

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

**The Town of Shandaken Town Board conducted the End of Year Meeting on
Monday December 23, 2024 at 1pm. Shandaken Town Hall. 7209 Rt. 28 Shandaken,
NY**

**Call to Order
Pledge of Allegiance
Roll Call**

**Members Present Peter DiSclafani – Supervisor
 Kyle Steen – Board Member
 Elizabeth Kneissl – Board Member
 Robert Drake – Board Member**

Member Absent Kevin VanBlarcum - Board Member

Recording Secretary Joyce Grant - Town Clerk

Resolutions:

- 144. Healthcare Resolution**
- 145. Commit \$20,000 of Park Fund to CREST Project**
- 146. Public Hearing Notice – Phoenicia Water By-Laws**
- 147. Manitou’s Revenge Race Support**
- 148. Establish a Buildings Capital Reserve Fund**
- 149. Obligating ARPA Funds to Town Capital Fund**
- 150. Transfer of Funds for General, Highway, Water**

12/23/2024

RESOLUTION 144-24

OFFERED BY: KNEISSL

HEALTHCARE RESOLUTION

The undersigned authorized representative of Town of Shandaken (the employer) hereby certifies that the following resolutions were duly adopted by the governing body of the Employer on December 23, 2024, and that such resolutions have not been modified or rescinded as of the date hereof: December 23, 2024.

RESOLVED: that the form of amended and restated Welfare Benefit Plan, effective December 01, 2024, presented to this meeting (and a copy of which is attached hereto) is hereby approved and adopted, and that the proper agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of said Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that the Administrator deems necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures for the provision of benefits under the Plan.

RESOLVED, that the proper agents of the Employer shall act as soon as possible to notify the employees of the employer of the adoption of the Plan and to deliver to each employee a copy of the Summary Plan Description of the Plan, which Summary Plan Description is attached hereto and is hereby approved.

The undersigned further certifies that attached hereto as Exhibits are true copies of Town of Shandaken’s Benefit Plan Document and Summary Plan Description approved and adopted at this meeting.

AND MOVES ITS ADOPTION

Seconded by: DISCLAFANI

ROLL CALL

AYES **NAYS**

BOARD MEMBER DRAKE X _____

BOARD MEMBER KNEISSL X _____

BOARD MEMBER STEEN X _____

BOARD MEMBER VAN BLARCUM ABSENT _____

SUPERVISOR DISCLAFANI X _____

Company: Town of Shandaken

Signature: _____

Printed Name Peter DiSclafani

RESOLUTION 145-24

OFFERED BY: DISCLAFANI

RESOLUTION committing \$20,000 of park funds for CREST Project 27776

WHEREAS, the town of Shandaken is a recipient of \$300,000 in CREST funding for the installation of natural playgrounds at Glenbrook park, and

WHEREAS, local funds are required to be committed to complete the project, and

WHEREAS \$20,000 was added to the Parks, Personal Services budget line for budget year 2025,

THEREFORE BE IT RESOLVED that this \$20,000 be specifically committed to any work necessary to complete CREST Project 27776, Glenbrook Park Natural Playground.

AND MOVES ITS ADOPTION

Seconded by: DRAKE

ROLL CALL

AYES **NAYS**

BOARD MEMBER DRAKE X _____

BOARD MEMBER KNEISSL X _____

BOARD MEMBER STEEN X _____

BOARD MEMBER VAN BLARCUM ABSENT _____

SUPERVISOR DISCLAFANI X _____

RESOLUTION 146-24

OFFERED BY: DRAKE

Resolution to Notice of Public Hearing

AMENDMENTS TO THE PHOENICIA WATER DISTRICT BY-LAWS

Whereas, the Shandaken Town Board amends Phoenicia Water By-Laws as follows:

ARTICLE 16: Water Rents

- a) The basic water service rate for all premises located within the Phoenicia Water District is a minimum amount of \$125.00 to be billed per each bi-annual billing period which includes the first 10,000 gallons per billing period. All usage in excess of the first 10,000 gallons will be billed at \$5.00 per thousand gallons. Such rates are subject to change from time to time, as determined by the Shandaken Town Board. If the water meter is not functioning for any reason, a minimum biannual fee of \$150.00 will be assigned to the owner. It is the responsibility of the owner to contact the District to schedule repairs. The owner will be responsible for the costs to repair the meter if the Superintendent determines that the owner or user was negligent in protecting the meter. To determine how much money may be owed, the average of the previous 3 years of normal readings will be used.
- b) All water rents, accounts, or other charges shall be made against the owner(s) of the premises, and such owner(s) shall be held responsible for all such charges, which shall be payable at the office of the Town Tax Collector, Town Hall.
- c) Water meters shall be read bi-annually around March 15 and September 15. A schedule of due dates may be obtained at the office of the Town Tax Collector, Town Hall.
- d) A late payment charge of ten percent (10 %) shall be added to all water bills not paid after 30 days. Any bills not paid by November 10 will go on next county/town tax bills.

Therefore, be it Resolved, the Town of Shandaken schedules a Public Hearing to amend the Phoenicia Water By-Laws on Monday January 6th @ 5:45 pm. Shandaken Town Hall.

AND MOVES ITS ADOPTION

Seconded by: STEEN

ROLL CALL

	AYES	NAYS
BOARD MEMBER DRAKE	__X__	_____
BOARD MEMBER KNEISSL	__X__	_____
BOARD MEMBER STEEN	__X__	_____
BOARD MEMBER VAN BLARCUM	ABSENT	_____
SUPERVISOR DISCLAFANI	__X__	_____

12/23/2024

RESOLUTION 147-24

OFFERED BY: STEEN

A RESOLUTION BY THE TOWN OF SHANDAKEN GRANTING PERMISSION TO THE Charles Gadol TO CONDUCT THE MANITOU’S REVENGE RACE

WITHIN THE GEOGRAPHICAL JURISDICTION OF THE TOWN OF SHANDAKEN

WHEREAS, the **Charles Gadol – Race Director**, (hereinafter PERMITTEE). proposes the **Manitou’s Revenge** to be conducted within State ROW, on or along Ulster County Rt. 40, located in the Hamlet of Phoenicia, Town of Shandaken (hereinafter MUNICIPALITY), **Ulster** County, and

WHEREAS, the Municipality and the Permittee are desirous to have such above-mentioned event conducted within the geographical jurisdiction of the Municipality, and

WHEREAS, the Permittee will meet all State and Municipal requirements during the above-mentioned event, and

WHEREAS, the Municipality reserves the rights to monitor and inspect the above-mentioned event conducted within the geographical jurisdiction of the Municipality, and

WHEREAS, the Permittee will conduct the above-mentioned event, as shown on the plans/maps and other documents related to the above-mentioned event and at no cost to the Municipality.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Shandaken by means of this Resolution, grants permission to the Permittee to conduct the above-mentioned event within the geographical jurisdiction of the Municipality, and the Permittee shall maintain or cause to be maintained, at its own expense, the premises of the event and shall cover any expenses that may arise from the conducting of the above-mentioned event, and

BE IT FURTHER RESOLVED, that **Peter DiSclafani**, the **Town of Shandaken Supervisor**, has the authority to sign, with the concurrence of the Town’s Legal Counsel and by the Town Board, any and all documentation with the Permittee that may be necessary as a result of the above-mentioned event as it relates to the Town of Shandaken), and

BE IT FURTHER RESOLVED: That the Town Clerk of the Town of Shandaken is hereby directed to electronically transmit signed, sealed, notarized, stamped, and certified copy of the foregoing resolution to the Permittee.

RESOLVED, that this Resolution shall take effect immediately,

Moved By: Title, Name STEEN

Seconded By: Title, Name KNEISSL

Vote: Ayes / Nay / All – 4 AYES, 1 ABSENT (VANBLARCUM)

MUNICIPAL CERTIFICATION STATEMENT

I, **Joyce Grant**, duly appointed and qualified **Town Clerk**, do hereby CERTIFY that the foregoing resolution was adopted at a meeting duly called and held in the office of the Town of Board of Town of **Shandaken**, a quorum being present on the **23** day of **December** of **2024**, and that said copy is a true, correct and compared copy of the original resolution so adopted and that the same has not been revoked or rescinded.

WITNESSETH,

Signature

MUNICIPAL RAISED SEAL

STATE OF NEW YORK)

)ss:

COUNTY OF _____)

On this ____ day of _____, 2024, before me personally came _____, to me known, who, being by me duly sworn, did depose and say that he/she resides in the _____ of _____, New York; that he/she is the _____, of _____, the Municipality described in and which executed the above instrument; and that he/she signed his/her name thereto by order of the Village Board of said Municipality.

Notary Public

RESOLUTION #148-24

OFFERED BY KNEISSL

Establish a Buildings Capital Reserve Fund

WHEREAS, it is the duty of the Supervisor and Town Board to assure competent management of Town finances and resources within the budget, and

WHEREAS, after a careful and thorough research, the establishment of a Capital Reserve Fund is an efficient and responsible action, and

NOW, THEREFORE BE IT RESOLVED, The Town Board will establish a Buildings Capital Reserved Fund, specifically for Municipal Buildings and Capital Improvements such as, but not limited to, Town Hall, Highway Garage and Ambulance Medic Bay, whether renovation or newly built or but not limited to, upgraded HVAC, EV Charging Stations and Parks and Playground infrastructure, and

BE IT ALSO RESOLVED, this newly created budget line will be initially funded by our ARPA funds, and

BE IT ALSO RESOLVED, release of these funds is subject to permissive referendum upon the expenditure of the funds,

AND MOVE ITS ADOPTION

Seconded by: DISCLAFANI

ROLL CALL

AYES **NAYS**

BOARD MEMBER DRAKE

 __X__ _____

BOARD MEMBER KNEISSL	<u> X </u>	_____
BOARD MEMBER STEEN	<u> X </u>	_____
BOARD MEMBER VAN BLARCUM	ABSENT	_____
SUPERVISOR DISCLAFANI	<u> X </u>	_____

Resolution #149-24

Offered By: DISCLAFANI

Obligating ARPA funds to Town Capital Fund

WHEREAS, in 2021 and 2022 the Town of Shandaken received \$301,229.86 from the **American Rescue Plan Act** Local Fiscal Recovery Funds; and

WHEREAS, each Town must obligate these funds to eligible capital projects by 2024; and

WHEREAS, the Town has many eligible capital projects such as Highway Garage, Town Hall and Ambulance Medic Station that need capital improvement or replacement; and

WHEREAS, it is acceptable to obligate these funds in a Capital Reserve Account and mandate the expenditure on Capital Projects approved by Public Hearing; and

NOW THEREFORE BE IT RESOLVED, that the Town Board approve transfer of all **ARPA** funds into the newly established **Buildings Capital Reserve Account**; and

BE IT ALSO RESOLVED, \$20k is obligated for Glennbrook Park; \$20k is obligated for EV charging stations and \$200k is obligated for Town Hall,

And Move Its Adoption

Seconded by: DRAKE

ROLL CALL

	AYES	NAYS
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BOARD MEMBER DRAKE	<u> X </u>	_____
BOARD MEMBER KNEISSL	<u> X </u>	_____
BOARD MEMBER STEEN	<u> X </u>	_____
BOARD MEMBER VAN BLARCUM	ABSENT	_____
SUPERVISOR DISCLAFANI	<u> X </u>	_____

RESOLUTION #150-.43

OFFERED BY DRAKE

Resolution Transferring Funds for General, Highway and Water x2 Funds

for End of Fiscal Year 2024

WHEREAS, The Town board, In accordance with section 112 of the Town Law, may increase existing appropriations,

THEREFORE, BE IT RESOLVED, that the Town Board is amending the 2023 Town Budget in order to transfer the amount(s) listed below FROM Available Funds Appropriations Account TO Appropriations Account for the lawful purpose of utilizing these funds to pay anticipated lawful claims.

General- December 31, 2024

Account Number	Account Description	TO	FROM
		Debit	Credit
A1120	Sales Tax Revenues		65,750
A1640	Ambulance Fees		24,250
A2555	Building Alteration Permits		9,750
A2401	Interest Earned		60,250
A2410	RentalCell Tower DRS		7,500
A2705	Gifts & Donation		11,250
A2706	Grants from Local Governments		5,800
A2770	Unclassified Revenues		12,700
A3001	State Aid Per Cap Rev Share		237,000
A3005	State Aid Mortgage Tax		46,500
A13154	Comptroller CE	2,150	
A135512	Assr Clerk/911	700	
A19904	Spec Items Contingency		25,000
A122012	Supr Secy/Bkkpr Ast	4,200	
A14104	Town Clerk CE	700	
A14204	Attorney/Law CE		
A14604	Records Management CE		2,500
A16201	Buildings PS	200	
A162041	Buldings Contr	85,800	
A162042	Gas/Diesel/Fuel Oil		25,000
A16204	Buildings Contr Exp Other	7,000	
A16504	Central Communication CE		10,000
A16804	Central Data Processing		1,000

A19204	Municipal Assn Dues	1,900	
A19104	Unallocated Insurance		20,000
A312012	Police Buy Back		8,000
A312013	PT Police Officer	50,000	
A132043	Vehicle Expense		40,000
A132044	Schools Ammo		4,000
A31204	Police CE - Other	17,250	
A40204	Registrar CE	2,350	
A454041	Amb Rent Expense	4,000	
A454042	Ambulance Uniforms	500	
A45404	Ambulance Contr Other	21,100	
A45402	Ambulance Eq	1,500	
A454013	Ambulance PT PS		15,000
A454014	Ambulance FT PS	57,500	
A501012	Supt Hwy Secy PS	2,500	
A518241	Town Electric	8,500	
A63102	Community Action/Improv	4,500	
A64104	Publicity Cont	2,500	
A65104	Veterans Services		2,500
A70204	Recreation Admin CE	22,600	
A71104	Parks Community Contr		7,500
A75204	Historical Property CE	950	
A801011	Zoning Officer PS	1,000	
A801012	Building Inspector PS		15,000
A80104	Zoning CE	6,250	
A81604	Refuse & Garbage Cont		2,500
A868641	Planning & Mgmt Devlp	250	
A88104	Cemetary CE	12,750	
A89894	Misc. Home & Community Servs	100	
A90308	Social Security/FICA	15,000	
A90408	Workers Comp		45,000

A99019	Transfers To Other Funds	400,000	
A99509	Transfers Capital Fund		30,000
		<hr/>	
		733,750	733,750

Highway- December 31, 2024

Budget Account	Account Discription	Debit	Credit
D513022	Machinery Rental	4,600	
D513021	Truck Purchases		15,000
D513042	Snow Plow Parts	7,000	
D513043	Truck & Vehicle Repairs	40,000	
D513044	Fluid Gas Diesel		20,000
D51324	Garage CE		4,000
D97207	Debt Interest	1,225	
D97206	Debt Principal		1,225
D19904	Contingency		3,000
D513046	Machinery Other		600
D80304	Research		9,000
D19304	Judgement & Claims	20,000	
D19104	Unallocated Insurance		20,000
		72,825	72,825

Phoenicia Water- December 31, 2021

Account Number	Account Description	Debit	Credit
W83204	Source Supply Power Pump CE	45,000	
W83202	Source Supply Power Pump CE		20,000
W832041	Fuel Utility		5,000
W99019	Interfund Expense		8,000

W83102	Water Admin Eq		6,000
W83104	Water Admin CE	7,000	
W90108	Rerirement/ERS		6,550
W831041	Attorney		1,000
W19104	Unallocated Insurance		<u>5,450</u>
		52,000	52,000

Pine Hill Water- December 31, 2021

Account Number	Account Description	Debit	Credit
W2140	Metered Water Sales		2,000
W2401	Interest Income		200
W83204	Source Supply Power Pump	5,000	
W831041	Attorney		500
W19104	Unallocated Insurance		2,000
W83202	Source Supply Power Pump EQ		<u>300</u>
		5,000	5,000

AND MOVES ITS ADOPTION

Seconded by: STEEN

ROLL CALL

	AYES	NAYS
BOARD MEMBER DRAKE	<u> X </u>	<u> </u>
BOARD MEMBER KNEISSL	<u> X </u>	<u> </u>
BOARD MEMBER STEEN	<u> X </u>	<u> </u>
BOARD MEMBER VAN BLARCUM	ABSENT	<u> </u>
SUPERVISOR DISCLAFANI	<u> X </u>	<u> </u>

Signed this 24th day of December, 2024

Joyce Grant, Town Clerk