

**Town of Hoosick  
Regular Board Meeting  
Monday November 9, 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](http://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](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.

**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.

**Correspondence/Announcements -**

- The Town of Hoosick needs to fill the following positions;
    - Ice Manager- Self-starter to make and maintain ice at the Reynolds's Gilchrist Skating Rink 2020/2021 season.
    - Assessment Review Board- Contact Assessor Rice for information.
    - Code Enforcement Officer- Part Time
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### **Town Clerk's Report**

- **Monthly Report**-The Clerk's report for the month of October is as follows: \$7,697.00, remitted to the Supervisor was \$947.81.
- **Facilities Use Request**- None for the month

### **Assessor's Report**

- **Assessment Review Board**- There is one opening on the board that needs to be filled. This is a paid position. \$100 dollars for one time per year.

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

- **Bovie Hill Road**-Bill just wanted to know the decision on the guiderails for Bovie Hill. Supervisor Surdam did take a look and said that the eastside of the road should have guiderails.

### **Town Historian**

- Phil states that the virus has changed his time spent at the museum. He is writing articles and has gone through donated items. He encourages everyone to sign up for the membership to the museum. The museum now has 350 plus members. Phil mentioned that there is a Veteran's program at the Battlefield Historical Society. At Liberty cemetery wreaths are being placed on gravestones. The museum will be open on November 28<sup>th</sup>. The Christmas tree activities at the museum will be held in early December.

### **Recreation**

- **Rink Employees- Motion to appoint the following for Rink Staff;**  
Abby Philpott, Allison Perry, Ally Hoag, Rosabell Plusch, Jaylyn Prouty, Jake Sparks, Phoebe Thompson, Josh Colegrove, Aleah Stowell, Jania Harris, Lyric Kriner, Jordan Hill, Emily Gardner, Ayla Fauler.

#### **MOTION**

Houghton made the motion to approve the rink staff for 2020-2021. Sheffer seconded. All ayes carried.

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

- Will give both October and November Reports in December's meeting.

### **Town Council Reports**

**Deputy Supervisor Sheffer**- Eric states that all of the weeds are now dead and died on their own. The Festival of Trees will be starting soon. The trees will be in the Historical Part of the Village and can be adopted to decorate by area businesses and people. If you have already adopted a tree, you will be notified of the location of your tree by next week.

**Councilperson McAuliffe-** Jerry stated that Bruce had heard back about the foil request of the Railroad Track. He said that the Railroad will give him the report by December 24<sup>th</sup>. There is a delay with this because of less staff in the office.

**Councilperson Hanselman-** Bill states that the turf will be moved into the racks by the end of the month.

**Councilperson Houghton-** Nothing

**New Business**

- **2020 Inner Budget Transfer as requested- Motion** to approve as requested.  
**MOTION**  
Sheffer made the motion to approve the 2020 Inner Budget Transfer. McAuliffe seconded. All ayes carried.
- **2020 Budget Modification- Motion to approve Resolution # 55** modifying the 2020 budget by funding an additional \$7500 to 5130.2 machinery EQ from B Fund Balance.  
**MOTION**  
Sheffer made the motion to approve Resolution #55 modifying the 2020 budget by funding an additional \$7500 to 5130.2 machinery EQ from B Fund Balance. McAuliffe seconded. All ayes carried.
- **2021 Budget- Motion to Approve the 2021 Town of Hoosick Budget**  
**MOTION**  
Hanselman made the motion to approve the 2021 Town of Hoosick Budget. Sheffer seconded. All ayes carried.
- **Public Employer Emergency Planning Requirement-** A new law signed by Governor Cuomo on 9/7/20 requires public employers to create plans to protect employees and contractors in the event of another public health emergency declaration in NYS. Supervisor Surdam stated that there is a webinar on this. Attorney Schopf will review the County and law. His suggestion would be to have an Human Resource Consultant in place by April 1<sup>st</sup>.
- **Reassessment of Private Wells for PFAS-** Supervisor Surdam received an email regarding the reassessment of private wells for the Town residents that did not receive a poet system. Most of the residents should have been already contacted by now. The Town would like to see the results of the testing.
- **Community Participation Work Group (CPWG) -** The CPWG is pleased to announce the launch of its new website, **HoosickAreaCPWG.org**, specific to remediation of perfluorooctanoic acid (PFOA) contamination that has affected the Village of Hoosick Falls public drinking water supply and some Town of Hoosick private wells.
- **Planning Board new Attorney request-** Attorney Schopf did look into the question that was raised by the board in last month's meeting regarding the answering of questions for the Planning Board while they replace the retired attorney. Attorney Schopf can ethically answer questions that the Planning Board has if necessary.

- **Comp Alliance email-** announcing a 7.1% decrease for 2021 for our Workers Comp Insurance premium and a second member loyalty award check that will be delivered upon renewal in Q1 2021.
- **Association of Towns (AOT) 2021 Training School and Annual Meeting-** will be held virtually over the course of a number of days in February during President's week. **Motion** to approve Supervisor Surdam as a delegate and Deputy Supervisor Sheffer as an alternate for the Association of Towns annual meeting.

**MOTION**

McAuliffe made the motion to approve Supervisor Surdam as a delegate and Deputy Supervisor Sheffer as an alternate for the Association of Towns annual meeting. Hanselman Seconded. All ayes carried.

- **Notice from NYSDEC** that Brown's Brewing Company, LLC has received a State Pollutant Discharge Elimination System (SPDES) Discharge Permit.
- **Memorandum on Procedure for Fire District Taxation and Explanation of Fire District Budgets- Question and discussion**
- **North Hoosick Fire Protection District Service Reward Program- Motion** to have Supervisor Surdam sign and return the Service Fee Agreement for 11/1/2020- 10/31/2021 with a base fee of \$2300 and without the NYS LOSAP Audit Package as it is not required.

**Old Business**

- **On-Line General Town Code-** The online General Town Code should be all set and ready to go. Going forward Local Laws will have to be sent to the State and to General Code to be added to the website.
- **New Town of Hoosick Employment Practices Manual & Compensation & Benefits Manual- Motion to approve**

**MOTION**

Hanselman made a motion to approve the Town of Hoosick Employment Practices Manual & Compensation & Benefits Manual with the corrections to the cap for buyout for insurance and sick time. Houghton seconded. All ayes carried.

- **Town Emails-**Question was raised about all of the Town employees having an official email that is used strictly for Town purposes. Supervisor Surdam will try and contact our IT department to see if this is something that can be done. Side note-Website will not be updated on a regular basis due to Bob Phelps being sick. We will work on getting someone for the meantime.
- **Naturae, LLC ongoing odor issue- Update/Discussion.** This will be discussed further in executive session
- **Noise/Track issue- update & discussion.** Attorney Schopf will draft a Local Law for Nuisance. He will check with the Association of Towns for a draft of what they may have.
- **Spectrum Northeast, LLC Franchise Renewal Agreement- Discussion.** Supervisor Surdam will look into what it is that the town received with the signing of the agreement. Tabled until December.
- **Woods Brook Project update- Discussion.** DASNY is still moving forward.
- **Armory Phone System upgrade- Proposal discussion.** Phone system will need to be upgraded and it looks like the quote to do this is for \$3,450 for hardware and the \$1,500 setup will be

waived. Question was raised about the monthly difference. Supervisor Surdam will forward the pricing.

**MOTION**

Hanselman approved the proposal for the new phone system. McAuliffe seconded. All ayes carried.

- **Sam’s Club MasterCard- Letter dated 10/12/2020 our Fraud claim has been approved resulting in a couple of hundred dollars in credits.** There were charges to the account that were fraudulently added and this resulted in the adjustment of the money on the account.

*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: [bee@health.ny.gov](mailto:bee@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*

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](http://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 7:59PM. Hanselman seconded. All ayes carried.

- **Exited from Executive session**

**MOTION**

McAuliffe made the motion to exit executive session at 9:07 pm. Hanselman seconded. All ayes carried.

**Adjournment**

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

**Bills Paid Abstract #11 2020 Vouchers 442-482**

General A	\$	50,168.26
General B	\$	8,960.96
Highway DA	\$	11,597.57
Highway DB	\$	274,484.80
Fire Protection	\$	2,300.00
Trust & Agency	\$	<u>3,274.30</u>

Total:                   \$ 351,098.33

Respectfully submitted,

Holli Cross  
Town Clerk