

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

**Pledge of Allegiance**

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

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

- Joanne Patterson shared information on the Healthy Neighborhoods Program that is available through the Cornell Cooperative Extension. She states that she will come and go through the house and give tips on safety concerns or she will sit and have a visit with you about safety and health concerns.

**Correspondence/Announcements**

- Hoosick Rising- There website is now live @ [www.hoosickrising.org](http://www.hoosickrising.org) . They are asking for area businesses and organizations to send a photo, contact info (website, phone, email) hours of operation and you are also welcome to send a short description or background story also.

**Town Clerk's Report**

**Facilities Use Request:**

- **Southshire Roller Derby – Multiple dates for rink use.**

**MOTION TO APPROVE**

Sheffer made the motion to approve Southshire Roller Derby multiple dates, McAuliffe seconded. All ayes carried.

- Report for the month of February total: \$865.85 remitted to Supervisor: \$547.21
- NYS Department of Health for Death Certificates- NYS Department of Health requires that an account be set up for the Town for the use of EDRS system for processing of death certificates electronically.
- **Resolution # 45, 2019 Town of Hoosick to enter into EDRS Account Agreement with NYS Department of Health**
  - **Motion to Approve**

Hanselman made the motion to approve resolution #45, McAuliffe seconded. Roll Call Vote: Sheffer aye, Hyde: absent, McAuliffe: aye, Hanselman: aye, Surdam: aye. Motion Approved.

### **Assessor's Report**

Tony is working on data gathering for the tentative roll. Tony states exemptions are complete.

### **Superintendent of Highway's Report**

- **284 agreement** this is still work in progress. Waiting on the state budget.
- Emergency Fuel Shut Off switch has been completed.
- **Bid Opening:** Only bid received was from Doug's Oil for Fuel and Oil. Bid was awarded to Doug's 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.
- **Highway Garage Fire Alarm System** needs to review again. Received a few bids to put this in the garage and the bids were not exactly what the Town was looking for. This will be looked at again.

### **Town Historian**

Phil talked about the museum. He states that Joyce is redoing all of the rooms. There will be a wall of bridges. It will show 15 area bridges of what they looked like and what they currently look like.

- **Friends of the Bennington Battlefield**- Winter 2019 Newsletter is available through our Town web site, [www.townofhoosick.org](http://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 & Summer Camp Director needed**- The Town of Hoosick is accepting applications for a Pool Manager and a Summer Camp Director for the 2019 Season. Applications are available at [www.townofhoosick.org](http://www.townofhoosick.org) or from the Town Clerks Office.
- **Facilities Use Request Form**- Pricing has been changed and will be updated on form. Price for rink usage will be \$60/hour and Pool usage will be \$100/hour.
- **Summer Camp**-Workshop has been set for March 19<sup>th</sup> to discuss pricing of pool memberships and Summer Camp.
- **Town of Hoosick Community Center**- Submitted IRS Form 940 for 2018 showing taxable wages.
- **Pool Employee Handbook**- Discussion- Needs to be reviewed and updated for the 2019 season.
- **Reynolds/Gilchrest Skating Rink**- Skating rink is now closed for the season.

### **Supervisor Surdam's Report**

- Continued working on many ongoing projects.

- Tom & I met with CHA at the pool to discuss project.
- I attended the Senator Schumer EPA related press conference held in Rensselaer.
- Jerry and I attended the County wide shared services meeting in Troy.

### **Town Council Reports**

**Deputy Supervisor Sheffer-** Eric states that he met with Jeff Scott regarding the Cornell program that was approved at a prior meeting. They went over how the program work, enrolling into the program and the job description which will be sent to the Town. They will be in contact with us regarding a summer intern to go over the roads and all of the data is to be entered into the system. This in turn will give us the information that we need to know where all of the roads stand. Eric just wanted to let everyone know that the website is now up and running for Hoosick Rising. Hoosick Rising is working on gathering the information from local businesses. May 4<sup>th</sup> is the Gala and there will be entertainment. This will be held in the armory. Eric will be getting information about an information booth that will be located out on Route 7 near Dunkin Donuts.

### **Councilperson Hyde-Absent**

**Councilperson McAuliffe-** Jerry states that he attended the meeting with Mark for Shared Services in the county. The Louis Miller museum is pretty interesting. Coffee with the veterans is every Wednesday from 9-10 at the American Legion.

**Councilperson Hanselman-**Bill did a job description for Pool Manager. A copy was sent to all of the board members. Traditions Energy updates; spoke to Pat Dailey at school and the school has signed a contract with them to try and save money. No other details were given other than it was going to save 30 cents per kilowatt hour.

### **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. Met with CHA.
- **Woods Brook Grant-** We are still waiting for the announcement of the kick off meeting. This has taken a back seat.
- **Rte. 22 Rock Cut Parking Area-** Still waiting for confirmation of who owns the rock cut area. Attorney Schopf states that Hoosac School is on the tax map.
- **Hoosick Area Community Participation Work Group-** Outline should be sent to everyone. Was told that they will get back to Mark by next weekend.
- **Unsafe House Concerns-** Hearing was held this evening and was determined that the houses would be up for demo in 90 days. The house that was owned by Debbie Green has been sold and a demo permit has been obtained for this house.
- **Mass Gathering review of the Law-** There were a few minor changes that the zoning board would like to see. Applications should be submitted 60 to 90 days in advance of the event. The track cannot go within 500 feet of the nearest resident and needs to be at least a minimum of 500 feet from a property line. The local law will be provided to the Stateline Riders so that they can fill out the questions and present this to the board.

- **Changing Towns street lights to LED-** Next step is consulting with NY Power Authority through Rensselaer County.
- **Solar Exemption Pilot Program-** Public Hearing is scheduled for Tuesday March 19<sup>th</sup> at 6pm in the Armory.
- **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. Pricing has been discussed and will be changed on the new 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.
- **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.
- **Employee Handbook and Policy/Procedure Manual-**there is no new information at this time.
- **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.**
- **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](http://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](mailto:btsa@health.ny.gov), phone: 518-402-7800

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

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

For specific questions about blood testing: Email: [beoe@health.ny.gov](mailto: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**

- **Inter Fund Transfers-** As presented final adjustments for 2018. **Motion to approve.**  
**MOTION TO APPROVE**  
Sheffer made the motion to approve the final adjustments for 2018 as presented, Hanselman seconded. All ayes carried.
- **Budget Modification-**This will be discussed at the next meeting.
- **Speaksooner Sponsorship- Discussion** Please Welcome Bernie Bandman, Ph.D. Executive Director of The Center for Communication in Medicine (CCM) to present information and ask the Town Board to consider sponsorship for SpeakSooner which is an initiative around helping educate people on how to prepare for, and have, difficult conversations related to their health. There will be a full SpeakSooner community education program “When the Doctor Becomes the Patient” on Saturday, April 13<sup>th</sup>, 2019, 6pm at the Hoosick Falls Central School. Web Site [www.speaksooner.org](http://www.speaksooner.org) .
- **Hudson River Greenway Grant-** Motion for LaBerge to complete application.  
**MOTION TO APPROVE**  
Hanselman made the motion for LaBerge to complete application, McAuliffe seconded. All ayes carried.
- **Planning & Zoning- Motion to hire LaBerge to assist with the Planning Board.**  
**MOTION TO APPROVE**  
Hanselman made the motion to hire LaBerge to assist with the Planning Board, Sheffer seconded. All ayes carried.
- **North Hoosick Fire Dept Service Award Program- Motion to approve the 2018/2019 Service Award Program Firefighter Records as provided and to authorize Supervisor Surdam to sign all required documents.**  
**MOTION TO APPROVE**  
Sheffer made the motion to authorize Supervisor Surdam to sign all required documents for 2018/2019 Service Award Program, McAuliffe seconded. All ayes carried
- **Hoosick River Greenway Trail Enhancement Project-** There was no objection from the board for The Village of Hoosick Falls to take the lead on the Enhancement Project.
- **Teamsters Local 294 Contract- Discussion & appointment of negotiating team to represent the Town for a new contract.** No appointments were made. This will be on next months agenda for further discussion.
- **Civil Rights Compliance Review- Letter Received- Discussion**

- **Discrimination & Harassment Complaint/Investigation Process Train the Trainer Seminar to Fulfill Annual Training Requirement- Discussion**
- **Charter Communication tax deduction letter-** Received letter for a tax deduction and Town is to pay the difference. Attorney Schopf stated that the law is attached and does allow them to do the deduction. Town is responsible for the balance.
  - **MOTION TO APPROVE**  
Sheffer made the motion to approve payment for balance of tax bill for Charter Communication, McAuliffe seconded. All ayes carried.
- **Accounting Software Onsite Demo-** there will be a software demo on the accounting portion of BAS on March 15<sup>th</sup> at 1pm. All are welcome to come and observe.
- **Executive Session- Motion** to enter into Executive Session for the purpose of discussing legal issues surrounding lease for municipal offices, Image Rights Copyright matter and any legal issues with requested MOU through NYSDEC pertaining to the PFOA contamination issue.
  - **MOTION TO ENTER IN TO EXECUTIVE SESSION (9:19 PM)**  
Sheffer made the motion to enter into executive session for the purpose of discussing legal issues surrounding lease for municipal offices, Image Rights Copyright matter and any legal issues with requested MOU through NYSDEC pertaining to the PFOA contamination issue, Hanselman seconded. All ayes carried.
  - **MOTION TO EXIT EXECUTIVE SESSION (9:29 PM)**  
Sheffer made the motion to exit executive session, Hanselman seconded. All ayes carried.
- **Decision-** Sheffer made the motion to authorize Jonathan, Town Attorney to send a letter to Image Right regarding the Copyright matter taking a no pay status. Hanselman 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](http://www.townofhoosick.org) or from the Town Clerk.

**Adjournment**

Sheffer made the motion to adjourn the regular meeting at 9:30 pm pending the signing of vouchers, Hanselman seconded, all ayes carried.

**Bills Paid Abstract #3 2019 Vouchers 62-123**

General A	\$ 18,732.24
General B	\$ 9,227.24
Highway DA	\$ 2,059.81
Highway DB	\$ 60,890.04
Trust & Agency	\$ 9,084.24
Total:	\$ 99, 993.57

Respectfully submitted,  
Holli Cross  
Town Clerk