

TOWN OF PLATTEKILL
REGULAR TOWN BOARD MEETING

July 6, 2016

Time: 7:00 PM

SALUTE TO FLAG

Supervisor Croce opened the meeting with a salute to the American Flag.

ROLL CALL

The following Town Board Members were present:

- Supervisor Croce
- Councilman Putnam
- Councilman Farrelly
- Councilwoman Delgado
- Councilman DePew

MINUTES

* Supervisor Croce made a motion to dispense with the reading of the minutes from the June 1st & 15th, 2016 Regular Town Board Meetings.

Councilman Putnam seconded.

On the vote: all ayes.

* Supervisor Croce made a motion to accept the minutes from the June 1, 2016 Regular Town Board Meeting.

Councilman Farrelly seconded.

On the vote: Supervisor Croce	Yes
Councilman Putnam	Abstained (absent)
Councilman Farrelly	Yes
Councilwoman Delgado	Abstained (absent)
Councilman DePew	Yes

* Supervisor Croce made a motion to accept the minutes from the June 15, 2016 Regular Town Board Meeting.

Councilwoman Delgado seconded.

On the vote: Supervisor Croce	Yes
Councilman Putnam	Yes
Councilman Farrelly	Yes
Councilwoman Delgado	Yes
Councilman DePew	Abstained (absent)

ADDITIONS

Supervisor Croce stated that he did not have any additions for this evening's agenda.

Councilwoman Delgado stated that she would like to let everyone know about the meeting that Councilman DePew and she had with the Library Trustee Board.

1. Committee To Sell Library Property:

Councilwoman Delgado stated that Councilman DePew and she were to meet with the Library Board of Trustees on Monday night, but the only Trustee that was present was Mr. Farrell.

Councilman DePew stated that the meeting was much like the first meeting as it was an ice-breaker type of meeting. They just discussed some basic information and they agreed that the Library Board should put together a formal proposal or a letter of intent so that the Town has a better idea of what they want to do. They expressed the concern not to lock-out the seniors and that they would like to see the existing building stay and maybe do something off of that building. They have a lot of responsibilities that they have to take care of too.

Councilwoman Delgado stated yes, they will have to get their own assessment of the property, a water test and make sure the land is clean. They have to do their due diligence to make sure everything is in order. They know what the building is like since they have been there for years. They know what they are getting and there should be no surprises.

Supervisor Croce stated that he understood what they were saying and it would be nice to keep the integrity of the building since it is somewhat historic, but we cannot tell them what to do.

Councilman DePew stated that regardless of what the Library says they want to do, rather than they keep on meeting with partial members of the Trustee Board and discussing the history of the building, they should give the Town a letter of intent and let the Town know what they want to do. He stated that from the conversation, he would think we should have a letter from them, maybe by the first meeting in August.

Councilman Farrelly asked if the Library was still working on considering the property across the street on Rt. 32? He stated that he did not want to see us used as a ploy.

Councilwoman Delgado stated that this was discussed and it was stated that this is not their intent.

Councilman DePew stated that the question was asked during the conversation, however he was not sure the actual question was answered during that conversation. They did not set a new meeting date and we will be waiting for their letter of intent.

PUBLIC INPUT

Mr. James Rizza, a resident from Meadow Lane, stated that he had an issue with one of his neighbors and wanted to ask the Town Board for help. He stated that he had already spoken with Supervisor Croce and the Building Inspector had also done an inspection of the situation, but it seems there is nothing they can do.

Mr. Rizza stated that the problem is the number of trailers and a camper that is parked on his neighbor's property. He stated that there are 5 or 6 trailers, at any given moment, parked on the front and back lawn of his neighbor's property and there is also a camper that people are in and out of every day parked in the driveway. He stated that his neighbor has a fenced in area in the back of the house, but the trailers are not parked within the fence. He stated that he was concerned for the safety of

children playing in the cul-de-sac and he also has to look at all of this as the front window of his house faces this property.

There was discussion with the Town Board and the question was asked if he has spoken with his neighbor to ask him to move the trailers?

Mr. Rizza stated that he did not really get along with this neighbor since the neighbor had been verbally abusive to him while the children were playing in the cul-de-sac. He stated again that the neighbor has a fenced in area and he felt the trailers and camper should be kept in the fenced in area instead of spread out all over the property. He stated that he was all for doing what you want on your own property; however he felt that this was an eyesore and he also feared for the safety of children playing by the trailers. He showed and gave pictures of the situation to the Town Board.

Mr. Rizza stated that he also has 4-wheelers and a snow mobile and other large "toys", but he keeps his at a different location as the lots in the development are small.

Councilman DePew stated that this is a situation that occurs when you live in a development where there are small lots.

Mr. Rizza stated that he had researched some other Towns in the area and they have legislation that would cover this type of situation. So he also gave the Town Board copies of a local law for them to look at and possibly adopt for the Town of Plattekill.

Mr. Reynolds, a local news reporter, asked if there was anything already in the Town Code to cover this type of situation?

Supervisor Croce stated that the better person to ask would be the Building Inspector. He stated that he knew that our Code only allows one unregistered vehicle on a property, but he was not sure if this included the trailers. And if they are registered, then this would not apply either.

Councilman Farrelly stated that after looking at the pictures provided by Mr. Rizza, he could understand why this situation would be annoying. He would not want one of his neighbors parking 5 or 6 trailers all over the property next to him either.

Mr. Rizza stated that the Building Inspector did come out and view the situation, but stated that he could not go on the property to see if all the trailers were registered. That was why he wanted the Town Board to review the situation and possibly adopt a local law to help in these types of situations.

Supervisor Croce stated that in speaking with our Building Inspector, he stated that there was currently nothing in our Code to indicate that there was a violation.

Mr. Rizza stated that much of this stuff that he put on his property is from his summer camp ground and he assumed that it would go back there this spring. This has not happened. It is all still out there and not in the fenced in area. He feels the Town should have some sort of law that if you have the means to put these things in a fenced in area or someplace where you can't see them, then they should have to put them there.

Mr. Rizza stated that he doesn't want to be that neighbor that makes a big deal out of these situations, however it has been this way for quite a while and doesn't look like it is going to get any better.

Supervisor Croce stated that he was not going to promise anything at this time. The Town Board would look at the information he has provided, but, as he has stated in the past, he does not feel that laws should be adopted just to cover one specific situation.

There were no further comments or questions from the public.

* Supervisor Croce made a motion to close the Public Input section of the meeting at 7:43 PM.

Councilman Farrelly seconded.

On the vote: all ayes.

SECTION 1 – CORNERSTONE PHONE CONTRACT

Councilman DePew stated that he was looking into trying other options for our Town Hall phone service. He stated that he had spoken and met with representatives from Optimum, who gave them a good presentation. They looked at our server set-up and suggested that we get a new modem and a new router. He stated that he tried to speak with someone from Verizon, but they were out on strike and no one was available. He stated that there was another company, but they stated that they were too far away to service the Town.

Councilman DePew stated that the Optimum Company gave a price quote of \$29.95 per line, which would be a flat rate and include all fees and applicable taxes. He stated that there would not be any increases in fees over the years and in fact there was no contract.

Supervisor Croce stated yes, they did not have a contract so we could always change the service provider at any time.

At this time, there was discussion on other options available such as “roll over” which would allow the line to roll over to another line in case there is a power failure or some other problem with that particular line. There was also a “forwarding service” from one line to another.

The Town Board discussed keeping at least one line, if not a few more, as copper lines so that if there were to be a power failure, the Optimum lines could be rolled over or forwarded to the copper lines for continued service. They also discussed that a copper line should be used for the alarm system.

Supervisor Croce stated that he did finally get through to someone in Verizon and they wanted some information from us before making a price quote. He stated that they looked into seeing if we had FIOS available here and he has found out that some areas in Town do have it, however we do not have it here in Modena.

Councilman DePew stated that he would be in favor of using Optimum for most of our lines and then using Verizon for the few copper lines. He stated that he has found that the alarm is currently on a shared line and if someone is using that line, the alarm will not work. We should have the alarm on a separate copper line.

Supervisor Croce stated that he has made some observations. One, is that the Optimum proposal is for us to switch entirely to cable and he is not convinced that this is good. Two, if we are going to keep some copper, who are we going to contract with and how much is that going to cost us? And three, if we are going to all cable, shouldn't we get a cost from Cornerstone? He stated that he would like to know these things before making a decision.

Councilman Putnam asked if we knew the number of phones that would be \$29.95 and what that total would be. Is the \$5.09 re-occurring charge on top of that too?

Councilman DePew stated that he thought there were 13 phone lines and at that flat rate it would be 29.95 for each line or a total of \$389.35.

Supervisor Croce read off several costs including an internet fee of \$86.00 and a re-occurring fee of \$5.09. He wondered why we would be paying an internet fee if we get free internet at the Town Hall.

Councilman DePew stated that we do receive free internet, however the phone lines would increase the usage or information usage. It is not the same as regular internet.

Councilwoman Delgado stated that she did not agree. The internet is the internet.

Councilman DePew stated no, the phones will be using more of a volume of information over the lines so they will be charging us for this.

Councilman Farrelly stated that he felt we should ask Cornerstone for their price quote on the same thing that Optimum is offering.

Supervisor Croce asked if the Town Board was for using all cable or do we want to have some copper lines?

The Town Board was in agreement that we should have some copper lines.

Councilman DePew stated that we should have at least 3 copper lines; one for the alarm, one for the Town Hall and one for the Highway Dept.

Supervisor Croce stated that he still feels we should do a comparison between Cornerstone and Optimum.

Councilman DePew asked if Optimum could come to the next Town Board meeting?

Supervisor Croce stated that he would ask someone to come from Optimum to the next meeting and he suggested that Councilman DePew should contact Verizon to see what copper lines will cost.

SECTION 2 – DRAFT MORATORIUM LOCAL LAW - FOR GROUND MOUNTED SOLAR PANELS

Supervisor Croce stated that he has obtained comments from the Town Board and the Planning Board on a local law to put a moratorium on ground mounted solar panels for 9 months while the Town Board reviews and meets to decide if we need to adopt new Town Codes to cover this use. He stated that he would like to set up a public hearing on August 3rd at 7:00 PM to obtain comments from the public.

The Town Board discussed that the local law should be sent to the Ulster County Planning Board for their review as soon as possible, however they thought the next UC Planning Board meeting was on the same evening as the Public Hearing.

Supervisor Croce stated that the Town Board did not necessarily need the County comments that evening and they could be considered by the Town Board at a later date.

* Councilman Putnam made a motion to authorize the Town Clerk to publish, in the local town newspaper, the Public Notice for the Public Hearing on the draft local law entitled "Imposing A Moratorium On The Establishment Of Ground Solar Energy Facilities Within The Town of Plattekill" to be held on August 3, 2016 at 7:00 PM at the Town of Plattekill Town Hall.

Councilwoman Delgado seconded.

On the vote: all ayes.

There was a short discussion that once this local law is adopted, the Town Board will have to move quickly to research this issue and have a draft local law drawn, if they decide it is needed. The law will only be in effect for 9 months.

Supervisor Croce stated that he would suggest that the Town Board and the Planning Board set up a committee of members to work on this issue and develop local codes that can then be adopted by the Town Board. He stated that he would contact the Chairperson for the Planning Board to see what days they would be available to meet.

SECTION 3 – DRAFT LOCAL LAW - EXPEDITED SITE PLAN REVIEW

Supervisor Croce stated that he has distributed a draft local law that he has been working on to the Town Board members and the Planning Board members. The local law is in regards to adopting Town Codes encouraging the development and improvement of agricultural lands and agricultural uses within such Agricultural Districts (Designated Agricultural Districts under Article 25-AA Section 305 of the Ag & Markets Law) and to provide for an expedited site plan review for farm operations located within said Agricultural Districts in the Town of Plattekill.

Supervisor Croce stated that he had received some comments and he had forwarded them to the Town Attorney. Neither he, nor the Town Attorney, felt they had much substance. He stated that he would like to also hold a Public Hearing for this draft local law.

Councilman DePew asked to see a copy of the comments that the Supervisor and the Attorney received.

Supervisor Croce stated that he would forward the e-mail with those comments to him.

The Town Board decided to schedule this public hearing in September to make sure all comments from the Town Board and the Planning Board are received and reviewed and changes made if necessary before going for public comment.

* Supervisor Croce made a motion to authorize the Town Clerk to publish, in the local town newspaper, the Public Notice for the Public Hearing on the draft local law entitled “a Local Law For Site Plan Review Of Properties In A Designated Agricultural District Under Article 25-AA Section 305 Of The Agricultural And Markets Law Of The State Of New York” to be held on September 7, 2016 at 7:00 PM at the Town of Plattekill Town Hall.

Councilwoman Delgado seconded.

On the vote: all ayes.

SECTION 4 – NOISE LEVEL CONTROL POLICY

Supervisor Croce stated that the new noise meter was ordered and has been received. He wanted to let everyone know that the Chief of Police, Mr. Joseph Ryan, has given the Town Board a copy of the Plattekill Police Department’s Noise Level Control Policy. He stated that Chief Ryan reviewed the Town Codes for noise and developed a policy for his officers to use whenever they are contacted for a noise complaint. Our Codes specifically state that the Police Dept. will be enforcing this section of the Code and this policy has been presented to all our officers for them to follow uniformly. The policy is now in effect and will be followed by all the officers.

SECTION 5 – GASB-45

Supervisor Croce explained that the Government Accounting Standards Board (GASB), which is part of the State Comptroller’s Office, often sets standards and plans that the Towns are supposed to comply with. The GASB has a plan for keeping track of what it will cost Town’s to continue to pay for past employees retirement benefits and all Towns are supposed to comply and develop plans for future payments.

Supervisor Croce stated that the Town of Plattekill has not done this in the past and our Accountant has been telling us for years that we should have a plan that we can see and follow.

Councilman DePew asked what we have been doing in the past, since we have not done this before?

Supervisor Croce stated that we just usually include them in with our current employee health benefits each year. The Comptroller's Office wants to see that we have a plan; it is one of their requirements.

Supervisor Croce explained that he obtained a few price quotes and there is a company that will help us develop a plan to be in compliance with the Comptroller's Office. Danziger & Markhoff, LLP will charge us \$2,650.00 and he stated that he felt this should be done so that if we are audited, we will be in compliance. He stated that once we have the plan for this coming year, he feels we will be able to keep up that plan into the future.

* Councilwoman Delgado made a motion to hire Danziger & Markhoff, LLP to develop a GASB-45 Retirement Program Plan for the Town of Plattekill, to be in compliance with the State Comptroller's Office, at a cost not to exceed \$2,650.00.

Councilman Putnam seconded.

On the vote: all ayes.

SECTION 6 – VETERAN'S LETTER

Supervisor Croce read a letter from the Veteran's Committee thanking the Town Board for their support and attendance at the Memorial Day Parade and Memorial Dedication Ceremony.

SECTION 7 – GASB-34

Supervisor Croce explained that there is another Government Accounting Standards Board (GASB) – State Comptroller's Office requirement - that the Town has not done in many years. The Town should have an actual "Fixed Asset Management Program" or financial accounting of all the assets for the Town. This would be done by doing an inventory. He stated that the Town Clerk has some records from 1997, showing this was done back then, but it has not been kept up-to-date. There are some file cabinets and other equipment, that we still have, that have bar codes on them, from this previous inventory, but we do not have any of the records showing the rest of the inventory. We would have to start at square one and inventory all the Town facilities. The inventory company will then give us a computer program that we can then keep up-to-date in the future.

Supervisor Croce stated that this is another thing that our Accountant has been telling us we should do and he agrees with her as it will give us an accurate gage of the financial standing of the Town.

Supervisor Croce stated that he checked out several companies and he would suggest hiring RCI Technologies, Inc. who will do an entire Town inventory, including bar coding items, and then set us up on a computer system to keep the inventory up-to-date. He stated that he was thinking he would do this in-house, but it is a major undertaking and this company will do the initial inventory set up in 6 – 8 hour days and will give us training to keep it up-to-date for the future.

There was some discussion as to who would be responsible for keeping this system up-to-date.

Supervisor Croce suggested that since his clerk does all the Purchase Orders for the purchases of the Town, that she could be the person to house the computer program and keep it up-to-date. Hopefully future administrations will also keep this going.

Councilman DePew stated that he felt the Town Board would have to come up with a policy that each Department has to keep track of their own inventory.

There was more discussion that someone would have to be designated to take control of this program or a new person hired.

Councilman DePew asked what the advantage was, to do this, and what was the disadvantage?

Supervisor Croce stated that the advantage was for the Town Board to have a true financial understanding of the value of the Town facilities. Right now, he doesn't know what our fixed assets are. This inventory will give us that answer.

Councilwoman Delgado asked who would be designated to physically put the stickers on new purchases?

Mr. Wager, the Highway Superintendent, stated that he had the same question. They purchase new equipment and tools and other items on a regular basis. Who are we going to pay to do this new job?

There was discussion on who would be the person actually putting the new bar codes on the new purchases as this would not be something the Supervisor's Clerk would be able to do off of the Town Hall site.

Supervisor Croce suggested that the Supervisor's Clerk will maintain the computer system and maybe the Maintenance Worker III could be asked to place the bar code sticker at off site facilities.

Mr. Wager stated that there are a lot of different departments and this is now another whole job for someone to get paid to do and keep track of.

Supervisor Croce stated that he did not feel this would be a major problem. The Supervisor's Clerk does the purchase orders and will see that something is being purchased and/or replaced and she will be able to make that adjustment in the computer program. She can then make sure that department has a new bar code to put on the new piece of equipment.

There were more questions as to the Town purchasing more bar code stickers? This will be an additional cost. Can the Town make up its own stickers?

Supervisor Croce stated that the Town can purchase more stickers at 15 cents per sticker. He would have to see if we could make up our own stickers. We could make a motion to authorize the expense to hire this company to do the initial set up and then we could make an additional motion to purchase more bar codes.

Councilman Farrelly asked where the money would be coming from to pay for this inventory?

Supervisor Croce stated that he would think the money would come out of the General Fund.

Councilman Farrelly asked about inventorying all the tools and parts at the Highway Dept.?

Councilwoman Delgado stated that according to the paperwork here, they will only be inventorying items over \$500.00.

There was more discussion on the Highway Dept. and whether this inventory would cover items such as piping and other items held in storage to be used on the roads at a later date.

Councilman DePew stated that this was a perpetual inventory which includes items that you will eventually be using on the roads. He stated that this inventory is for items such as computers, the office desks, the tools, tool boxes, and things like that. He stated that he is very familiar with these types of systems and he feels that inventories are not a simple task. He stated that he is in favor of doing this, but this needs be thought about and nurtured and planned. We need to account for things and account for disburseable items too. You can't just do this inventory and that is it. It is a non-stop process. He stated that he is not in favor of doing this and then saying we need to hire someone to do it. He stated that he felt we needed to set up a policy stating that each department head will be responsible for their

own inventory and it should be updated every 30 days or quarter or half year and there should be someone in charge of reviewing the department inventories to make sure that items are added or removed accordingly. We need to have checks and balances. There has to be a system if we are to do this properly and have it work into the future.

Supervisor Croce stated that he would put this on hold this evening, get back to the company with these questions and we can discuss this at the next meeting.

Councilman DePew stated that internally, we still will have to talk about how we are going to implement this.

Supervisor Croce stated that he did not feel we needed to create a new position for this, he still feels that his clerk, since she does all the purchase orders, will be able to make adjustments to the inventory list on the computer and then get a bar code sticker to the appropriate department for that new purchase.

Councilman DePew stated that that sounded good to him and it would be great if he could come up with a proposal for a policy on that.

Supervisor Croce stated "Ok".

SECTION 8 – VOUCHERS

* Councilman DePew made a motion to pay the Voucher Detail Report dated 7/6/2016, which includes: the General Fund amount of \$22,314.41, the Highway Fund amount of \$31,524.89, the Capital Projects amount of \$5,250.00 and the Trust & Agency amount of \$980.40 for a total amount of \$60,069.70 recognizing that the Audit Committee has reviewed the claims and found them acceptable for payment.

Councilwoman Delgado seconded.

On the vote: all ayes.

SECTION 9 – ADJOURNMENT

* Supervisor Croce made a motion to adjourn the meeting at 8:47 PM.

Councilman DePew seconded.

On the vote: all ayes.