

REGULAR TOWN BOARD MEETING FEBRUARY 10, 2021

A regular meeting of the Town of Cochection was held on February 10, 2021 at the Cochection Town Hall. Between 7:00 PM and 7:30 PM is for the purpose of auditing bills with the following members present:

PRESENT: Supervisor Gary Maas
Councilperson - Deputy Supervisor, Edwin Grund
Councilperson Sean Nearing
Councilperson Paul Salzberg
Councilperson- SPO, Michael Walter

OTHERS PRESENT:
Kevin Esselman – HWY Superintendent Jim Crowley –CEO
Karen Mannino –Attorney Margaret Richardson, Deputy Town Clerk

Meeting was called to order by Supervisor Maas with the pledge to the flag at 7:30 p.m.

MOTION: Motion made by Councilperson Grund, seconded by Councilperson Salzberg, to approve the minutes of January 13th, 2021 as submitted. All board members voted in favor.

MOTION: Motion made by Councilperson Grund, seconded by Councilperson Salzberg, to approve the bills on Abstract # 2 in the following amounts:

General Accounts: Claim #'s 53-80 are to be paid.
Claim #'s 32-35, #40-44, 46, 47,49 and 50 are in prepaids.

Total General Funds: **\$ 14,402.02**

Debit Card Account: Claim #81

Total Debit Card: **\$ 3,030.45**

Sewer Accounts: Claim #82-85 are to be paid.
Claim #'s #51, 36, 37, 38, and 48 are in prepaids.

Total Sewer Accounts: **\$ 620.16**

Lighting District Accounts: Claim # 39 in Prepaid

Total Lighting District Funds: **\$58.00**

Highway Accounts: Claim #'s 86-101 to be paid.
Claim #45 is in prepaids.

Total Highway Accounts **\$32,555.50**

PREPAIDS were paid 1/19, 1/26, and 2/4

Audit 2/10/21 by Councilmen Grund & Salzberg

CORRESPONDENCE:

Supervisor Maas read a letter from Town Clerk Maryann Oumrim:
“I, Maryann Oumrim am requesting that a resolution be made to increase the yearly amount allotted for the Deputy Town Clerk. As of right now the allotment is at \$500.00, Peggy has already used half of that amount due to 2020 work which needed to be completed as well as some further training when I took over in January. As was stated prior to me taking this position I had previous arrangements to attend my sister’s wedding in Florida which I am leaving 2/7 and returning on 2/15. Peggy Deputy Town Clerk will be in to cover my hours during this time including town board meeting. As per our conversation on 2/5/21 when asked how much I thought would be appropriate I was unsure, but with thinking it over to be on the safe side I would propose \$1,200- 1,500 Yearly would be sufficient. This would allow for the Deputy to continue to come into the office 1-2 times per month to keep up with the everchanging tasks.”

The Board had a brief discussion and agreed to consider the increase with the following:

RESOLUTION 02102021 # 15

WHEREAS the COCHECTON TOWN BOARD when adopting the FY 2021 budget was unaware of an additional increase in the Deputy Town Clerk line because of an increase in duties so that the Clerk’s office is running properly for the FY 2021 and be properly funded, and so

THEREFORE, BE IT RESOLVED that budget line A 1410.101 DEPUTY TOWN CLERK be funded an additional \$750.00 from line A 1990.400 CONTINGENCY ACCOUNT so that line A 1990.400 CONTINGENCY ACCOUNT reads \$14,250.00 and DEPUTY TOWN CLERK A 1410.101 reads \$1,250.00.

Moved by, Councilman Grund Seconded by, Councilman Walter

Ayes: Maas ✓ Nays: Maas
Grund ✓ Grund
Nearing ✓ Nearing
Salzberg ✓ Salzberg

CORRESPONDENCE CONTINUED:

- COOPER-ARIAS will return to the Town Hall to complete the annual audit. Town Clerk will be out of office to participate in a Town Clerk Association Webinar training newly elected Town Clerks. Deputy Clerk will be in the office.
- Highway Superintendent received notice that OSHA posters are available.
- A Skinner's Falls Bridge Advisory Committee will host a **ZOOM** meeting on 1/22 or 1/23 TBD, regarding whether to repair or replace the bridge.
- Letter from Upper Delaware Council regarding the River Management Plan.
- IDA check received in the amount of \$ 51,855.81 for payment in lieu of tax agreements.

PUBLIC COMMENT:

No one wished to comment.

COMMITTEE REPORTS:

UPPER DELAWARE COUNCIL: Larry Richardson - not present

Submitted a written report:

The Council held its regular meeting via Zoom on Thursday February 4.

Topics discussed in part:**Status Reports:**

- Delaware River Basin Commission (Kristen Bowman Kavanagh): had supplied hydrological report for upper basin.
- NYS DEC Representative Bill Rudge attended but nothing new to report.
- PA Dept of Conservation and Natural Resources (Tim Dugan): not in attendance and no report.
- NPS Superintendent Joseph Salvatore stressed his desire to help the UDC in securing its funding considering another new computer system. At present we have used all our early allocation and are currently using the UDC private funding to pay staff and bills.
- UDC executive Director Ramie reviewed her report.

Other:

- Discussed the corridor-wide litter pluck project planned for April. A PA grant will pay for the expenses anticipated.

Actions taken:

- Approved a substantial conformance declaration as recommended by the Project Review Committee for the Town of Highland revised Zoning Law. The letter will be sent to the NPS for a final ruling.
- Approved a recommendation from the Operations Committee that Shannon Cilento be made a permanent employee.
- Approved the re-affirmation of the Sexual Harassment Policy for 2021. All representatives, alternates and staff are required to view a video and signify that they have and understand the policy.
- Approved a letter in support of an access enhancement project by the Hancock Partners.

Other: Discussed the plan to conduct a corridor-wide litter pluck in April and the need to have a coordinator in each of the towns and townships.

Upper Delaware Scenic Byway: Larry Richardson - not present

The Committee held a compromise Zoom meeting on Monday January 25 via Zoom

Discussion items:

- **Policies for Preventing Sexual Harassment and Conflict of Interest Disclosure:** I have drafted both documents as well as a sexual harassment report form for the committee to consider. When adopted all participants will be required to read and acknowledge the terms and view a video.
- **Grant Applications:** As Treasurer I issued a check for our Vista Enhancement Grant of \$10,000 to Thiele Landscaping for a view enhancement project promoted by the Delaware Company. The vegetation clearing was from the Roebling Bridge to the Eagle Observation Access in the Town of Highland. There is a contract pending for work to be done near Callicoon along Rte. 97.
- **UDSB Enhancement Concept Plan Update:** We have reached out to the original Plan developer to obtain a digital and writable copy of the Plan so that an update can be performed.
- **Litter Clean-up Projects:** Volunteer organizers have been enlisted for most of the area along Route 97. However, a few more are still needed. I am not sure if anyone has stepped forward to work the Cohecton section. The sweep is planned for April.
- **Highland Waterway Project:** Chairman Pizzolato displayed a sketch map showing the property along River Road in the Town of Highland that was donated for use as a town beach. The UDSB is exploring how we might help with upgrading the access.
- **UDSB Website Update and Anti-Litter Signage Locations** was discussed.
- **Spotted Lanternfly ID Cards:** We are encouraging businesses to display the cards for the public to take. Sean, could you find a place on the counter for some cards? If anyone sees the insect or an egg mass, it is especially important to notify DEC.

Next Meeting Date: 4th Monday, February 22, 2021

Youth Commission: Councilperson Grund

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The New Youth Commission is planning events for the coming year. For more information contact **Sue Rodriguez** (845) 866-0853, or email: s_rod79@frontiernet.net. Check out their **New Youth Commission Facebook** page to see all the creative activities that has been thoughtfully planned out by the volunteers in charge of the New Cocheton Youth Commission.

Lake Huntington Lake Association: Councilperson Dr. Salzberg

Lake Huntington Lake Association did not meet for the last couple of months; however they have scheduled two more treatments for the Lake.

DEPARTMENT HEADS:

SUPERVISOR: Gary Maas

Submitted a written report:

- Deposited \$1,778.00 Judicial fees
- Deposited \$ 539.13 Judicial fees
- Deposited \$1,316.01 Town Clerk fees
- Deposited \$5,000.00 Transfer Station Rental Fee
- Deposited \$1,640,130.32 from Tax Collector

Made transfers and deposits as needed and gave budget to actuals to board.

Activity: Audit and interview FY 2020 by Cooper arias has been mostly completed; W-2's and 1099's has been sent out; took care of the retirement paperwork for Gregg Semenetz, Hollye Schulman and Charles Keesler; took care off Website domains with Doreen Warner.

- CONTACTUAL – Beginning Balance **\$4,000.00**

Abstract #1	\$ 0.00	\$4,000.00
Abstract #2	\$ 825.94	\$3,174.06 ending balance

- Worked 98 hours.

HIGHWAY SUPERINTENDENT: Kevin Esselman

Submitted a written report:

- Sanded and plowed as needed.
- Had some repairs.
- We have been out patching.
- Picked up a screen unit and blocks to take lumps out of sand pile.
- Cleaned up a couple of down trees in roadway.
- Worked 160 hrs.
- Contractual balance - \$3,800.00

Superintendent Esselman reported that they have had mounting repairs for a 9-year-old truck that they were hoping to get another 10-years out of. After a brief discussion of this truck, Councilman Nearing suggested that the next time it breaks down it will be necessary to have a serious look for options to replace it.

TOWN CLERK: Maryann Oumrim, not present; Deputy Clerk Margaret Richardson

Submitted a written report.

I took care of the regular duties of the Town Clerk including:

- Prepared Abstract 2 for audit.
- Prepared January 13th Board minutes.
- Transitioning from 2020-2021 which includes moving files into the Vault.
- Deposited Town fees including CEO fees.
- Emails have been responded to and appropriately shared with Board Members.
- Monthly reports sent to Agriculture & Markets and DOH for marriage and death.
- Sent in certification of offices to be filled with the Board of Elections.
- I worked a total of 79 hours in January. Deputy Clerk worked 17.5 hours.

Contractual balance: \$3,365.03

CODE ENFORCEMENT OFFICER: James Crowley

Submitted a written report:

- Worked 80 hrs.
- mileage 236
- permits issued 5.
- Municipal search letters 12
- Revenues \$1,400.00
- Expenses \$182.16
- Contractual Balance: \$5,317.84

CEO Crowley reported that the phones have been busy with inquiries, permits are slow but Municipal Searches are steadily increasing.

TAX COLLECTOR: Eileen Hennessy – not present

no report:

TOWN ATTORNEY: Karen Mannino

- Reviewing contracts for the Town's 3 Ball Parks.

ASSESSOR: Lorry King - not present

Submitted a written report.

Old Business:

1. Field work continues.

New Business:

1. The beginning of this month I was a participant in the Counties revised new *Pictometry Program*. It was an interesting class and helpful to us to use during the pandemic for the building department.

Assessor Hours: 34.5

Clerk Hours: 35.0

Jan. -2021 A1355.400 \$2,000.00

SCAA \$50.00

Contractual Balance: \$1,950.00

SEWER OFFICER: Michael Walter

Submitted a written report:

- Average flow of 35,018 gallons per day for month of January
- Obtained 98% C.B.O.D. and 99% T.S.S. removal for January.
- Expenditures \$620.16
- Contractual Balance: \$31,234.84

Worked 77-hours.

SPO Walter advised the Board that after the last power outage the generator has been cutting out and the trickling filter is not working properly. He is taking steps to have these two issues resolved.

PLANNING BOARD CHAIR Earl Bertsch - not present

Approved October 29, 2020 Planning Board minutes.

DOG CONTROL OFFICER: Tamara DePaolo - not present

No report.

HISTORIAN: K. C. Garn - not present

No report submitted.

TOWN BOARD REPORTS:

Councilperson Nearing - expressed concern about the delay in receiving CHIPS money from County.

Councilperson Salzberg - nothing currently

Councilperson Grund - nothing currently

Councilperson Walter - nothing currently

OLD BUSINESS:

1. Unsafe Buildings – tabled
2. Roof for old town hall – tabled.
3. Addition for Highway Barn – tabled.

NEW BUSINESS:

1. Sewer System Smoke testing – tabled.

PUBLIC COMMENT:

No one wished to comment.

MOTION: On motion of Councilperson Grund, seconded by Councilperson Walter, the following motion was to adjourn.
Time 8:15 p.m. All board members voted in favor.

Respectfully Submitted, _____
Margaret Richardson, Deputy Town Clerk