

Regular Monthly Meeting, Hillsdale Town Board
Tuesday, November 18, 2008

I. Call to order

Supervisor Art Baer called to order the regular meeting of the **Hillsdale Town Board** at **7:30 pm** on **November 18, 2008**, in the **Hillsdale Town Hall**. The meeting began with the Pledge of Allegiance.

II. Attending

The following persons were present: Supervisor Art Baer, Board Members Ann Baldwin, Carmen Barbato, Peter Cipkowski, and Augie Sena; Town Clerk Julie Kane; Highway Superintendent Richard Briggs, Animal Control Officer Dan Reed, Planning Board Chair Hank Henward, CPRC Chair Tom Carty; Resident Sheriff's Deputy Bill Dunsbaugh; six members of the public, and 2 members of the press.

III. Approval of the Minutes

On a motion of Mr. Cipkowski, seconded by Mr. Barbato,

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

The minutes of prior meetings were approved as submitted.

IV. Committee Reports

a) **SEWER COMMITTEE**: Mr. Sena reported that there will be a ribbon cutting at the sewer site at 10:30 am on December 6. He added that the system has been pressure tested and that it would be operational on December 1. He commented that the fence around the sewer facility is up and looks good, neat and like a farm fence. He concluded that the Town is still waiting for Rural Development to send its funds to the Town. Mr. Baer stated that sewer billing should begin in January of 2009 and requested the Town Clerk to prepare a database and set of forms to be used in that regard.

b) **PARKS AND RECREATION COMMITTEE**: Mr. Cipkowski reported that the Roe-Jan Park Committee had met and had focused on migrating the Town Youth Program from the Hamlet Park to the Roe-Jan Park in 2009; he presented the Board with a report on that topic (attached to these minutes). He added that he should have an estimated costs for the project compiled for the next Board meeting.

Mr. Cipkowski continued that the next step for the Roe-Jan Park is to begin the planning process for the further development of the Park and that the Park Committee wants to create a program that will use the existing features of the Park such as the farm and the natural setting. He concluded that the Park's permanent sign would be installed within a week by Highway Superintendent Richard Briggs.

Mr. Baer reported that a hazard remediation firm had been contracted to remove the asbestos caulking from the doublewide mobile home still on the Park site, and that the County would remove the mobile home as soon as the asbestos has been disposed of.

- c) HIGHWAY DEPARTMENT: Mr. Barbato reported that the Highway Department was getting ready for winter. Mr. Briggs stated that the Department will be getting a wood stove installed in the garage in mid-December. He also told the Board that the newly purchased replacement truck was in service. He added that gas prices were coming down but that he had not yet seen a reduction in the price of blacktop. He suggested that the Town might need to reopen the bidding process for blacktop in January if costs have come down by that time.
- d) BUILDING DEPARTMENT: Mr. Sena and Ms. Baldwin reported that things were going well in the Building Department. Mr. Cipkowski asked if they had talked to Building Inspector Glenn Smith about cutting his hours in the new year. Ms. Baldwin replied that he would like to keep his department's hours the same through the first quarter of 2009 and then reevaluate the work load.
- e) COMMUNICATIONS COMMITTEE: Ms. Baldwin extended her thanks to Robina Ward for the work she had done on the New Resident's Brochure and told the Board that twenty-two (22) copies had been sent to new property owners in the Town. She added that the Committee had advertised for a new web master and that six resumes had been received. The Committee will review them, and she will report their recommendations at the next Board meeting
- f) TOWN CLERK'S REPORT: Ms. Kane reported on the number of registered dogs in the Town and suggested that (1) license fees might be raised, and (2) the Town conduct a dog enumeration in 2009. Mr. Baer requested that a resolution for increased dog registration fees be prepared for the next Board meeting and that the Town Clerk and the Animal Control Officer plan for a 25% enumeration in the first quarter of 2009.

V. Other Business

A. Hamlet Planner

Tom Carty, Chair of the Comprehensive Plan Review Committee, presented to the Board the Hamlet Subcommittee's recommendation that the Town retain the services of a planner to study and make recommendations for the future development of the Hillsdale hamlet. He reminded the Board that the Subcommittee had produced a Request for Proposals and had sent it to eight firms in mid-August, receiving seven responses. Members of the Subcommittee had reviewed the proposals and had requested statements of qualifications from four. Based on the responses, they had selected two to interview, then had unanimously selected one respondent to recommend to the Board. Mr. Carty stated that the Project for Public Spaces, the firm selected, is a not for profit organization with

economic development experience and well as expertise in town planning. They have said that the key to a successful project will be public involvement and that the ideas contained in a final plan must come from the Town itself. He concluded by commending the Subcommittee members for their commitment and diligence throughout the selection process.

Mr. Baer asked Mr. Carty how the Town could afford a hamlet planner when the Town is currently \$10,000 over budget. Mr. Carty responded that fund raising had already begun with the members of the Subcommittee and that the group felt that a Community Development Block Grant was a possible source of funds.

Mr. Baer asked if, with funding in place, the project could begin in the first quarter of 2009. Mr. Carty replied that he thought everything could be in place by that time.

On a motion of Mr. Sena, seconded by Mr. Cipkowski,

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

It was resolved to authorize the CPRC to submit an application to the 2008 Community Planning Program.

B. National Incident Management System

Mr. Baer reported that the Town is required to be compliant with the National Incident Management System in order to receive federal funding in the case of an emergency or disaster. To that end, he appointed Mr. Briggs to serve as the Town's NIMS Coordinator to act as the point of contact between the Town and the County as needed.

C. NYSEG Charges

Mr. Baer reported that NYSEG had increased their charge from \$1600 to \$1800 to connect the electricity at the sewer facility.

VI. Public Comment

1. Bud Atwood commended the Highway Department for the good job they are doing in maintaining their equipment themselves and thereby saving the Town money.
2. Hank Henward reported that the Aquifer Study grant is in place and that the Natural Resources Subcommittee would be drawing funds from it.
3. Greg Daley opined that the Hamlet Subcommittee should have held its meetings with the applicants for hamlet planner project in public as they affect a recommendation by a body of appointed officials to expend public funds.
4. Mr. Henward stated that the Planning Board has seen developers pulling out of projects in Hillsdale and things will soon begin to slow down in the Building Department.

5. EXECUTIVE SESSION: On a motion of Mr. Sena, seconded by Ms. Baldwin,

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

The Board entered Executive Session at 8:48 pm to discuss personnel issues.

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

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

The Board returned to Regular Session at 9:01 pm.

g) PAY BILLS: On a motion by Mr. Cipkowski, 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 #302 - #334	\$ 24,118.77
Highway Fund	Voucher #205 - #227	\$15,085.23

VII. Adjournment

Supervisor Baer adjourned the meeting at **9:30 pm**.

Minutes submitted by: Julie Kane, Hillsdale Town Clerk