

Regular Monthly Meeting, Hillsdale Town Board  
Tuesday, February 15, 2011

**I. Call to order**

**Supervisor Art Baer** called to order the regular meeting of the **Hillsdale Town Board** at **7:30 pm** on **February 15, 2011**, in the **Hillsdale Town Hall**. The meeting began with the Pledge of Allegiance.

**II. Attending**

The following persons were present: Supervisor Baer, Board Members Carmen Barbato, Peter Cipkowski, Jill Sims-Elster, and Augie Sena; Town Clerk Julie Kane, Highway Superintendent Richard Briggs, Tax Collector Joe Hanselman, Comprehensive Plane Review Committee Chair Tom Carty; 7 members of the public and one representative of the news media.

**III. Acceptance of the Minutes**

Julie Kane, Town Clerk, submitted the minutes of the December 21, 2010, special Town Board meeting. The minutes were accepted as presented.

**IV. Committee Reports**

- a) **SEWER COMMITTEE:** Mr. Sena reported that there had been only standard maintenance required by the sewer system in the past month and that there had been no damage from snow plowing. Mr. Baer commented that the Board would be looking closely at the Wastewater Technologies, Inc. contract for maintenance and monitoring for 2011, and Mr. Sena responded that the Town is halfway through the existing annual contract and added that he thought maintenance and monitoring could then be handles in-house.
- b) **PARKS AND RECREATION COMMITTEE:** Ms. Sims-Elster reported that she had met with the Hamlet Subcommittee about future uses of the hamlet park and will continue to review options. She reminded the Board that the annual Easter Egg Hunt was planned for Palm Sunday in the hamlet park and that Town Clean-Up Day was scheduled for the first weekend in May. She concluded by informing the Board that the position of Summer Youth Program director was being advertised with a hiring decision scheduled for the end of February.
- c) **COMMUNICATIONS COMMITTEE:** Mr. Cipkowski reported that Town web site continues to do well and that the Town is now “tweeting.” He informed the Board that Iona Lutey will be stepping back from editing the e-newsletter and that the 2010 Annual Report was on schedule.

**WORKPLACE VIOLENCE TRAINING:** Mr. Cipkowski reported that the Cornell University Open Roads program has a library of DVD trainings, free to use and certified by the State, and he added that he would explore options for using these resources for Town employee training.

- d) HIGHWAY DEPARTMENT: Richard Briggs, Highway Superintendent, reported that his department had been working hard to keep up with this winter's heavy snowfall and to prepare for the spring thaw. He added that the wood boiler at the garage had saved the Town over \$1000 in heating costs this year.
- e) LIBRARY CONVERSION: Mr. Sena reported that bids for interior modifications had been received and opened, and he distributed a table of low bids (attached). 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 accept the following bids:

General Contractor, with Alternatives 1 and 2	Polombo Group	\$ 126,988
Electrical, with Alternative 1	P & D Electric	\$ 14,200
Heating	Herrington Fuel	\$ 9,795
Plumbing	Singh Mechanical	\$ 7,250
	<b>TOTAL</b>	<b>\$ 158,233</b>

Mr. Baer commented that the Board should begin seeking community input for the future use of the current Town Hall building.

**V. Other Business**

- a) LOCAL LAW #1 - 2011, ESTABLISHING INCOME LEVELS FOR REAL PROPERTY TAXES FOR DISABLED AND LOW INCOME CITIZENS: Mr. Baer read the Short Environmental Assessment Form, reporting a negative finding. On a motion by Mr. Sena, seconded by Mr. Barbato,

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

the Board accepted the negative SEQR finding

On a motion by Ms. Sims-Elster, seconded by Mr. Barbato,

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

the Board resolved to enact Local Law #1- 2011

- b) LOCAL LAW #2 - 2011, ESTABLISHING INCOME LEVELS FOR REAL PROPERTY TAXES FOR SENIOR CITIZENS: Mr. Baer read the Short Environmental Assessment Form, reporting a negative finding. On a motion by Mr. Cipkowski, seconded by Ms. Sims-Elster,

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

the Board accepted the negative SEQR finding.

On a motion by Mr. Sena, seconded by Mr. Barbato,

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

the Board resolved to enact Local Law #2- 2011

- c) POCKET PARK IN THE HAMLET: Mr. Carty presented plans from the Hamlet Subcommittee for a “pocket park” beside the new Town Hall which would honor the Town’s farmers, past, present and future.
- d) HISTORIC DISTRICT SIGNS: Robina Ward presented a design for signs marking the Town’s recently established Historic District. The four signs, she explained, would be installed in the spring and placed east, west, and north of the district and at the intersection of Highways 22 and 23. The cost of the signs, without installation, of \$3700 would be paid from the funds raised by the Preservation Subcommittee.
- e) 2010 FINANCIAL SUMMARY: Mr. Baer announced that after 2010 financial accounting was completed, The Town had added approximately \$19,000 to its reserve funds rather than having to draw down \$183,000 as budgeted.
- f) PROCUREMENT POLICY: The Town Board, as required by earlier resolution, reviewed the Town’s Procurement Policy and made no changes.  
HIGHWAY DEPARTMENT SOFTWARE: On a motion by Mr. Barbato, seconded by Ms. Sims-Elster,

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

the Board resolved to authorize the supervisor to enter into a contract with the Williamson Law Book Company to provide management software for the Highway Superintendent.

- g) EXECUTIVE SESSION: On a motion by Mr. Barbato, seconded by Mr. Sena,

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

the Board moved into executive session at 8:42 pm to discuss issues relating to a specific Town employee.

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 moved back into open session at 9:41.

- h) PAY BILLS: On a motion by Mr. Barbato, seconded by Mr. Sena ,

**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 #14 - #46	\$ 16,322.08
Highway Fund	Voucher #9 - #39	\$ 76,781.54
Parks Fund	Voucher #2 - #3	\$ 498.28
Building Fund	Voucher #2 - #3	\$ 152.25
Sewer District #1	Voucher #2 - #11, #59	\$ 5,908.56

**VI. Adjournment**

On a motion of **Mr. Barbato**, seconded by Ms. Sims-Elster,

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

**Supervisor Baer** adjourned the meeting at **9:50 pm.**

Minutes submitted by: Julie Kane, Hillsdale Town Clerk

*Minutes submitted by: Julie Kane, Hillsdale Town Clerk, to be accepted by the Hillsdale Town Board at the March, 2011, Regular Board Meeting.*

Town of Hillsdale Town Hall

Name	Contact Person	Bid Amount	NOTES		
General Contractor		Basic 129,138	Alt 1 Do not replace original doors	Alt 2 New hardware to convert original doors	Alt 3 Remain floor for from contractor -4000
Polombe Group		129,138	-5150	+3000	
Electric	P & D Electric	12000	Elec to convert + 2200	original doors to hand-copied	
Heating	Herington Fuel	9795			
Plumbing	Smyk Mechanics	2256			
TOTAL		158,183	Add GC Alt 2 + Elec Alt 1	3000 2200 5200	
TOTAL WITH H.C. con plant front door		50 158,233	Subtract GC Alt 1	-5150	50
Est. elevator cost		30,000	Convert original front door to hand-copied compliance.		

188,233