

**Town of Hoosick
Regular Board Meeting
Monday May 13, 2019 7:00 pm**

Pledge of Allegiance

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

- **Nicole T. Allen, AICP Planning Services Manager for Laberge Group-** Nicole discussed updating the Town of Hoosick Comprehensive Plan and working with the Planning & Zoning Boards to train them on certain aspects that each board should be doing. Laberge Group will be looking at current inventory, natural resources, goals and strategies, updates to zoning codes and demographics. The new grant cycle deadline is September 6th. This grant will provide \$10,000 towards the new Comprehensive Plan update
- **Betsy Lewis Michael, Regions 2, 4 & 8 Bureau of Environmental Exposure Investigation New York State Department of Health-** Betsy provided information on a multi-site health study grant that the NYS Dept. of Health is pursuing, answer any questions, and request a letter of support from the Town.
- **Kevin Allard-** Kevin wanted to know the date for grievance filing. Jonathan told him that the last day to file is May 28th.

Correspondence/Announcements

- **Hoosick Rising-** Their website is now live @ 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.
- **Community Wide Tag Sale-** Saturday May 25th 8am-5pm \$5 for placement on the community map, \$25 for space in the HAYC3 Armory. For additional info visit www.hayc3.org or www.hoosickrising.org .
- **American Legion Post #40 Memorial Day Parade-** Monday May 28th Memorial Rites begin at 8:15am in Wood Park; Parade begins at 10am also in Wood Park. To enter the parade, please contact Kevin O'Malley at 518-894-5035 or hoosickkid@gmail.com .

Town Clerk's Report

Facilities Use Request:

- **Berlin Youth Commission for Swim Lessons July 22nd – August 2nd**
-

MOTION TO APPROVE

Sheffer made the motion to approve Berlin Youth Commission for Swim Lessons July 22nd- August 2nd, Hyde seconded. All ayes carried.

- **Town of Hoosick Community Center for use of the Ice Rink Tuesdays and Thursdays for Pickle Ball.**

MOTION TO APPROVE

Sheffer made the motion to approve Town of Hoosick Community Center for use of the Ice Rink Tuesdays and Thursdays for Pickle Ball, Hyde seconded. All ayes carried.

- **Hoosick Falls Community Band for use of the Rink on inclement weather nights July 3, 10, 17, 24, 31 and August 7, 14, 21.**

MOTION TO APPROVE

McAuliffe made the motion to approve Hoosick Falls Community Band for use of the rink on inclement weather nights July 3, 10, 17, 24, 31 and August 7, 14, 21, Hanselman seconded. All ayes carried.

- **Cambridge Central School end of year swim June 20th, 2019 for 3rd/4th grade and June 21st, 2019 for 5th/6th grade**

MOTION TO APPROVE

McAuliffe made the motion to approve Cambridge Central School June 20th, 2019 for 3rd and 4th grade and June 21st, 2019 for 5th and 6th grade end of year swim, Hanselman seconded. All ayes carried.

- **Petersburgh Youth Commission for Swimming Lessons July 22nd – August 2nd**

MOTION TO APPROVE

Hyde made the motion to approve Petersburgh Youth Commission for Swimming Lessons July 22nd – August 2nd, Sheffer seconded. All ayes carried.

- Report for the month of March total: \$11,863.25 remitted to Supervisor: \$9,917.99

Superintendent of Highway's Report

- **CHIPS MONEY-** Received letter dated April 26, 2019 from NYSDOT stating that the CHIPS & PAVE NY funding will remain the same
- Working on patching roads. The roller broke last week and should be fixed by May 13th.
- Lettering is almost done on all the trucks.

Town Historian

Phil talked about the museum. He states that 31 windows have been delivered and they will be replacing the old ones in the museum. Phil wanted to remind everyone that May 25th is Armed Forces Day and there will be a service at the Liberty Community Cemetery.

- **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

- **Motion to Appoint Summer Day Camp Director** Ashley St. Onge, **Assistant Director** Cassie Sherman, **Camp Counselors** Hannah Bugbee, Stephanie Merwin, **Lifeguards** Nicholas Houghton, Allison Perry and Amy Perry.

MOTION TO APPROVE

Sheffer made the motion to approve **Summer Day Camp Director** Ashley St. Onge, **Assistant Director** Cassie Sherman, **Camp Counselors** Hannah Bugbee, Stephanie Merwin, **Lifeguards** Nicholas Houghton, Allison Perry and Amy Perry, McAuliffe seconded. All ayes carried.

- **PLEASE NOTE: Camp Counselors** Jillian Maser, Guy Milliman, Nora Kipp, Kelly Pine, Abigail Philpott, Noreen McAuliffe, Ayla Senecal, and Andrew Stevens, **Lifeguards** Alyssa Houghton, Matthew Whitman, Zoey Becker and Ireland Ward **were all appointed at the April 18th Special Meeting.**
- **ALSO APPOINTED APRIL 18TH:**
 - Pool Manager-** Janet Davendonis
 - Assistant Manager-** Tyler Rondeau
 - Concession Manager & Support Staff-** Leo Surdam
 - Pool Support Staff-** Leo McGuire
 - WSI Swim Program Coordinator-** Ireland Ward (contingent on passing WSI). Note- All Lifeguards will also assist with the swimming lessons program.
- **Motion to Appoint** Supervisor Mark Surdam as a Volunteer Certified Pool Operator (CPO). Note- CPO Certification expires in April 2020.

MOTION TO APPROVE

Hyde made the motion to accept Supervisor Mark Surdam as a Volunteer Certified Pool Operator (CPO), Sheffer seconded. All ayes carried.

- **Pool Manager Janet Davendonis-** has supplied a pool calendar reflecting what is scheduled for the pool at this time.
- **WSI Training Class-** Hoosac School has offered to let us use their pool; Janet is working on trying to set up a class.
- **WSI Swim Program Coordinator Ireland Ward-** will have lesson sign ups the week of June 17th from 3pm-5:30pm at the pool.
- **Pool Officially Opens July 1st, Swimming Lessons and Summer Day Camp begin the week of July 8th.**
- **Summer Camp & Measles-** We have received information from NYS Health through Rensselaer County Health Dept. It is recommended that we maintain current, complete immunization records for staff. Additionally, camps should maintain a detailed list of staff, campers and other individuals who are not fully immunized and protected against Vaccine Preventable Diseases (VPD). The immunizations will be carefully reviewed by the camp director and a list of all that are not vaccinated will be noted. The letter we received from the state regarding measles will be reviewed and possible handed out to all campers.
- **Summer Day Camp Administration of Medication-** Question recently came up asking our staff to assist with administering medication. Attorney Schopf has provided for our review form OCFS-LDSS-7008 (11/2004) from NYS Office of Children and Family Services. Our policy is campers need to be able to self-administer medications.

- **Time Clock for Pool-** A new time clock will be purchased for the pool area. The clock will be the same as the one purchased for the rink.

Supervisor Surdam's Report

- I attended the Woods Brook Project kick off meeting which was held on April 26th. The Engineering Firm Barton & Loguidice conducted the meeting with representation from the Village & Town present. Jamie Jerome who is in the process of purchasing the HF Country Club also participated in the meeting. This phase of the Woods Brook Project will focus on the area from Johnson Hill into the Village looking for opportunities to make upstream resiliency and flood mitigation improvements.
- Attended the Speaksooner Event held at HFCS.
- Conducted a Special Town Board Meeting on April 18th for Recreation.
- Attended the Town Hall Meeting with Eric Sheffer held at the HFCS by Congressman Delgado.
- Attended the Homeland Security and Emergency Services "Emergency Management Certification and Training: Tier 3" held at the Rensselaer County DSS building.
- At the invitation of the Planning Board I met with some Board members, Attorney Stanton King, and Nicole Allen, Planning Manager from LaBerge. I thought it was an excellent meeting and Nicole was able to obtain some very valuable feedback from all of us. With the information provided she was able to determine that our Comp Plan update does not need to be as extensive as per original estimate and we have received an updated estimate. I asked Nicole to attend our next Town Board Meeting to discuss the Comp Plan and working with the Planning & Zoning Boards..
- Conducted Town Board Workshop for updating our Mass Gathering Local Law.
- Sent a Letter of Support to the Hudson Valley Greenway to state support for the Town of Greenwich's application to update the Historic Hudson-Hoosic Rivers Partnership Stewardship Plan.
- Mayor Allen and I have continued to work with Paige Marketing Communication Group, Inc. on the Hoosick Area Community Participation Work Group (CPWG). We expect the initial meeting for this group to take place very soon.
- Still trying to gather needed SAM Grant information.
- Working on Pool and Summer Camp Staffing with Janet Davendonis.

Town Council Reports

Deputy Supervisor Sheffer- Eric states that the insurance bill has come in \$33,858 and is a little higher than last year. Eric states that a few of the line items seem a bit high and would like to get an appraisal for the town garage and rink to see how in sync they are with the actual price. He feels that the insurance is getting a little out of control.

MOTION TO APPROVE

Hyde made the motion to approve insurance as is for this year, Hanselman seconded. All ayes carried. The new Town of Hoosick sign is up and it looks great. Eric states that he will see how much work needs to be done with the island as soon as the weather gets better. The suggestion was made to use part of the old sign to put out by the armory for the Town Hall. Eric attended the Hoosick Rising Meeting on May 6th. There are projects in progress with Hoosick Rising. They also are looking for more members to join. **Cornell Local Roads Program; Summer Intern- Motion** to appoint Michelle Gocio as the Cornell Local Roads Program Summer Intern to work for the Town of Hoosick under supervision of Highway Superintendent Shiland and the Town Board collecting and entering the local road data into the provided Cornell Road Software Program. Jeff with Cornell did a phone interview with Michelle Gocio and says that she is actually very qualified for the job but feel that she will get the job done. Michelle is very excited to work on the project. Michelle is a teacher for Hoosac School and teaches Science and Engineering.

Councilperson Hyde-Jenn met with Rensselaer County CEO regarding the Grandparent Mentor program. If interested, the cards to contact the CEO will be left in the lobby on the table at the Armory.

Councilperson McAuliffe- Jerry mentioned that someone or a group of people had cleaned up the ditches on Hill Road. He states that it looks nice and wanted to thank them for doing this.

Councilperson Hanselman-Bill met with Dean Foster from Hoosac School regarding the rock cut on 22. It was mentioned that cement block barriers were going to go on the roads leading down to the river so that no car can access the beach area. Dean stated that if it is in fact the school's property than the area would be posted.

Mark asked Highway Superintendent Shiland to check the pricing on the barriers. Eric will check will DEC regarding cleanup of the wooded area.

Old Business

- **SAM Grant**- We expect to have the CHA Design changes by the end of the week. We are still collecting project estimates.
- **Woods Brook Grant**- The first phase of Woods Brook will focus on the area from Johnson Hill into the Village looking for opportunities to make upstream resiliency and flood mitigation improvements.
- **Rte. 22 Rock Cut Parking Area**- Hoosac School is the owner of the property of this area. This is what the recorded deed states that is filed with the county.
- **Unsafe House Concerns**- 21169 NY 22 Demo has begun. 21213 NY 22 Rensselaer County is going to try to auction off one more time if not sold; the county has the funds left to have the house demoed. 57 Scott St. continuing to go through probate process. Someone is interested in the property and awaits the process of probate.
- **Mass Gathering review of the Law**- Workshop was held May 7th with very good discussion and progress made. There are still a few more changes that need to be made in the wording of how big the crowd can be and what should be included and what should be exempt. Attorney Schopf will correct this and resend the changes for approval. It was brought up about the event

that will be happening in Breeze Hollow in September. Attorney Schopf will follow up with the attorney that represents Stateline Riders.

- **Changing Towns street lights to LED-** The next step is consulting with NY Power Authority through Rensselaer County. ***Nothing new to report at this time.***
- **Updating our Town of Hoosick Employee Handbook & Policy/Procedure Manual-** No new information at this time. ***Nothing new to report at this time.***
- **Hudson River Greenway Grant-** Submittal postponed until the next round.
- **Civil Rights Compliance Review- Update-** We received a letter dated April 11th that the review is complete and we are in compliance.
- **On-Line Town Code-** Attorney Schopf did not review. He will have available by the next meeting.
- **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. **April Update- The opportunity for Blood testing is still available however the opportunity for the results to be included in the 2nd collection date release has ended.**
- **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

- **BCN Phone Line Subscriber Service Agreement-** Motion to authorize Supervisor Surdam on behalf of the Town Board to sign a new agreement keeping the same rates we have for a 12, 24 or 36 month contract.
MOTION TO APPROVE
Hyde made the motion to authorize Supervisor Surdam on behalf of the Town Board to sign a new agreement for a 12 month contract keeping the same rates we have, McAuliffe seconded. All ayes carried.

- **Fire Proof Cabinet is Full**- Janet states that the fire proof cabinet is full and there is no more room for the employee files. She wanted to know if any of these could be destroyed to provide more room. Would have to look into how long the employee files need to be kept. It was said that these were a permanent record. Attorney Schopf was going to check and see how long these needed to be kept and if there would be a way to scan them in electronically and keep them that way instead.
- **Garbage Complaint Roads in West Hoosick**- The board discussed putting up signs near the problem areas in West Hoosick. Signs usually tell what the fine is and jail time associated with littering.
- **NYMIR**- NYNMIR is offering a training course for Playground Inspections/Maintenance- Managing Recreation Liability, Exposures Including Aquatics Safety & Tick-borne Disease Prevention. The closest location to here is Malta on June 4th from 8:30 until 12 if anyone is interested in attending.
- **COMP ALLIANCE**-All employees are required to attend the annual training for Blood Borne Pathogens, Work Place Violence, and this year Sexual Harassment. This is scheduled for June 20th at 3:00pm and 6:00pm.
- **CPWG**-There will be a workgroup meeting Thursday, May 30th at 6:00pm
- **Hoosick River Partnership**- Letter was sent to the board asking for monetary support. This was not approved at this time from the board.
- **Executive Session-None Required**

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

Hyde made the motion to adjourn the regular meeting at 8:54 pm pending the signing of vouchers, Sheffer seconded, all ayes carried.

Bills Paid Abstract #5 2019 Vouchers 169-214

General A	\$	21,109.01
General B	\$	3,297.63
Highway DA	\$	169.67
Highway DB	\$	24,391.89
Trust & Agency	\$	<u>11,558.06</u>
Total:	\$	60,526.26

Respectfully submitted,

Holli Cross
Town Clerk