

A meeting of the Town of Cochecton was held on July 10, 2019 at 7:00 PM at the Cochecton Town Hall with the following members present:

(Between 7:00 PM and 7:30 PM for the purpose of auditing bills)

Supervisor Gary Maas

Councilperson Anna Story absent

Councilperson Sean Nearing absent

Councilperson Paul Salzberg

Councilperson Edwin Grund

OTHERS PRESENT:

Hollye Schulman--Town Clerk, Karen Mannino –Attorney, Gregg Semenetz –CEO

RESOLUTION # 38

FY 2019 BUDGET CHIPS MONEY

On motion of Councilperson Salzberg, seconded by Councilperson Grund, the following resolution was WHEREAS, the Cochecton Town Board when adopting the FY 2019 budget was unaware of the exact amount for the CHIPS Fund and until being notified could not accurately be stated so in the FY 2019 budget, therefore WHEREAS, the town has been informed that the apportionment for 2019 will be \$173,904.70 increasing both the expense and revenues lines by \$48,904.70, and

THEREFORE, BE IT RESOLVED, that budget line DA 5112.400 (Capital Outlay-CHIPS) instead of reading \$125,000.00 should read \$173,904.70 and revenue line DA 3501.00 (State Aid-Chips Capital) instead of reading \$125,000.00 should read \$173,904.70 to cover actual revenues and expenditures

ADOPTED – AYES 3 NAYS – 0 Councilperson Story absent Councilperson Nearing absent

Supervisor Maas

Councilpersons: Salzberg and Grund

RESOLUTION # 39

FY 2019 CONTRACTOR RECORDS MANAGEMENT CLERK

On motion by Councilperson Salzberg, seconded by Councilperson Grund, the following resolution was

WHEREAS, the Cochecton Town Board when adopting the FY 2019 budget was unaware that a contract for a Records Management Clerk would be created and need to be funded, and

NOW THEREFORE, BE IT RESOLVED that budget line A 1220.103 be titled Records Management Clerk and that it be funded in the amount of \$1560.00 from Contingency Fund A 1990.400 which leaves \$13,440.00 remaining in A 1990.400

ADOPTED – AYES 3 NAYS – 0 Councilperson Story absent Councilperson Nearing absent

Supervisor Maas

Councilpersons: Salzberg and Grund

RESOLUTION # 40

RECORDS RETENTION AND DISPOSITION

On motion by Councilperson Grund, seconded by Councilperson Salzberg, the following resolution was RESOLVED, by the Town Board of the Town of Cochecton that Records Retention and Disposition Schedule MU& 1-, issued pursuant to Article 57-A of the Arts and Culture Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein FURTHER RESOLVED, that in accordance with Article 57-A: (a) only records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods

ADOPTED – AYES 3 NAYS – 0 Councilperson Story absent Councilperson Nearing absent

Supervisor Maas

Councilpersons: Salzberg and Grund

MOTION: On motion of Councilperson Salzberg, seconded by Councilperson Grund, the following motion was to accept the minutes of June 10, and June 24, 2019 and be accepted as submitted. All present Town Board members voted in favor.

MOTION: On motion of Councilperson Grund, seconded by Councilperson Salzberg, the following motion was to approve bills on abstract #7 for payment as follows: All present Town Board members voted in favor.

Prepaid	Claim # 3206-326 * claim #'s 307 and 309 are in the lighting district.	
General Account	Claim # 326-347	\$7,569.66 including prepaid
Debit Card	Claim # 348	\$119.76
Sewer Account	Claim # 349-352	\$4,674.23 including prepaid
Lighting District Account	* as listed above in prepaid \$562.30	
Highway Account	Claim #353-363	\$83,349.28
Claim #'s 314, 343 and 3345 are split between funds, on same voucher.		
Prepaid were paid on June 16 th , 18 th , 24 th , and July 3 rd 2019		

CORRESPONDENCE:

Sullivan County Treasurer's Office: charging the town for 8.7 ton over the town allotment of 16 ton at a cost of \$79.64 per ton

New York DOT: advising the town that CHIPS money would be \$23,282.04 for 2019 for a total of \$173,904.70, whereas the town had only \$120,000.00 in the budget

Supervisor will have to testify in September Re; lawsuit

PUBLIC COMMENT:

No one wished to comment

COMMITTEE REPORTS:

UDC REPORT: Larry Richardson not present, Submitted a written report
The Council held its regular meeting on Thursday, Thursday July 11.

- The meeting will open with a presentation on Rattle Snakes including live snakes.
- Topics discussed in part in the Project Review Committee of which I serve as Chairman were:
- The Town of Highlands newly adopted zoning regulation that does not meet the threshold for Substantial Conformance and what to do next. Town of Highland Representative Andy Boyer has offered to mediate the differences.
- How to include activities such as Alternative Energy Projects in the River Management Plan since they were not considered during the writing of the Plan. An adopted Supplement to the Plan may be the answer.
- Expanding the Scope for Tag Grant Projects to be more in line with projects that have been historically approved for funding.
- Tag Grant Project proposals must be into the office by August 20.
- Carla Hahn from the National Park Service is retiring affective August third. She has been with the Park Service for 39 plus years.
- **SCENIC BYWAY:** Larry Richardson not present Submitted a written report
- The UDSB held its regular meeting on Monday June 24.
- Topics of Discussion in part:
- The Town Of Hancock's decision to withdraw from membership in the Upper Delaware Scenic Byway. They had been a participant for almost one year. Reasoning is the old argument that being a member might cause the New York State DOT to impose additional restrictions on route 97.
- Brian Scardefield from Sullivan county was on hand to explain the Sullivan County Clean Team. Scardefield said that the County has hired five young people ages 18-21 to pick up litter from mid-June until mid-August. He agreed to look into cleaning up the pull-offs along route 97 in Sullivan county
- **Proposed 2020 Upper Delaware River Corridor Clean-** The Upper Delaware Council anticipates scheduling a roundtable meeting to discuss the 2020 land-based clean-up event on Tuesday, July 30, with two identical sessions at 3 and 6 p.m.
- **Upper Delaware Visitor Center at Callicoon Train Depot Project Update-** Nicole Vallance said it's likely that the fall will be the earliest that this project can be advanced to build-out, noting that it's an all-volunteer effort.
- **NYS Rt. 97 Callicoon Viaduct Vista Enhancement Project Update**
- **Planning for a Business Marketing Workshop-** A Fall date is being planned with people from the "I love New York" program.
- **Next Meeting Date:** Monday, June 3 2019

YOUTH COMMISSION: Councilperson Grund
Trip to watch the subway series, all had a good time

WEBSITE AND FIRE DISTRICT: Councilperson Story not present
No report

Fire District – No report

LAKE HUNTINGTON LAKE ASSOCIATION: Councilperson Salzberg
Was not able to attend meeting, but they had a good speaker. End of July will start the copper sulfate treatment of the lake

By Linda Drollinger, independent contractor

Began work on July 1, by obtaining from Hollye a print copy of New York State's *Record Retention and Disposition Schedule MU-1 (Revised 2003)*. Requested by phone the same day confirmation from State Archives and Records Administration (SARA) that this is its most recently published schedule. Received that confirmation by phone on 7/3.

I began familiarizing myself with the state's schedule for records retention and disposition. There are clear guidelines for retention of documents common to most local government offices: payroll, court records, public meeting and hearing minutes, election results and sample ballots as well as official copy of election notice must be permanently retained, as are all plans, blueprints, and invoices associated with construction and safety inspections of government office buildings and highway maintenance structures (i.e., new and old town halls and salt shed). Town Attorney Karen Mannino notes that any paper document also existing in digital format may be disposed of in accordance with confidentiality criteria.

But there are many reference materials long outdated (for instance, NYMIR manuals from the '90s and a 1992 Wayne County Human Services Directory) that can be disposed of by

paper recycling at the nearest transfer station. Vouchers and abstracts from more than 20 years ago, which must be retained for six years only, can also be recycled, the state’s preferred method of disposal for nonconfidential documents.

There are also nonessential records from decades ago (hunting and fishing licenses from the ‘90s) that must be destroyed by shredding, acid destruction, or another commercial method consistent with state-prescribed destruction of documents containing confidential information: home addresses, telephone numbers, birth dates, SS numbers, medical records, social services records, etc.

Any document deemed to be of historical significance, either because it predates 1910, or because it contains information about locally significant people, events, buildings or places must be permanently retained. There is quite a collection of documents, in both new and old town halls, that predates 1910. Many predate 1800. Town Historian K.C. Garn has been asked to review all documents that qualify by virtue of age alone. How should local historical significance be determined – with review by local historical societies? Does the town want to house all historical documents? Or would they be more accessible, better displayed, and better preserved for posterity if housed in local libraries, historical societies, schools and colleges?

Obsolete and nonworking office equipment also litters the town archives vault. What must be done to get rid of it?

DEPARTMENT HEADS:

SUPERVISOR: (Gary Maas)

Bank Information

- Deposited \$885.00 Judicial fees
- Deposited \$2,071.00 Judicial fees
- Deposited \$1,699.55 Town Clerk fees
- Deposited \$330.82 Tax Collector
- Deposited \$14.85 Debit Card
- Deposited \$6,538.84 Mortgage Tax
- Made transfers and deposits as needed and gave budget to actuals to board
- Activity Sent summons that were received to NYMIR and had conferences with NTMIRS lawyers in regards to two current lawsuits
- CONTRACTUAL \$4,000.00

Abstract #1	\$ 0.00	\$4,000.00
Abstract #2	\$285.37	\$3,714.63
Abstract#3	\$1,106.82	\$2,607.81
Abstract #4	\$73.20	\$2,534.61
Abstract #5	\$50.00	\$2,484.61
Abstract#6	\$428.77	\$2,055.84
Abstract#7	\$50.00	\$2,005.84
Abstract#8	\$	\$
Abstract#9	\$	\$
Abstract#10	\$	\$
Abstract#11	\$	\$
Abstract#12	\$	\$
- Abstract # 12-A

Worked 81 hours

HIGHWAY SUPERINTENDENT: (Kevin Esselman) Not present No report

TOWN CLERK: (Hollye Schulman)

- Submitted a written report.
- I took care of the regular duties of the Town Clerk
- Issued 0 permanent handicapped and 2 temporary parking permits in June
- I had people calling, wanting to know the hours of the Transfer Station, wanting to know about sewer billings and water billings, I told them we don’t have water bills the sewer bills are on the property tax bills. I have people asking about their property taxes, and have told them that the Tax Roll has been turned over to the County and give them the phone #. I also tell them they can go to www.taxlookup.net.
- I had property owners wanting to know if they could put a trailer on their property, however the property was in the Town of Bethel. Gave them the phone # of Bethel Town clerk.
- I also have people asking me questions related to the CEO, Assessor, Tax Collector, calls regarding the taxes, and what are the hours as well as some Justice Court questions.
- Worked a total of 94 hours in June
- Expenditures \$166.60
- Contractual Balance: \$2,774.31

CODE ENFORCEMENT: (Gregg Semenetz)

- Submitted a written report: Worked 80 hours traveled 410 miles
- Issued 6 permits; 0 renewals, 1 C of O's, Notices of Disapproval 0, 2 Municipal search letters, 0 appearance tickets
- Revenues of \$875.00, and expenses of \$287.68
- Contractual Balance: \$2,547.68

Busy, permits and municipal searches up. Demo is moving along

TAX COLLECTOR: (Eileen Hennessy) not present

No report

TOWN ATTORNEY: (Karen Mannino)

Submitted a written report.

Attendance at Board Meeting, Draft proposed contract (Drollinger) & email.

Nothing more to add

ASSESSOR: (Lorry J. King) not present

Submitted written report: Supervisor went over the report

Old Business:

1. Field review of sales and new construction continues
2. I am looking for a member of the Board of Assessment Review

New Business:

1. The State has changed the STAR exemptions again. They have updated listings on eligible property owners, now converting to the check system. Our office has been updating as soon as we receive, however the State isn't so efficient.
2. The County has informed the Assessors that the Schools will be receiving their tax roll via email and pdf. This is welcomed, as the School roll is either mailed or delivered by the Assessors.
3. I will be attending a presentation at the County for a new program, similar to Google earth, but much clearer. This presentation is tentatively scheduled for Wednesday August 28th at the Government Center.

Hours

Assessor	Clerk
26.75	22.00
June	
1355.4	\$1,475.12
Terri Fountain	\$7.31
Lorry King	\$21.46
Total	\$28.77
Balance	\$1,446.35

SEWER OFFICER: (Michael Walter) not present

Submitted a written report:

- 43,761 average flow for the month of June
- 99% C. B.O.D. for the month of June
- 98% T.S. S. removal for the month of June
- Worked 67 hours
- Expenditures were \$4,674.23
- Contractual Balance: \$14,265.83

PLANNING BOARD CHAIR: (Earl Bertsch) not present

No report

DOG CONTROL OFFICER: (Tamara DePaolo) not present

Submitted a written report:

Checked on dog ties to tree without water intersection of CR 114 and Route 97

264 Shortcut rd. to check on 2 dogs that killed neighbors cat

264 Shortcut Rd. to check again on 2 dogs that were at large trying to get into duck pen

Traveled around Bernas Rd, Buff Rd, Pinewood wood Rd., Shortcut Rd. looking for lost dog

486 CR 116 to pick up Mushka owned by Halina Soltysiak took back to my home as owner was at home in NYC

Contractual balance not given

HISTORIAN: (K. C. Garn) not present

No report

TOWN BOARD:

No board members had anything to add

OLD BUSINESS:

1. Unsafe Buildings 2018 discussed earlier
2. Basketball Court: Town not moving forward with this project, Supervisor did not sign contract as money was not allocated

Motion: Not moving forward with project

On motion by Councilperson Salzberg, seconded by Councilperson Grund, the following motion was that the Town Board will not move forward with this project. – on hold. All present board members voted in favor

3. Welcome signs for Cochection: are on there way
4. Spring Clean up: had a really good turn out

NEW BUSINESS:

None at this time

PUBLIC COMMENT:

No one wished to comment

MOTION: On motion of Councilperson Salzberg, seconded by Councilperson Grund, the following motion was to adjourn this town board meeting. Time 7:55 p.m. All present Town Board members voted in favor.

NOTE: one of the shortest meeting to date

Respectfully Submitted, _____
Hollye Schulman, Town Clerk