

LUMBERLAND TOWN BOARD WORKSHOP MEETING MINUTES
APRIL 8, 2013

The Town Board of the Town of Lumberland held a Workshop Meeting on Monday, April 8, 2013, at 7 p.m., at the Municipal Building in Glen Spey, N.Y. Supervisor Nadia Rajsz opened the meeting at 7 p.m., followed by the Pledge of Allegiance.

Roll Call was administered to those members present:

Supervisor Nadia Rajsz
Councilman/Deputy Supervisor Joseph Carr
Councilman James Akt
Councilman Ron Thiele
Councilman David Leamon

Also present were Town Clerk Virginia Horn, Deputy Town Clerk Hedwig Brush, Cemetery Committee Chair Lewis Powell, Highway Superintendent Don Hunt, Jr., Jenny Mellan, Nicole Mellan, Sophia Martyneec, Josh Santoro and Parks Committee representative Billy McKerrell.

The Board members reviewed the Agenda. The Board members reviewed the Minutes and Monthly Reports. Supervisor Rajsz noted the Supervisor's Report would be available on Wednesday night. The Board members reviewed the Correspondence. The Town Clerk reported the Shelter Report was from the State that inspects the Deerpark/Port Jervis Humane Society who the Town contracts with. Supervisor Rajsz noted that there was notification of the Cultural Series Concert that will be held on June 9th. Supervisor Rajsz reported that Sullivan County passed the Resolution to appeal the recent NYS Safe Act Law. Supervisor Rajsz noted that the County Litter Pluck Day would be held from April 27th through May 5th, questioning if the Highway Dept. will provide a truck for whatever day the Town will hold its Litter Pluck Day? The Highway Superintendent reported they would supply a truck when they are told what date it will be.

Supervisor Rajsz reported that they had received the Risk Assessment that reviewed our procedures and made their recommendations. Supervisor Rajsz reviewed the report, noting that Charlie Fallon is in charge of the safety committee for the buildings and he will speak to the Town Board at Wednesday night's meeting on his recommendations as to what needs to be done. The Highway Superintendent noted he has not met with Fallon on any recommendations for the Highway garage. Supervisor Rajsz stated that, at times, we have a lot of money in the building and need a better security system, notably cameras. Supervisor Rajsz also noted that one of the other recommendations was to cross train personnel for certain positions such as the bookkeeper. Supervisor Rajsz reported the bookkeeper has

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suggested using the Town of Highland bookkeeper as a backup but Supervisor Rajsz suggested using our existing Tax Collector, Heather Worzel.

Supervisor Rajsz reported another concern was what we would do if our existing building were to burn down, notably what would we do with our records that need to be stored off site? Supervisor Rajsz reported we have been working on formatting our records to electronic copies, however, we still have paper copies that need to be protected. The Town Clerk noted that they would like to look into having the old microfilm formatted to a more updated form of record. Supervisor Rajsz reported one concern in the report was that the same person that is endorsing the checks should not be depositing the checks. Supervisor Rajsz noted that we do not have a policy for the town charge card use. Jenny Mellan stated that she thought one had been done a few years ago. The Town Clerk noted that they have not found any record yet of one but they will continue to look. Supervisor Rajsz noted that they do not have a set policy for conferences and travel expenses.

Supervisor Rajsz introduced Jim Reed from Reed Systems Winter Wizard Anti Icing Spreader. Reed gave a presentation on his product, noting that it is a way to change the way to apply salt to the roads in the winter and explained how it works. Reed stated that by adding strong liquids to the salt it will last longer and have better results. Supervisor Rajsz questioned if there were any negative environmental impacts using this solution? Reed stated the problem was with improper storage and improper runoff, not the actual solution. Reed stated that you would cut your salt usage by 50% by using his system. Supervisor Rajsz questioned if they would have to change any of our trucks to use this different system? The Highway Superintendent reported they would have to but would only consider changing at least one truck to try it on, noting the cost would be around \$10,000 to convert the one truck. Councilman Thiele questioned what it would cost if the system didn't work and they had to change the truck back to what it was? The Highway Superintendent stated that they would still be able to use the truck and not change it back. Reed stated the system gives a better melt and the roads are clearer quicker. Jenny Mellan reported she had to travel to Rock Hill this last winter where they are using the system and the roads were basically bare. The Highway Superintendent stated that the main problem would be that some storms are predicted but do not come which would be a problem if you went to the expense of pre-treating and wasted the material when it wasn't needed. Billy McKerrell noted the County uses it on some of their roads and have been using less salt but you have to be careful of the temperatures.

Supervisor Rajsz reported she received some late correspondence to add to the Agenda for Wednesday night's meeting, noting #11 would be a letter from the Library Thanking the

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Town for the monies they have sent, #12 was notification regarding an Ash Boor training seminar, #13 was notification from the County of the ending of the Snow & Ice Watch, and #14 was notification from Cornell Cooperative Extension on their budget cuts and their need to raise funds.

Supervisor Rajsz stated that Josh Santoro was present to talk to the Board members about a Summer Youth Basketball Camp he would like to start this year and was requesting that the Town help with the funding of the camp. Santoro reported on his plan for the Camp, noting that there are no programs out there for the older kids. Santoro reported that the Camp would be open to both girls and boys as an evening program. Supervisor Rajsz questioned what about the kids who don't have transportation? Santoro reported that they are looking into car pooling for the kids, noting that some of the coaches are willing to pick up the kids, if needed. Supervisor Rajsz noted that they can also use the outdoor basketball court at Circle Park. Santoro noted that they will be using the facilities at the Eldred High School. Santoro reported he has approached the Town of Highland for support and was told the Town of Highland will only pay for kids that are Town of Highland residents. Santoro requested the Town of Lumberland match the \$1,500.00 that the Town of Highland has approved. Supervisor Rajsz stated the Town of Lumberland can do a proposed Resolution to not exceed \$1,500.00, contingent on the number of registered for the program. Santoro reported he already has 5 coaches lined up for the program, with each coach heading a division. Santoro noted that transportation seems to be the biggest issue so far for the proposed program. Santoro noted that all the coaches had to go through certified training. The Board members agreed that this should be approved by the Town of Lumberland and Supervisor Rajsz proposed a Resolution be put in for Wednesday night's Town Board meeting. Councilman Thiele questioned if this program would be open for the parents to watch? Santoro stated they would see how it goes since this will be a working camp with the kids learning as they play basketball. Sophia Martynecc recommended that the allocated \$1,500.00 be a blanket amount, and not subject to territorial approval. Billy McKerrell and Jenny Mellan also agreed that it should not be territorial approval and that it would keep the kids out of trouble by giving them something to do over the summer.

Supervisor Rajsz reported the RSVP awards would be held on May 13th at the Villa Roma, with the County choosing the recipients this year who have put in more than 400 hours of volunteering. Supervisor Rajsz also reported that the Pride Awards would be held on May 5th at the Villa Roma and she has chosen Alex Grech from the Millbrook Inn to receive the Town of Lumberland recognition.

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Supervisor Rajszyk reported they have received the first phase of the codification of the Town laws and will be reviewing the proposal. Supervisor Rajszyk noted that this codification will clean up our Local Laws. Supervisor Rajszyk reported that Joan Rosenfelt will be at the Wednesday night's meeting to discuss the cat issue. Supervisor Rajszyk reported the DCO is requesting permission to attend an ACO/DCO seminar in Albany from May 7th to May 8th, noting that they will need to do a late file resolution for approval for Wednesday night's meeting. The Town Clerk noted the Town of Highland will be splitting the cost for Fawn Schneider to attend the seminar. Supervisor Rajszyk reported the committee to review the Comprehensive Emergency Plan has met twice and the next meeting will be next Thursday, May 18th, at 6:30 p.m., noting they will be meeting with a consultant and this in the beginning stages of review

Supervisor Rajszyk reported that the old landfill monitoring has to be done every year and she has met with an engineering company that we have worked with and they do the testing and are an expert on doing the monitoring and working with the DEC. The Highway Superintendent reported that work has to be done on the landfill. Supervisor Rajszyk stated that the Town Engineer is a civil engineer, whereas, this new engineering firm can work on the monitoring and will determine what work needs to be done which was not in the most recent report. The Highway Superintendent reported that what needed to be done was suppose to be written up by the last company that did the monitoring and was suppose to be determined if the Highway Dept. could do the work. Supervisor Rajszyk stated she will send the new firm everything we have from the former company to see if they can determine what needs to be done. Billy McKerrill reported that Upstate Labs, the former company the Town has dealt with, has closed down because the County had to find a new lab. Supervisor Rajszyk noted the new firm has their own lab.

The Board members reviewed the Pre-filed Resolutions. Supervisor Rajszyk noted there is a letter from a resident at Lokada Lake that has recommended the Town Board deal with the request for Noise Permits from Camp Lokanda and Brookwood Camp as they did last year. Supervisor Rajszyk noted we have only received the Noise Permits from Camp Lokanda this year so far.

Supervisor Rajszyk noted that the Highway monies transfer was for monies budgeted for a truck payment but that bond was paid off at the end of last year and the monies can now be put into the Highway savings account. Councilman Leamon reported he has reviewed the bond for the Highway Garage and it does not look like it can be paid off early. Supervisor Rajszyk stated she had hoped it could be paid off earlier. Councilman Leamon stated it was given at a better rate and that the Town paid a lot of money to have the two bonds rolled

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over into one bond at the time. Councilman Leamon stated the Town could look into having a bond attorney look it over which he will check into.

Supervisor Rajsz noted that the Highway Superintendent is recommending approving all the stone and gravel bids submitted. The Highway Superintendent noted that he will determine which one is better suited for each project. Supervisor Rajsz noted only 2 bids were received for 2 of the pieces of surplus office equipment.

Billy McKerrell from the Parks Committee reported they are requesting permission to purchase a truck load of mulch which should last 2 years, noting he is also trying to get a truck load of dirt for the ball fields for cheaper than originally submitted. McKerrell reported they are only doing maintenance at Circle Park this year and trying to get the ball fields in shape for use. Supervisor Rajsz reported she will be getting certificates of insurance from the softball teams that want to use the field. Supervisor Rajsz reported that the Summer Youth Program Director is requesting two additional assistants for the summer program, noting that they would need to find an additional \$250 in the budget for each assistant.

Supervisor Rajsz reported that they need to re-appoint Tim Tracy as a Constable, noting that his reappointment was not automatically done at the beginning of the year because he was still out on a leave of absence. Supervisor Rajsz reported they have a letter from Tracy notifying the Town that he was returning to duty. Supervisor Rajsz reported that the hiring requirements listed in the Constable manual should include prior training by a police department recognized by NYS JDUS. Jenny Mellan questioned what would they do with the ones that are already hired? Supervisor Rajsz reported that they would be grandfathered in but it is a liability issue. Supervisor Rajsz noted that if we have to do the training it cost the town and takes up to two years to complete. Councilman Leamon stated they will need to find the right wording for the classification of police/peace officer. Supervisor Rajsz noted they also need to update the procurement amount from \$200.00 to \$500.00 in the manual. Councilman Akt questioned how many constables do we have now? Supervisor Rajsz reported we now have 8 officers, noting that the law in 1978 establishing a Special Police force of 5 appointed officers which was updated in 1981 to Peace Officers/Constables. Supervisor Rajsz noted there is no actual number mandated in the updated law and are still looking into seeing if there was anything done by resolution. Supervisor Rajsz noted we now have 8 Constables on duty but not all are on all the time. Supervisor Rajsz reported the Town Clerk is still looking back through minutes to see if anything was changed or mandated for the Constables. The Town Clerk

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noted that they are looking into updating the microfilm into a present more user friendly format.

Cemetery Committee Chair Lew Powell presented a proposal for the re-location of the cemetery shed, noting they would like the shed moved to the site of the former salt shed. Powell noted there would be handicap parking near the shed along with sites for regular parking and that there is still power on the pole if they need to use that. Powell noted that they need to have the area graded before moving the shed. Supervisor Rajsz Thanked Billy McKerrell and the Town Attorney for working on getting the property deeded over to the Town. Supervisor Rajsz also Thanked Powell for doing the site plan. Powell stated that it is the Committee's recommendation that the site where the shed is presently sitting be made into a seating area once the shed is moved. Supervisor Rajsz noted that there is \$1,500 from a Renaissance grant that is still available to use to beautify the area around the shed once it is moved. Powell reported that they would need Town Board approval to go ahead with the re-location of the cemetery shed, noting he has already talked to the Highway Dept. about doing some of the work needed in that area. Powell noted that, eventually, they would like to put up an entrance and sign to the cemetery. Powell noted the Highway Dept. has put down gravel in the new section and that they are making the rocky area near the new section a section for just urns. Powell stated that they are close to using the new section of the cemetery.

Lew Powell reported they are still trying to trace the relatives of the Knight Cemetery to see if they can get the cemetery turned over to the Town. Powell noted the Town Attorney has been looking into it for them. Supervisor Rajsz reported the Knight Cemetery needs to be cleaned up. Powell noted that someone went in and cleaned up the area and nobody knows who did it although they did a good job.

Supervisor Rajsz reported that two bills came in that need to be discussed, noting one was for the block heater for the generator and the other for a company to be hired to do a bulk fuel storage monitoring for the Highway Dept. The Highway Superintendent reported that they must follow the regulations set by the DEC, noting that it will be \$500 to sign a contract with this company to come every year and another \$1,495 to design a spill plan. The Highway Superintendent recommended contracting with this company to make sure they are in compliance with the DEC.

The Town Clerk reported that the Dog Control Officer is running out of forms for the impoundments that were formerly received from the state, noting the Town would now have to purchase forms. The Town Clerk noted she is looking into quotes and may be able to split the cost with the Town of Highland since our DCO is their ACO.

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The Town Clerk reported they received a quote for the river corridor trash pickup from the company that the Town used to contract with. The Town Clerk noted that the Town part time maintenance couple did the trash pickup last year. Billy McKerrell reported that the bathrooms at the park are not open yet. Supervisor Rajszyk noted that the prison is again supplying the Town with free plants.

Councilman Leamon reported that the owner of the unsafe building in Black Forest has filed for bankruptcy, which doesn't directly affect the Town, but the Town should be kept up to date on the owner's status due to the unsafe building he owns. Supervisor Rajszyk questioned what will happen to the owner's buildings? Councilman Leamon reported there are liens against the property and it will have to go through the court procedure. Supervisor Rajszyk noted that our Code Enforcement Officer will be out on a medical leave. Billy McKerrell reported that the house that had the fire in the Black Forest may have some dogs housed there.

The Board reviewed and initialed the vouchers.

Councilman Carr made a motion to adjourn at 8:18 p.m., seconded by Councilman Leamon, all in favor, so carried.

Respectfully Submitted,

Virginia V. Horn Town Clerk