



Town of Shandaken Town Board
Regular Monthly Meeting Agenda
Monday February 3, 2025 – 7pm

- 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. Parks & Recreation
 - h. Housing Smart
 - i. Conservation Advisory Council
 - j. Comprehensive Plan
- 8. Public Comments on Resolutions**
- 9. Motions:**
 - 1-Pine Hill Water Meeting PHCC
- 10. Resolutions:**
 - 35. Pay All Bills**
 - 36. Police Commission Members**
 - 37. CAC Member**
 - 38. Dog Control Officer**
 - 39. Planning Board Member**
 - 40. ORDA/Belleayre Mountain Liaison**
 - 41. Resolution To Amend Ambulance Billing Rates**
 - 42. Amend Phoenicia Water District Water Rates**
 - 43. Adv. For Deputy Water Commissioner Phoenicia**
 - 44. Highway - AMENDED; USE \$210,000. ARPA FUNDS**
 - 45. Shandaken Ambulance – EMT Full Time**
- 11. Open Public Comment**

Meeting Adjournment -IN MEMORY OF - Jane Rossitz, Marie Stutman

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

**The Town of Shandaken Town Board conducted a Regular Monthly Meeting on Monday
Shandaken Town Hall. 7209 Rt. 28 Shandaken, NY**

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

Members Present

Peter DiSclafani – Supervisor

Kevin VanBlarcum - Board Member
Kyle Steen – Board Member
Elizabeth Kneissl – Board Member
Robert Drake – Board Member

Recording Secretary **Joyce Grant - Town Clerk**

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

The Town Board has also scheduled a Public Hearing (to re-open the Public Hearing from last month) on this Water Metering System for Pine Hill. To be held prior to our Regularly Monthly Meeting at 6:30 on Monday March 3rd. Shandaken Town Hall. 7209 State Rt. 28.

Rob Stanley – Issue with notifications about the Pine Hill water system meetings/updates.

Public hearing closed 6:40 on a Disclafani/Drake motion.

Motions

- 1- Town Bd. Voted to undertake a Type 2 Action before Pine Hill Parking Lot Acquisition**
- 2- Town Bd. Voted to have agreement with OCS – for access to school to review property**
- 3- Town Bd. Voted to have a Special Meeting at Pine Hill Comm. Ctr. Thurs. Feb 20 6:30 to review & discuss new water metering system for Pine Hill Water.**
- 4- Town Bd. Voted to continue the Public Hearing on the Pine Hill Water metering system on Monday March 3rd at 6:30 prior to our Regular meeting at 7pm.**

SUPERVISOR NOTES

We have been working with Ulster County to find a new location for our Highway garage. We have a conversation with DEP about ‘land-swap’ parcel in Big Indian but that is an event that could take 2-4 years to complete. Ulster County would like to join us to create a shared-services facility. This would include a facility for both our garage and their substation garage. This would also include, for us, a garage to house an ambulance and police cruiser and an emergency operations center (EOC) if the Town Hall is cut off physically or communicationally. Ulster County and we are working towards a grant to help facilitate this endeavor.

Once again, we are talking about moving the Town Hall to the Phoenicia Elementary School. Obviously, we want to be as informed as possible of what we are getting into; questions about how much will it cost to retro-fit to a Town Hall? are there any environmental issues to address and how much more will this cost us taxpayers to operate and maintain? and can we find, efficiencies and cost savings; consolidating other town facilities into this one?

mixed in this calculation, who and where, could we get monthly rental revenues to help us fund the O&M. We have reached out to our engineers at SLR, and they have ‘rough-designed’ changes to Rt. 214 that will, maybe not totally alleviate flood risk but certainly, create a less susceptible risk. They also designed a swale and minor berm near the facilities’ west end that maps show possible inundation. We have our attorneys working on a contract, if the School Board and Town Board agree to move forward. At the end of the day, this will be presented to the entire School District for a referendum vote.

Resolution 44, obligates the last of the ARPA funds. This is for Highway Trucks we ordered last year. We are updating that number from \$210,000 to \$225,000. with that, we have 10.k for AED’s 20.k for EV charger stations and 20.k for Glenbrook Park improvements.

Not shown in Resolution 36, ‘Police Commission’, is the appointment of William ‘Jim’ McGrath as the senior, returning member. Welcome new Police commissioners; Elizabeth Potter, Joshua Brown, Theodore Byron jr. and Shah Shazad Adil Shad! Also tonight, we appoint a new Conservation Advisory Council member, Nicole Caputo, a new Planning Board member Juan Rosales and a new dog control Officer Heather Craig. Thank you all and I want to remind you, thirty days to get sworn-in.

We are starting a new 5-year cycle with FEMA for our Community Rating System (CRS) program. This year and we will work with our advisors at Tetra Tech, who have created a Hazard Mitigation Plan for us and Ulster County. This new plan could possibly bring us from a 10%

flood insurance discount to a possible 20% discount. We have applied for a grant from AWSMP to fund this work.

Last month, we received the resignation of a long time Planning Board member and former Building Inspector/ Zoning Officer- Art Christi. Thank you, Art, for all your hard work and dedication; your insight and wisdom will be missed.

Last week, a local young man, Mr. Bob Ford of Mt. Tremper turned 100 years old! Happy Birthday Bob!

Our next regular meeting is March 3rd

Peter DiSclafani

**Phoenicia Water District Committee
Report to Town Board
February 3, 2025**

The Committee met in January 21, with Board members Drake and Kneissl, District Supervisor Rick Ricciardella and Rich Winters from NY Rural Water.

A draft of a resolution meeting to hire a Deputy Supervisor for the Phoenicia Water Dist. was read. Suggestions for changes were thoughtfully made by Winters and Ricciardella, which will be reflected in the version introduced at this meeting.

Required licensure by the County for this position is 2A. The current Supervisor has a 2C license, which was grandfathered in.

In addition to the new position and licensure, Rich Winters said the Phoenicia Water District needs a Standard Operating Procedure (SOP), an Emergency Response Plan (ERP), and a Vulnerability Assessment (VA) Rural Water provides templates online. The District needs these in order to be compliant.

Rich Winters also said that testable backflow devices are required on certain types of businesses. Ricciardella said there is one at Gormley funeral parlor, but the Supervisor needs to ask if Gormley is testing. The Supervisor also need to determine what other Phoenicia businesses should have testable backflow devices.

Board members Drake and Kneissl are working on ensuring the Town has keys to all water system buildings, and are checking to see if Fire or Police have appropriate respirators for the water plant on Plank. If they do not, the Committee recommends purchase of respirators by the Town for the water plant. Board members Kneissl and Drake emphasized the importance to the Supervisor of the Town having copies of reports from the County for files. Reports have not been on file at the Town offices for decades.

Ricciardella said a third pump is so urgent at the water plant that a loan might be needed. Winters said that National Rural Water has a Revolving Loan Fund, and that the application is simple Board Member Drake said he believed it pays for 75% of total cost

The Committee’s next meeting is February 4 at 10a.m. at the Phoenicia Library. The Committee has invited Kris Craig to talk about the Phoenicia Fire District’s urgent need to hydrants repairs in Phoenicia.

**Parks & Recreation Committee
Town Board Meeting Report
February 3, 2025**

Paperwork was submitted by Board member Drake to the Dormitory Authority of the State of New York (DASNY) for CREST funding. As our award was in 2024, we are hopeful that our allocation via Hinchey’s office will be forthcoming, despite uncertainty of any federal and state funding for 2025.

Samantha Awand-Gortel is on leave from the committee. Every member of the Committee wishes her well and hopes to see her involved again. Barbara Mansfield will be serving as interim chair, at Samantha’s request, until her return. We are trying to schedule meetings for February and March.

Before she left, Sam scheduled Park & Rec to be Ulster Savings Business of the Month. Autumn Brookmire and her kids have created a wonderful display and a mailing list sign up. We will have a Love Your Park Day in May and will use our mailing list to invite volunteers to help us set up our Tanbark Natural Play Area. Head over the Ulster Savings to see examples of what a natural play area is.

Christina Varga and I are looking to set up mini golf in Parish Field by the last week in August. We need to who to contact to best determine what spaces need to remain clear for emergency helicopter landings. Please advise Committee Member Mansfield as soon as possible.

My hope is that our Board liaison(s) can update the committee on the company that won the bid for Glenbrook pavilion, specifically if the company has a schedule yet?

Can the Town update its online application for usage of the parks as soon as possible? Specifically, please add:

- 1) Simpson (mini park) and Smith Park to the application, and
- 2) Add question: "Is event open to the public?" This question should clarify need for office to follow up on event insurance.

A copy of Kingston’s Parks application is with this report for the Town Clerk to consider what else might be added.



SHANDAKEN POLICE DEPARTMENT

Post Office Box 134
Shandaken, New York 12480
845-688-9902 . 845-688-9748(b) . 845-688-5332(f)
CHIEF OF POLICE CHAD STOREY chief@shandakenpolice.org

INCIDENT TYPE	NUMBER
911 Misdeal/No Voice/Abandoned	9
Accident PIAA/PDAA	10
Abandoned Vehicle	1
Alarm Burglary/Panic/Robbery	6
Animal Complaint/Investigation	2
Assist EMS/Fire	15
Criminal Mischief	1
Disorderly Conduct	
Encon Violation	
Larceny	1
Community Oriented Policing Project	
Custody Dispute	
Civil	2
Disabled Vehicle	8
Dispute	
Domestic Dispute	1
Erratic Vehicle	
Foot Patrol	2
Fraud/Larceny	1
Mental Health Law	

INCIDENT TYPE	NUMBER
Harassment	2
Local Law	
Lock Out	2
Lost/Missing Person	
Noise	
Property Retrieval/Lost/Found	5
Public Service	1
Open Door	1
Property Check	435
Road Hazard	3
School Check	8
Shots Fired	
Suspicious Activity	3
Traffic Stop	9
Trespass	3
Vehicle and Traffic Complaint	7
Welfare Check	13
Field Interview	
Warrant	
Total	116

SUMMONS ISSUED	6
ARRESTS	1

Property Checks
Total w/property checks

January 2025 Monthly Report



January 2025 Report

- TOTAL CALLS RECEIVED – 46
- MUTUAL AID GIVEN- 4 (Town of Olive)
- MUTUAL AID RECEIVED- 1 (Margaretville Ambulance)
- TOTAL TRANSPORTS- 27
- TOTAL NON TRANSPORT- 19

Tonight you will see a resolution to increase reimbursement rates for services by the Town Ambulance. This charge is what the Town charges patients and insurers for treatment and/or transport for service requested through the 911 system to reflect increased operating costs for service, and help defray the Town’s cost to continue to provide them.

These charges for service have not changed in nearly a decade. To say the least, we are woefully behind many surrounding municipalities. The proposed schedule of charges represents a single rate for Basic Life Support (BLS) services, and separate rates for Advanced Life Support (ALS) services (ALS 1 and ALS 2). The definition of BLS, ALS 1, and ALS 2 are determined by the Federal Department of Health and Human Services’ Centers for Medicare and Medicaid Services. The most important rate increases proposed in this resolution relate to mileage, and ALS reimbursement.

It is expected that these much needed increases will further assist the Town in continuing the highest level of emergency care to those who work, play and live in our Community.

Stay safe out there!

Richard Muellerleile, EMT-P
Chief of Department, Shandaken Ambulance

**Supervisor Report February 2025
Revenues**

Ambulance Fees	\$ 11,616.67
Ambulance Donation	\$150.00
Building Fees	\$ 5,026.91
Zoning	\$ 475.00
P. Miranda-Health Benefits	\$ 245.68
2025 Tax Warrant	\$ 2,109,975.00
2025 Tax Warrant-Fire Districts	\$ 511,583.00
2025 Tax Warrant-Phoenicia Water	\$ 108,547.00
2025 Unpaid Water Rents-Phoenicia Water	\$ 26,347.09
2025 Tax Warrant-Pine Hill Water	\$ 58,647.00
2025 Unpaid Water Rents-Pine Hill Water	\$ 18,510.06
2025 Tax Warrant-Lighting District	\$ 20,500.00
Higley	\$ 260.55
Town Clerk EZ Pass	\$ 190.15
Rental Cell/MAHV	\$ 3,432.56
Justice Fees	\$ 5,017.00
Full Moon-Lieu of Taxes	\$ 13,168.90
Dog Licenses	\$ 9.50
Cornell Cooperative	\$ 6,803.75
Vital Statistics	\$ 220.00
Planning	\$ 518.90
Highway Revenue	XXX
STR Receivables	\$ 29,300.00
Interest On All Accounts	\$ 9,246.27

Totals \$ 2,939,790.99

RESOLUTION #35-25

OFFERED BY: Vanblarcum

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	\$ 640,656.99
Highway	
Phoenicia Water	57,592.23
Pine Hill Water	3,650.08
Phoenicia Lights	862.95
Chichester Lights	118.11
Pine Hill Lights	491.64
Pine Hill Sign	35.57
Heritage	10,932.50

	\$ 714,340.07

AND MOVES ITS ADOPTION
Seconded by: Kneissl
ROLL CALL – 5 AYES

RESOLUTION #36-25

OFFERED BY: KNEISSL

POLICE COMMISSION Members

WHEREAS, under §20 of the Town Law, the Town Board shall designate all appointed officers and employees of the Town;

THEREFORE BE IT RESOLVED that Elizabeth Potter, Josh Roy Brown, Teddy Byron Jr, James McGrath and Shahzad Adil Shad be appointed to Police Commission – Term to expire December 31, 2025. At no compensation

AND MOVES ITS ADOPTION
Seconded by: DISCLAFANI
ROLL CALL – 5 AYES

RESOLUTION #37-25

OFFERED BY: DISCLAFANI

CAC – Conservation Advisory Council Member

WHEREAS, under §20 of the Town Law, the Town Board shall designate all appointed officers and employees of the Town;

THEREFORE BE IT RESOLVED that Nicole Caputo be appointed to the Conservation Advisory Council – Term to expire December 31, 2025. At no compensation

AND MOVES ITS ADOPTION
Seconded by: DRAKE
ROLL CALL – 5 AYES

RESOLUTION #38-25

OFFERED BY: DRAKE

Dog Control Officer

WHEREAS, under §20 of the Town Law, the Town Board shall designate all appointed officers and employees of the Town;

THEREFORE BE IT RESOLVED that Heather Craig be appointed Dog Control Officer. To be paid \$19.79 per hour as needed.

AND MOVES ITS ADOPTION

Seconded by: STEEN
ROLL CALL – 5 AYES

RESOLUTION #39-25 **OFFERED BY: STEEN**

Planning Board Member

WHEREAS, under §20 of the Town Law, the Town Board shall designate all appointed officers and employees of the Town;

THEREFORE BE IT RESOLVED that Juan Rosales be appointed to the Planning Board – Term to expire December 31, 2031. At no compensation

AND MOVES ITS ADOPTION

Seconded by: VANBLARCUM
ROLL CALL – 5 AYES

RESOLUTION #40-25 **OFFERED BY: VANBLARCUM**

Resolution Naming Kevin VanBlarcum as ORDA/Belleayre Mountain Liaison

WHEREAS, the Olympic Regional Development Authority (ORDA) manages the Belleayre Mountain Ski Center and,

WHEREAS, Belleayre Mountain is a significant employer, regional tourism destination, and large-scale event venue in the town of Shandaken and,

WHEREAS, improved communication between Belleayre and the town of Shandaken may allow for better event/emergency coordination, more effective long-range planning, and a stronger mutual working relationship,

THEREFORE BE IT RESOLVED, that Kevin VanBlarcum shall be the town’s liaison to ORDA & Belleayre Mountain.

And moves its adoption.

AND MOVES ITS ADOPTION

Seconded by: KNISSL
ROLL CALL – 5 AYES

RESOLUTION #41-25 **OFFERED BY: KNEISSL**

Resolution To Amend Ambulance Billing Rates

Whereas, The Town of Shandaken owns and operates an Advanced Life Saving (ALS) Ambulance Service; and

Whereas, in order to offset costs associated with this necessary and beneficial service to the community the Town charges certain fees (rates) commensurate with the services provided; and

Whereas, The Town of Shandaken has been notified by its current billing agent that the rates currently charged are well below the regional average rates charged by similar agencies; and

Whereas, The Town of Shandaken Town Board has reviewed these rates and wishes to update them with respect to other rates charged by similar agencies.

Therefore Be It Resolved, that the Town Board of Shandaken will be amending Ambulance Service rates as follows:

Charges	Current Rate	New Rate
BLS Emergency Base Rate	\$600.00	\$800.00
ALS1 Emergency Base Rate	\$825.00	\$1,100.00
ALS2 Emergency Base Rate	\$1,300.00	\$1,750.00
Mileage	\$20.00	\$30.00
Paramedic Intercept	\$500.00	\$500.00

Be It Further Resolved that aforementioned new rates shall be effective as of March 1, 2025.

AND MOVES ITS ADOPTION
Seconded by: DISLCAFANI
ROLL CALL – 5 AYES

RESOLUTION #42-25 **OFFERED BY: DISCLAFANI**

Resolution to Amend Phoenicia Water District Water Rates

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 \$100.00 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 amend the minimum amount to be billed per bi-annual billing period to be \$125.00.

AND MOVES ITS ADOPTION
Seconded by: DRAKE
ROLL CALL – 5 AYES

RESOLUTION #43-25 **OFFERED BY: DRAKE**

Resolution to Advertise for Deputy Water Superintendent (Phoenicia)

WHEREAS, the Town of Shandaken includes two water districts (Phoenicia and Pine Hill), and

WHEREAS, the Pine Hill Water District has a Deputy Superintendent, but the Phoenicia district does not have an individual so assigned, and

- WHEREAS**, it is the recommendation of the Phoenicia Water Committee to hire a deputy water superintendent for said district who shall assist the Superintendent with the following responsibilities:
- Identification & resolution of leaks, broken hydrants, and/or other system repairs
 - Routine water collection and testing including delivery of samples to Department of Health
 - Routine water treatment including chlorine, soda ash, and polyphosphate
 - Cleaning and maintenance of water district equipment, vehicles, and infrastructure
 - Usage reading of water meters
 - Reporting of major water disruptions to town clerk
 - Assisting in the creation and maintenance of Phoenicia Water District standard operating procedure documentation, water district vulnerability reports, and emergency response plans

- Other tasks as directed by the water superintendent and/or town supervisor
- Individual shall have or shall receive a IIA Water Operating License within two years of being hired.
The town shall reimburse for certification / recertification following successful examination
- Individual shall have current computer skills necessary to complete basic office and communication assignments.

THEREFORE BE IT RESOLVED, that the Town of Shandaken shall advertise for a Deputy Water Superintendent to be paid \$18 to \$22 per hour, with a maximum of 8 hours per two weeks, and that said employee shall be re-evaluated no later than 180 days after they are hired to determine if allowed hours and rates of pay are commensurate with the role.

And Moves Its Adoption
Seconded by: STEEN
ROLL CALL – 5 AYES

RESOLUTION #113-24/ #44-25 **OFFERED BY STEEN**

**RESOLUTION FOR PURCHASE AND FINANCING OF REPLACEMENT HIGHWAY VEHICLES;
AMENDED; USE \$220,000. ARPA FUNDS**

WHEREAS, the Town of Shandaken Highway Superintendent has identified two vehicles for replacement and unfitting; and

WHEREAS, the Town Highway Superintendent has identified these vehicles available through a Sourcewell contract 111422 as well as up-fitting with dump body plow and wing through the Onondaga bid as well as available financing for said vehicle costs; and

THEREFORE, BE IT RESOLVED, that the Town Shandaken Town Board does hereby authorize the Town Supervisor to approve the purchase of two (2) 2025 Kenworth T480 Trucks 4X4 for a price not to exceed four hundred and forty thousand dollars (\$440,000 US) also to approve the purchase and installation of a stainless-steel dump body along with a front plow and wing for a price not to exceed two hundred and ten thousand dollars (\$210,000 US).

BE IT ALSO RESOLVED, that the Town Supervisor be authorized to enter into agreement with Key Government Finance, Inc. located at 726 Exchange St., Suite 900, Buffalo, NY 14210 for Three Hundred Thousand dollars (\$300,000 US) for a period not to exceed seven (7) years,
**NEW-- Be It Further Resolved, that the Town Supervisor be authorized to use \$225,000.00 ARPA funds towards this purchase and finance the remainder*

AND MOVES ITS ADOPTION
Seconded by: VANBLARCUM
ROLL CALL – 5 AYES

RESOLUTION # 45-25 **OFFERED BY: VANBLARCUM**
TOWN AMBULANCE – EMT

WHEREAS, PURSUANT TO §20 OF THE TOWN LAW, THE TOWN BOARD SHOULD DESIGNATE ALL APPOINTED OFFICERS AND EMPLOYEES OF THE TOWN, AND

THEREFORE, BE IT RESOLVED, THAT **JASON KREISBERG**, IS APPOINTED TO SHANDAKEN AMBULANCE DEPARTMENT AS a **Full-time EMT**, AT \$16.80 PER HR.

AND MOVE ITS ADOPTION
Seconded by: KNEISSL
ROLL CALL – 5 AYES

Signed this 4th day of February, 2025

Joyce Grant Town Clerk