

Regular Monthly Meeting, Hillsdale Town Board
Tuesday, July 21, 2009

I. Call to order

Supervisor Art Baer called to order the regular meeting of the **Hillsdale Town Board** at **7:30 pm** on **July 21, 2009**, in the **Hillsdale Town Hall**. The meeting began with the Pledge of Allegiance.

II. Attending

The following persons were present: Supervisor Baer, Board Members Ann Baldwin, Carmen Barbato, Peter Cipkowski, and Augie Sena; Town Clerk Julie Kane, Highway Superintendent Richard Briggs, Planning Board Chair Hank Henward, Tax Collector Joe Hanselman; and 3 members of the public.

III. Committee Reports

- a) **SEWER COMMITTEE:** Mr. Sena reported that the NYS Department of Environmental Conservation had conducted a walk-through of the sewer plant with Joe Hamm and that Mr. Hamm had done an outstanding job, demonstrating his knowledge of the system and his comfort in explaining operations.

Mr. Sena also reported that the final Form E had been sent to Rural Development. Mr. Baer added that the project had remained within budget, finishing with less than \$5 unexpended.

Mr. Baer stated that the Town should enter into a contract with the Town engineer which would cover arrangements for the ongoing maintenance of the sewer system. On a motion by Mr. Sena, seconded by Mr. Cipkowski,

Adopted by a vote of a vote of 5 ayes and 0 nays,

the Board resolved to authorize the Supervisor to sign the Engineering Agreement Amendment to the current contract between the Town and Clark Engineering & Surveying, PC.

Ms. Baldwin commented that she had reviewed the accounts receivable for the Sewer District #1 and was concerned that the sewer charges represent a significant amount of money for some of the district residents. She asked the Board if there should be a different payment plan for those who have trouble paying their sewer fees. After discussion, it was decided that Mr. Sena would discuss a case-by-case solution with Jan Keefner, the billing agent.

- b) **PARKS AND RECREATION COMMITTEE:** Mr. Cipkowski reported the Summer Youth Program was going very well, that many positive comments had been received, and that there had been no discipline problems this year.

Mr. Cipkowski also reported that the new play equipment had been installed in both parks and that the Hamlet Park is in need of new trash / recycling bins and picnic tables.

COMMUNITY DAY: Mr. Cipkowski reported that a letter had been sent to residents asking for donations in support of Community Day 2009, scheduled for August 15. Richard Briggs, as Community Day chairman, reminded the Board that the Town had allocated \$500 of the Celebrations budget for Community Day expenses.

- c) HIGHWAY DEPARTMENT: Richard Briggs, Highway Superintendent, reported that there were only two roads with ice storm damage remaining to be cleared before the tree crew can come in. Their work should take about 1½ weeks, he added.

After a discussion of the Town's policy for disposing of excess soil from road maintenance, and on a motion by Mr. Sena, seconded by Ms. Baldwin,

Adopted by a vote of 5 ayes and 0 nays,

the Board resolved to allow the Highway Superintendent to dispose of waste material from road work within the Town of Hillsdale at his discretion.

Mr. Baer reported that the Highway Superintendent had purchased a wood stove to heat the garage and presented a budget amendment to fund the purchase and to increase the Veterans Service budget. On a motion by Ms. Baldwin, seconded by Mr. Sena,

Adopted by a vote of 5 ayes and 0 nays,

the Board resolved to amend the 2009 budget as follows:

Account		Increase	Decrease
Highway Garage, equipment	5132.2	\$ 9,030.00	
Veterans Service, contractual	6510.4	\$ 208.00	
Highway Garage, contractual	5132.4		\$ 5,050.00
Sidewalks	5410.4		\$ 4,000.00
			Increase
Appropriated Fund Balance			\$ 188.00
		<u>\$ 9,238.00</u>	<u>\$ 9,238.00</u>

- d) COMMUNICATIONS COMMITTEE: Ms. Baldwin reported that the monthly Hillsdale newsletter had been distributed again, this time including reports and information from the Town Board. She stated that in future, the new monthly newsletter would replace the Board's quarterly newsletter.

Ms. Baldwin also reported that a new sign board had been put in place below the Town Hall sign on Route 23 but that she had been told that the location creates a traffic problem. Mr. Cipkowski stated that he had found a small portable sign that could be placed on the major roadways to inform the public of Town events. He added that he would purchase two of these signs and put them in place.

Ms. Baldwin continued that the Committee was recommending that the Town purchase a scanner which could create searchable PDF files from printed material for approximately \$500. After some discussion, it was determined that she would ask the Building inspector for a specific recommendation and would discuss the Building Department's budget status at the same time.

IV. Other Business

- a) **FINANCIAL UPDATE:** Mr. Baer reported that, in the General Fund, the Town has been keeping its expenses under budget but that, although building permit fees are well over budget and sales tax revenues are better than projected, collections overall are down. Regarding the Highway Fund, Mr. Baer stated that the Town is on track for the year, with the reimbursement for ice storm damage still to be determined.
- b) **LIBRARY BUILDING PURCHASE:** Ms. Baldwin reported that, working from a communications plan developed by Howard Van Lenten, initial materials informing citizens about the Board's decision to purchase the Roe-Jan Library Building had been distributed. She added that the Historic Preservation and Hamlet Subcommittees are assisting in the dissemination of information, as are the Friends of the Library and the Library Board of Trustees.
- c) **APPOINTMENT OF ELECTION INSPECTORS AND BALLOT CLERKS:** On a motion by Mr. Cipkowski, seconded by Mr. Sena,

Adopted by a vote of 5 ayes and 0 nays,

the Board resolved that:

WHEREAS, the Town Board of the Town of Hillsdale, Columbia County, New York, has called a special election of the qualified voters of the Town of Hillsdale, Columbia County, New York, to be held on the 28th day of August 2009; and

WHEREAS, it is necessary to appoint election inspectors and ballot clerks for said special election;

NOW, THEREFORE:

1. Robert J. Kessler, William Demma, Daniel Wellner, and Susan Scheck, being duly qualified residents of the Town of Hillsdale, are hereby appointed as election inspectors, and Sally Laing, Caroline Stewart, Madeline Meyer, and Walter Scott, being duly qualified residents of the

Town of Hillsdale, are hereby appointed as ballot clerks for said special election.

2. Gretchen Stevens, a duly qualified resident of the Town of Hillsdale, is hereby appointed as the first alternate election inspector and/or ballot clerk for said special election, and Janet Lincoln, a duly qualified resident of the Town of Hillsdale, is hereby appointed as the second alternate election inspector and/or ballot clerk for said special election.
- d) SCHEDULING SPECIAL ELECTION: On a motion by Mr. Sena, seconded by Mr. Cipkowski,

Adopted by a vote of a vote of 5 ayes and 0 nays,

the Board resolved that:

WHEREAS, on May 19, 2009, the Town Board adopted a Resolution authorizing the purchase of the Hillsdale Library building and land located on Route 23 in the Town of Hillsdale, Columbia County, New York, and the expenditure of funds from the Town's existing Town Hall Capital Building Project Reserve Fund and from the Capital Reserve for Buildings Fund of the Town to cover the cost of the purchase and the cost of the improvements to be made to such building facility, which resolution was subject to a permissive referendum; and

WHEREAS, notice of the adoption of said Resolution was duly published and posted as required by law; and

WHEREAS, on June 16, 2009, a petition signed by electors of the Town qualified to vote upon the proposition in a number equal to or greater than 5% of the total vote cast for Governor in the Town of Hillsdale at the last general election held for State Officers, was filed with the Hillsdale Town Clerk requesting that the Resolution be submitted to the qualified electors of the Town for approval or disapproval;

NOW, THEREFORE:

A special election of the qualified electors of the Town of Hillsdale, Columbia County, New York, shall be held at the Hillsdale Firehouse, Route 22, Hillsdale, New York, on the 28th day of August, 2009, between the hours of 12:00 noon and 8:00 p.m. for the purpose of voting on the following proposition:

Shall the Resolution of the Hillsdale Town Board adopted on May 19, 2009 authorizing the purchase of the Hillsdale Library building and land located on Route 23 in the Town of Hillsdale, Columbia County, New York, from the Roeliff Jansen Community Library Association for a sum not to exceed \$245,000.00, and authorizing the expenditures from the Town's existing Town Hall Capital Building Project Reserve Fund of a sum not to exceed \$300,000.00, and from the Capital Reserve for Buildings Fund of a

sum not to exceed \$150,000.00 to cover the cost of the purchase and the cost of improvements to be made to such building facility, be approved?

- e) DEPRECIATION RESERVE ACCOUNT FOR SEWER DISTRICT No.1:
On a motion by Mr. Sena, seconded by Ms. Baldwin,

Adopted by a vote of a vote of 5 ayes and 0 nays,

the Board resolved that: there is hereby established a depreciation reserve account in the amount of \$4,095.00 for short lived assets of the Hillsdale Sewer District No. 1.

- f) CONTINUING APPOINTMENT OF BOND COUNSEL FOR SEWER DISTRICT: On a motion by Ms. Baldwin, seconded by Mr. Cipkowski,

Adopted by a vote of a vote of 5 ayes and 0 nays,

the Board resolved that:

WHEREAS, in 2005 the Town Board appointed the Law Firm of Hodgson Russ, LLP, as bond counsel to the Town for its Sewer District project; and

WHEREAS, the firm of Hodgson Russ, LLP has continued to provide bond counsel service to the Town for the Sewer District project; and

WHEREAS, the Board desires to correct the records with respect to the 2005 appointment of the firm of Hodgson Russ, LLP as bond counsel for the Sewer project to reflect the fact that the appointment was not limited to the calendar year 2005, but rather was an appointment for the length of the Sewer District project.

NOW, THEREFORE,

The appointment of the firm of Hodgson Russ, LLP as attorneys for the Town for the Town's Sewer District project which was made in 2005, was and is a continuing appointment as bond counsel for the Town for the duration of the project and all interim and final bond financing required in connection with the same.

- g) PAY BILLS: On a motion by Mr. Sena, seconded by Ms. Baldwin,

Adopted by a vote of 5 ayes and 0 nays

It was resolved to pay the Town's bills in the following amounts:

General Fund	Voucher #204 - #233	\$ 17,294.53
Highway Fund	Voucher #147 - #181	\$ 76,511.34
Capital Project	Voucher #10 - #15	\$ 99,536.64
Roe-Jan Park	Voucher #32 - #36	\$ 15,726.03
Sewer District	Voucher #7	\$ 399.00

V. Adjournment

On a motion of **Mr. Sena**, seconded by **Ms. Baldwin**,

Adopted by a vote of a vote of 5 ayes and 0 nays:

Supervisor Baer adjourned the meeting at **9:45 pm**.

Minutes submitted by: Julie Kane, Hillsdale Town Clerk, to be accepted by the Hillsdale Town Board at the August, 2009, Regular Board Meeting.