



**Town of Shandaken Town Board**  
**Regular Monthly Meeting Agenda**  
**Monday August 4, 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 – Dr. Eve Walter Director UC Dept. Health Presentation w/Q&A,
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:** Hire Daxhane Guy Summer Rec. Returning Counselor @ \$16. Per hr.
10. **Resolutions:**
  97. Pay All Bills
  98. Schedule Public Hearing – Amend Town Code to allow Planning/Zoning Board Member alternates.
  99. Schedule a Public Hearing for the purpose of amending town telecommunications code Section 116.
  100. Support of acquiring the Phoenicia Elementary School property for the purpose of building mixed affordable and market value housing with community space
  101. Hire Kompan to build a natural playground at Glenbrook Park via the Omnia Partners Contract.
  102. Oliverea Cemetery Admins & Sexton
  103. Hire Shadbush Consulting to complete Shandaken's Natural Resource Inventory
  104. Hire Hudsonia, Ltd to perform GIS mapping as part of Shandaken's Natural Resource Inventory
  105. OBLIGATING ARPA FUNDS- UPDATED
  106. Appoint Dog Kennel Volunteers
11. Open Public Comment

**Meeting Adjournment -IN MEMORY OF**

**RESOLUTION # 97-25**

**OFFERED BY:**

**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:

|                          |              |
|--------------------------|--------------|
| <b>General</b>           | <b>\$</b>    |
| <b>Highway</b>           |              |
| <b>Phoenicia Water</b>   |              |
| <b>Pine Hill Water</b>   |              |
| <b>Phoenicia Lights</b>  |              |
| <b>Chichester Lights</b> |              |
| <b>Pine Hill Lights</b>  |              |
|                          | <b>-----</b> |
|                          | <b>\$</b>    |

**AND MOVES ITS ADOPTION**

Seconded by:

|                                 | <b>ROLL CALL</b> |             |
|---------------------------------|------------------|-------------|
|                                 | <b>AYES</b>      | <b>NAYS</b> |
| <b>BOARD MEMBER DRAKE</b>       | _____            | _____       |
| <b>BOARD MEMBER KNEISSL</b>     | _____            | _____       |
| <b>BOARD MEMBER STEEN</b>       | _____            | _____       |
| <b>BOARD MEMBER VAN BLARCUM</b> | _____            | _____       |
| <b>SUPERVISOR DiSCLAFANI</b>    | _____            | _____       |

**Resolution to schedule a Public Hearing for the purpose of amending town code to allow for alternate members to the Planning Board & Zoning Board of Appeals.**

**Whereas, the Shandaken Town Board proposes Town Law #1 of 2025 – Alternate Members of Planning Board and Zoning Board of Appeals, with the following language to be added/amended in town code.**

***Proposed Addition Section 39-1.2***

**Alternate Members**

- A. This section is enacted to provide a process for appointing alternate members of the Planning Board.
- B. Two alternate members of the Planning Board may be appointed by the Town Board for terms of up to two years, with the terms to expire on December 31 of the second year after the date of their initial appointment.
- C. The Chairperson of the Planning Board shall designate an alternate to substitute for a member when such member is unable to participate on an application or matter before the Board owing to a conflict of interest or when a member notifies the Chair that he or she will be absent for two or more consecutive meetings. When so designated, the alternate member shall possess all the powers and responsibilities of such member of the Planning Board. Such designation shall be made by the Chairperson on a rotating basis commencing with the alternate first appointed by the Town Board following the effective date of this section. Each designation shall be entered into the minutes of the initial Planning Board meeting at which the substitution is made.
- D. Alternate members shall regularly attend the scheduled meetings and/or work sessions of the Planning Board to which they may be designated so as to be available for designation when required and to be familiar with the applications and/or matters pending before such Board.
- E. Alternate members shall serve without compensation.
- F. All provisions of state law relating to Planning Board member attendance, eligibility, vacancy in office, removal, compatibility of office and service on other boards, as well as provisions of any local law or ordinance relating to training and continuing education, shall also apply to alternate members.

***Proposed Modification to Section 39-10 C (1) (e)***

(e) Chairman shall inform members of the training and continuing education courses as required by New York State General Municipal Law for all planning board members, including alternates.

***Proposed Modification to Section 39-10 C (3) (a) [3]***

[3] Serving as custodian of the records of the Planning Board, including records of training and continuing education as required by New York State General Municipal Law for all planning board members, including alternates.

***Proposed Addition to Section 116-67 A***

**A. Alternate Members**

- 1. This section is enacted to provide a process for appointing alternate members of the Zoning Board of Appeals.
- 2. Two alternate members of the Zoning Board of Appeals may be appointed by the Town Board for terms of up to two years, with the terms to expire on December 31 of the second year after the date of their initial appointment.

3. The Chairperson of the Zoning Board of Appeals shall designate an alternate to substitute for a member when such member is unable to participate on an application or matter before the Board owing to a conflict of interest or when a member notifies the Chair that he or she will be absent for two or more consecutive meetings. When so designated, the alternate member shall possess all the powers and responsibilities of such member of the Zoning Board of Appeals. Such designation shall be made by the Chairperson on a rotating basis commencing with the alternate first appointed by the Town Board following the effective date of this section. Each designation shall be entered into the minutes of the initial Zoning Board meeting at which the substitution is made.
4. Alternate members shall regularly attend the scheduled meetings and/or work sessions of the Zoning Board of Appeals to which they may be designated so as to be available for designation when required and to be familiar with the applications and/or matters pending before such Board.
5. Alternate members shall serve without compensation.
6. All provisions of state law relating to Zoning Board of Appeals member attendance, eligibility, vacancy in office, removal, compatibility of office and service on other boards, as well as provisions of any local law or ordinance relating to training and continuing education, shall also apply to alternate members.

Therefore, be it Resolved, the Town of Shandaken schedules a Public Hearing to hear public comments for or against Town Law #1 of 2025

## AND MOVES ITS ADOPTION

Seconded by:

|                                 | ROLL CALL |       |
|---------------------------------|-----------|-------|
|                                 | AYES      | NAYS  |
| <b>BOARD MEMBER DRAKE</b>       | _____     | _____ |
| <b>BOARD MEMBER KNEISSL</b>     | _____     | _____ |
| <b>BOARD MEMBER STEEN</b>       | _____     | _____ |
| <b>BOARD MEMBER VAN BLARCUM</b> | _____     | _____ |
| <b>SUPERVISOR DiSCLAFANI</b>    | _____     | _____ |

**Resolution to schedule a Public Hearing for the purpose of amending town telecommunications code Section 116.**

**Scheduling A Public Hearing On Local Law No 2 Entitled “Amending the Town Code Section 116 Regarding Telecommunication Facilities”**

**Whereas**, the Town of Shandaken’s Comprehensive Plan of 2005, (the “Plan”) notes: “The placement of signal transmission equipment is essential to the operation of wireless telephone services for the residents, visitors and emergency service providers; and

**Whereas**, the Plan also indicates that “Emergency Communication – An alternative emergency communication system needs to be identified in light of Verizon’s recent announcement that it will be eliminating many of the public telephones in the Town”: and

**Whereas**, the survey conducted in association with the outreach effort to update the 2005 Comprehensive Plan identified cell service/emergency communication as one of the Town’s top three concerns; and

**Whereas**, the City of New York Department of Conservation announced in 2024 an initiative to improve cellular communication in the watershed recognizing the risk to its water supply lands due to poor cellular communication; and

**Whereas**, the Town of Shandaken continues suffer from lack of cell service in part due to the limited opportunities for siting cell towers and costs associated with their construction on difficult terrain; and

**Whereas**; the Town Board recognizes the significant public safety need and is desirous of removing barriers and increasing the opportunities for the siting of cellular and other public safety communication facilities; and

**Whereas**; the Town Board has been presented with and has introduced a draft Local Law No. 2 of 2025 entitled “Amending the Town Code Section 116 Regarding Telecommunication Facilities as annexed to this resolution; now therefore be it

**Resolved**, that pursuant to Section 20 of the Municipal Home Rule Law of the State of New York, a public hearing on said proposed Local Law No. 2 shall be held on September 8<sup>th</sup>, 2025 at 6:30pm at the Town Hall, located at 7209 Route 28 in the Town of Shandaken, New York, and that notice of the time and place of such hearing describing in general terms the proposed local law, be published once on or before the 8 day of September 2025 in the Daily Freeman, a newspaper circulating in said Town of Shandaken . and be it further

**Resolved**, that the Town Board has determined that Local Law# 2 constitutes an Unlisted Action under 6NYCRR Part 617.4 (SEQRA) and will act as Lead Agency in the environmental review of this action; and, be it further

**Resolved**, that the Town Board hereby authorizes the Town Supervisor to refer Local Law #2 to the Ulster County Planning Board pursuant to Section 239m of the NY General Municipal Law.

**Therefore, be it Resolved, the Town of Shandaken schedules a Public Hearing to hear public comments for or against Town Law #2 of 2025**

**AND MOVES ITS ADOPTION**

Seconded by:

ROLL CALL

AYES

NAYS

BOARD MEMBER DRAKE

\_\_\_\_\_

\_\_\_\_\_

BOARD MEMBER KNEISSL

\_\_\_\_\_

\_\_\_\_\_

BOARD MEMBER STEEN

\_\_\_\_\_

\_\_\_\_\_

BOARD MEMBER VAN BLARCUM

\_\_\_\_\_

\_\_\_\_\_

SUPERVISOR DISCLAFANI

\_\_\_\_\_

\_\_\_\_\_

**Draft Local Law #2-2025**

*Proposed Change to Section 116-14 (3)*

(3) The maximum height for telecommunication towers permitted under this article, including any antennas or other devices extending above the tower, measured from the original ground level at the base of the tower, shall be up to 199 feet.

*Proposed Replacement of Section 116-62.4 (H) and (I)*

(H) REMOVED

(I) *Minimum setbacks. The minimum distance between the base of a tower-based wireless telecommunications facility and any adjoining property line or street right-of-way line shall equal 100% of the proposed height of the tower-based wireless telecommunications facility, unless the applicant shows to the satisfaction of the Town Board that the proposed tower-based wireless telecommunications facility has been designed in such a manner that a lesser setback will have no negative effects on public safety.*

**A resolution in support of acquiring the Phoenicia Elementary School property for the purpose of building mixed affordable and market value housing with community space**

**WHEREAS**, the Town Board of the Town of Shandaken recognizes that having affordable places to live is essential for a community to thrive;

**WHEREAS**, the rising cost of living and the scarcity of available housing has created an affordable housing issue in many areas of New York State, including within the Town of Shandaken; and

**WHEREAS**, recognizing this issue, the Town Board continues to work towards addressing this need, evidenced most recently through its support of the Housing Smart Committee; and

**WHEREAS**, the Onteora School District, pending a public referendum, has offered to sell the now empty 12 acre Phoenicia Elementary School property, located at 11 School Lane in Phoenicia for the sum of \$1, and

**WHEREAS**, representatives from Ulster County will provide to the Town legal advice and introductions to prescreened developers who specialize in area affordable housing projects,

**NOW THEREFORE BE IT RESOLVED**, the Town Board agrees to enter into discussions with the Ontora School District to acquire the Phoenicia Elementary School property; and

**BE IT FURTHER RESOLVED**, the Town Board will move forward, pending approval in a public referendum, with interviewing suitable developers for the purpose of creating affordable housing and community space for the Town of Shandaken.

**AND MOVES ITS ADOPTION**

Seconded by:

|                          | ROLL CALL |       |
|--------------------------|-----------|-------|
|                          | AYES      | NAYS  |
| BOARD MEMBER DRAKE       | _____     | _____ |
| BOARD MEMBER KNEISSL     | _____     | _____ |
| BOARD MEMBER STEEN       | _____     | _____ |
| BOARD MEMBER VAN BLARCUM | _____     | _____ |
| SUPERVISOR DiSCLAFANI    | _____     | _____ |

**Resolution to hire Kompan to build a natural playground at Glenbrook Park via the Omnia Partners Contract**

**WHEREAS**, Section 103 of the General Municipal Law permits the Town of Shandaken to purchase apparatus, materials, equipment or supplies or contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through the use of a contract let by the United States or any agency thereof, any state or any other county, political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

**WHEREAS**, the Town of Shandaken, based on the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103, has identified and does desire to participate in Omnia Partners Contract #2017001135 Playground and Outdoor Fitness Equipment, Site Accessories, Surfacing, and Related Products and Services won by KOMPAN, a company that specializes in natural playgrounds, and

**WHEREAS** the Town of Shandaken was awarded \$300,000 in CREST funding for installation of a natural playground in Glenbrook Park,  
**THEREFORE, BE IT RESOLVED**, that Shandaken is authorized to participate in Omnia Partners Contracts and that the Supervisor or his designee is hereby authorized to execute any and all necessary documents to effectuate participation in Omnia Partners Contract #2017001135 and to specifically acquire the products and services of KOMPAN to complete the natural playground at Glenbrook Park at an expected cost of \_\_\_\_\_.

**AND MOVES ITS ADOPTION**

Seconded by:

|                          | ROLL CALL |       |
|--------------------------|-----------|-------|
|                          | AYES      | NAYS  |
| BOARD MEMBER DRAKE       | _____     | _____ |
| BOARD MEMBER KNEISSL     | _____     | _____ |
| BOARD MEMBER STEEN       | _____     | _____ |
| BOARD MEMBER VAN BLARCUM | _____     | _____ |
| SUPERVISOR DiSCLAFANI    | _____     | _____ |

**OLIVEREA CEMETERY ADMINS - SEXTON**

**Whereas,** Pursuant to Town Bd. Resolution 47-25, the Olivera Cemetery in Olivera, was determined to be an Abandoned Cemetery by the NYS Cemetery Board.

**Whereas,** the Town of Shandaken will take over ownership & maintenance of the Cemetery.

**Therefore, Be It Resolved** the Town of Shandaken Town Board hereby appoints Patricia Rudge to be Sexton of Olivera Cemetery. Also: Peter DiSclafani & Joyce Grant as administrators of said Cemetery.

**AND MOVES ITS ADOPTION**

Seconded by:

|                          | ROLL CALL |       |
|--------------------------|-----------|-------|
|                          | AYES      | NAYS  |
| BOARD MEMBER DRAKE       | _____     | _____ |
| BOARD MEMBER KNEISSL     | _____     | _____ |
| BOARD MEMBER STEEN       | _____     | _____ |
| BOARD MEMBER VAN BLARCUM | _____     | _____ |
| SUPERVISOR DiSCLAFANI    | _____     | _____ |

**Resolution to hire Shadbush Consulting to complete Shandaken’s Natural Resource Inventory**

**WHEREAS**, Shandaken was awarded \$39,100 through the 2024 Hudson River Estuary Grant Program for the purposes of completing a natural resource inventory, AND

**WHEREAS** the Shandaken Town Board has determined that the preparation of this inventory requires specialized skills, training, and expertise, and is therefore a professional service which does not require competitive bidding, AND

**WHEREAS** Shadbush Consulting, LLC is a certified Woman-owned Business Enterprise, based in Red Hook, NY and possesses significant experience with our region which we are unlikely to identify elsewhere,

**THEREFORE BE IT RESOLVED**, that the town of Shandaken authorizes the Supervisor to execute any and all documents necessary to hire Shadbush Consulting, LLC to complete Shandaken’s Natural Resource Inventory at a cost not to exceed \$30,000.

**AND MOVES ITS ADOPTION**

Seconded by:

|                          | ROLL CALL |       |
|--------------------------|-----------|-------|
|                          | AYES      | NAYS  |
| BOARD MEMBER DRAKE       | _____     | _____ |
| BOARD MEMBER KNEISSL     | _____     | _____ |
| BOARD MEMBER STEEN       | _____     | _____ |
| BOARD MEMBER VAN BLARCUM | _____     | _____ |
| SUPERVISOR DISCLAFANI    | _____     | _____ |

**Resolution to hire Hudsonia, Ltd to perform GIS mapping as part of Shandaken’s Natural Resource Inventory**

**WHEREAS**, Shandaken was awarded \$39,100 though the 2024 Hudson River Estuary Grant Program for the purposes of completing a natural resource inventory, AND

**WHEREAS** the Shandaken Town Board has determined that the mapping of natural resources requires specialized skills, training, and expertise, and is therefore a professional service which does not require competitive bidding, AND

**WHEREAS** Hudsonia, LTD is a locally based non-profit with significant local experience mapping natural resources, AND

**WHEREAS** their familiarity and proximity make it unlikely we will find a more economical partner and thus do not identify a public benefit to engaging in competitive bidding for this purchase,

**THEREFORE BE IT RESOLVED**, that the town of Shandaken authorizes the Supervisor to execute any and all documents necessary to hire Hudsonia, Ltd to complete the mapping necessary for Shandaken’s Natural Resource Inventory at a cost not to exceed \$15,000.

**AND MOVES ITS ADOPTION**

Seconded by:

|                          | ROLL CALL |       |
|--------------------------|-----------|-------|
|                          | AYES      | NAYS  |
| BOARD MEMBER DRAKE       | _____     | _____ |
| BOARD MEMBER KNEISSL     | _____     | _____ |
| BOARD MEMBER STEEN       | _____     | _____ |
| BOARD MEMBER VAN BLARCUM | _____     | _____ |
| SUPERVISOR DiSCLAFANI    | _____     | _____ |

OBLIGATING ARPA FUNDS- UPDATED

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

WHEREAS, the Town has many eligible capital projects including infrastructure, machinery, and equipment,

NOW THEREFORE BE IT RESOLVED, that the Town Board approve \$20,000.00; obligated for Glenbrook Park capital improvements; \$10,000.00- Resolution 92-24; obligated for 6 AED units- Resolution 107-24 and \$271.229.86 obligated for a Highway Truck with appurtenances, updated from Resolution 113-24,

AND MOVE ITS ADOPTION

Seconded by:

|                         | ROLL CALL |       |
|-------------------------|-----------|-------|
|                         | AYES      | NAYS  |
| BOARD MEMBER DRAKE      | _____     | _____ |
| BOARD MEMBER KNESSL     | _____     | _____ |
| BOARD MEMBER STEEN      | _____     | _____ |
| BOARD MEMBER VANBLARCUM | _____     | _____ |
| SUPERVISOR DiSCLAFANI   | _____     | _____ |

RESOLUTION TO APPOINT DOG KENNEL VOLUNTEERS

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 Emily Baker, Kris Craig & Sarah Craig be appointed Dog Kennel Volunteers to assist in care of any of our shelter dogs. Under the direction of the Dog Control Officer. At no compensation.

AND MOVE ITS ADOPTION

Seconded by:

|                         | ROLL CALL |       |
|-------------------------|-----------|-------|
|                         | AYES      | NAYS  |
| BOARD MEMBER DRAKE      | _____     | _____ |
| BOARD MEMBER KNEISSL    | _____     | _____ |
| BOARD MEMBER STEEN      | _____     | _____ |
| BOARD MEMBER VANBLARCUM | _____     | _____ |
| SUPERVISOR DISCLAFANI   | _____     | _____ |