

**Town of Hoosick
Regular Board Meeting
Monday May 8, 2023 7:00 pm**

Call to Order

Pledge of Allegiance

Roll Call: Councilperson Hanselman, Houghton, McAuliffe, Sheffer and Supervisor Surdam

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, List of Monthly Checks Issued, and Revenues have been issued to the Town Board, Clerk, Highway Superintendent, and Assessor.

Welcome/Public Comments

- **No Public Comments**

Correspondence/Announcements

- **Call for Volunteers- Bennington Battlefield is looking for Interpreters, sign up for I Love my Par Day, or Join the Friends of Bennington. Email david.pitlyk@parks.ny.gov .**
- **The Historical Society & The Friends of Bennington are teaming up to host 3 major events this summer;**
 - **The Hoosick History and Heritage Fair May 20th in the Armory. There will be a Trolley running from the Armory to the Battlefield all day.**
 - **The Community Picnic and Family Fun Day July 15th at the Battlefield.**
 - **Drama presentation called Voices of the Fallen August 5th & 6th.**
 - **Sponsors and Exhibitors are welcome; please contact Joyce at friends.bennington.battlefield@gmail.com for more information or to register.**

Town Clerk's Report

- **Monthly Report-**The Clerk's report for the month of April is as follows: \$25,731.50 and remitted to the Supervisor was \$23,511.21.
- **Summer Camp Applications are Available**
- **Facility Use Request- Hoosick Falls Community Band Concerts July 5th through August 23rd Wednesday nights if there is inclement weather. Motion pending proof of Insurance, **D MOTION****

McAuliffe made the motion to approve the Hoosick Falls Community Band Concerts July 5th through August 23rd Wednesday nights if there is inclement weather pending proof of Insurance. Sheffer seconded the motion. All ayes carried.

- **Facility Use Request- Laverne Stiles** requested to use the Recreation Field Parking Lot and Rink restrooms for a walk scheduled for June 3rd 8:30am through noon.

MOTION

Sheffer made the motion to approve Laverne Stiles request to use the Recreation Field Parking Lot and Rink restrooms for a walk schedule for June 3rd 8:30 am through noon. Houghton seconded the motion. All ayes carried.

Assessor's Report

- **Report-**Tony reported that the Assessment Roll is in, and letters have been sent out. Tony and Tiffany were meeting with residents tonight and Tiffany will be here on Saturday, May 13, to meet with residents. Tiffany is taking the courses required for the Assessor's position and doing well with them. She has two or three more to take and then will have classes completed.
- **Assessor's Clerk-** The Board discussed that in full disclosure the person being appointed is a relative to Tiffany McMahan. Because this would be a relative being appointed Tiffany will need to make sure that all "T's" are crossed and "I's" dotted on all matters dealing with the Assessor's Office.

MOTION

Houghton made the motion to appoint Cassandra Kinney as the Assessor's Clerk. Sheffer seconded the motion. All ayes carried.

- **Office Window Project- Update**

Mark has sent an email to the Armory's Board for approval to put a service window in in the Assessor's office. The Armory Board meeting was being held tonight and we hope to hear back on what their decision was soon.

Superintendent of Highway's Report

- **Report-**Highway has been doing ditching and gravel work on Eagle Bridge Road. Also doing culvert work on Harken Hollow Road. Paved roads have been swept. Paul traveled to Selkirk to look at a Bob Cat machine. To purchase this machine the cost would roughly be \$75,000. Solutions being worked on for the garbage that is being left on Beechwood Road. Quote to do paving of 1.6 miles of roadway on Wilson Hill Road is \$450,000. There is \$190,000 in CHIP money, \$29,000 in Pop money and \$38,000 in Recovery money that could be used for this project. Last summer the highway department hired two people as summer help. Would like to do that again this year and they would not work anymore than 25 hours per week each. Salary last year for the summer help was \$16 per hour and would like to raise it to \$17 per hour this year.

MOTION

Houghton made the motion to raise the Highway Departments summer help salary from \$16 per hour to \$17 per hour. McAuliffe seconded the motion. All ayes carried.

- **Beaver- Farmers Inn Rd.-**Beavers have been taken care of and the situation is under control.

Town Historian

- **Report-Rick** was absent from meeting.

Code Enforcement

- **Report-Jared** was absent from the meeting. His report was sent to the Board prior to the meeting.

Recreation

- **Ashley St Onge Summer Camp Manager Report**-Ashley reported that Kristy is interested in doing a lunch for summer camp and is willing to also sponsor a child if they cannot participate in the lunch program. Thoughts were that it would be too hard to do this every day but maybe once a week they could do a lunch, such as pizza on Fridays for the kids. The AED pads that we presently have cannot be used and will have to order new ones. The pads must be kept inside their packaging for them to be okay to use. If out of the packaging, they become of no use. Would like to appoint Noreen McAuliffe as Assistant Camp Manager.

MOTION

Sheffer made the motion to appoint Noreen McAuliffe as Assistant Camp Manager. Hanselman seconded the motion. McAuliffe recused himself as Noreen is a relative. All ayes carried.

- **Letter from NYS Dept of Health ref polio infection and transmission**-Health Department said that only the parents need to receive the letters and sign once a week, not every day. Will have the paperwork out this week.
- **Sydney Stowell Pool Manager Report**-Sydney reported that Amanda has approved our hours of operation and the dates. Once certifications are complete, she will send the permit.
- **Swim Lessons Session 1 Issue**-Sydney reported that Amy Perry will be back June 5. Amy can lifeguard instructions on June 16-18 and when completed certifications will be complete. There are two Saturdays for sign ups for swimming lessons and they are June 10 and June 24. PreK lesson issues have been taken care of. Opening day for the pool is June 26.
- **Pool Mechanical**- Tom Marciotta has replaced the chemical feed lines. Paul found the two pool water pumps we discussed at the meeting last month.
- **Pool Concession**-The Board discussed whether to have a full concession stand as in the past or to just continue with the way it was last year. Because of the cost of things and the lack of finding help it was decided that it would be best to continue as we did last year.
- **Part Time Summer Staff Proposed Wage Schedule- New NYS Minimum Wage has increased from \$13.20 to \$14.20 per hour.**

<u>Position</u>	<u>2022 Actual</u>	<u>Proposed</u>
Managers	\$19.70	\$20.70 First Aid, CPR, AED required
Assist. Managers	\$15.20	\$16.20 First Aid, CPR, AED required
Lifeguard	\$13.70	\$14.70 First Aid, CPR, AED required

Lifeguard with WSI	\$14.20	\$15.20 First Aid, CPR, AED required
Camp Counselors	\$13.50	\$14.50 First Aid, CPR, AED required
Support	\$13.20	\$14.20
Pool Operators	\$18.00	\$18.00

Motion to approve the 2023 proposed recreation wage schedule

MOTION

McAuliffe made the motion to approve the 2023 proposed recreation wage schedule. Hanselman seconded the motion. All ayes carried.

- **Pool Appointments- Motion to approve**
Stephanie Stowell - Assistant Manager, Lifeguard, WSI
Lucy Haynes - Lifeguard
Jessica Haynes - Lifeguard
Carson Glover - Lifeguard
Matthew Angell - Lifeguard
Aidan Fleming - Lifeguard
Meredith Bushner - Admissions
Jeb Gulley – Admissions
Amy Perry- Lifeguard Instructor
Leo McGuire- Pool Staff
Mark Surdam- Volunteer Certified Pool Operator
Tom Marciotta- Certified Pool Operator
Leo McGuire- Assistant Pool Operator @ \$18 per hr.

MOTION

Houghton made the motion to approve the pool appointments. McAuliffe seconded the motion. All ayes carried.

Supervisor Surdam’s Report

- I submitted the International Truck Purchase Letter to Navistar through Jeff Delurey.
- I submitted the required Coronavirus Local Fiscal Recovery Funds Project and Expenditure Report to the U.S. Dept. of Treasury.
- Met with Ashley & Sydney to kick off the 2023 Summer Camp & Pool Management Planning. Holli has already put together the needed applications.
- Mayor Allen & I met with representatives from Genesee & Wyoming Railroad Services to discuss issues as there is a plan for G&W to purchase the local tracks from CSX.
- I virtually attended the monthly CPWG meeting.
- I virtually attended the TOWN OF HOOSICK ASSET MANAGEMENT PLAN – STUDY KICK-OFF MEETING with Teresa LaSalle & Andrew Tracy from the NYS CDTC and Gabe Cimini who is Managing Principal Infrastructure Management & Pavement Engineering @ Stantec.
- Completed the meeting Agenda.

Town Council Reports

Deputy Supervisor Sheffer-Eric reports concerning the Comprehensive Plan he has emailed four times and called twice leaving voicemails each time with no response via email or a returned phone call. He will continue to follow up. The Community Garden is progressing. The island was discussed, and Eric said it would be great if everyone could donate some time once or twice a year to help keep it maintained. Eric suggested that maybe the Town could give money to the Community Garden and in return they would maintain the island. Reviewed our insurance policy and the coverage is the same as we have had. There has been an increase in the premium cost. We were paying \$39,960 and it increased about 5% to \$42,276.

Motion to approve Town's Insurance Policy with Marshall & Sterling/Comp Alliance

MOTION

Sheffer made the motion to approve Town's Insurance Policy with Marshall & Sterling/Comp Alliance. McAuliffe seconded the motion. All ayes carried.

Councilperson McAuliffe-Nothing to report this month.

Councilperson Hanselman-Bill reported that a date needs to be lined up to do the Turf at the skating rink.

Councilperson Houghton-Jackie reported that it is difficult to find a company locally to do the work. She needs the dimensions of courts to properly get information on repaving the courts. Jackie was asked to find out what would be used when repaving the courts, is it similar to what is used when paving a road or something of a different type of material used. Will also check to see if this is a project that the Town could do itself or needs to be done by an outside source due to the type of material used in repaving the courts.

New Business

- **2022 Inner Budget Transfers-**

Motion to approve the 2022 Inner Budget Transfers

MOTION

McAuliffe made a motion to approve the 2022 Inner Budget Transfers. Sheffer seconded the motion. All ayes carried.

- Board of Appeals for a 5-year term from May 1, 2023 through April 30, 2028.
- **Skating Rink Turf request**-Councilperson Hanselman reported in his report above

Old Business

- **Zoning Law re-writes update- Workshop was held Wednesday 12/14 at 6pm.**

- **\$925,000 Recreation SAM Grant-** Everything is complete on our end. Recent Update- we have heard from the DASNY in response to Supervisor Surdam’s email and we have been told we are still waiting for final approval. **Eric is working on breathing new life into this grant.**
- **TOWN OF HOOSICK ASSET MANAGEMENT PLAN – STUDY KICK-OFF MEETING** with Teresa LaSalle & Andrew Tracy from the NYS CDTC and Gabe Cimini who is Managing Principal Infrastructure Management & Pavement Engineering @ Stantec.

Meeting Agenda Items:

1. Welcome & Introductions Gabe is on the TRB subcommittee on 'Innovations in Pavement Evaluations' or similar.
2. Project Timeline– T. LaSalle noted that the project funding aligns with CDTC’s fiscal year and completion is required by 3/31/24
3. Scope of Work detailed discussion Pavement Condition Assessment Town of Hoosick-Owned Roadways Database - CDTC staff will prepare a GIS shapefile of the roadway network (paved roads only) using NYSDOT RIS layer, the PDF of the Cornell report and LHI. CDTC will share a sample of attributes included in the database to Stantec and will verify that there is a useable Unique Identifier (that will remain the same throughout the project) and that the other required fields are useable. CDTC will ask the Town to verify the network and add or remove roads. The Town will provide information on roads improved through recent funding. M. Surdam noted that he may be able to get a digital version from Michelle (the intern for Cornell Local Roads who worked on the 2019 report.) Field Data Collection/Testing- G. Cimini noted that field data collection/testing is tentatively set to begin on June 1st, 2023 and that it should only take about 2 days as the vehicle can collect approximately 20 to 25 miles per day. M. Surdam noted that there are no major events or construction that should interfere with data collection. Database Processing and Data Analysis – Stantec will “load” the database in June/July and run the analysis in August. PQI’s will be calculated. The Town will advise on and provide any custom data or additional data that they want to be included in an Excel Spreadsheet format. 360 degree images of the entire ROW will be collected by Stantec. Images can be 'stamped' with information as desired by Town. Pavement Management System – Stantec will run RoadMatrix in-house and provide a present status report and a 10 year plan. The Town will provide any information they have to help inform the 10 Year plan, such as repair costs, etc

- **Community Garden Rules & Regulations- Motion to adopt-**Sent to everyone prior to meeting
Motion to approve Community Garden Rules & Regulations
MOTION

Houghton made the motion to approve Community Garden Rules & Regulations. Sheffer seconded the motion. All ayes carried.

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 in the Court Room of the Hoosick Armory. Meeting minutes are available online @ www.townofhoosick.org or from the Town Clerk.

Adjournment

Houghton made the motion to adjourn the regular meeting at 7:53 pm. Hanselman seconded the motion. All ayes carried.

Bills Paid Abstract #5 2023 Vouchers 260-313

General A	\$	16,720.10
General B	\$	10,616.20
Highway DA	\$	179.66
Highway DB	\$	26,360.68
Capital Fund H	\$	726.95
Fire Protection	\$	18,550.00
Library	\$	-----
Trust & Agency	\$	<u>3,057.48</u>
Total:	\$	76,211.07

Respectfully submitted,

Ginny Blinstrub
Deputy Town Clerk