

September 11, 2024

The Town Board of the Town of Harpersfield held a regular meeting on September 11, 2024.

Present were: Lisa M. Driscoll, Supervisor
 Patrick F. Funk, Councilmember
 Erik R. Reeve, Councilmember
 Dwayne C. Hill, Councilmember
 Donna M. VanSickell, Councilmember

Also Present: Linda E. Goss, Town Clerk
 Heidi R. Stevens, Deputy Town Clerk
 Dean A. Darling, Chairman of the Planning Board

Absent: Russel Hatch, Supt. of Highways

Others Present: Thomas VanSickell
 Gloria Andersen

The meeting was called to order at 7:02PM by Supervisor Lisa M. Driscoll.

Supervisor Driscoll led the Board and those in attendance in the Pledge of Allegiance.

Supervisor Driscoll asked if the Town Board had received the July minutes? The Board had received the minutes. Supervisor Driscoll asked the Board if they had any questions, or corrections to be made to the minutes? The Board had no questions, comments or corrections to be made to the minutes. A motion to except the July minutes as presented was made by Dwyane C. Hill seconded by Erik R. Reeve. All voting Aye.

Linda E. Goss reported to the Board that she had received a letter addressed to James D. Thomas, Commissioner of Delaware County Department of Public Works. From NY State Department of Transportation. Linda E. Goss read the letter to the Board. A review of Weaver Road was accomplished in August of 2024. This road was found to be a short, narrow, dead-end road with little to no traffic, sparce development and a sharp horizontal curve. As such, a regulatory speed limit is not appropriate for this road.

Linda E. Goss informed the Board that she had received a letter from Frank Hitchcock, President Stamford-Harpersfield Senior Citizen Club. Mr. Hitchcock thanked the Town for the recent donation of \$500.

Supervisor Driscoll informed the Board that next on the agenda is the Transfer Station concrete project. The project has begun with gravel and rebar being put down, with hopes to start pouring on Monday the 16th. There is also a catch basin there which is completely clogged. Once the concrete is poured the highway crew will dig up the catch basin and fix it. We have received the signs directing people as to where to put their garbage. The Transfer Station building has been completely closed off to the public. Councilmember Hill asked if any of the other towns workers will be helping on the project? Supervisor Driscoll was not sure if Russel had contacted the other towns for any help. The project is progressing. Electrician Brad Tripp has gotten the Transfer Station new lights. A lift will need to be used to install them. Supervisor Driscoll asked Mr. Tripp for a quote to put a fan in also. The fan is needed to remove the terrible smell from the building and in the winter to remove the condensation from the building. Councilmember Funk asked if its is a ceiling fan or a ventilation fan? Supervisor Driscoll answered that it is a fan on the side of the wall.

Supervisor Driscoll notified the Board that next on the agenda is Paint Care. She has received and signed a contract to purchase a shed. The contract states that they will reimburse us for the shed after the Town goes and purchases one. The County has signed the overall contract with Paint Care. The Town will not need to sign the overall contract.

Supervisor Driscoll reported to the Board that the pollution liability insurance will go into effect and Town will have to pay in full for the insurance in October. This policy is good for three years. By doing the 3 year policy, the cost was reduced by 27%. A discussion was had.

Supervisor Driscoll informed the board that next on the agenda is JCAP grant. The Town Justice is putting in a grant for new cameras and panic buttons in the Town hall. Quotes for the new cameras and panic buttons where in the Boards packets. Three quotes were presented. Supervisor Driscoll will be writing a grant to the Robinson Broadhurst Foundation to purchase new camera system for the Highway Garage. A discussion was had.

RESOLUTION NO. 020 OF THE YEAR 2024

Councilmember Patrick F. Funk offered the following resolution and moved its adoption:

TITLE: AUTHORIZATION FOR THE TOWN COURT TO APPLY FOR JCAP GRANT.

BE IT RESOLVED, that the Board of the Town of Harpersfield authorizes the Town of Harpersfield Town Court to apply for a JCAP grant in the 2024-2025 grant cycle to \$5,863.71.

Seconded by Councilmember Dwayne C. Hill with the vote as follows:

Supervisor Lisa M. Driscoll Aye.

Councilmember Patrick F. Funk Aye.

Councilmember Erik R. Reeve Aye

Councilmember Dwayne C. Hill Aye.

Councilmember Donna M. VanSickell Aye.

THE RESOLUTION WAS THEREUPON DECLARED DULY ADOPTED.

Supervisor Driscoll informed the Board next on the agenda is the Snowplow proposal from Ted Dziewit. The proposal is in the same amount as last year. A motion to except a proposal from Teds Grading and Landscaping to plow and salt the parking lots at the Town Hall and Post Office for \$35.00 per area with the salt to be furnished by the Town Highway Department was made by Patrick F. Funk seconded by Donna M. Vansickell. All voting Aye.

Supervisor Driscoll informed the Board that next on the agenda is the reappointment of Lee R. Marigliano as Chairperson of the Board of Assessment Review with a term starting on 10/01/2024 and ending on 09/30/2029. A motion was made to reappoint Lee R. Marigliano as Chairperson of the Board of Assessment Review with a term starting on 10/01/2024 and ending on 09/30/2029 was made by Dwayne C. Hill seconded by Patrick F. Funk. All voting Aye.

Supervisor Driscoll informed the Board that she is going to be writing a grant to the Robinson Brodhurst Foundation to purchase the cameras for the Highway Garage, and paving and sealing the parking lots at the Town Hall and Post Office. Supervisor Driscoll would also like the lights in back of the Town Hall to be fixed. If the grant funds are insufficient, the lights will have to wait until 2026. The grant applications will need to be in by 11/01/2024. Supervisor Driscoll will also be writing a grant for the Transfer Station to either pave the parking lot or continue the concrete work in the back.

Supervisor Driscoll informed the Board that the Shared Service Agreement between NYSDOT and the Town of Harpersfield needs to be renewed. A copy of the agreement was in the Boards packets. This agreement needs to be renewed every four years. Councilmember Funk asked if the agreement was the same as the previous agreement? The answer was yes the agreement is the same. A motion to renew the Shared Service Agreement between NYSDOT and the Town of Harpersfield with the dates of the agreement going from 09/11/2024 until 09/11/2028 was made by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye.

AGREEMENT NO.004 OF THE YEAR 2024

TITLE: SHARED SERVICES AGREEMENT BETWEEN NYSDOT AND THE TOWN OF HARPERSFIELD.

THIS AGREEMENT, dated September 11,2024, is between the People of the State of New York, hereinafter referred to as “State” or “NYSDOT” and the Town of Harpersfield hereinafter referred to as “Municipality”. Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and Highways and provide a cost savings by maximizing the effective utilization of both parties’ resource. Shared Services shall mean any service provided by one party “Provider” to another party “Recipient” The State and Municipality agree to share services as follows:

1. Description and Cost of Services, Materials or Equipment to be shared: Provide details of services, materials or equipment to be shared in the attached standard Schedule
 - A. The total amount of the agreement shall not exceed twenty-five thousand dollars (\$25,000.00). If applicable, indicate that the return exchange will be determined at a later date.
2. The provider’s employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including but not limited to, salary, insurance, benefits and Workers Compensation.
3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient’s use, Recipient shall be responsible for such repairs.
4. The Municipality agrees to defend and indemnify the State for any and all claims arising out of the Municipality’s acts or omissions under this Agreement. The term of the Agreement shall be for four (4) years from September 11,2024. The parties will endeavor to provide no less than thirty (30) days’ notice to extend the Agreement. Either party may revoke this Agreement by providing sixty (60) days written notice of such revocation, any outstanding obligations of the parties must be satisfied within (30) days of the date of such revocation.

Supervisor Driscoll informed the Board that next on the agenda is the Tentative Town Budget. A copy of the Tentative Town Budget was in the Boards packets. Supervisor Driscoll discussed with the Board the Transfer Station budget. Supervisor Driscoll informed the Board that progress is being made with concrete work and updates at the Transfer Station. Supervisor Driscoll then went on with the Town Budget. She informed the Board that the Town will be going over the 2% tax cap. The Supervisor and Board went over the line items in the budget. Supervisor Driscoll informed the Board that the Health Insurance will be increasing by 13.2%. The discussion continued. Supervisor Driscoll informed the Board that she has raised the Traffic Control line (signs) by \$1000.00. Russel

has informed her that there are a lot of faded signs that will need to be replaced. Supervisor Driscoll reminded the Board that insurance will be going up with the addition of computer and pollution insurance. Councilmember Reeve asked Supervisor Driscoll if there are any grants for pollution insurance? Supervisor Driscoll answered no grants would not cover insurance. If the Town was to do something to decrease pollution, they may have grants for that. The discussion continued. Supervisor Driscoll informed the Board that due to the Auditors concerns some funds have been moved from DA to DB to make a correction in the budget. The discussion continued. Supervisor Driscoll informed the Board that she will continue to work on the budget.

Councilmember Patrick F. Funk reminded the Board and those presence that Clean Sweep is coming up.

Supervisor Driscoll informed the Board that she Spoke with Tim Kelso of Davenport. He is now looking into Paint Care. The employees at the landfill in Walton are happy the Town will be doing Paint Care as that will free up space in the future during Clean Sweep days.

Councilmember Reeve asked Supervisor Driscoll what happened with the incident report over at the Transfer Station? Supervisor Driscoll answered that she had spoken to the Transfer Station attendant and the matter has been taken care of. Supervisor Driscoll went on to explain how the Town has to handle these situations. A license plate number is necessary to identify the individual involved in the situation. A letter is then sent to their residence stating that the incident has been reported and if continues further action will be taken.

Dean A. Darling reported to the Board that the Town Attorney for the Solar projects, the Town engineer and Highway Superintendent are putting together a Highway use Agreement with Blue Wave Solar. What this involves is the condition of Town roads now before the project starts and also the road conditions after construction. There will be vehicles such as dump trucks full of gravel and other heavy equipment using the Town roads. A discussion was had.

Councilmember Patrick F. Funk asked Linda E. Goss how the hunting license sales are going? Ms. Goss answered fine. A discussion was had.

Supervisor Driscoll informed the Board that next on the agenda is CHIPS. In 2024 the Town has approximately \$640,000.00 in CHIPS funds. The Town did not use any of these funds last year because of the 10 year restriction on repairing roads. The Town has just received the paper work revising the 10 year restriction to 5 years. Russel has just repaved two of the Town roads, West View Drive and Austin Road. The roads will be sealed next week. Russel is thinking about putting in about \$65,000.00 for paving and \$245,000.00

towards the new truck. The Town will use approximately \$310,000.00 of the \$640,000.00 in CHIPS funds. The Town will be receiving \$320,000.00 for CHIPS in 2025. Which will give the Town approximately \$650,000.00 for 2025. In 2025 Russel would like to replace one of the small trucks. The cost will be approximately \$125,000.00. He would also like to replace one culvert on Gun House Hill Road which will cost approximately \$100,000.00. A grant has been put in to Delaware County Soil and Water to replace two culverts one on Reed Road and the other on Gun House Hill road. If the grant funding does not come through Russel would still like to replace the one culvert on Gun House Hill road. Russel estimates spending approximately \$200,000.00 of the CHIPS funds on paving. The Town will be spending approximately \$425,000.00 in CHIPS funds in 2025. A discussion was had.

Supervisor Driscoll reported to the Board that Russel would like to sell the 1990 International truck. He anticipates getting under \$10,000.00 probably closer to \$5,000.00 from that sale.

Supervisor Driscoll informed the Board that the Town should receive the new truck in October or November. Its waiting for the dump box.

The Town Clerk's Report for the month of August was issued to the Board. The amount that the Town has received is \$1506.58.

Supervisor Driscoll informed the board that next on the agenda was the abstract and vouchers for August. She issued the Board the vouchers to be reviewed. She reported to the Board that there is a \$54,000.00 bill for paving. Councilmember Reeve asked a late fee for D & W Deisel? Supervisor Driscoll answered that she will need to have a discussion with them and explain to them that the Town should not have to pay a late fee. Councilmember Funk offered to contact D&W Deisel and talk to them about the late fee. Supervisor Driscoll agreed. Councilmember Reeve asked would it be better if the Town held on to the 1990 Internation truck, as many of the Highway bills are for sensors ect. that the old truck does not have. He then asked if the truck had several hundred thousand miles on it? The discussion continued. Councilmember VanSickell discussed the bill for impounding dogs. Councilmember Reeve informed the Board that he no longer purchases center pole towels from JB Supply. He is able to purchase them on Amazon for a much lower cost. Supervisor Driscoll will speak to Russel about making a change. A motion to pay the bills that have reviewed as presented was made by Dwayne C. Hill seconded by Erik R. Reeve. All voting Aye.

Supervisor Driscoll discussed additional changes to the budget that she will need to talk to the Towns bookkeeper about.

The Supervisor's report for the month of August was issued to the Board.

A motion at 8:15 PM to go into executive session for personnel matters was made by Patrick F. Funk and seconded by Dwayne C. Hill. All voting Aye.

A motion at 9:32 PM to come out of executive session was made by Patrick F. Funk seconded by Dwayne C. Hill. All voting Aye. No action was taken during executive session.

A motion was made to change the Town Justice Clerk's pay from hourly to salary starting January 1 2025 by Patrick F. Funk and seconded by Dwayne C. Hill. All voting Aye.

The meeting was adjourned.

The next regular meeting of the Town Board will be held on Wednesday October 9 2024 at 7:00 PM at the Town Hall.

Heidi R. Stevens

Deputy Town Clerk