public that not one of them knew who the board members were. He went on to say that there is not enough time to deal with this before grievance. He wanted to know the five places that GAR used to do the value of his property. He also states that the Grievance paperwork is confusing. He states that the Town should have been more forthcoming with the information.

- Jim Stacy addressed the board by stating Tony has been responsive to his calls and that David with GAR Associates was the only one with the knowledge to answer his questions. He added that sales data info was provided to him with the address, SBL, Sale date (Last Sale) and amount.
- Paula Sherman from Fox Hollow Road state that the condition of Fox Hollow has improved and all of the potholes have been filled. However the ditching has not been started and would like to know when this will begin. Superintendent of Highways explained that they will get to it however they have springtime cleanups, mowing and other things that need to be addressed before the ditching can take place. Paula states that they will continue to come to every months meeting until this has been taken care of. She also states she is not sure what the concern is about the water runoff into the river is as this is where it has been going.

Correspondence/Announcements

- HAYC3 Village Wide Tag Sale Saturday, May 26th 9am-1pm. Get free map placement or request a space at the HAYC3 Armory by visiting www.HAYC3.org/tag-sale . Questions? Call 518-686-9050 or email contactHAYC3@gmail.com .
- Louis Miller Museum Open House May 19th from 11-4 Celebrating Armed Forces Day.
- Spring Stroll & Stained Glass Saturday May 19th 9am -12noon. Come stroll along Hoosick Fall's Main St and view the historic and beautiful works of art in the stained glass of our churches.
- Southwestern Vermont Community Day Sunday June 10th from 10am-4pm see flyer for more info www.townofhoosick.org.
- Congratulations to Matthew Bulson on achieving the rank of Eagle Scout!!
- Gabe Fisher is also doing an Eagle Scout Project for the Town of Hoosick Community Center. Gabe is looking for material donations so that he can renovate the kitchen at the center.

Town Clerk's Report

- Report for the month of February total: \$711.00 - remitted to Supervisor: \$328.35

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- **Facilities Use Request:**
 1. Cambridge Central School to use the pool June 14th & 15th 9:30-1:30 approx. 140 total both days.
 - **Motion to Approve**
Hyde made the motion to approve the facility use for Cambridge Central School end of year pool day, Sheffer seconded. All eyes carried.
 2. Hoosick Falls Central School 2nd Grade June 18th from 9am-2pm approx. 85 total.
 - **Motion to Approve**
McAuliffe made the motion to approve the Facility use for Hoosick Falls Central School 2nd Grade end of year pool day, Hanselman seconded. All eyes carried.
 3. Hoosick Falls Central School 6th Grade June 20th 9:30am-1:30pm approx. 186 total.
 - **Motion to Approve**
Sheffer made the motion to approve the Facility use for Hoosick Falls Central School 6th Grade end of year pool day, Hyde seconded. All eyes carried.
 4. Petersburg Youth Group for swimming lessons July 23rd - August 3rd 10:30am-1pm approx. 37 youth.
 - **Motion to Approve**
Hyde made the motion to approve the facility use for Petersburg Youth Group for swimming lessons July 23rd –August 3rd, Sheffer seconded. All eyes carried.
 5. Schaghticoke Youth Commission for swimming lessons July 9th-July 20th 10am-noon approx. 60 youth & adults.
 - **Motion to Approve**
McAuliffe made the motion to approve the facility use for Schaghticoke Youth Commission for swimming lessons July 9th – July 20th, Hanselman seconded. All eyes carried.
 6. Hoosick Falls Community Band to use Reynolds-Gilchrest Rink as alternative site due to bad weather Wednesday's from July 4th through August 22 6:45pm-9:30pm.
 - **Motion to Approve**
Sheffer made the motion to approve the facility use for The Hoosick Falls Community Band to use the Reynolds-Gilchrest Rink as an alternative site due to bad weather, Hyde seconded. All eyes carried.

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7. Step In Time Training LLC to use Reynolds-Gilchrest Rink October 7th 7am-7pm to hold a licensed and sanctioned canine scent work trail. (Possible conflict with St. Mary's Annual Cow Plop Fundraiser?).
 - **Motion to Approve**
Sheffer made the motion to approve the facility use for Reynold-Gilchrest Rink for Step In Time Training. The new date will be October 14th instead of October 7th, McAuliffe seconded. All ayes carried.
- **Credit Card Company-** Motion authorizing Supervisor Surdam to sign the contract with Forte for Credit Card processing.
 - **Motion to Approve**
Hanselman made the motion to approve Supervisor Surdam to sign the contract with Forte for Credit Card processing, McAuliffe seconded. All ayes carried.
- **New Email Address-** hoosicktownclerk@gmail.com
- **New Hours-** the Town Clerks Office is now open on Saturdays!!! See new hours listed below.
 - Monday 8-4
 - Tuesdays 8-12- **This is a change**
 - Wednesday 8-4
 - Thursday 8-4
 - Friday 8-4
 - Saturdays 8-12- New Saturday Hours!!!**

Assessor's Report

- **Revaluation Project- Timeline**
 1. The Informal Review Process has ended.
 2. As of May 1st Decision Notices have been mailed for those who went through the Informal Review Process.
 3. May 22nd is Grievance Day for property owners who have gone through the Informal Review process and are not satisfied with the Decision. Contact Assessor Rice for additional information on this process.
 4. July 1st Final Roll is submitted to NYS & Rensselaer County.
 5. September 2018 the new assessments are applied to School Taxes.
 6. January 2019 the new assessments are applied to the Town & County Taxes.
 7. June 2019 the new assessments are applied to the Village Taxes. It has been over 50 years since this has been done.
- We have been officially notified by the Village of Hoosick Falls Attorney Gilchrest that the Village Board at a special meeting held April 24th 2018 passed a resolution to adopt the assessment roll of the Town of Hoosick.

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Project questions should be directed to GAR Associates by calling 1-866-910-1776.

Superintendent of Highway's Report

- Bill states that he has been cleaning up filling potholes on all of the roads, mowing etc. Other than that not much is going on right now.

Town Historian

- Phil discussed the Route 22 makeover. Phil had pictures placed on a board that shows every step of the way. For Armed Forces Day, the Museum would like to have all the Vets bring in a picture and a little paragraph of what they did in the service.
- **Bennington Battlefield Upcoming Events-** <https://parks.ny.gov/historic-sites/12/hunting.aspx#events>

Recreation Report

- **Pool Membership Application with pricing information is available from the Town Clerk or www.townofhoosick.org .**
- **TOH Summer Day Camp Application, Session Dates, Pricing Info is also available from the Town Clerk or www.townofhoosick.org .**
- **Swimming Lesson Registration will be held at the Pool June 11th To June 15th 3pm To 5pm.** Swimming Program Coordinator is Katherine Danforth. Town Pool Phone # is 518-686-4083.
- **Summer Staff Appointments Day Camp-** Motion was needed to approve the following for the Town of Hoosick Summer Day Camp Staff; Tyler Lindsey, Ayla Senecal, Kelly Pine, Jillian Maser, Nora Kipp, Ethan Mattison, Nathan Harwood, Hannah Lilac, Guy Milliman, Andrew Stevens, Noreen McAuliffe.
 - **Motion to Approve**
Sheffer made the motion to approve the Day Camp Staff for the Town of Hoosick Summer Day Camp, Hanselman seconded. Ayes carried by Surdam, Hanselman, Sheffer and Hyde. McAuliffe recused himself from the vote.
- **Summer Staff Appointments Pool-** Motion was needed to approve the following for the Town of Hoosick Pool Staff; Returning Certified Lifeguards- Thomas Holovach*, Alyssa Houghton*, Allison Perry*, Taylor Ferris*, Jamie Olvera*, Tyler Rondeau* New Certified Lifeguards- Ainsley Whittet, Zachary LaForest*, Amy Perry. Admission/Concession- Leo Surdam, Diandra Tyan, Emma Kelly, Taylor Flohr. Pool Operator Assistant & General Pool help Leo McGuire. * denotes Assistants for swimming lessons.
 - **Motion to Approve**

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Hyde made the motion to approve the Pool Staff for the Town of Hoosick Pool, Sheffer seconded. All ayes carried.

- Sheffer asked if it would be good to use a time clock in both locations for more time management and accountability. Janet states that everyone right now uses timesheets but sees no problem with the punch clock. It was suggested to maybe use a computerized program to clock in and out such as Time Click.
- **Refrigerated Ice Rink Feasibility Study-** The feasibility study has been sent to the Town for the Ice Rink. The study ultimately shows that if the Town went forward with the Refrigeration for the ice that there will be a short fall between \$64,000 and \$65,000 with the grant. Dean Foster from Hoosac School is willing to work with the Town on recalculating the numbers to see if the School would be able to help with this. Maybe providing an Ice Rink Manager from Hoosac School or some other ideas to make this work. Dean also has some other ideas in mind and will discuss this further with the town. The Refrigerated Ice Rink Study report is on hand in the Town Clerk's office.

Supervisor Surdam's Report

- Sat in on monthly communication conference call with Mayor Allen, NYS DOH, DEC, & US EPA ref PFOA contamination.
- Held a Town Board Special Meeting to go into Executive Session with our Environmental Attorney and Town Attorney to discuss results of the recent Town Survey relating to the PFOA Contamination issue and to plan our next steps in dealing with this contamination issue based on the survey results.
- Been spending a fair amount of time preparing the required paperwork for the upcoming TOH 2018 Summer Day Camp and Community Pool season, also held an organizational meeting with Janet & Rachel.
- I went with Code Enforcement Officer Fran Rogers to two vacant homes near HFCS that have serious structural issues and we discussed a plan of action for these unsafe structures.
- Held a number of interviews for a new Bookkeeper to replace Emily Sanders who is leaving at the end of June. I am asking the Board to appoint Rae Philpot to fill the position.
- I attended the New York Municipal Insurance Reciprocal (NYMIR) 25th Anniversary celebration and meeting held at the Sagamore in Bolton Landing. This was a great learning experience for me in ref to learning about NYMIR's history, organization, strength and commitment to working with and for Counties, Towns and Villages throughout NYS.

Town Council Reports

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- **Deputy Supervisor Sheffer:** There was a 2% increase in the renewal for the Insurance policy. Sheffer states that this was expected. He also attended the Hoosick Rising Meeting to get the goals that were in place by the committee back into focus. He stated to the committee that Economic Development seems to be the most important at this point. The sign project that has been going on for some time now is moving forward. Sheffer obtained permission to redue the sign with the images already on the sign. He has contacted the originator of the sign and an agreement is to be put in place to have the sign redone.
- **Councilperson Hyde:** The youth center is starting to be active again and this is a great thing to see.
- **Councilperson McAuliffe:** Attended a meeting on April 18th for Radio Communications. He states that the new radios system in place is not reliable for the local area fire departments. He has been told that on the fire scenes multiple radios are needed as the new radios do not work inside the buildings. As of the meeting on May 14th there is still no Public Safety Director and Bill Rifenburg feels that this is part of the issue. Jerry also was supposed to attend a Drill with the West Hoosick Fire Department but the fire department was out on a call all night and ended up doing just a maintenance night. He states that they were working on a generator that was very old.
- **Veteran Rep George Driscoll-** Jerry reports that George was not able to attend the meeting but continues to help a vet that is having an issue getting some medical attention from an injury sustained while in active duty. George is having Bruce Patire step in and possibly help with getting the medical attention this vet is in need of.
- **Councilperson Hanselman:** Bill did a pool walk through. He states that will all of the figures for cost, electric and staffing for the pool there would be a deficit of \$57,000. He is working with St. Gobain to try and get a lower cost for the chemicals for the pool. He states that they may have a better option for getting bulk chemicals for a lower cost. Bill also wanted to know if a physical inspection has been done with Safe Haven since we donated a \$1000 dollars to having the area fixed that the State was concerned about. Mark states that the State had done another inspection and it has passed.

Old or Ongoing Business

- **Phase 2 of the Pool Rehab Project is the Bathhouse-** The contract portion of the project is on schedule and should be complete within the next two weeks. We are going to discuss some others areas of concern with the concrete deck.
- **Pool Bathhouse Rehab Periodic Estimate No 3-** Covering construction period April 1st 2018 through April 30th 2018 for \$56,963.73. **Motion to authorize**

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Supervisor Surdam to sign and return Owner Approval Periodic Estimate No 3. Discussion.

- **Motion to Approve**
Sheffer made the motion to authorize Supervisor Surdam to sign and return Owner Approval Periodic Estimate No. 3, Hanselman seconded. All ayes carried.

- **Taber Concrete Proposal-** Received two proposals for concrete repair at the pool.
 - **Motion to Approve**
Hyde made the motion to approve Taber Concrete to repair the pool deck area for the Town of Hoosick Pool. Not to exceed \$8,500, McAuliffe seconded. All ayes carried.

- **19 Brud Way Issue-** Ongoing Complaint from neighbor of a car repair business being operated at the home. Homeowner responded that he is not running a business out of his house. The board is turning the issue over to the Building Inspector and if a ticket is warranted than he may issue.

- **2018 PFOA follow up Blood Draw is being rolled out by NYS DOH** scheduled to begin in June. Blood draw will be available to everyone in the community previously tested or not, by appointment through Twin Rivers Medical on Danforth St. or Southwestern Vermont Medical Center. Additional information will be available very soon. There will be no charge for testing.

- **Supervisor Surdam's Letter requesting a meeting with USEPA and NYSDEC Officials.** This letter was sent out in response to a recent meeting that was held in the Village which Town Officials were excluded. Supervisor Surdam sent a letter and asked why the Town Officials were excluded and has not received an answer to date.

- **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: bee@health.ny.gov, phone: 518-402-7860

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

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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

- **Budget Transfers-** None for the month
- **2018 Budget Modification-** None for the month
- **Communities Thrive Challenge-** HFCS Superintendent Ken Facin has reached out to the Village Mayor & the Town Supervisor to work with the school and a local organization to submit the application for this grant. This is a \$10 million funding opportunity open to organizations that are working to expand economic opportunity for low-income and financially insecure people and communities in the United States. Communities Thrive Challenge hopes to fund and strengthen community-driven approaches across the country that help low-income and financially insecure people and retain well-paid and meaningful work, achieve financial security or build economically vibrant neighborhoods. Additionally, they want to share stories of successful community efforts with other funders and leaders, and to learn about the ideas and needs that should influence long-term, larger- scale strategies to increase opportunity.

- **Resolution #48 of 2018 promoting shared services by permitting Hoosick Court Clerk Jan Kimball to fill in and cover for the Village Court Clerk when needed. Motion to approve.** Note- the Village has passed a similar Resolution permitting Village Court Clerk Holli Cross to fill in for Town Court Clerk Kimball. Because Village Court Clerk Holli Cross is now our elected Town Clerk, Supervisor Surdam did confirm with the Association of Towns attorney that there is no conflict of interest.
 - **Motion to Approve**
Sheffer made the motion to approve promoting shared services by permitting Hoosick Court Clerk Jan Kimball to fill in and cover for the Village Court Clerk when needed, Hyde seconded. All ayes carried.

- **Resolution #49 of 2018 Standard Work Day Resolution for Employees RS2418- Motion to approve.**
 - **Motion to Approve**
Hanselman made the motion to approve Standard Work Day Resolution for Employees RS2418, McAuliffe seconded. All ayes carried.

- **Resolution #50 of 2018 appointing Rae Philpott to replace Emily Sanders as Town Bookkeeper effective on or before July 1st 2018 and allowing Rae Philpott to immediately begin training with Emily on a part time bases for \$17 per hr.**
 - **Motion to Approve**
 - McAuliffe made the motion to approve appointing Rae Philpott to replace Emily Sanders as Town Bookkeeper effective on or before July 1st 2018 and allowing Rae Philpott to immediately begin training with Emily on a part time

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bases for \$17 per hr., Surdam seconded. After a bit of discussion, All ayes were carried.

- **ZBA Appointment- Motion to appoint Michael Bailey** to fill the position vacated by Bruce Patire through April 30, 2021.
 - **Motion to Approve**
Sheffer made the motion to approve appointment of Michael Bailey to fill the position vacated by Bruce Patire through April 30, 2021, McAuliffe seconded. All ayes carried.
- **BCN Phone Service Agreement- Motion Authorizing Supervisor Surdam to sign phone service agreement for 12 months.**
 - **Motion to Approve**
Hyde made the motion to authorize Supervisor Surdam to sign phone service agreement for 12 months, Sheffer seconded. All ayes carried.
- **New Proposed Local Laws- Solar, Sign, Noise-** The local law for Signs and noise are still in a rough draft stage. There will be a Public Hearing on the Local Law for Solar June 7th 2018 at 6:30PM
- **Required Yearly Training-** Supervisor Surdam is working with Comp Alliance to schedule the required training. This has been scheduled for June 19, 2018.
- **Unsafe Houses-** HFCS Superintendent Facin reached out to us with safety concerns over 21169 NY 22 which is the home next to the south parking lot exit from the school parking lot. We have been aware of 21169 NY just north of the entrance to the school parking lot. Both of these properties have severe structural issues and are not safe. Fran will be taking care of this and moving forward with notifications on the properties.
- **Strange Happenings-** Email request to Holli that appeared to be from the Town Supervisor to process a wire transfer issue was turned over to HF Police and someone stating that had seen that the Town had a wood chipper for sale on Facebook which it does not.
- **Cyber/Data Protection Insurance-** Letter dated April 19th from Matt Cronin of Marshall & Sterling outlining available coverage, premium cost with attached additional information. Sheffer states that he would like to further discuss this matter with Matt. Sheffer feels that this may not be needed at the present time and it can be added to the policy at any time throughout the year but would like clarification on this with Matt.
- **IT Support & Services-** In recent months Supervisor Surdam, Deputy Supervisor Sheffer and Bookkeeper Sanders have met with representatives from CIT Associates LLC, Storedtech, and BAS IT Services Inc. to discuss and obtain estimates for IT Services and Security Issues. Due to the associated cost this will

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need to be a budget consideration for the 2019 Budget. Supervisor Surdam stated that the Town maybe able to see if there is money to move to get some of this moving this year.

- **Knapp Way-** Rensselaer County 911 rep called Supervisor Surdam informing us Knapp Way will be listed as Galaxy Way in the 911 system unless the Town has an objection. This is up to the 911 center and has nothing to do with the Town.
- **Executive Session-** Entered into executive session at 9:23pm to discuss possible final settlement of the Cipperly Road issue, and to discuss personnel issues and performance of a particular person.
 - **Motion to Approve**
Sheffer made the motion to exit executive session and reconvene the regular meeting of the Town Board, Hyde seconded. All ayes carried.
- **Cipperly Road Issue-** The Town agreed to the discontinuance of the Cipperly Road litigation against the Town due to a settlement between the other parties. The Town is incurring no financial liability as a result of the discontinuance.
 - **Motion to Approve**
Sheffer made the motion to accept the discontinuance of the Cipperly Road Litigation against the Town due to a settlement between the other parties, Hyde 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 10:42 pm

Motion made by McAuliffe to adjourn the meeting with no further business and pending the signing of vouchers, Hanselman seconded, all ayes carried.

Bills Paid Abstract #5 Vouchers 219-279

General A	\$ 19,216.85
General B	\$ 4,596.37
Highway DA	\$ 515.24
Highway DB	\$ 28,666.78
Capital Fund H	\$ 63,154.17
Trust & Agency	\$ 5,924.22
Total:	\$122,073.63

Respectfully submitted,
Holli Cross, Town Clerk

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