

**TOWN OF CLAVERACK**

**Regular Monthly Meeting**

**November 14, 2019**

The Regular Monthly Meeting of the Town Board of the Town of Claverack, Columbia County, New York, was held at the Town Hall, #836 Rte. #217, Mellenville, New York. Meeting called to order after the closing of Public Hearing for Local Law #3 by Deputy Supervisor Stephen Hook at 7:45 p.m.,

Present:

Kathleen Cashen	Councilwoman
Stephen Hook	Councilman
Brian Keeler	Councilman
Maryanne Lee	Councilwoman
Louis LaMont	Superintendent of Highways
Robert Fitzsimmons, Jr., Esq.	Attorney for the Town
Lauren Bell	Deputy Town Clerk

Absent:

Clifford Weigelt	Supervisor
Mary J. Hoose	Town Clerk

Motion by Councilman Keeler, seconded by Councilwoman Cashen to accept minutes of October 10, 2019 Regular Monthly Meeting and October 28 Monthly Workshop. Carried.

**Report of Superintendent of Highways – Louis LaMont** – The Department has completed hauling sand. They have completed work on Prach Road Ext. and half of Dunbar Road. Completed Cold patching of all roads.

Serviced trucks for winter including the one small truck.

Will be running 5 Trucks this winter instead of 6 due to manpower. Invited the Town Board to ride along with his workers during a storm. Councilwoman Lee replied she would love to be included.

Jim Brady – Resident and Highway worker commented to the Board that as a Highway worker, he feels he is considered just a worker and not a person. Councilman Keeler expressed his regret Mr. Brady feels that way as that is not true and not the Board's intention.

Superintendent LaMont continued that he noticed trailers were paid for out from a Highway fund. Deputy Supervisor Hook stated that was incorrect and he would speak to the bookkeeper to amend it.

Superintendent LaMont also stated the payment for a trailer for equipment was not supposed to come out of Highway funds.

End of report.

**Dog Control Officer's Report** for October received and on file in Town Office for review.

**Jeane LaPorta – Town Historian** – presented an update to the Town Board. She is now a Registered Historian through the Association of Public Historians of New York State. In order to achieve this Mrs. LaPorta had to have a minimum of 3-years experience in the position, be a member of APHNYS, attend regional meetings, and demonstrate the completion of job responsibilities as defined by the Local Government Historians Job Description

Mrs. LaPorta informed the Board she has been working with Mark Lawler and the Greenport Conversancy to create an information kiosk for the Claverack Mastodon. Due to its historical significance, she recommended putting a similar kiosk in within the Town of Claverack as well.

She also spoke of the County Historians forming a collaborative to work together to identify the needs and issues by Town or historical group. This group will also work on the digitization of records for retention.

The 100<sup>th</sup> Anniversary of the passing of the 19<sup>th</sup> Amendment – granting women the right to vote – will take place on August 18, 2020. Plans include an exhibition on suffrage activities in the area.

Lastly, the USA 250 Semiquincentennial is coming up in the next decade. The National committee was established in 2018. The New York State chapter will have their first meeting in the spring. Information will filter down from the State to the County and Towns. Mrs. LaPorta stressed the Town of Claverack is very significant to the founding of the Country, the Town of Claverack should be a part of these events.

End of Report

### **Committee Reports**

“None received in the Town Office for this month.”

### **Correspondence**

Including, but not limited to:

Joe Vining – Email – Re: Managed Services Proposal

Joe Vining – Email – Re: Windows 7 discontinuation

Philmont Public Library – Email – Re: November Happenings

Tom Williams & Karen Feldman, Re: Residential Project

Nicole Marron – Email – Re: Transco presentation at a Town Board meeting

Village of Philmont, Re: Fire Protection District Contract

Claverack Fire District, Re: 2020 Fire Budget

New York Senator Daphne Jordon – Email – Re: Becoming a Purple Heart Community

CPL Claverack Water District Water Tank Painting Estimate  
NYS Department of Transportation, Re: Town request for a “walkable Hamlet”  
Camp Sundown – Email – Re: The Time McCormack Memorial Golf Ball Drop  
Jeffrey Associates, Re: Tool and Materials List for new park equipment  
NYS Comptroller’s Office re: future Aid and Incentives for Municipalities funds  
Camp Sundown – email – Re: Harvest Moon Session  
Carol Patterson – email – Re: Chamber of Commerce October Ribbon Cuttings  
Catamount – Email – Re: Invitation to Zip  
Shannon Baxevanis of TRANSCO – email – Re: New York Energy Solution Update  
Craryville Fire District, Re: 2020 Fire Budget

### Supervisor’s Report

The Supervisor is away this month.

### Town Board Member Reports

**Councilwoman Lee** – On October 16<sup>th</sup> the Rezoning Committee met. Copies of the Large-Scale Solar Installations Draft Law were distributed to the Zoning board of Appeals and Planning Board members.

October 22<sup>nd</sup> attended a meeting with Councilman Hook at the Town Office regarding work schedules.

October 24<sup>th</sup> attended the Court Audit review.

October 30<sup>th</sup> with Bookkeeper, Sue Meddoff, met with Tara Donadio, Clean Energy Communities Outreach Coordinator. Tara gave an overview of the Energy Star Portfolio Manager website. Energy Star Portfolio is an online tool that can be used to measure and track energy and water consumption if applicable, as well as greenhouse gas emission. The Town will be able to use it to benchmark performance of the Town’s buildings. The Clean Energy Communities will be helpful in providing energy efficient recommendations as the town moves forward with the new facility project.

November 4<sup>th</sup> attended the Planning Board meeting. Chairman Scott Cole opened discussion regarding the draft Large-Scale Solar Law. There was a request to include language regarding lighting.

Spoke to Dave Fingar of Mid-Hudson Cable, who reported on the status of internet in the Town. He stated, Roxbury Road is ready for installs, addresses 231 – 495. Swiss Farm Road up to 103.

Monday, November 4<sup>th</sup> attended a meeting with Councilman Hook regarding the Town Office and staffing.

Reviewed Town Budget for 2020.

Continue to review Employee Handbook

**Councilman Keeler** – Also worked on the 2020 Town Budget. Continued to work on necessary tweaks to the Town Employee Handbook. Attended the Columbia County Chamber of Commerce Breakfast. Attended the New Claverack Free Library Grand Opening. Attending the Pine Haven Table Top disaster Meeting. Reported on straight line winds and structural damage.

**Councilwoman Cashen** – Attended Budget meetings. Worked on portions of the Employee Handbook for minor revisions to the adopted April 2019 version. Attended the Claverack Free Library Grand opening.

Followed up with Mid-Hudson cable officials on the status of broadband installations on several roads in the Town. Half of Roxbury Road will be upgraded. Mid-Hudson was able to get licenses for NYSEG poles. They are still waiting for the National Grid licenses and will be able to complete Roxbury Road then.

Worked with Town Office for Boston-Albany Rail Trail Feasibility presentation on website.

**Councilman Hook** - Attended County Planning Board meeting. Attended the Zoning Revision Committee meeting, finalizing the Large Scale Solar law. Helped the Philmont-Mellenville Food Pantry in their monthly pick-up. Took Town Office recycling to the Transfer Station. Attended the monthly Zoning Board of Appeals meeting. Attended the Court Audit. Picked up State map donated to the Town by a prison. This large map is 4.5' by 8' long. Returned Office/Court flower pots back to Holmquest for another season. Attended Planning Federation training in Millbrook. Responded to phone calls related to Town Power outage. Attended Planning Board meeting. Went to Albany to pick up trailers for newly purchased Speeding signs. Attended Budget meetings. And went to the Town Office almost daily for day to day operations.

Highlighted that Superintendent LaMont did a good job responded to the power outage and taking care of debris. Also pointed out the Town Court clerks and Judge Michael Brandon do a wonderful job with their accounting and makes the audit easy and perfect.

End of reports

**Motion** by Councilwoman Cashen, seconded by Councilman Keeler for resolution to authorize Supervisor to file Tax Cap Calculation. Carried

**Motion** by Councilwoman Lee, seconded by Councilwoman Cashen for resolution to approve Final 2020 Budget. Carried.

**Motion** by Councilwoman Cashen, seconded by Councilman Keeler for resolution to approve Budget Amendments as presented by Town's accountant. Carried.

**Motion** by Councilwoman Lee, seconded by Councilman Keeler for resolution to accept the required examination of the Town Court of the Town of Claverack for February 2019 and August 2019. Carried

**Motion** by Councilman Keeler, seconded by Councilwoman Cashen for resolution to distribute payment from the Water Fund to newly certified employees. Carried.

**Motion** by Councilwoman Lee, seconded by Councilwoman Cashen, for a Public Hearing to consider new contracts for the year 2020 with the Claverack Fire District and the Mellenville Fire District and the Churchtown Fire Company, No. 1, Inc., for fire protection to the Town of Claverack. Carried.

**Motion** by Councilwoman Lee, seconded by Councilwoman Cashen, for a Public Hearing for Local Law #4 – amending the Claverack Zoning Law and Zoning Map. Carried.

Both Public Hearings will take place prior to the December 12, 2019 Regular Town Board meeting.

**Motion** by Councilman Keeler, seconded by Councilwoman Lee to accept the draft October 2019, draft January – October 2019, draft January – October 2018 Financial Reports. Carried.

In other business

Attorney Fitzsimmons explained the Town's need for public hearings for the Fire Companies. The Town needs to extend contracts with the Claverack Fire Company and the Mellenville Fire Company to cover the territory that was previously supported by the West Ghent Volunteer Fire Company. There will be the same contract for both Fire Districts. There also needs to be a public hearing for the Churchtown Fire Company 2020 contract.

It was explained to the Board some computers in the Town Office and the Highway department need to upgrade to Windows 10. It was decided that the Bookkeeper would check and see who is eligible for a new computer and then coordinate the upgrades from there. **Motion** to approve the installation of Windows 10 as needed was made by Councilman Hook, seconded by Councilwoman Lee. Carried.

Information regarding the Town receiving Purple Heart Designation was disseminated to the Board. Motion by Councilman Hook, seconded by Councilwoman Lee to continue to discuss this at a workshop. Carried.

Meeting opened to the public:

David DeSantos – resident – was curious who decided to upgrade to Windows 10. Councilman Hook explained our computer specialist said it is a requirement since Windows 7 would no longer be supported. Mr. DeSantos continued there is another system, Linux, that would be more efficient for the Town and less of a security breach. Councilman Hook told Mr. DeSantos we would talk with our computer specialist and take this into consideration.

James Brady – Resident – Highway worker – asked the Board about the September Regular Town Board meeting minutes which state there were changes to the employee handbook and was wondering what those were. Councilman Keeler stated the handbook was not upgraded officially. Mr. Brady was curious

as to the cost to the Town of this handbook. Councilwoman Cashen reminded Mr. Brady there were a lot of old items in the previous handbook that need to be upgraded and the Town was liable to make sure the handbook was as up to date as possible with the inclusion of new laws. It was passed in April 2019. Mr. Brady was curious as to why the Board was discussing changes already. Councilman Keeler explained that some corrections need to be made to outstanding items as well as addressing new laws that have come to be. Mr. Brady was also questioning if there was a formal Resolution to allow the two highway workers to attend Water School so they are knowledgeable in the equipment for the Town's Water District #1. Councilwoman Lee and Hook explained the resolution was passed at a workshop because this matter was time sensitive. Mr. Brady continued to question elements of the Employee Handbook as pertaining to time off as well as paycheck discrepancies. He questioned the lack of standard raise for the Highway workers and was informed the Highway worker's received a larger percentage raise during the 2019 fiscal year.

Michael Brandon – Resident – Town Justice – Informed the Board he was nominated for Justice of the Year but didn't get it. The Board offered their congratulations for being nominated.

Mr. Brandon wanted to alert the Board regarding the new State legislation that has been passed affecting the courts. Specifically, regarding bail and arraignment reform. There is going to be a change in discovery, facts behind the complaints, which would equate to a lot more work for the Court Clerks. Mr. Brandon continued the change in the 30/30 – Speedy Trial – day counts, month counts has occurred. He informed the Board this might mean more hours for the Court Clerks to finish their duties. He's aware the Board passed the 2020 Budget but he just wanted them to be aware of these changes. He concluded the Court works very hard at their job. He also reminded the Board there is a State Law the Court must remain open during any day of the week. With the recent power outage, they weren't able to open. The Board might consider a generator.

Ian Nitshke – resident – Informed the Board the State Historical plaque for the Lower Manor house had been found. He discovered it had been taken down by a State DOT plow during a storm, stored in their facility, painted and stored and then ultimately fixed and welded. The State DOT will be installing the plaque this spring.

No further comments or questions.

General A bills, totaling \$11,026.65, were audited and ordered paid from their accounts.

General B bills, totaling \$1,263.60, were audited and ordered paid from their accounts.

Highway DB bills, totaling \$118,050.10, were audited and ordered paid from their accounts.

Water District A bills, totaling \$818.26, were audited and ordered paid from the account.

There were no Highway DA bills.

There were no Escrow Account bills.

There being no further business to be brought before the Board, on motion by Councilman Keeler seconded by Councilwoman Cashen, meeting adjourned at 8:46 p.m.

**Date:** \_\_\_\_\_

Supervisor: \_\_\_\_\_

Councilwoman Cashen: \_\_\_\_\_

Councilman Hook: \_\_\_\_\_

Councilwoman Lee: \_\_\_\_\_

Deputy Town Clerk: \_\_\_\_\_