

TOWN OF HILLSDALE  
REGULAR TOWN BOARD MEETING  
September 17, 2013

**DRAFT**

Pledge to flag

A regular meeting of the Hillsdale Town Board was held on Tuesday, September 17, 2013, at the Town Hall at 7:00 p.m. with the following members present

**PRESENT:** Supervisor Arthur Baer  
Councilwoman Jill Sims-Elster  
Councilman August Sena  
Councilman Peter Cipkowski  
Councilman Steven Tiger

**OTHERS PRESENT:** Vivian deGeorges, Deputy Town Clerk; Robina Ward; Highway Superintendent Richard Briggs and his Attorney Ken Dow; Willa Horton, Director of Farmers Market; Diane Creve, Hawk Dance Farm; Joe Hanselman; Register Star Reporter Joe Gentile; Jeff Paige

**APPROVE MINUTES**

**Amendments:**

Sewer, first line, surplus money was used to pay back against the town loan.

Highway - delete Town Board at meeting

With should be without a resolution by the Board in the Highway Report.

Motion to accept minute as amended

On motion of Councilman Peter Cipkowski , seconded by Councilwoman Jill Sims-Elster, the following resolution was

**Adopted - vote - ayes 5 nays 0**

Resolved to accept the minutes of the regular meeting held on Tuesday, August 20, 2013 with specified amendments.

**SEWER-Mr. Sena**

Pat Nolan has been away so Victor Amendola has been standing in. A new parking lot is being put in behind Bill Sullivan's house. He knows we need risers. The tank location is okay. The area has to be supported and concrete will be poured on top.

**PARK AND RECREATION-Ms. Sims-Elster**

**Hamlet Park** - Funds have been raised for the second phase of equipment purchases. The insulation will not be happening this year, but we have developed the full layout for our plans and the fixed costs should be determined by the November meeting. We have an additional three pieces of equipment we can put in between fundraising and the scrap metal we got from the Highway Department.

**RoeJan Park** - We're tidying up for the fall, putting some fences up. We met with a wedding planner to help us promote weddings and got some really good insights as to

how to promote ourselves. We'll focus on that for the winter months to get our name out there. The HECDL is working with the park to make another proposal as to how to bring the people attending weddings the town businesses as well as their event.

Ms. Horton - We got the results of the survey we did with the vendors at the Farmers Market. (*see attached*) We have 4 more markets left for this season. We've noticed that a lot more families that come to the park for the market take walks through the park afterward. The vendors are all very happy, and my stand has been taking in \$200-\$300 more per market day than last year. Ms. Creve said that she's doing at least double what she did last year. Every week three or four new customers are saying they're so glad to be at our park and don't have to go to Great Barrington to buy local produce. Ms. Horton said that we're planning further ahead so that next season we can put out advertisements and announcements of events that will be going on throughout the season.

Ms. Sims-Elster - The Town Hall Park is complete except for the piece of walkway. Mr. Cipkowski said that part of the obelisk snapped and needs to be replaced before there can be a dedication and Mr. Sena said that the sidewalk is waiting on the guy pouring the concrete. Ms. Sims-Elster added that the picnic tables have been used each weekend.

#### **COMMUNICATIONS- Mr. Cipkowski**

The September newsletter had 365 opens. There were a total of 599 sent with the open rate 62%, the click rate 36%. The top three clicks were for the Star Exemption and then linking through for more information, the Arts Festival, and the wrap up for the Summer Youth Program. There were 12 plays of the TB video. The next newsletter will be the November/December unless the Board wants to do something for the Pumpkin Festival or something.

Ms. Sims-Elster - we had talked about doing hardcopies of the newsletter and having them around town. Is that still going to happen? Mr. Cipkowski said that it's in the library and we can leave some at TH and maybe at the market. He further said that the goal was for 700 signups for the e-newsletter and we're at 599. People are forwarding it. Mr. Tiger said that Egremont leaves them at the PO as well, and maybe there should be some for the Art show this weekend, on the community table.

#### **HIGHWAY - Mr. Tiger**

We're still trying to arrange the meeting. Everyone on the Board got the responses to Mr. Alford's letter to Mr. Briggs. There's a workshop coming up that Mr. Briggs is planning to attend.

Mr. Briggs said that the Highway Department has been working on blacktop sealing, the gravel road surfacing, mowing and some storm repairs of downed trees. I turned in paperwork for a new employee. Also, the insurance company is offering \$4200 as a replacement value for a roller which turned over. It's a \$20,000 piece of equipment and the insurance company said it was totaled so we can't repair it.

Mr. Baer asked Mr. Briggs if we did the ads and interviews in order to fill the position. Mr. Briggs said that he had, and that there were 11 applicants. The new hire is Gary Dodds from Claverack. Mr. Baer asked if he was hired as an MEO and Mr. Briggs said yes, and that he's had highway experience. Mr. Baer then asked Mr. Briggs how many fulltime employees the Highway Department now has and Mr. Briggs said 6.

Mr. Baer then said that he hasn't gotten the payroll accrual forms. Mr. Briggs said that the Deputy Town Clerk has them. Ms. deGeorges said that she didn't realize she had to give them to Mr. Baer but that she would do that. She has the August and September accrual forms.

### **BUILDING DEPARTMENT - Mr. Sena**

The Building Department has received \$3965 in fees from the Building Inspector. This is from permits and COs and there's a new residence of \$700,000. We're getting good reports about Lee Heim, that he's on time, friendly, and people seem to be happy with him.

Mr. Baer said that we have to sit down with the Supervisors of Canaan and Austerlitz and work out the budget for next year for the shared inspector. It's the only joint service program in the County, working out for 3+ years. We've been fortunate to have a person that's working well with the community. Within the next month we'll talk about what issues we need to bring out. No increase in cost is expected.

### **TOWN HALL RESTORATION - Mr. Baer**

We've gone out to bid for the brickwork, mortar, chimneys being relined, and roof repairs. We've gotten 6 back from 8 interested. We broke it down into the various components. There are quite a few differences in each category but it works out to about what we expected. Low bidder is Ganem Contracting out of Clifton Park. Mr. Baer passed around some photos of what they've done with the brick furnace in Copake Falls. Edgar Masters gave them high recommendations. Our project is scheduled to be completed by year-end if they get the award. The same crew from the furnace will do our work. We're not asking for a performance bond, but a ave put in place a contingency of \$20,000 since they won't know how much they'll have to replace till they get in there. There is a cap of \$116,000. He further said that his recommendation is going with the low bidder of \$94,000 with a contingency of \$20,000 and Joe Iuviene's (architect) fee \$10,000. We have \$75,000 in the building reserve, \$40,000 in grants and pledges and maybe an additional \$15,000 funded by the town. Mr. Sena added that Ganem is thinking of a 30-40% replacement but they can't be sure till they start the job and see what it entails. Removing lead-based paint from all the windows and the putty and glazing and replacing and repainting all the windows is estimated to be \$14,000.

On motion of Councilman Sena, seconded by Councilman Tiger; the following Resolution was

**Adopted vote ayes 5 nays 0**

Town Board Resolved to accept Ganen Contracting for brickwork, chimney, mortar and roof repairs at \$94,000 and expenditure of up to \$130,000 in grants and donations already received. *(? Don't remember what this \$130,00 number was and if I have it right.)*

On motion of Councilman Cipkowski, seconded by Councilwoman Sims-Elster; the following Resolution was

**Adopted vote ayes 5 nays 0**

Town Board Resolved to set aside \$20,000 for contingencies plus \$10,000 for architects fees.

Mr. Sena said that scaffolding will be all around the building so they don't have to go up and down to get to other parts of the building.

### **Budget - Mr. Baer**

Most but not all departments heads have responded with their numbers for the coming budget. Mr. Baer said he will be meeting with the accountant tomorrow to go over insurance and other items. We'd like to have the Budget Workshop and we're trying to get a date for it. The budget needs to be in by Nov. 1<sup>st</sup>. October 10<sup>th</sup> looks good in the evening, 7 o'clock. We'll have to be down to a tentative budget by then and then adopt it as a tentative budget at the TB meeting of the 15<sup>th</sup> of October. We're in good shape. The health insurance has had a 10% increase, NYS retirement a \$20 increase. *(or was it 20%?)* The Library coming is in with a 414 proposition, which is not part of the 2% cap as an opinion from Counsel. There was further discussion about this.

On Saturday we had Cathy Marchione here to do a listening Town Meeting for Hillsdale, Copake, Ancram and Gallatin. It was not a great turnout but okay. Two other supervisors were here. We got her to do a walkabout in the village so she got to meet a lot of residents and business owners. She got a great appreciation for our town. Her district goes up through Saratoga County. She had a good impression of what's been happening here with our businesses and supports our sidewalk project funding with DOT. Ms. Sims-Elster said that her whole staff seemed to be in awe of what's happened here. Congressman Gibson will be here for the Arts Festival, about 2PM.

### **Art Festival - Mr. Tiger**

There are at least 50 artists participating in the Festival, with 40 in town park, then other sites. There will be music, two entrances and two information tables,

donation box, etc. The CCCA is already planning for next year. There will be Press coverage. The event is on Saturday 10-4 and Sunday 11-4.

**County Update - Mr. Baer**

The County financial budget process is underway. State mandates are significant. We have issues with the Fed and State for not reimbursing for services we already delivered for them, such as social services, office of the aging, mental health, etc. We provide services then ask for reimbursement. In recent months, they've been slowing their payments. Our payments are the payroll of people doing the work so we have to pay them and wait to be repaid. There are also property tax delinquencies, so the County has to float that till they collect the money. It will be a crunch budget - we are required to do things by the state so we have no choice. The Board of Supervisors has to make tough decisions about cutting back programs.

**Public Comment**

The Deputy Town Clerk read a letter from Ruth Dufault (*see attached*) to the Board and audience. In it, Ms. Dufault thanks the Town and Caroline Stewart in particular for providing the Hill Barn in the Roe Jan Park for a memorial for her husband, poet Peter Dufault, on September 8<sup>th</sup>.

Mr. Dow then spoke and said that he and Mr. Briggs are trying to get through the list and provide the Town with the information requested. He suggested that the Town please itemize anything still outstanding. Some things may have been resolved or become obsolete, so we'd like an update of what is still being looked for and worked on. I'll also make this request in writing.

On motion of Councilman Cipkowski, seconded by Councilwoman Sims-Elster the Board resolved to enter Executive Session at 7:55PM to discuss pending litigation.

**Adopted vote ayes 5 nays 0**

The Board came out of Executive Session at 8:45.

**PAY BILLS**

On motion of Councilman Sims-Elster, seconded by Councilman Peter Cipkowski ; the following resolution was

**Adopted vote ayes 5 nays 0**

Resolved to pay the bills in the following amounts:

General Fund	Voucher #167-170,198-210	\$11,104.40
Highway Fund	Voucher #171-187	\$52,142.44
RJPark Fund	Voucher #28-30	\$ 1,122.97
Sewer Fund	Voucher #53-57	\$ 2,346.18
Street Lights	Voucher #9	\$ 554.61

Regular Meeting, Hillsdale Town Board, Tuesday, September 17, 2013  
(continued)

**DRAFT**

Mr. Baer asked for a motion to adjourn. The motion was made by Mr. Tiger and seconded by Ms. Sims-Elster. Mr. Baer adjourned the meeting at 8:50PM.

Respectfully Submitted,

Vivian deGeorges, Deputy Town Clerk