

**Town of Shandaken
County of Ulster
State of New York**

**The Town of Shandaken Town Board conducted a Regular Monthly Meeting on Monday
April 5, 2021 at 7pm. Shandaken Town Hall. 7209 Rt. 28 Shandaken, NY**

Call to Order

Pledge of Allegiance

Roll Call

Members Present

**Robert A. Stanley – Supervisor
Kyle R. Steen - Board Member
Peter DiSclafani – Board Member
Kevin VanBlarcum – Board Member
Faye Storms – Board Member**

Recording Secretary

Joyce Grant - Town Clerk

On a Stanley/Storms motion the Town Board unanimously approved the minutes of the previous meeting as submitted by the Town Clerk.

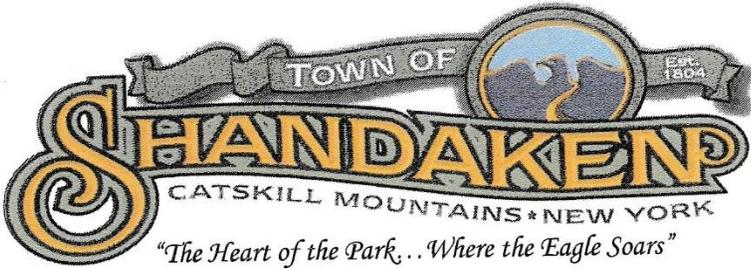


**Town of Shandaken Town Board
Regular Monthly Meeting Agenda
Monday, April 5, 2021**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of previous T/B Meeting minutes**
- 5. Supervisor’s Financial Report**
- 6. Communications**
- 7. Committee Reports:**
 - a. Ambulance*
 - b. Building/Zoning*
 - c. Police*
 - d. Phoenicia Water*
 - e. Pine Hill Water*
 - f. Museum*
 - g. Recreation*
- 8. Public Comments on Resolutions**
- 9. Motions:**
- 10. Resolutions:**
 - 67. Pay All Bills**
 - 68. Town Board – Approve Police Department Contract for 2021-2024**
 - 69. Highway – Notice to Proceed for DOT Peck Hollow Bridge Project**
 - 70. Town Board – Adopt Town of Shandaken Covid-19 Safety Plan**
 - 71. Town Board – Proclaim April as Parkinson’s Awareness Month**
- 11. Open Public Comment**
- 12. Meeting Adjournment - *IN MEMORY OF:***
 - Robert Aley*
 - Hanna Sleafte*

Town Clerk – Please fill out the Shandaken Emergency Survey. www.shandaken.us/survey If you don’t go online, call our office for a paper copy. 688-5004.

Brush Burning Ban is still on until May 14th. On may 15th you may call our office to obtain a burning permit.



www.shandaken.us

Supervisor: (845) 688-7165
 Police: (845) 688-9902
 Town Clerk: (845) 688-5004
 Justice Court: (845) 688-5005
 Assessor: (845) 688-5003
 ZBA/ZEO/Planning: (845) 688-5008
 Highway: (845) 688-9901
 Fax: (845) 688-2041

P.O. Box 134, 7209 Rte. 28, Shandaken, NY 12480

Upcoming Town Board Topics & Activity MONTH OF APRIL 2021

POLICE CONTRACT: Tonight we have a Resolution to renew the contract with the Town Police Department Personnel. There are not many changes for the course of this contract which is retroactive to January 1 of this year and runs until December 31, 2024. Not much has changed in the body of the contract as a whole, except exclusion of the K9 position and refinement to the language regarding the Sergeant's position. Others include minor changes to Boot Allowances and meals. They did reduce the amount of carry-over time dramatically from 160 hours to 40, and we added an incentive of four hours pay for any Part-time Officers after every 200 hours of paid service to the Town within a calendar year. Pay Rate increases are to be set as follows: 2021-2%; 2022-4%; 2023-3%; 2024-2%. With these accrued raises the starting PT salary at the close of this contract heading into 2025 will be \$23.05 per hour.

DOT -PECK HOLLOW BRIDGE PROJECT: We have a resolution to hire a consulting engineer for this project through the NYS DOT Bridge NY Program Grant. The engineer will be responsible for on-site supervision, as required by DOT, and for in-construction inspections. In speaking with the engineer this morning, he believes that once we get the contractor mobilized the replacement should take approximately 4 months.

COVID-19 SAFETY PLAN: As we expressed last month the Town is required by the State to adopt a COVID-19 Safety and Response Plan. We have circulated the plan amongst the departments and after adoption tonight will implement the protocols for as long as is required.

HYDRO-POWER PROPOSAL: The Town will be submitting documentation and filing a Motion as Intervener Status with FERC regarding this Premium Energy Holdings, LLC proposal. We feel strongly that this proposal will fail but would still like to encourage the public to submit comments using the link we have on our website and have posted several times on our Facebook page. The final date to submit comments is Monday, April 12, 2021.

**Our next regular meeting is scheduled for
Monday, May 3, 2021 at 7:00 pm.**

Supervisor Report March 2021 Revenues

| | |
|---------------------------------|------------------------|
| Zoning Fees | \$ 66.76 |
| Tax Warrant | \$ 1,000,000.00 |
| Town Clerk Fees / EZ Pass | \$ 20.00 |
| Justice Fees | \$ 3,578.00 |
| Building Fees | \$ 2,964.00 |
| Dog Licenses | \$ 11.00 |
| Zoning Fees | \$ 66.76 |
| Registrar/Vital Statistics Fees | \$ 150.00 |
| Planning Fees | \$ 875.00 |
| UC Sales Taxes | \$ 39,175.59 |
| Comstar | \$ 584.06 |
| Police | \$ 60.00 |
| Totals | \$ 1,047,551.17 |

| BUILDING/ZONING/PLANNING | | | | | |
|----------------------------|-------------|--|--|--|--|
| MONTHLY REPORT | | | | | |
| | Mar-21 | | | | |
| DEPARTMENT CALLS | | | | | |
| BUILDING QUESTIONS | | | | | |
| ZONING QUESTIONS | | | | | |
| FLOODPLAIN QUESTIONS | | | | | |
| BUILDING PERMITS | 17 | | | | |
| DEMOLITION PERMITS | 2 | | | | |
| FLOODPLAIN PERMITS | 1 | | | | |
| BUILDING INSPECTIONS | 27 | | | | |
| FIRE INSPECTIONS | 2 | | | | |
| CERTIFICATES OF OCCUPANCY | 1 | | | | |
| CERTIFICATES OF COMPLIANCE | 13 | | | | |
| REQUEST FOR RESEARCH | | | | | |
| STOP WORK | 2 | | | | |
| VIOLATIONS | 3 | | | | |
| | | | | | |
| INCOME | \$11,182.60 | | | | |

Town of Shandaken COVID-19 Safety Plan

GOAL: Offer a healthy and safe environment for the Town of Shandaken employees and residents following current US Center for Disease Control and New York State Department of Health guidelines and mandatory practices required for the workplace.

- 1) **ALL EMPLOYEES** will be required to sign a document recognizing protocols and procedures to ensure safety for themselves, other employees and the general public including:
 - a. **Submission for daily Temperature checks**, by Department Designee, recorded and initialed by Designee daily.
 - i. If Temperature is above 99.9° F, employee will be sent to vehicle for fifteen minutes to be temperature tested again. If second Test is above 99.9° F employee will be sent home.
 - ii. If sent home, employee will not be allowed to return to work until they have received either a negative COVID-19 Test result OR have followed and completed quarantine guidelines following a positive COVID-19 Test result.
 - b. **Mandatory wearing of a facemask** while within a 6-foot proximity to another (non-familial) employee or member of the public while working (including riding in a shared Town Vehicle).
 - c. **Regular use of Hand sanitizer** supplied by the Town.
 - d. **Recognition of any symptoms** that may develop while on or off-duty and immediate notification to Supervisor or Department Designee.
 - e. **Mandatory Weekly Health Update Questionnaire** regarding possible exposure or travel.
 - f. **Mandatory wearing of a facemask** and following the most stringent social distancing guidelines possible when in direct interaction with the public.
 - g. **ALL WORK STATIONS**, as designated by the Department Head, will be sanitized by the respective employee at the end of the employee's shift each day.
- 2) **When Town Hall Reopens to the Public:**
 - a. **ALL EMPLOYEES** continue to follow previous listed protocols.
 - b. **Public Entry:**
 - i. General Public will be strongly requested to do as much business with Town Hall Offices as feasibly possible through multiple communications and media outlets without physically entering the building.
 - ii. If physical visit is required Appointments will be required. ALL PUBLIC entering the building will be required to wear a facemask, submit for a Temperature Test and sanitize hands before entering. If Temperature is above 99.9° F, they will be denied entry.
 - iii. Meetings of Boards, Court or Public Interest meetings will continue with limited attendance by the Public. Entry will be limited to Board members, clerks, those with a direct interest with an issue before that Board and then general public ensuring Social Distancing protocols are being adhered.
- 3) Town will make emergency PPE available for all staff and public when entering Town facilities at all times.
- 4) **Any employee** who refuses to sign acknowledgment of COVID-19 Safety Plan, repeatedly fails or refuses to follow these guidelines may face disciplinary consequences including possible dismissal/termination.

RESOLUTION TO PAY ALL BILLS

WHEREAS, The Department of Audit and Control require Town Boards to sign and inspect all vouchers coming into the town for payment, to number and total amounts from each fund.

THEREFORE BE IT RESOLVED, that the Town Board authorize the following vouchers paid:

| | |
|----------------------|-----------------|
| General | \$ 93,844.26 |
| Highway | 143,665.34 |
| Phoenicia Water | 9,678.07 |
| Pine Hill Water | 52,520.27 |
| Phoenicia Lights | 1,108.32 |
| Chichester Lights | 164.53 |
| Pine Hill Lights | 616.73 |
| Shandaken Septic SMD | 3,368.50 |
| | ----- |
| | \$ 1,047,551.17 |

AND MOVES ITS ADOPTION

Seconded by: STORMS

| ROLL CALL | |
|-------------------------|---|
| AYES | NAYS |
| BOARD MEMBER DISCLAFANI | <input checked="" type="checkbox"/> _____ |
| BOARD MEMBER STEEN | <input checked="" type="checkbox"/> _____ |
| BOARD MEMBER STORMS | <input checked="" type="checkbox"/> _____ |
| BOARD MEMBER VANBLARCUM | <input checked="" type="checkbox"/> _____ |
| SUPERVISOR STANLEY | <input checked="" type="checkbox"/> _____ |

APPROVING TOWN POLICE DEPARTMENT CONTRACT

WHEREAS, the Town of Shandaken owns and operates the Shandaken Police Department; and

WHEREAS, Town Officials and employees of the Town Police Department recently met to negotiate a contract with the Town in order to meet a legal understanding of what is expected of the Town and the employees; and

WHEREAS, all parties in attendance had reached an accord; and

WHEREAS, the Shandaken Police Department employees met in March of 2021 and by majority vote ratified the contents of the new contract;

THEREFORE, BE IT RESOLVED that the Town of Shandaken Town Board hereby approves the contract as negotiated for the period of January 1, 2021 through December 31, 2024, including all terms agreed to through negotiation and ratification.

AND MOVE ITS ADOPTION

SECONDED BY: VANBLARCUM

| ROLL CALL | |
|-------------------------|---|
| AYES | NAYS |
| BOARD MEMBER DISCLAFANI | <input checked="" type="checkbox"/> _____ |
| BOARD MEMBER STEEN | <input checked="" type="checkbox"/> _____ |
| BOARD MEMBER STORMS | <input checked="" type="checkbox"/> _____ |

BOARD MEMBER VANBLARCUM _____

SUPERVISOR STANLEY _____

RESOLUTION # 69-21

OFFERED BY VANBLARCUM

**RESOLUTION FOR AGREEMENT WITH
CONSULTING ENGINEER FOR NYS DOT PECK HOLLOW BRIDGE PROJECT**

WHEREAS, in connection with a federal-aid project funded through the New York State Department of Transportation (“NYSDOT”) identified for the purposes of this Agreement as Peck Hollow Rd Bridge Replacement (as described in detail in Attachment A of the Agreement, PIN: 8761.61 as the “Project”) the Sponsor, the Town of Shandaken, has sought to engage the services of a Consultant Engineer to perform the scope of services described in Attachment B of same Agreement; and

WHEREAS, in accordance with required consultant selection procedures, including applicable requirements of NYSDOT and/or the Federal Highway Administration (“FHWA”), the Sponsor has selected the Consultant to perform such services in accordance with the requirements of this Contract;

THEREFORE, BE IT RESOLVED, Town of Shandaken (municipal corporation) having its principal office at 7209 NY-28, in the Town of Shandaken, NY 12480 and Creighton Manning Engineering, L.L.P with its office at 2 Winners Circle, Albany, New York (to be known throughout this Agreement as the "Consultant") not to exceed the proposed fee of \$180,000.00 (One Hundred Eighty Thousand Dollars), and

BE IT FURTHER RESOLVED, the Town of Shandaken Supervisor, Robert A. Stanley, is authorized to enter this Agreement on behalf of the Town of Shandaken

AND MOVE ITS ADOPTION

SECONDED BY: STANLEY

ROLL CALL
AYES NAYS

BOARD MEMBER DISCLAFANI _____

BOARD MEMBER STEEN _____

BOARD MEMBER STORMS _____

BOARD MEMBER VANBLARCUM _____

SUPERVISOR STANLEY _____

RESOLUTION # 70-21

OFFERED BY STEEN

**RESOLUTION ADOPTING THE
TOWN OF SHANDAKEN
COVID-19 SAFETY AND RESPONSE PLAN**

WHEREAS, under an Executive Order No. issued by New York State Governor Andrew M. Cuomo on January 2021, all Local Municipalities were required to create, adopt and submit a COVID-19 Safety and Response Plan (“the PLAN”) to the NYS Division of Budget no later than April 2021; and

WHEREAS, the Town of Shandaken Town Board, has created such plan and submitted it to Town Departments for comments and wishes to adopt the PLAN.

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Shandaken does hereby adopt and ratify the Town of Shandaken COVID-19 Safety and Response Plan and that a copy of this Resolution and the Plan be submitted to the NYS Division of Budget no later than April 30, 2021.

AND MOVE ITS ADOPTION

SECONDED BY: DISCLAFANI

ROLL CALL
AYES NAYS

| | | |
|-------------------------|--------------|-------|
| BOARD MEMBER DISCLAFANI | <u> X </u> | _____ |
| BOARD MEMBER STEEN | <u> X </u> | _____ |
| BOARD MEMBER STORMS | <u> X </u> | _____ |
| BOARD MEMBER VANBLARCUM | <u> X </u> | _____ |
| SUPERVISOR STANLEY | <u> X </u> | _____ |

RESOLUTION # 71-21

OFFERED BY STANLEY

PARKINSON’S AWARENESS MONTH PROCLAMATION

WHEREAS, Parkinson’s Disease is a progressive neurological movement disorder of the central nervous system, which has a unique impact on each patient; and

WHEREAS, according to the Parkinson’s Action Network, the Parkinson’s Disease Foundation, the American Parkinson’s Disease Association and the National Institutes of Health, there are over one million American’s diagnosed with Parkinson’s disease; and

WHEREAS, symptoms include slowness, tremor, difficulty with balance and speaking, rigidity, cognitive and memory problems; and

WHEREAS, although new medicines and therapies may enhance life for some time for people with Parkinson’s, more work is needed for a cure; and

WHEREAS, increased education and research are needed to help find more effective treatments with fewer side effects and ultimately a cure for Parkinson’s disease; and

WHEREAS, a multidisciplinary approach to Parkinson’s disease care includes local wellness, support and caregiver groups; and

WHEREAS, April has been proclaimed as World Wide Parkinson’s Awareness Month for all to recognize the need for more research and help in dealing with the devastating effects of Parkinson’s disease.

NOW, THEREFORE BE IT RESOLVED that the Town of Shandaken Town Board does hereby proclaim **April 2020 as Parkinson’s Awareness Month in the Town of Shandaken**

AND MOVE ITS ADOPTION

Seconded by: STEEN

ROLL CALL
 AYES NAYS

| | | |
|-------------------------|--------------|-------|
| BOARD MEMBER DISCLAFANI | <u> X </u> | _____ |
| BOARD MEMBER STEEN | <u> X </u> | _____ |
| BOARD MEMBER STORMS | <u> X </u> | _____ |
| BOARD MEMBER VANBLARCUM | <u> X </u> | _____ |
| SUPERVISOR STANLEY | <u> X </u> | _____ |

On a Steen/Vanblarcum motion, the Town Board adjourned at 7:33 pm

Signed this 6th day of April, 2021

Joyce Grant – Town Clerk