

TOWN OF ULSTER TOWN BOARD MEETING (02)

JANUARY 21, 2021

**CALLED TO ORDER BY SUPERVISOR QUIGLEY, CHAIRMAN at 7:00 PM
MEETING HELD VIRTUALLY**

SALUTE TO THE FLAG

ROLL CALL by Town Clerk, Suzanne Reavy:

TOWN COUNCILMAN ERIC KITCHEN
TOWN COUNCILMAN JOHN MORROW
TOWN COUNCILMAN ROCCO SECRETO
TOWN COUNCILMAN CLAYTON VAN KLEECK
SUPERVISOR JAMES E. QUIGLEY 3rd

ALSO IN ATTENDANCE:

1. Warren Tutt, Building Inspector
2. Kyle Berardi, Police Chief
3. Frank Petramale, Highway Superintendent
4. Vincent Maggiore, Wastewater Superintendent
5. John Rose, Water Superintendent
6. Miranda Bernholz, Deputy Assessor
7. Bill Kemble, Daily Freeman

**~~ ALL AGENDA ITEMS (MOTIONS AND RESOLUTIONS) ARE MADE VIA ROLL
CALL VOTE ~~**

ADDITIONS OR CHANGES TO AGENDA – None

PUBLIC DISCUSSION ON AGENDA ITEMS – None

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APPROVAL OF MINUTES – December 3rd and 17th (2021-M-27)

MOTION: Councilman Morrow

SECOND: Councilman Secreto

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

COMMUNICATIONS – None

ABSTRACT OF CLAIMS (2021-M-28)

Presented by Councilman Van Kleeck

January, 2021

Prepaid Bills:	\$ 165,773.16
Abstract Bills:	\$ 579,375.67
Escrow Bills:	\$ 375.00
Reserve:	\$ -
TOTAL:	\$ 745,148.83

December, 2020

Prepaid Bills:	\$ 530,074.38
Abstract Bills:	\$ 288,200.23
Escrow Bills:	\$ -
Reserve:	\$ -
TOTAL:	\$ 818,274.61

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MOTION: Councilman Morrow
SECOND: Councilman Kitchen

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

BUDGET MODIFICATIONS None at this time

DEPARTMENT HEAD YEAR END REPORTS

1. Building, Planning, Zoning: Warren Tutt
Casa Vallarta restaurant opened with positive reviews; Kingston Commons sanitary infrastructure nearing its end; Northeast Center int/ext. work; Spectrum Mobile open; Central Hudson facility started this month; Ten Broeck Commons interior renovations; Ulster Dialysis possible opening in four weeks; major overhaul will be at Five Guys; Burlington moving to Barnes & Noble; in 2020, issued 389 permits with construction costs approx. \$63M; collected in excess of \$425,000.
2. Assessor: Miranda Bernholz
Last year reorganized office files and caught up on property inspections from prior six month; got new inventory on the roll. Also had first virtual “Grievance Day” which went smoothly. Summer reviewed 15 boxes of legal documents and found new system to file the larger commercial properties. Mary started a border project, reviewing every property on the border of the Town of Ulster to make sure they are properly included in the Town of Ulster roll. She found 50 properties to over with neighboring towns to make sure assessments are distributed correctly. Currently doing major assessment changes for newer construction builds and larger additions.

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3. Highway Department: Frank Petramale

We all managed well even having to deal with Covid in 2020. Fewer summer employees. Able to maintain properties as usual and put down about 11,000 ton of blacktop. Very productive year. Appreciates all work by his guys. Took care of drainage issues mainly in Lakeview and Lucas Ave areas. Assisted sewer department in Spring Lake Phases 1 and some of Phase 2. Appreciates support from town board and supervisor and all support from all other departments as well as we work together.

Supervisor: Note that there is a motion on tonight for the highway department to buy some trucks.

4. Police Department: Kyle Berardi

Policing and police reform during Covid continued. Some department members were positive and are back up and well. Calls for service are up from 2019 2.6% ; Two percent increase in detective cases; increase index crime reports; 32 % decrease in Part 1 crimes (murder, rape, larceny, robbery, etc.); 37% decrease in Part 2 crimes (arson, kidnapping, sex offenses, etc.). Larceny decreased dramatically. Covid contributed to decreases. Police Reform Committee formed, and first town hall public meeting was last night and went well. Committee members very committed. We do all of this with assistance of other departments and we can't not notice the hard work and general comradery between department heads and support of town board and supervisor.

Supervisor: re calls for service statistics, would they include responses on pause violations?

Berardi: Yes, those are all calls for service.

Supervisor: The increase may be from increased enforcement on Covid-related rules and not necessarily indicative of a declining public safety environment in our community?

Berardi: We responded to 3-4 pause complaints per week, it was only a slight increase.

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5. Town Clerk/Tax Collector: Suzanne Reavy

2020 – Town offices closed due to Covid from March 30 – July 13, and again December 1 – present. Town Clerk operating since March closure with just deputy and town clerk. Issued \$6,800 in refunds of pavilion and boat launch cancellations. No summer camp in 2020, which fees generally average \$60,000. Despite this, fees were up \$15,000 this year compared to 2019. Town Board held 34 meetings, 20 virtual. Many had to learn virtual meetings. Meetings held live on Facebook. Developed a YouTube channel. Currently working on tax collection, and to date we are \$2M ahead of last year at this time, collected approximately \$4.6M.

Supervisor: Recalling a recent conversation, how many actions made by the town board in 2020?

Reavy: The town board voted on 333 motions and/or resolutions in 2020.

6. Wastewater Department: Vincent Maggiore

Busy year in 2020. Thanks all of his staff, has been a rough year dealing with Covid and projects. Plant performed well. Scheduled year for pole effluent toxicity testing, which happens every five years. We passed all four quarters – very big deal. We did work to remove I & I (inflow and infiltration) which entails monitoring, surveying and repairing. Added new tools to these repairs fiberglass spot repairs - training on staff. We completed Spring Lake Sewer project special thanks to highway department – low pressure sewer system, thousands of feet. Now about six residents up and running. Hopefully we have an extension until the end of June for residents to connect. Whittier and Washington Avenue Sewer no problems to report.

7. Water Department: John Rose

Everyone is healthy. 448 service calls; 496 mark outs; 8 water breaks; All NYS testing completed in all seven districts with no violations. Every three years, all seven districts inspected by UC Health Department and this year 6/7 districts had no violations. Ulster District had a minor violation which was a screen on an overflow pipe. Day to day operations are going well.

Supervisor: Thanks department heads for working in very adverse conditions. Convey the same to the town employees the appreciation of the town board. At this time, no town employees or officials under quarantine. We have been aggressive in staying on top of symptoms and quick to have employees go home, monitor symptoms, for the benefit of fellow employees.

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Councilman Secreto: Thank you

Councilman Van Kleeck: Great job by everyone.

New Business:

Presentation and Acceptance of the Town Clerk's Monthly Report for the month of December 2020 (2021-M-29)

MOTION: Councilman Secreto
SECOND: Councilman Kitchen

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Review and Approval of Agreement for the Expenditure of Highway monies per Section 284 of the New York State Highway Law (2021-M-30)

Petramale: Capital equipment expenses to order and lay blacktop work. Can be changed as needed.
Annual financial agreement between the town board and highway department.

MOTION: Councilman Van Kleeck
SECOND: Councilman Secreto

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

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NEXT FOUR ITEMS WILL BE VOTED ON AS A WHOLE (2021-M-31)

Motion to authorize the Supervisor to sign the Engagement Letter for Legal Services for 2021 to be provided by Rusk Wadlin Heppner & Martuscello

Motion to authorize the Supervisor to sign the Engagement Letter for Legal Services for 2021 to be provided by Rebecca Millouras-Lettre, PLLC

Motion to authorize the Supervisor to sign the Engagement Letter for Legal Services for 2021 to be provided by Van DeWater & Van DeWater, LLP

Motion to authorize the Supervisor to sign the Engagement Letter for Legal Services for 2021 to be provided by Tabner, Ryan & Keniry, LLP

MOTION: Councilman Kitchen

SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion to authorize the Supervisor to sign the Contract for Legal Services for 2021- 2023 to be provided by Roemer, Wallens, Gold & Mineaux, LLP (2021-M-32)

Supervisor: Every three years this agreement made. Represents town on labor matters, with labor negotiations, and with public employees' relations board in Albany.

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MOTION: Councilman Secreto
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Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion to authorize the Supervisor to sign the Contract for Grant Preparation Services for 2021 OCR Small Cities Competition to be provided by Blauer Associates (2021-M-33)

Supervisor: Recently advised that OCR (Office of Community Renewal) announced its schedule for grant competition and call for projects, due March 5, and is an accelerated schedule. This is 2020 OCR competition. Noted this round of grants is that the dollar amount increased from \$750K to \$1M. Mark Blauer will handle the paperwork and submission leading up grant proposal.

MOTION: Councilman Kitchen
SECOND: Councilman Secreto

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Supervisor Quigley	-Yes

CARRIED

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Motion to authorize a public hearing on February 4, 2021 at 7:20 PM to consider applying for one or more applications through the 2021 Consolidated Funding Application process for Public Infrastructure, Public Facilities and/or Community Planning (2021-M-34)

Supervisor: OCR made modification to program requirements for this grant. Town previously held a public hearing on September 3, 2020, in anticipation for round of grants. This is to consider applying for a grant and solicit required public opinion for plans that town to put forth

MOTION: Councilman Secreto
SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
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Supervisor Quigley	-Yes

CARRIED

Motion to authorize the Highway Superintendent to purchase three Ford Chassis for the Highway Fund Capital Program for 2021 from Van Bortel Ford under NYS OGS Contract (2021-M-35)

Petramale: These will replace three current vehicles. One correction – this is purchased through Onondaga County contract.

Supervisor: There is a new concept of interchangeable bodies, where bodies can be switched out throughout the year depending on the need (e.g. leaf body, dump body, etc.)

Petramale: Correct, we will be getting four more bodies: flatbed, dump body, wood chipper body, set up for salt. Other towns use this successfully. We researched quite a bit. Will be beneficial.

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Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion authorizing the Town Clerk to go out to Public Bid for the purchase of chemicals during 2021 on behalf of the Town of Ulster Water Department and the Town of Ulster Sewer Department (2021-M-36)

MOTION: Councilman Kitchen
SECOND: Councilman Morrow

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Motion to authorize the hiring of one Part Time Police Dispatcher (2021-M-37)
Presented by Councilman Secreto

Dominick Policastro: part time, union, PBA contract, step 1, \$17.53/hour; start date 1/25/2021, requested by Chief Berardi

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Supervisor Quigley	-Yes

CARRIED

Supervisor: Next two are presentation only. Presented in accordance with our legislative process.

Presentation of Local Law No. ___ of 2021, A Local Law Providing for the Creation of an Office of Town Comptroller

Supervisor: Not done timely last time it was presented. A change in its structure for town board in terms of governance of town, this change is to be ratified by voters of the town at the general election.

Presentation of Local Law No. ___ of 2021, Fill and Grading Law of the Town of Ulster

Warren Tutt: Issues with placement of fill in the town. In the past year, multiple locations where fill has been brought in, without knowing where it came from. Difficult to verify if it is clean fill, amount of fill and area of disturbance. Concerns from residents and other regulating agencies that oversee this in the town.

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PUBLIC COMMENT -

Councilman Kitchen: Thanks all of the departments in the town and town employees for their dedication during Covid. Feels they stepped up and did 110%.

Councilman Van Kleeck: Regarding Police Reform Committee – the committee that was formed last fall, up to and including last night, a good experience. Last night, first Zoom public meeting to allow residents of this town to give public comment on the draft document created by the committee. We had 37 attendees, and 25% from outside the town. We limited comments to town residents only. Looking into whether they can allow outside comments. Meeting was engaging, enlightening, encouraged and challenging. Another public forum on 1/28. Document presented to the town board in the first week in March. Due to the state in April. Under time press.

MOTION to adjourn: 7:42 pm (2021-M-38)

MOTION: Councilman Morrow

SECOND: Councilman Van Kleeck

Town Councilman Kitchen	-Yes
Town Councilman Morrow	-Yes
Town Councilman Secreto	-Yes
Town Councilman Van Kleeck	-Yes
Supervisor Quigley	-Yes

CARRIED

Respectfully Submitted by Suzanne Reavy
Ulster Town Clerk