

Town of Poestenkill
Town Board Meeting
7pm- Town Hall
January 11, 2024
AGENDA

Voting Members

Tom Russell, Town Supervisor
June Butler, Deputy Supervisor
David Hass, Councilman
Frank Burzesi, Councilman
Eric Wohlleber, Councilman

Non-Voting Members

Susan Horton, Town Clerk
Andy Gilchrist, Town Attorney

Pledge of Allegiance

Audit Committee- Report of the Committee

I. Public Comment Period

The public is invited to make brief comments and/or request information regarding matters of concern to the Town and its residents. Speakers should clearly identify themselves and at their option provide their home address. Comments should be directed to the Board and cross discussion with other members of the audience is only permitted at the recognition of the Board. A request can be made to speak on an item that is on the agenda when the item comes up for discussion/consideration by the Board. Your cooperation and courtesy are most appreciated.

II. Town Clerk Minutes

- a. December 28, 2023 - Workshop Meeting
- b. January 4, 2024 - Organizational Meeting

III. Correspondence

IV. Liaison Reports

- a. Planning Board
- b. Zoning Board
- c. Fire Company
- d. Library
- e. Youth Advisory
- f. CAC

V. Discussion Items

- a. Revising Current Density Law with Planning Board Recommendations - Initial discussions

- b. Discuss establishing a Local Law to provide Defense and Indemnification of Town Officers and Employees

VI. Action Items

- a. Resolution - Change Town Board Workshop Meeting start time from 6:00 PM to 7:00 PM on fourth Thursday of the month
- b. Resolution - Confirm official Poestenkill Holiday Schedule
- c. Revision of Water Code to allow for sending "Estimated Readings" under emergency situations as needed.
- d. Comprehensive Plan – approval of Action Plan proposed by LaBerge Group to begin 2024 Comprehensive Plan creation.

VII. Reports

- a. Supervisor's Report
- b. Town Attorney's Report
- c. Town Clerk's Report
- d. Assessor's Report
- e. Water Manager Report
- f. Building Inspector's Report
- g. Dog Control Report
- h. Highway Superintendent Report

VIII. Payment of Bills

- a. General
- b. Highway
- c. Water

IX. Public Comment Period

X. Executive Session

XI. Adjournment

TOWN BOARD MINUTES
TOWN OF POESTENKILL
YEAR-END MEETING
December 28, 2023
(Not approved at time of distribution)

ROLL CALL AS FOLLOWS

Councilwoman Butler	Present
Councilman Hass	Present
Councilman Van Slyke	Present
Councilman Wohlleber	Present
Supervisor Hammond	Absent

NON-VOTING MEMBERS

Susan Horton, Town Clerk

Motion by Butler, seconded by Hass, and carried that the monthly bills had been audited for payment.

Deputy Supervisor June Butler opened the meeting with the Pledge of Allegiance at 6 p.m. She stated Supervisor Hammond had an emergency bus run today but wanted to thank him for his years of service to the Town. She also wanted to thank Councilman Van Slyke for his years of service to the Town. She then opened the floor for Public Comments. There being none, Deputy Supervisor Butler moved on to the business portion of the year-end meeting.

DISCUSSION ITEMS

Land Use Code - T. Russell updated the Board regarding the Land Use Code. He stated the Planning Board had several ideas for updating the Land Use Code. He will send A. Gilchrist, Town Attorney, a copy of the proposed revisions that the Planning Board came up with.

ACTION ITEMS –

CAC – Recommendations – Councilwoman Butler stated that several people were interviewed for the Planning and Zoning Boards. Hopefully, those not chosen for those Boards would consider being on the CAC Board.

Motion by Councilman Wohlleber, seconded by Councilwoman Butler and an oral vote of 4 ayes to enter into Executive Session at 6:25 p.m. to discuss a personnel issue with no votes being taken in the Session. Motion by Councilman Hass, seconded by Councilman Van Slyke and an oral vote of 4 ayes to exit from Executive Session at 6:35 p.m. and immediately resume the meeting.

Planning Board – Recommendations – Motion by Councilman Hass, seconded by Councilman Van Slyke and carried to appoint R. Benz member of the Planning Board, term to expire 12/31/2030.

The Alternate for this Board will be interviewed after the Organizational Meeting ends on January 4th. The (3) names that have been forwarded to the Town Board are B. Harris, B. Nikles, and G. Pattenaude.

Zoning Board – Recommendations – Motion by Councilman Van Slyke, seconded Councilman Hass and carried to appoint Tim Hoffay, Chairman of the Zoning Board of Appeals, term to expire 12/31/2025.

Motion by Councilman Van Slyke, seconded by Councilman Hass and carried to appoint Donna Kamkar as a member of the Zoning Board, term to expire, 12/31/2028. Motion by Councilman Van Slyke, seconded by Councilman Hass and carried to appoint Abigail Kronau as the Alternate for the Zoning Board, term to expire 12/31/2024.

Motion by Councilman Van Slyke, seconded by Councilman Hass and carried to reappoint Paul Jamison to the Zoning Board, term to expire, 12/31/2028.

Standard Workday Reporting Resolution – NYS Local Retirement System – Betsy Pinho

Motion by Councilman Hass, seconded by Councilwoman Butler and carried to approve the Standard Workday and Reporting Resolution for Elected and Appointed Officials for Betsy Pinho, Bookkeeper for the Town.

S. Kalafut, town resident, expressed her concerns regarding married couples serving on the Boards for the Town. She feels this is ethically wrong and should be considered an Ethics issue.

Deputy Supervisor Butler stated that there has been a lot of “talk” on social media regarding the State of the Town being broke. She wanted to clarify that the Town is not broke and is financially sound with over \$1.8 million in financial assets.

Betsy Pinho, Town Bookkeeper reported that there was an open IRS issue in which the IRS requested payment from the Town involving two quarters from 2021. Betsy is following up on this item and will report the results to the Town Board.

PAYMENT OF BILLS –

Motion by Hass, seconded by Van Slyke and an oral vote of 3 ayes and 1 nay to pay Warrant #38-2023 in the amount of \$121,587.23. Motion by Hass, seconded by Van Slyke and an oral vote of 4 ayes to pay Warrant #39-203 in the amount of \$4,969.64.

Motion by Councilman Hass, seconded by Councilman Van Slyke and carried to adjourn this meeting at 6:50 p.m.

Respectfully submitted,

Susan Horton, Town Clerk

ORGANIZATIONAL MINUTES
TOWN OF POESTENKILL
JANUARY 4, 2024
(Not approved at time of distribution)

VOTING MEMBERS:

Tom Russell, Supervisor	Present
June Butler, Deputy Supervisor	Present
Frank Burzesi, Councilman	Present
David Hass, Councilman	Present
Eric Wohlleber, Councilman	Present

NON-VOITING MEMBERS:

Susan Horton, Town Clerk

Supervisor Russell opened the meeting at 7 p.m. with the Pledge of Allegiance and immediately opened the floor for public comment. There were no public comments from the audience. Supervisor Russell made a statement to the Board members and audience members. He stated, it is a distinct honor to be serving the people as Supervisor. He stated he is deeply honored and will do his best to serve the Town of Poestenkill. There being no other comments, the public comment period was closed.

Organization Appointments & Designations

Supervisor Russell stated on the recommendation of our Town Attorney, A. Gilchrist, that because the appointments are listed in the Town budget with salaries, there is no need to go line by line and appoint individuals. Therefore, we will vote on the names that are listed. Motion by Councilman Hass, seconded by Councilwoman Butler and carried to approve the Organizational Appointments and Designations for the Town of Poestenkill for 2024.

Councilwoman Butler reiterated that on the advice of A. Gilchrist, Town Attorney, there was no need to list all the information for each appointment. The list of appointments will be attached to tonight's minutes of this meeting.

DISCUSSION ITEMS

Replacement of Dog Chip Reader for Bob Guyer - Supervisor Russell stated that a chip reader was needed to replace the one that was lost in a fire at Mr. Guyer's home on Christmas morning. Board members had a copy of the previous chip reader in their packets. Motion by Councilman Wohlleber, seconded by Councilman Burzesi and carried to approve a chip reader, not to exceed \$375. Documentation was provided to all Board members in their packets.

L. King, Town resident asked Supervisor Russell if there was still going to be a Town Park Development Plan. Councilwoman Butler stated that she and Supervisor Russell will be meeting with the Park committee in the near future and updates will be available. L. King asked if the workshops would continue. Councilwoman Butler replied that they will continue for the upcoming future as the Board will be working on Schedule of Fees and updating the Town Code. Supervisor Russell stated that the future Workshop meetings will be scheduled for 7 p.m.

EXECUTIVE SESSION

Motion by Councilman Hass, seconded by Councilwoman Butler and carried to enter into Executive Session at 7:15 p.m. to discuss a personnel issue with no votes taken. Motion by Councilman Hass, seconded by Councilman Wohlleber to exit Executive Session at 8:10 p.m. and resume the regular scheduled meeting.

Planning Board Alternate – Motion by Supervisor Russell, seconded by Councilman Burzesi and an oral vote of 4 ayes and 1 nay to approve Brandon Harris as Alternate to the Planning Board, term to expire 12/31/2024.

Planning Board Chairman - Motion by Supervisor Russell, seconded by Councilman Wohlleber and carried to appoint Rob Bentz, as Chairperson of the Planning Board, term to expire 12/31/2024.

CAC Appointments – Motion by Councilman Hass, seconded by Councilman Burzesi and carried to appoint Gregory Pattenaude and Donald Sweezy as members to the Conservation Advisory Council, term to expire 12/31/2025.

Motion by Supervisor Russell, seconded by Councilwoman Butler and carried to adjourn tonight's meeting at 8:30 p.m.

Respectfully submitted,

Susan Horton
Town Clerk



TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210
Poestenkill, NY 12150

PLANNING BOARD

Planning Board Agenda Tuesday, December 5, 2023 Poestenkill Town Hall at 7:00 PM

7:00 PM – Pledge of Allegiance

Minutes:

Meeting minutes from the November 21, 2023

Public Hearing:

Joseph Immediato submitted an application for a Minor Subdivision on property located at 185 Weatherwax Road, west of Snyders Corner. The total number of acres for the lot is 4.01 and Mr. Immediato is making Lot A 2.005 and Lot B 2.005. Lot B has a new dwelling on it and Lot A is vacant.

Applicants:

Nancie Orsini submitted an application for a Special Use Permit to use/rent out their property for event venues at 282 Blue Factory Road.

Jean Jacon is looking to do a Lot Line Adjustment on the rear portion of her property between 71 and 83 Blue Factory Road Averill Park. Tax Map #'s 126.00-3-9 and 126.00-3-10.

Discussion:

Resumes for open board positions
Finalize the Density Law

Other:

Steve Valente	to attend December Meetings
Laura Burzesi	to attend January Meetings



TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210
Poestenkill, NY 12150

PLANNING BOARD

Planning Board Minutes
December 5, 2023 @ 7:00 PM
Poestenkill Town Hall
(DRAFT)

Attendees:

Tom Russell, Chairperson
Steve Valente
Harvey Teal
Vicki Spring, Alternate
Jeff Briggs
Don Heckelman
Laura Burzesi

Non-Voting:

Lawrence Howard, ESQ.
Stephanie Volkmann, Clerk

Absentees:

William Daniel

7:03 PM – Pledge of Allegiance

Minutes:

Meeting minutes from October 3, 2023 were reviewed. A motion to accept the minutes was made by Member Teal and seconded by Member Burzesi with a vote of (5) yays, (0) nays and (2) abstentions. (Members Spring and Valente)

Meeting minutes from November 8, 2023 were reviewed. A motion to accept the minutes was made by Member Teal and seconded by Chairperson Russell with a vote of (5) yays, (0) nays and (2) abstentions. (Members Burzesi and Heckelman)

Public Hearing:

Joseph Immediato submitted an application for a Minor Subdivision on property located at 185 Weatherwax Road, West of Snyders Corner Road. The total number of acres for the lot is 4.01. Mr. Immediato is

making Lot A 2.005 and Lot B 2.005. Lot B has a new dwelling on it and Lot A is vacant.

Stephanie Volkmann, Clerk read the public hearing.

7:08 PM Member Teal made a motion to open the public hearing and Member Briggs seconded with a vote of (7) yays, (0) nays and (0) abstentions.

There were no public comments.

Members of the Planning Board had no comments or concerns.

A motion was made to close the public hearing by Member Teal and seconded by Chairperson Russell with a vote of (7) yays, (0) nays and (0) abstentions.

Chairperson Russell read the SEQRA.

A motion was made by Member Valente and seconded by Member Heckelman to approve that this proposed action will not result in an Negative Environmental Impact and therefore, a Negative Declaration should be issued with a vote of (7) yays, (0) nays and (0) abstentions.

A motion to Approve a 2-Lot Minor Subdivision with each lot being 2.005 was made by Chairperson Russell and seconded by Member Valente with a vote of (6) yays, (0) nays and (1) abstentions. (Member Heckelman)

Applicant:

Orsini:

Mark Wagner, ESQ. attended the meeting to represent the Orsini's for a Special Use Permit application for a venue using 2 acres of their 51 acres. The application is for the Orsini's to host special occasions and gatherings for a fee. Orsini's will be on premises to direct traffic. These events shall occur between the Spring, Summer and Fall seasons. On

weekends and/holidays exclusively between the hours of 10 a.m. and 10 p.m. The events shall not exceed over 150 guests per event, excluding service employees, vendors, and applicant personnel.

The parking lot and the walking path from the parking lot to the event space will be constructed of tampered gravel. Lights will be spaced every 6 to 8 feet apart along the walking path from the parking lot to the event space. There will be 50 parking spaces and a 20 feet boarder with tampered gravel around it. Rensselaer County has been contacted and are ok with the project. The County has asked for a gate at the entrance to the venue. 50 linear feet from the center of Blue Factory Road.

Sanitation such as restrooms, garbage, water etc. are the client's responsibility. The Orsini's will not be providing any services other than their property.

Discussion: The Planning Board and the Poestenkill Fire House presented their concerns for the venue and would like to see some changes made to the proposal.

- Revising the parking area for more than 50 parking spots
- Widen the road to 24 feet
- Adding a staging area (vendor parking)
- Widen the walking path from 12 feet to 15 feet
- Widen the radius of the entrance from Blue Factory into the driveway to the venue to accommodate the fire trucks
- Lighting – battery backup
- Proposed signage at the entrance
- 15 feet height for the fire trucks along the entrance (remove branches if any)

Town Board Member Butler asked if the 5 feet berm along the driveway next to the creek is 5 feet and if so where did the fill come from.

The Planning Board asked Mr. Wagner to make adjustments to the site map and come back for the January 2024 meeting.

Jean Jacon:

Kevin McGrath, Land Surveyor, attended the meeting to represent Jean Jacon for a Lot Line Adjustment application on Jean's property located at 83 Blue Factory Road Averill Park, NY, and The Estate of Wiss at 71 Blue Factory Road Averill Park NY. 4.21 acres in the back of Jean's property will be merged with the property of The Estate of Wiss's property.

Jean's property has a dwelling on it currently and will have 4.01 acres left with the dwelling. The Estate of Wiss will have in total after the merge 64.21 acres.

Chairperson Russell read the SEQRA.

A motion was made by Member Teal and seconded by Member Briggs to approve that this proposed action will not result in a Negative Environmental Impact and therefore, a Negative Declaration should be issued with a vote of (6) yays, (0) nays, (0) abstentions and (1) recusal (Member Spring)

A motion to Approve the Lot Line Adjustment was made by Member Valente and seconded by Chairperson Russell with a vote of (6) yays, (0) nays, (0) abstentions and (1) recusal (Member Spring).

Discussion:

Hudson River Valley Greenway approved a \$10,000 grant to help the Poestenkill Town with the Comprehensive Plan.

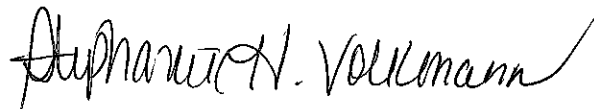
Resumes: Planning and Zoning Boards had advertised for open positions on the boards and received 8 applicants. Tuesday, December 12, 2023 there will be a Special Meeting for the interviews with both boards.

Density Code: Same recommendation as stated in the November 8, 2023 minutes will be recommended to the Town Board.

A few concerns in the town came up that were brought to Tracy Church, Code enforcer, to be addressed.

8:25 PM - A motion to adjourn the meeting was made by Member Burzesi and seconded by Member Valente with a vote of (7) yays, (0) nays and (0) abstentions.

Respectfully submitted by,

A handwritten signature in black ink that reads "Stephanie H. Volkmann". The signature is written in a cursive style with a long, sweeping underline.

Stephanie H. Volkmann
Planning and Zoning Clerk



TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210
Poestenkill, NY 12140
(518) 283-5100 Phone
(518) 283-7550 Fax

Zoning Board of Appeals

Zoning Board Agenda December 21, 2023 @ 7:00 PM Poestenkill Town Hall

7:00 PM - Pledge of Allegiance

Meeting Minutes:

Meeting Minutes from November 21, 2023

Discussion:

Open Zoning Board seats

OTHERS:

Nicole

to attend January Meetings



TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210
Poestenkill, NY 12140
(518) 283-5100 Phone
(518) 283-7550 Fax

Zoning Board of Appeals

ZONING BOARD

Thursday, December 21, 2023 @ 7:00 PM
Poestenkill Town Hall
(DRAFT)

Attendees:

Frank Burzesi, Chairperson
Paul Jamison
Kevin McGrath
Tim Hoffay
Nicole Heckelman

Non-Voting Absent:

Lawrence Howard, ESQ.
Stephanie Volkmann, Clerk

Absent:

Merritt Cropsey, Alternate

7:005– Pledge of Allegiance

Minutes:

Meeting minutes of November 21, 2023 were reviewed. Motion to accept minutes was made by Member Heckelman and seconded by Member Jamison and approved with a vote of (5) yays, (0) nays and (0) abstentions.

Discussion:

A motion was made to vote on recommending Member Jamison for another 5-year term by Chairperson Burzesi and seconded by Member Heckelman with a vote of (5) yays, (0) nays and (0) abstentions.

A motion was made to vote on recommending Member Hoffay for the position of Chairperson by Member Jamison and seconded by Member McGrath with a vote of (5) yays, (0) nays and (0) abstentions.


A motion was made to go into Executive Session for a personnel matter by Member Jamison and seconded by Member McGrath with a vote of (5) yays, (0) nays and (0) abstentions.

A motion was made to come out of the Executive Session by Chairperson Burzesi and seconded by Member Heckelman with a vote of (5) yays, (0) nays and (0) abstentions.

A motion was made to adjourn the meeting by Member Heckelman and seconded by Member Hoffay with a vote of (5) yays, (0) nays and (0) abstentions.

Meeting minutes were taken at the meeting by Chairperson Burzesi in my absence but transcribed by Clerk, Stephanie Volkmann.

Respectfully submitted by:



Stephanie Volkmann
Planning and Zoning Clerk

3:04 PM
01/01/24
Accrual Basis

Poestenkill Fire Company
Custom Summary Report
December 2023

	<u>Dec 23</u>
Ordinary Income/Expense	
Expense	
Awards	610.20
Building Fuel (heating)	
East Poestenkill (propane)	395.15
Main Station (Propanel)	1,160.89
Total Building Fuel (heating)	1,556.04
Building Maintance	
Main Station	1,881.91
Refuse	101.73
Total Building Maintance	1,983.64
Electric	
East Poestenkill	22.70
Main Station	21.02
Total Electric	43.72
Equipment	
New Equipment	1,423.96
Total Equipment	1,423.96
Insurance	
Accident & Sickness	1,068.00
Auto	350.00
Total Insurance	1,418.00
Internet & Phone	122.34
Medical Supplies	30.60
Physicals	180.00
Security Alarm	74.40
Solar	315.31
Telephone	
East Poestenkill	43.27
Main Station	42.20
Total Telephone	85.47
Water	44.80
Total Expense	7,888.48
Net Ordinary Income	-7,888.48
Net Income	<u><u>-7,888.48</u></u>

**Poestenkill Fire Company
 Custom Summary Report
 October through December 2023**

	Oct - Dec 23
Ordinary Income/Expense	
Expense	
Awards	610.20
Building Fuel (heating)	
East Poestenkill (propane)	572.53
Main Station (Propanel)	2,289.86
Total Building Fuel (heating)	2,862.39
Building Maintance	
Cleaning Supplies	0.00
East Poestenkill	500.00
Main Station	1,983.64
Refuse	203.46
Total Building Maintance	2,687.10
Electric	
East Poestenkill	68.10
Main Station	63.06
Total Electric	131.16
Equipment	
New Equipment	1,935.96
Repair & Maintance	4,548.70
Total Equipment	6,484.66
Fire Prevention	360.05
Fire Trucks	
Fuel	2,659.82
Repair & Maintance	480.62
Total Fire Trucks	3,140.44
Insurance	
Accident & Sickness	1,068.00
Auto	350.00
Total Insurance	1,418.00
Internet & Phone	366.92
Medical Supplies	92.82
Office Supplies	
Postage	132.00
Safety Deposit Box	131.25
Total Office Supplies	263.25
Physicals	360.00
Porfessional Services	1,000.00
Security Alarm	223.20
Small change fund	100.00
Solar	3,041.07
Telephone	
East Poestenkill	127.95
Main Station	124.95
Total Telephone	252.90
Water	81.26
Total Expense	23,475.42
Net Ordinary Income	-23,475.42
Net Income	-23,475.42

REPORT to TOWN BOARD

DATE: December 18, 2023

VISITORS to the CENTER:

Phil Bernard – Wanted to know about Joseph Hidley

Janice Weaver – Wanted family info

Nicole Hollister – Researching the Miller family

Wanda Sharp, Barbara Dzembo

GIFTS: Round claw foot oak table

Webster's unabridged dictionary

CURRENT EXHIBIT: Holiday old time decorations and Christmas village, Children's toys

SALES: Hidley Print of Poestenkill, Plaque from Sesquicentennial, Poestenkill Book

ON-GOING ACTIVITIES: - Check for local obituaries & file for genealogical use, answer phone messages, reply to e-mail messages looking for family information, etc. monthly Board of Trustees meetings, quarterly report to Town Board, quarterly submission of utility receipts.

Have been cleaning and organizing files in cabinets to make room for new ones.

PROGRAMS: Now that more people are gathering for meetings, etc. we are scheduling a program for every 2 months or so. We will be meeting in early January to work on the 2024 Program Schedule. It would be nice to see some of you as you should enjoy the topics.

PROJECTS: We would like to put together a "Welcome Bag" to give to new residents of Poestenkill. (Include – Town brochure, Historical Society brochure, brief history of Town and Society, information on local organizations, churches, schools, etc.) Project still in discussion stage.

CURRENT POEST SCRIPT: Next edition of the Poest Script will be out in January.

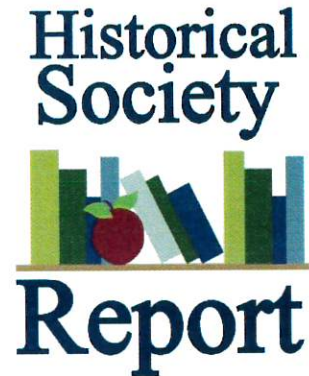
IDEAS for the FUTURE: Possibly make a self-guided tour booklet of Poestenkill

The Board of Trustees for the Poestenkill Historical Society wishes each of you a very Merry Christmas and a Healthy, Happy New Year!



Sincerely,

Linda, Gail, Jim, Pat, Allen



Density Zoning Amendments

2 messages

Howard, Lawrence <lawrence@law-shm.com>
To: tom russell <reliablerehabsolutions@gmail.com>

Fri, Dec 15, 2023 at 3:54 PM

Dear Tom, the following is a brief summary of the changes that the Planning Board recommends should be made to the attached proposal, which was originally drafted to address concerns regarding residential density in the Town of Poestenkill.

The first recommendation is that single family development should be exempt from the proposal. The concern is that numerous single-family lots could suddenly become undevelopable with the application of the proposed regulations.

The second recommendation is that a specific exception be included to allow the development of two separate single-family homes on a single tax parcel. This would only be permitted if the applicant can demonstrate that each single family home could meet all of the normal dimensional requirements (setbacks, etc.), if the owner ever applied to subdivide the single parcel with two homes, into two parcels each with its own parcel.


The third and fourth recommendations apply to section 150-49(B) sections A.(1) and (2). In section A.(1) the Planning Board recommends that no density bonus be allowed. In section A.(2) the Board recommends that the density bonus be limited to a 25% increase over the base density.

Please feel free to share this with the Planning and Town Boards.

Thank you.
Lawrence

--
Lawrence E. Howard, Esq
Shulman, Howard & McPherson, LLP
17 Old Route 66, PO Box 1000
Averill Park, NY 12018
518-674-3766 (fax) 518-674-3964
Cell 518-461-5885

PLEASE NOTE NEW EMAIL ADDRESS AND CHANGE IN YOUR CONTACTS, THANKS.

 **MX-3051_20230828_135409.pdf**
513K

tom russell <reliablerehabsolutions@gmail.com>
To: "Howard, Lawrence" <lawrence@law-shm.com>

Sat, Dec 16, 2023 at 5:41 AM

**Good Morning Lawrence -
THANK YOU VERY MUCH!!!! I am most appreciative of your time and efforts
crafting this proposal that will be forwarded to the Town Board.**

Tom

[Quoted text hidden]

DRAFT

TOWN OF POESTENKILL

INTRODUCTORY LOCAL LAW NO. __ OF THE YEAR 2023

A LOCAL LAW AMENDING THE TOWN OF POESTENKILL LAND USE LAW

Be it enacted by the Town Board of the Town of Poestenkill, Rensselaer County, New York, as follows:

SECTION I: PURPOSE

The Town of Poestenkill Town Board adopted the Poestenkill Land Use Law, Chapter 150 of the Code of the Town of Poestenkill, through Local Law No. 4 of 1995, as amended thereafter from time to time. Following the implementation of such Land Use Law, and consistent with the general practice of periodic review and update to zoning laws, the Town Board, upon recommendation and request by the Town of Poestenkill Planning Board, has undertaken consideration of whether the existing Land Use Law sufficiently regulates the allowable density of residential dwelling units in the Town of Poestenkill. This has included consideration of both maximum number of dwelling units allowed on a parcel, and total number of lots created through subdivision. This local law is enacted by the Town Board pursuant to its authority under the New York State Municipal Home Rule Law.

SECTION II: LEGISLATIVE FINDINGS

With the intent to maintain a well-ordered and balanced plan for future land use development in the Town of Poestenkill, the Town Board has undertaken further analysis and consideration with respect to allowable density of residential dwelling units, both in terms of maximum number of dwelling units on a parcel and maximum number of lots created through subdivision. Due consideration was given to limiting the calculation of allowable residential density for future land use applications to those areas of a lot or parcel that are otherwise buildable, and not constrained through factors such as topography, wetlands, flood plains, floodways, and surface water bodies. The Town Board considers the following issues as important for the overall health, safety, and welfare of the inhabitants of the Town of Poestenkill: housing and population density; existing and potential public infrastructure availability; and the preservation, maintenance, and enhancement of the quality of life of residents and property owners of the Town of Poestenkill.

SECTION III: ENACTMENT

The Land Use Law of the Town of Poestenkill, consisting of Chapter 150 of the Code of the Town of Poestenkill, adopted in 1995 as Local Law No. 4 of 1995, and as amended thereafter from time to time, is hereby amended as follows:

1. The following definitions are added to Section 150-4:



BASE DENSITY – The maximum allowable number of residential units that may be permitted on one lot or the maximum allowable number of lots that may be created through a subdivision, in accordance with Section 150-11 of this chapter.



CONSTRAINED LAND – A parcel's acreage that includes existing buildings (unless said buildings are proposed to be removed), surface waterbodies, NYSDEC-regulated freshwater wetlands, federally regulated wetlands, 50% of acreage covered by one-hundred-year floodplains, entire floodways, and lands with slopes of 15% or greater (measured over a fifty-foot horizontal distance), in accordance with Section 150-11 of this chapter.

2. Section 150-11 is amended in its entirety and replaced with the following:

A. The general area and bulk requirements in each land use district are set forth in the attached District Schedule of Area and Bulk Regulations. This schedule is supplemented, as appropriate, by other provisions of this chapter.



B. **Density Calculation.** Unless otherwise indicated, the following process shall be used to calculate the number of dwelling units that may be built on a parcel and to determine the maximum number of new parcels that may be created through subdivision.

(1) Base density is the measurement of the capacity of a parcel or parcels to support development sites expressed as a number of dwelling units or lots.

(2) Calculating base density. Base density shall be calculated by the following procedure:

(a) Step 1: Determine the acreage of constrained land, which is the combined area on a parcel covered by existing buildings (unless said buildings are proposed to be removed), surface water bodies, NYSDEC-regulated freshwater wetlands, federally regulated wetlands, 50% of acreage covered by one-hundred-year floodplains, entire floodways, and lands with slopes of 15% or greater (measured over a 50-foot horizontal distance).

(b) Step 2: Calculate the gross buildable acreage by subtracting the acreage of the constrained land from the total acreage of the parcel.

(c) Step 3: Calculate the base density by dividing the gross building acreage by the Residential Density Factor for the involved zoning district as set forth on Attachment 1: District Schedule of Area and Bulk Regulations.

(d) Step 4: Base density having fractional units equal to or greater than 0.5 may be rounded up.

3. Section 150-30(A) is hereby amended by deleting the second and third sentences thereof and replaced with the following:

Base density shall be calculated in accordance with Section 150-11.

4. Section 150-49(B) is hereby amended to add the following:

The sketch plan must include the existing zoning and special districts and calculation of constrained lands and base density pursuant to Section 150-11.

5. Section 150-61(E) is hereby amended in its entirety and replaced with the following:



- A. Development Density. The allowable density of a proposed PDD development shall be set forth initially by the applicant as part of the PDD plan and application process and determined in the final instance by the Town Board as part of the approval process. Generally, density of structures, infrastructure such as roads and parking lots, and other developed areas, shall be appropriate for the site and the neighborhood in which the site is situated taking into account availability, capacity and suitability of services, such as schools, emergency response, and public roads, community sewer and water systems, and ability to mitigate or contain environmental impacts. The allowable density as determined by the Town Board can be based on a variety of additional factors such as: environmentally sensitive building or site design; preservation of important environmental features, the extent and usability of recreational and open spaces, public access to open space, connections to adjoining or nearby open spaces, preservation of historic structures or sites, provision for public facilities or services; or any other community benefits that may be included in the proposal. Allowable density shall be established as follows:

- (1) Unless the project site is served by both public water and public sewer, the density calculation process prescribed in Section 150-11 shall be followed to calculate the site's base density. In such cases, the Town Board may, in its sole and absolute discretion, and in consideration of the factors set forth above, also authorize a density bonus up to, but not exceeding, 25% of the base density, in establishing the allowable density. If no density bonus is authorized by the Town Board, the base density shall be the allowable density.
- (2) Where the project site is served by both public water and public sewer, the Town Board may establish the allowable density in its sole and absolute discretion, in consideration of the factors set forth above.

6. Attachment 1: District Schedule of Area and Bulk Area Regulations, column titled "Maximum Residential Density", is hereby amended in its entirety and replaced with the following column:

Residential Density Factor
1 dwelling unit/lot per acre
1 dwelling unit/lot per acre
1 dwelling unit/lot per acre
1 dwelling unit/lot per acre
1 dwelling unit/lot per 0.5 acre
For any permitted residential use; 1 dwelling unit/lot per acre

7. A note is added to Attachment 1: District Schedule of Area and Bulk Regulations as follows:

(3) Residential Density Factor to be used in calculating base density in accordance with Section 150-11.

SECTION IV: AUTHORITY

This Local Law is enacted pursuant to the authority of Section 10 of the New York State Municipal Home Rule Law.

SECTION V: SEVERABILITY

If any part or provision of this local law is judged invalid by any Court of competent jurisdiction, such judgment shall be confined in application to the part or provision directly on which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this law or the application thereof to other persons or circumstances. The Town hereby declares that it would have enacted the remainder of this law even without such part or provision or application.

SECTION VI: EFFECTIVE DATE

This local law shall become effective immediately upon the filing in the office of the New York Secretary of State pursuant to Section 27 of the New York State Municipal Home Rule Law.

TWIN HOME - A single family dwelling unit separated by a common party wall from an adjacent single family dwelling unit on a separate lot with the lot line running through the common wall.

(2) In addition, the existing definitions of the following terms set forth in § 150-4 (B) Definitions are hereby modified to read as follows:

DWELLING, MULTIPLE - A detached, semi-detached or attached building or a portion thereof containing three (3) or more single family dwelling units, all on the same lot.

DWELLING, ROW or ATTACHED - A single family dwelling unit separated from an adjacent dwelling unit or units on the same lot on one or both sides on the same lot by a party wall or walls, with each single family dwelling unit having a separate entrance from the outside. This definition applies only to three (3) or more adjacent dwelling units. For two (2) adjacent dwelling units see the definition of DUPLEX.

DWELLING, TWO FAMILY - Any principal building containing two dwelling units which are both accessed by a common entrance.

(3) The existing District Schedule of Use Regulations for Residential uses is hereby amended to read as follows:

Residential Uses	R	RA	RR-1	RR-2	H	CLI	NP	PD
1-family dwelling	P	P	P	P	P			**
2-family dwelling	SP*	P	P	P	SP*			**
Accessory Family Dwelling Unit	P	P	P	P	P			**
Multifamily Dwelling			SP*	SP*	SP*			**
Duplex	SP*	P	P	P	SP*			**
Twin Home	SP*	P	P	P	SP*			**
Mobile Home				P				**
Boarding- and rooming house	SP*	SP*	SP*	SP*	SP*			**
Community Residence	SP*	SP*	SP*	SP*				**

Section 4. Application of Local Law to be Prospective Only

This local law shall only apply to land use applications filed after the effective date hereof as set forth below. It shall have no effect upon any application which is pending before the Town or any of its agencies or filed with the Town prior to said effective date.

Section 5. Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State.

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County City Town Village

(select one.)

of Poestenkill

Introductory Local Law No. __ of the year 2024

**A LOCAL LAW PROVIDING FOR THE DEFENSE AND INDEMNIFICATION OF
OFFICERS AND EMPLOYEES OF THE TOWN OF POESTENKILL**

Be it enacted by the Town Board of the Town of Poestenkill as follows:

See attached.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

TOWN OF POESTENKILL

INTRODUCTORY LOCAL LAW NO. __ OF 2024

**A LOCAL LAW PROVIDING FOR THE DEFENSE AND INDEMNIFICATION
OF OFFICERS AND EMPLOYEES OF THE TOWN OF POESTENKILL**

Section 1. Title.

This local law shall be referred to as “A Local Law Providing for the Defense and Indemnification of Officers and Employees of the Town Code of the Town of Poestenkill”.

Section 2. New Chapter of the Town Code.

The Town of Poestenkill Code be and hereby is amended by this local law by creating a new Chapter 52 as follows:

Chapter 52.

§ 52-1 Legislative Intent.

Public Officers Law § 18 authorizes municipalities, such as the Town of Poestenkill, to adopt that section and thereby provide defense and indemnification protections to its officers and employees in connection with civil actions or proceedings, state or federal, arising out of an alleged act or omission which occurred or allegedly occurred while the officer or employee was acting within the scope of his or her public employee employment or duties. The purpose of this chapter is to confer the benefits of Public Officers Law § 18, and such other benefits in supplement thereto as are hereinafter set forth, and thereby provide legal and financial protection to those individuals who serve the Town of Poestenkill as municipal officers, appointees, and employees, from losses which might result from legal actions which may be brought against them in their individual capacities for acts or missions undertaken while in the performance of their official duties and responsibilities. In enacting this chapter, this Town Board finds that the State of New York, and other towns and municipalities in the State of New York, have enacted similar provisions for the legal and financial protection of their officers and employees, and that such security is also required for the officers and employees of the Town of Poestenkill. It is the intent of this chapter to provide such protections to officers and employees of the Town of Poestenkill similar to that provided to state officers and employees and the officers and employees of other municipalities and public entities, so as to continue to attract qualified and committed individuals to serve the Town of Poestenkill. The benefits and protections accorded to officers, appointees, and employees of the Town of Poestenkill pursuant to this chapter are intended to be in the nature of additional compensation and remuneration for the services they provide the Town, and to thereby attract and retain qualified individuals to the service of the Town of Poestenkill.

§ 52-2 Definitions.

EMPLOYEE -- Any commissioner, member of a public board or commission, trustee, director, officer, employee, volunteer expressly authorized to participate in a publicly sponsored volunteer program, or any other person holding a position by election, appointment, or employment in the service of the Town, whether or not compensated, but shall not include an independent contractor. The term “Employee” shall include a former employee, his or her estate or judicially appointed personal representative.

TOWN – The Town of Poestenkill, its departments and agencies.

§ 52-3 Applicability.

The provisions of this chapter shall apply only to those actions and proceedings specified herein which arise solely and entirely out of acts of an Employee which occurred while such Employee was acting within the scope of his or her public employment or duties and shall be given effect to the fullest extent allowable under law.

§ 52-4 Application of Public Officers Law.

The full benefits of Public Officers Law § 18 are hereby conferred upon the Employees of the Town of Poestenkill and the Town of Poestenkill shall be liable for the costs incurred under the provisions of said statute, all subject to the terms and conditions therein contained.

§ 52-5 Supplemental Defense and Indemnification – Civil Actions and Proceedings.

For the purposes of this chapter, the term “civil action or proceeding, state or federal”, as is used in Public Officers Law § 18.3(a), shall be deemed to include, in addition to all civil actions and proceedings in a state or federal court, the following:

- A. Any civil action or proceeding in a state or federal administrative agency with the exception of:
 - 1. Actions or proceedings of any type or nature involving the imposition of discipline upon, or effecting the removal of, any Employee, whether or not initiated by the Town; and
 - 2. Actions or proceedings of any type or nature involving the suspension, revocation, or diminution of any license, professional or otherwise, held by an Employee.

§ 52-6 Defense Provision.

A. Upon compliance by the employee with the provisions of § 52-8 of this chapter, the Town shall provide for the defense of the employee in any civil action or proceeding, state or federal, either judicial or regulatory, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his or her public employment or duties. This duty to provide for a defense shall not arise where such civil action or proceeding is brought by or at the behest of the Town employing such employee.

B. Subject to the conditions set forth of paragraph (A) of this section, the employee shall be entitled to be represented by private counsel of his or her choice in any civil action or proceeding whenever the chief legal officer of the Town, or other counsel designated by the Town determines that a conflict of interest exists, or whenever a court upon appropriate motion or otherwise by a special proceeding, determines that a conflict of interest exists and that the employee is entitled to be represented by counsel of his or her choice. However, the chief legal officer or other counsel designated by the Town may require, as a condition to payment of fees and expenses of such representation, that appropriate groups of such employees be represented by the same counsel. Reasonable attorneys' fees and litigation expenses shall be paid by the Town to such private counsel from time to time during the pendency of the civil action or proceeding with the approval of the Town Council.

C. Any dispute with respect to representation of multiple employees by a single counsel, the amount of litigation expenses, or the reasonableness of attorneys' fees shall be resolved by the court upon motion or by way of special proceeding.

D. When the employee delivers process and a written request for a defense to the Town under § 52-8 of this chapter, the Town shall take the necessary steps on behalf of the employee to avoid entry of a default judgment pending resolution of any question pertaining to the obligation to provide for a defense.

§ 52-7 Duty to Indemnify and Save Harmless.

A. The Town shall indemnify and save harmless its employees in the amount of any judgment obtained against such employees in a state or federal court or other governmental agency or adjudicatory body, or in the amount of any settlement of a claim, provided that the act or omission from which such judgment or claim arose occurred while the employee was acting within the scope of his or her public employment or duties; provided further that in the case of a settlement the duty to indemnify and save harmless shall be conditioned upon the approval of the amount of settlement by the Town.

B. Except as otherwise provided by law, the duty to indemnify and save harmless prescribed by this section shall not arise when the injury or damage resulted is from intentional wrongdoing on the part of the employee.

C. Nothing in this section shall authorize the Town to indemnify or save harmless an employee with respect to punitive or exemplary damages, fines, or penalties, or money recovered from an employee pursuant to General Municipal Law § 51; provided, however, that the Town shall indemnify and save harmless its employees in the amount of any costs, attorneys' fees, damages, fines, or penalties which may be imposed by reason of an adjudication that an employee, acting within the scope of his or her public employment or duties, has, without willfulness or intent on his or her part, violated a prior order, judgment, consent decree, or stipulation of settlement entered in any court of this state or of the United States.

D. Upon entry of a final judgment against the employee, or upon the settlement of the claim, the employee shall serve a copy of such judgment or settlement, personally or by certified or registered mail within thirty (30) days of the date of entry or settlement, upon the Town Clerk; and the amount of such judgment or settlement shall be paid by the Town.

§ 52-8 Conditions of Defense and Indemnification.

The duty to defend and the duty to indemnify and save harmless prescribed by this chapter shall be conditioned upon:

A. Delivery by the employee to the Town Clerk a written request to provide for his or her defense together with the original or a copy of any summons, complaint, process, notice, demand, or pleading within ten (10) days after he or she is served with such document; and

B. The full cooperation of the employee in the defense of such action or proceeding and in defense of any action or proceeding against the Town based upon the same act or omission, and in the prosecution of any appeal.

§ 52-9 Benefit to Employee.

The benefit of this section shall inure only to employees as defined herein and shall not enlarge or diminish the rights of any other party nor shall any provision of this section be construed to affect, alter, or repeal any provision of the Workers' Compensation Law.

§ 52-10 Obligation to Give Notice.

This section shall not in any way affect the obligation of any claimant to give notice to the Town under the New York General Municipal Law § 50-i, or any other provision of law.

§ 52-11 Insurance.

A. The Town is authorized to purchase insurance from any insurance company created by or under the laws of the State of New York, or authorized by law to transact business in the State of New York, against any liability imposed or assumed by the provisions of this chapter, or to act as a self-insurer with respect thereto.

B. The provisions of this chapter shall not be construed to impair, alter, limit, or modify the rights and obligations of any insurer under any policy of insurance.

§ 52-12 Public Purpose.

All payments made under the terms of this chapter shall be deemed to be for a public purpose and shall be audited and paid in the same manner as other public charges.

§ 52-13 Rights and Obligation of Insurer.

The provisions of this chapter shall not be construed to impair, alter, limit, or modify the rights and obligations of any insurer under any policy of insurance.

§ 52-14 Immunity to Liability.

Except as otherwise specifically provided in this chapter, the provisions of this section shall not be construed to in any way impair, alter, limit, abrogate, or restrict any immunity to liability available to or conferred upon any unit, entity, officer, or employee of the Town, in accordance with, or by reason of, any other provision of state or federal statutory or common law.

Section 3. Severability.

If any section or subdivision, paragraph, clause, or phrase of this local law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

Section 4. Effective Date.

This local law shall take effect immediately upon filing with the Secretary of State of the State of New York.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as Introductory Local Law No. __ of 2024 of the (County)(City)(Town)(Village) of Poestenkill was duly passed by the Town of Poestenkill Town Board on _____, 2024, in accordance with the applicable provisions of law.
(Name of Legislative body)

Clerk of the Town of Poestenkill
Clerk or officer designated by local legislative body

Date: _____

(Seal)

DRAFT

RESOLUTION NO. _____, 2024

**TOWN OF POESTENKILL
REGULAR MEETING**

January 11, 2024

**RESOLUTION DESIGNATING TIME OF REGULAR WORKSHOP MEETINGS
OF THE POESTENKILL TOWN BOARD**

WHEREAS, the Town Board has designated the fourth Thursday of each month for workshop meetings; and

WHEREAS, the Town Board seeks to confirm the time that such meetings will start;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Poestenkill in regular session duly convened as follows:

1. The Town Board of the Town of Poestenkill hereby designates that its workshop meetings scheduled for the fourth Thursday of each month shall start at 7 p.m., unless such time is changed for any particular workshop meeting through a notice to be posted on the Town sign board and Town website.

The foregoing Resolution, offered by _____ and seconded by _____, was duly put to a roll call vote as follows:

COUNCILWOMAN BUTLER	VOTING _____
COUNCILMAN HASS	VOTING _____
COUNCILMAN BURZESI	VOTING _____
COUNCILMAN WOHLLEBER	VOTING _____
SUPERVISOR RUSSELL	VOTING _____

The foregoing Resolution was/was not thereupon declared duly adopted.

January 11, 2024

RESOLUTION NO. ____, 2024

**TOWN OF POESTENKILL
REGULAR MEETING**

January 11, 2024

**RESOLUTION DESIGNATING OFFICIAL HOLIDAYS
OF THE TOWN OF POESTENKILL FOR 2024**

WHEREAS, the Town Board seeks to designate the official holidays observed by the Town of Poestenkill for 2024;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Poestenkill in regular session duly convened as follows:

- 1. The Town Board of the Town of Poestenkill hereby designates the following holidays to be observed by the Town of Poestenkill for 2024:

New Year’s Day	Monday, January 1, 2024
Martin Luther King Day	Monday, January 15, 2024
President’s Day	Monday, February 19, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veteran’s Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Day after Thanksgiving	Friday, November 29, 2024
Christmas Day	Wednesday, December 25, 2024

The foregoing Resolution, offered by _____ and seconded by _____, was duly put to a roll call vote as follows:

COUNCILWOMAN BUTLER	VOTING _____
COUNCILMAN HASS	VOTING _____
COUNCILMAN BURZESI	VOTING _____
COUNCILMAN WOHLLEBER	VOTING _____
SUPERVISOR RUSSELL	VOTING _____

The foregoing Resolution was/was not thereupon declared duly adopted.

January 11, 2024



Hudson River Valley Greenway

KEVIN BURKE
Chair
Greenway Conservancy

MEG DOWNEY
Chair
Greenway Council

SCOTT KELLER
Executive Director

Joint Boards Meeting Agenda

December 6, 2023,

9:30 A.M. Networking

10:00 A.M. to 12:00 P.M.

Hudson River Valley Greenway Communities Council
Greenway Conservancy for the Hudson River Valley, Inc.
Greenway Heritage Conservancy HRV, Inc.

Maurice D. Hinchey Hudson River Valley National Heritage Area

Henry A. Wallace Center at the FDR Library and Museum
4079 Albany Post Road, Hyde Park, NY 12538

- I. Welcome and Introductions
Kevin Burke, Chair, Greenway Conservancy for the Hudson River Valley, Inc.
Meg Downey, Chair, Hudson River Valley Greenway Communities Council
- II. Pledge of Allegiance — *Kevin Burke & Meg Downey*
- III. Call Meeting to Order — *Kevin Burke & Meg Downey*
- IV. Welcome to Wallace Visitor's Center at the FDR Library & Museum — *Kevin Burke & Meg Downey*
- V. Agenda Review and Board Member Comments on Agenda – *Kevin Burke*
- VI. Approval of minutes of October 11, 2023, Joint Meeting of the Hudson River Valley Greenway Communities Council, Greenway Conservancy for the Hudson River Valley, Inc. and Greenway Heritage Conservancy HRV, Inc. – *Meg Downey*
- VII. Greenway Conservancy for the Hudson River Valley, Inc. – *Kevin Burke*
 - a. Call Conservancy meeting to order – *Kevin Burke*
 - b. Conservancy Trail Grants. Total amount: \$422,500– *Scott Keller*
 - *Open Space Institute Land Trust Inc.*, Orange County, Schunnemunk Meadows5 Trail, \$250,000
 - *Town of Bedford*, Westchester County, Route 117 Multi-Use Trail Connectivity Design Plan, \$50,000
 - *Village of Rhinebeck*, Dutchess County, Rhinebeck/Red Hook Bike/Hike Trails Rehab and EST Connection, \$18,000
 - *Winnakee Land Trust Inc.*, Dutchess County, Saw Kill-Red Hook Trail Phase II, \$104,500
 - c. Submerged Aquatic Vegetation (SAV) restoration project at Stockport Flats– *Scott Keller*
- VIII. Hudson River Valley Greenway Communities Council – *Meg Downey*

- a. Call Council meeting to order – *Meg Downey*
- b. Community Council Grants. Total amount \$25,000 – *Scott Keller*
 - *Town of Chatham*, Columbia County, New Zoning Regulations, \$10,000
 - *Town of Poestenkill*, Rensselaer County, Comprehensive Plan, \$10,000
 - *Town of Athens*, Greene County, Athens Riverine Living Museum and Education Center, \$5,000

II. Maurice D. Hinchey Hudson River Valley National Heritage Area – *Kevin Burke & Meg Downey*

- a. Call Hudson River Valley National Heritage Area meeting to order – *Kevin Burke & Meg Downey*
- b. 2024 Budget Update – *Scott Keller*
- c. 2023 Ramble Update – *Scott Keller*

III. Executive Director's Report--Scott

IV. New Business—Kevin Burke & Meg Downey

V. Upcoming Board Meeting Dates--Scott

Wednesday, March 6, 2024

Wednesday, June 12, 2024

Wednesday, October 9, 2024

Wednesday, December 11, 2024

VI. Adjourn—Kevin Burke & Meg Downey



Memorandum of Understanding Face Page

DATE: 12/06/2023

PROJECT
Town of Poestenkill Comprehensive Plan, as set forth in detail in Schedule 1.

GRANTEE
Town of Poestenkill
38 Davis Drive
Poestenkill, NY 12140
Municipality

GREENWAY
Hudson River Valley Greenway Communities Council
Name: Scott Keller
Title: Executive Director
Telephone: (518) 473-3835
E-Mail: grants@hudsongreenway.ny.gov
Address: 625 Broadway – 4th Floor
Albany, New York 12233-2995

SPECIAL AWARD CONDITIONS
The Greenway logo shall be displayed on all final plans and products in order to receive payment.

MOU ID: PL24-12-02-RE
MOU TYPE:
Community Planning
Community Planning Grants

MOU PERIOD
From: 12/06/2023
To: Two years after the date of execution

FUNDING AMOUNT
\$10,000.00, (ten thousand dollars)

GRANTEE’S GREENWAY STATUS AS OF:
2019
Greenway Planning Community

GRANTEE FEDERAL TAX ID#: 14-6002380
GRANTEE NYS VENDOR ID #:

CHIEF ELECTED/AUTHORIZED SIGNER
Name: Keith Hammond
Title: Supervisor

Telephone: 518-283-5100
E-Mail 1: Khammond@poestenkillny.com
Grantee to correct as necessary

LEAD PROJECT CONTACT
As contained in the Scope of Services, Grantee to correct/update as needed.

SCOPE OF WORK

TASK 1: PROJECT INITIATION & COORDINATION

Activity 1.1 - Kick-Off Meeting & Plan Coordination: A Kick-off meeting will be conducted with the Comprehensive Planning Committee (CPC) to review and confirm the planning process, scope and timeline. This will cover meetings and deliverables content, the overall planning schedule with milestones, as well as roles and responsibilities. As part of this Kick-off, the CPC will confirm the content that it wants Laberge Group to add to complete the Community Inventory & Analysis. Following from this meeting, Laberge Group will prepare summary kick-off meeting notes for approval by the Committee.

Activity 1.2 - CPC Meetings: Laberge Group will facilitate up to four (4) additional meetings, anticipated to be every other month, with the Comprehensive Plan Committee in concert with the development and roll-out of key tasks and deliverables. They will be structured to occur at predetermined intervals to prepare and review deliverables and advance the planning process. Laberge Group will prepare summary meeting notes of all meetings for approval by the CPC. To develop a product that responds to needs of the community, there will be frequent interactions between the Committee, Town, and Laberge Group throughout the planning process.

Task 1 Deliverables:

- One (1) Kick-off Meeting with the Comprehensive Plan Committee.
- Up to four (4) additional CPC meetings (two (2) in-person and two (2) virtual).
- Summary notes for each CPC meeting.

TASK 2: COMMUNITY PROFILE & FUTURE TRENDS ANALYSIS

Building on documentation compiled by the CPC, Laberge Group will work with the Committee to quickly complete the Community Profile & Future Trends Analysis. By generating an overview of current conditions, this Profile will assist users in understanding trends, and it will highlight areas of change, and possible community needs. Using previously completed plans and studies, and available statistical data, these elements will together present cross-cutting analysis that can support planning assessment. Importantly, local planners can rely on these depictions of community conditions and the trends analysis to address issues identified during community engagement and by Town leaders. The CPC has nearly completed the full update to the Town's Community Profile, the following remaining tasks will be supported by Laberge Group:

Activity 2.1: Demographics: Laberge Group provide a sociodemographic update comprised of: population, age distribution, household attributes, incomes, education and workforce features. Its analysis will identify demographic trends in Poestenkill, so as to understand changes and project possible social, community and economic trends into the future. Demographic data will primarily be taken from the 2020 Decennial Census and American Community Survey. Future growth estimates will be collected for the region, as available. Data on workforce travel patterns may also be assembled under this heading to aid in depicting how far people typically commute for employment.

Activity 2.2: Natural Resources: A Town Natural Resource Inventory (NRI), 2019, provides extensive baseline and overlay analysis, so critical natural resources and environmental resources will be discussed primarily through reliance on this NRI profiling. Laberge Group will assist with final edits, minor updates, and inclusion of the NRI mapping in the profile.

Activity 2.3: Historic & Cultural Resources: Laberge Group will prepare a *Historic & Cultural Resources Map* depicting key resources and locations and final formatting edits to the profile section.

Activity 2.4: Transportation: Laberge Group will provide thumbnail descriptions of the Capital District Regional Transportation Council's Long-Range Transportation Plan location. Laberge Group will prepare a *Transportation Map* highlighting key attributes of community mobility.

Activity 2.5 Infrastructure: Infrastructure updates and needs are common in communities, therefore, Laberge Group will verify the profile information and update as may be appropriate. As such, the proposed new Water District will be included in the profile. Additional key capital improvements will be identified. Laberge Group will prepare an *Infrastructure Map* that highlights key elements, such a public water and sewer districts footprints. Included in this section will be an update regarding solar infrastructure and the location of high voltage transmission and 3-phased power lines. These resources will be mapped.

Activity 2.6 Housing: The CPC and Laberge Group will produce a Town Housing element describing housing stock attributes such as age, rental and homeownership tenures, vacancy rates, and housing affordability. The 2020 Decennial Census and American Community Survey will be sources of data. There will be basic descriptions of housing types and mix, and new construction. The analysis of affordability will touch-on local and regional data on housing cost-burdens.

Activity 2.7 Local Economy: Laberge Group will review local and regional industry segments and resident labor force characteristics. Consideration will be given to demographic and economic trends in the region, as well as plans for economic development programming involving the State, County, and private sector. A snapshot of key regional studies, including the Capital District Regional Economic Council's (REDC's) Regional Economic Development Plan and current Strategic Plan will be provided. This part will examine the role of agriculture and markets enhancement, tourism and resource-based enterprises to the Town's economy.

Activity 2.8: Municipal & Other Services, including Parks, Recreation & Public Spaces: Laberge Group will update where appropriate basic summaries of Town and area services (such as ambulance, fire, and police coverages), plus topics such as schools. This part will describe the parks and recreation facilities, describe any major efforts to plan new parks or recreation areas, plus it will identify opportunities to enhance recreation offerings in Town. The NRI contains a Recreation & Scenic Resources Map showing recreation resources and locations. Laberge Group will obtain and prepare this Map for presentation in the Plan.

Activity 2.9: Land Use & Zoning: The CPC and Laberge Group will form an overview of Town existing development patterns, the zoning code, and other important regulations. Land use patterns will be categorized. This analysis will enable consideration of policy changes and the use of alternative tools or treatments, such as design guidelines, zone changes, overlay zoning, landscaping criteria, cluster techniques, complete streets standards, or other options. This profiling will help inform the selection of future land use projects and where feasible, encourage development in and by hamlets. The NRI contains an Existing Land Use Map and an Existing Zoning Map.

Deliverables:

- Laberge Group will prepare one (1) Draft and one (1) Revised Community Profile & Future Trends for review and comment by the CPC.
- Laberge Group will process twenty-three (23) existing NRI maps for inclusion in the Comprehensive Plan.
- Laberge Group will prepare one (1) draft and one (1) final version of the following new maps:
 - Historic & Cultural Resources Map
 - Transportation Map
 - Infrastructure Map

TASK 3: COMMUNITY ENGAGEMENT

For any planning effort to be successful, it is imperative that community residents, property, and business owners have a chance to provide input and establish “buy in” on this planning. The need for this is two-fold: (1) it engages the community in the process; and (2) it ensures there will be a clear understanding of issues important to residents and stakeholders.

Poestenkill recognizes the community’s physical orientation is challenging for community members to easily participate in events. Therefore, Poestenkill seeks to replicate numerous events to accommodate the two distinct geographic regions of its community.

Activity 3.1 Community Opinion Survey: With assistance from the CPC, Laberge Group will prepare a community survey that will serve as a versatile tool for obtaining constructive resident input. The survey will be prepared as an online and in paper form for completion. It will obtain feedback on community interests. The analysis will generate broad townwide perspectives on a variety of issues to help identify major issues, cross-cutting community interests, development opportunities, along with possible approaches and solutions to issues. A stand-alone survey report will be produced. The results will provide essential guidance for constructing the Plan’s vision and goals. The survey’s findings will be used to refine strategies presented within the Comprehensive Plan.

The Town will be responsible for disseminating the survey to the community in a cost-effective manner.

Activity 3.2 Workshop #1 Community Open House (2 Locations): Laberge Group proposes a Community Open House event to bring participants together. The Workshop will be staged in two different locations on two different evenings within the Town to provide flexible participation options.

Using information gathered for the community profile, and based on a consultation with the Committee, the meeting will enable the community to provide input on Poestenkill’s community vision, community challenges and needs, as well as other major topics to be addressed by the Comprehensive Plan. Attendees will be asked to share their ideas and identify perspectives on diverse issues and opportunities. The Community Open House will generate detailed public input that will be used to craft a highly contextualized Vision Statement. It will identify preliminary goals to advance the vision and guide Comprehensive Plan formation.

Sample questions may include the following:

- *Looking to the future, give us 3-5 words about your vision for Poestenkill.*
- *What types of housing are missing in Town? Where are some areas that may best accommodate new housing development? What resources are available to assist with housing creation and what advantages does Poestenkill have over nearby communities in attracting housing development?*
- *What are positive as well as intangible attributes of the Town’s economic environment?*
- *What does the community do well in terms of maintaining infrastructure and facilitating upgrades of various capital facilities, or establishing altogether new infrastructure?*
- *What types of recreation do people in your home pursue? Do people walk in your neighborhood?*
- *What are the special places you value most in Poestenkill? What has changed in your time here?*

Activity 3.3 Workshop #2 Strategies & Priority Projects (2 Locations): Building on prior efforts, this second Community Workshop will provide opportunities for the public to review the goals and the emerging proposed strategies and recommendations. Participants will provide feedback on key or priority projects being considered for the Comprehensive Plan.

This Workshop will be provided again at two locations on two separate evenings in the Town of Poestenkill. The meeting may use interactive polling, break-out style roundtables, or facilitated discussion, to explore community needs and perspectives on goals and potential priority projects. The dialogue will help advance discussion about factors influencing the selection of objectives which will be presented in the Draft Plan.

Deliverables:

- Laberge Group will generate one (1) Draft as well as Final Community Opinion Survey Report for online and paper dissemination.
- Workshop #1 Community Open House – one (1) event provided in two (2) locations.
- Workshop #2 Strategies & Priority Projects – one (1) event provided in two (2) locations.
- Facilitation of public workshops, flyer, press release, and meeting summaries.

TASK 4: GOALS, STRATEGIES & DRAFT PLAN DEVELOPMENT

Activity 4.1 Vision & Goals: Based upon CPC deliberation to-date, the Committee and Laberge Group will review and develop an initial Vision statement along with aligned Goals. This will be a starting point and initial draft this is available for community discussion. It will be presented and tested within the stages of public outreach.

Activity 4.2 Draft Plan Development: Upon CPC approval of the Vision and Goals and a general strategy framework, the CPC and Laberge Group will prepare a full Draft Comprehensive Plan. It will tie together all pieces. The Draft Plan will include the Community Profile & Future Trends Analysis along with maps, the Vision, Goals, and strategy recommendations, inclusive of the priority projects compiled from the community engagement activities. Using this same input and through consultation with the CPC, Laberge Group will also present a *Future Land Use Map*. It will be a whole-Town concept map that depicts places proposed for zoning or land use modification.

Importantly, the Draft Plan will include a Implementation Plan (matrix) identifying the next steps needed to activate this Plan and its proposed development strategies. The matrix can guide future development and improvements in the community. This Implementation Plan is an action table that will list proposed Comprehensive Plan strategies, parties responsible for completing each associated action/task, suggested timelines for completion (e.g., short-term, mid-term and long-term actions), and the resources, including potential local, state, federal or private funding sources, that may be available for leveraging implementation of particular actions.

Task 5 Deliverables:

- Laberge Group will prepare one (1) draft and one (1) revised draft of the Vision and Goals for CPC review and approval.
- Laberge Group will prepare one (1) draft and one (1) revised Future Land Use Map.
- Laberge Group will prepare one (1) draft of the Draft Comprehensive Plan and one (1) revised Draft Plan to be provided for public review and comment.

TASK 5: PUBLIC HEARINGS & FINAL COMPREHENSIVE PLAN

Activity 5.1 Public Hearings (2 Locations): Pursuant to NY State Town Law, if a Town Board appoints a Committee to prepare a comprehensive plan, the Committee shall hold a public hearing. Prior to the Town Board adopting the Comprehensive Plan, an additional hearing by the Town Board is also required. It is the Committee’s recommendation that the CPC hold the first public hearing at two locations on two separate evenings similar to the public workshops. Therefore, there will be a total of 3 public hearings on the proposed plan.

Once the Draft Comprehensive Plan is developed and approved for public release by the CPC, it will schedule, publicize and hold a public hearing to present this whole draft to the public, inclusive of the profile, vision and goals, and strategies. This hearing will provide the community with an opportunity to review the full Plan and activities proposed to implement the community’s vision. Community feedback from this hearing will be used to refine the Final Draft Plan and recommend to the Town Board for consideration.

Upon acceptance of the Final Draft Plan, the Town Board would refer the plan to the County and conduct a final public hearing. Laberge Group will provide resolutions and notices. The Town of Poestenkill will be responsible for scheduling and posting legal notices for all public hearings.

Activity 5.2 Final Comprehensive Plan Document: Following the CPC’s public hearing and receipt of all public comments, Laberge Group will review and summarize relevant comments. If necessary, Laberge Group will conduct one (1) follow-up meeting with the CPC to discuss comments and determine if revisions are necessary. Based on direction from the Committee, Laberge Group will prepare one (1) Final Draft Plan to confirm the Plan is consistent with all input from the public. The CPC will then forward the Final Draft Plan to the Town Board for their consideration and public hearing.

Following the preparation of the Final Comprehensive Plan and Committee submission to the Town Board, Laberge Group will assist the Town with forwarding the Comprehensive Plan to the Rensselaer County Department of Planning & Economic Development for General Municipal Law §239-m review.

During the Town Board review and hearing process, Laberge Group will conduct one (1) meeting with the Town Board (after the Town Board public hearing). It will be used to review the Draft Final Plan, public hearing and County Planning’s comments. If further refinement of the Plan is necessary, one (1) revision to draft Final Plan will be prepared using direction from the Town Board. This effort will generate the Final Comprehensive Plan suitable for adoption.

Task 6 Deliverables:

- Laberge Group will attend two (2) CPC public hearings and one (1) Town Board public hearing.
- Laberge Group will prepare one (1) revised Final Draft Comprehensive Plan (post Committee public hearing) that will be forward to the Town Board.
- Laberge Group will attend one (1) Town Board meeting to consider necessary revisions to the Comprehensive Plan based on Town, public and agency comments.
- Laberge Group will prepare one (1) draft of the Final Comprehensive Plan for Town Board review based on Town, public and agency comments. This will be presented as the Final Comprehensive Plan suitable for Town Board adoption.
- Laberge Group will prepare necessary resolutions and notices.

TASK 6: SEQRA COMPLIANCE & PLAN ADOPTION

Activity 6.1: SEQRA (Town Board Action): Adoption of a Comprehensive Plan is a Type 1 Action under the State Environmental Quality Review Act (SEQRA). As the Town Board is responsible for adopting plans, the Town Board likely will also be responsible for compliance with SEQRA as the Lead Agency. Laberge Group will prepare a Full Environmental Assessment Form (EAF) for Town Board review and consideration, along with SEQRA documentation for compliance, such as including the classification of the Action, Lead Agency designation, a Negative Declaration, and associated resolutions and Environmental Notice Bulletin postings. Should the Town Board determine a Positive Declaration and a Generic Environmental Impact Statement (GEIS) is appropriate, a separate scope of work and fee will be provided. Laberge Group will also prepare a Town Board resolution for the adoption of the Final Comprehensive Plan. Town staff will be responsible for posting required notifications, including, as applicable, the notice of Negative Declaration in the Environmental Notice Bulletin.

Task 7 Deliverables:

- One (1) draft and one (1) revised SEQRA Full Environmental Assessment Form, Parts 1 to 3.
- One (1) draft and one (1) revised Lead Agency and Negative Declaration Resolutions.
- One (1) draft and one (1) revised Notice of Determination of Non-Significance (Negative Declaration).
- One (1) draft and one (1) revised draft resolution to adopt the Comprehensive Plan.



Town of Poestenkill - Comprehensive Plan

		Total Hours	Total Proj. Fee by Task
Task 1	Project Initiation & Coordination		
Activity 1.1	Kick-Off Meeting & Plan Coordination	10	\$ 1,535.00
Activity 1.2	Additional Committee Meetings (4)	42	\$ 5,380.00
	Subtotal	52	\$ 6,915.00
Task 2	Community Profile & Future Trends Analysis		
Activity 2.1	Socio Demographic Update	8	\$ 945.00
Activity 2.2	Natural & Environmental Resources	8	\$ 945.00
Activity 2.3	Historic & Cultural Resources	4	\$ 545.00
Activity 2.4	Transportation	5	\$ 645.00
Activity 2.5	Infrastructure	9	\$ 1,095.00
Activity 2.6	Housing	9	\$ 1,195.00
Activity 2.7	Local Economy	8	\$ 1,045.00
Activity 2.8	Municipal and Other Services	8	\$ 1,045.00
Activity 2.9	Land Use & Zoning	10	\$ 1,295.00
	Subtotal	61	\$ 8,755.00
Task 3	Public Engagement		
Activity 3.1	Community Opinion Survey	34	\$ 4,390.00
Activity 3.2	Workshop #1 Community Open House (Location #1)	25	\$ 3,140.00
Activity 3.3	Workshop #1 Community Open House (Location #2)	10	\$ 1,250.00
Activity 3.4	Workshop #2 Strategies & Priority Projects (Location #1)	25	\$ 3,140.00
Activity 3.5	Workshop #2 Strategies & Priority Projects (Location #2)	10	\$ 1,250.00
		94	\$ 13,170.00
Task 4	Goals, Strategies & Draft Plan Development		
Activity 4.1	Vision & Goals	19	\$ 2,680.00
Activity 4.2	Draft Plan Development	38	\$ 3,090.00
		57	\$ 5,770.00
Task 5	Public Hearings & Final Smart Growth Comp. Plan		
Activity 5.1	CPC Public Hearing (Location #1)	15	\$ 1,895.00
	CPC Public Hearing (Location #2)	4	\$ 600.00
	Town Board Public Hearing	15	\$ 1,895.00
Activity 5.2	Final Comprehensive Plan Document	22	\$ 2,890.00
	Subtotal	56	\$ 7,280.00
Task 6	SEQRA Compliance & Plan Adoption	13	\$ 1,740.00
	<i>Plus Reimbursable Expenses</i>	333	\$ 43,630.00

Schedule 1

Scope of Services and Budget

TOWN CLERK'S MONTHLY REPORT

Town of Poestenkill, New York

December 2023

To THE SUPERVISOR: Pursuant to Section 27, Subd. 1, of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the payment of

	Conservation Fees to the Town:	\$ 19.51
	Marriage License 1 @ \$ 7.50	\$ 7.50
	Marriage Certificate 1 @ \$10.00	\$ 10.00
A1255	Total Town Clerk Fees	\$ 37.01
A-2530	Bell Jar	\$ 10.00
A1289	Registrar	\$ 60.00
A2655	Minor Sales – Copies (certified copy) –	\$
A2544	Local Fee for Dogs –	30.00
A2115	Planning Board Fees - \$76.20 ZBA Fees - \$77.35	\$ 153.55
A2555	Building Permits	\$ 600.00
A-2545	Peddlers Permit	\$
2110	Water Benefit Charge	\$
A2720	Water Meter Fee - \$275.00	
A2240	Misc. Water Charges -	
A2710	Water Permit Fee - \$40.00	
1001	Water Billing - \$9735.02	
	TOTAL WATER CHARGES	\$ 10,050.02
	REVENUE TO SUPERVISOR	\$10,940.58
	Amount paid to State Comptroller for Games of Chance License	\$ 15.00
	Amount paid to DEC for Conservation Licenses	\$ 638.49
	Amount paid to AG & Markets for fee for unsprayed/unneutered Dog program	\$ 8.00
	Amount paid to State Health Dept. for Marriage Licenses	\$ 22.50
	TOTAL DISBURSED	\$ 683.99
		\$
	Tom Russell, Town Supervisor	
	TOTAL AMOUNT RECEIVED BY CLERK	\$11,624.57
	State of New York, County of Rensselaer, Town of Poestenkill, Susan Horton being duly sworn says that she is the Clerk of the Town of Poestenkill the foregoing is a full and true statement of all Fees and Moneys received by her during December. Fees the application and payment of which are otherwise provided by law subscribed and sworn to before me this 3rd day of January 2024.	
	<i>Susan Horton, Town Clerk</i>	



Town of Poestenkill

Assessor's Office

P.O. Box 210 38 Davis Drive
Poestenkill, NY 12140
518-283-5100 Ext. 101

TO: Supervisor Keith Hammond and Poestenkill Town Board

FROM:  Betsy Pinho, Assessor

RE: Assessor's Report December 2023

The Assessor's Office mailed all renewal exemption application forms. These exemptions include the Senior, Disability, Agriculture, Non-Profit, and Clergy exemptions. The 2024 Assessment Roll exemption filing deadline is March 1, 2024, for all exemptions. Residents will have the option to return the required forms and documentation by mail, in person, or utilize the Town drop box.

The County approved a local law to increase the income limit to \$40,000 for the County portion of the Senior RP-467 exemption and the Disability RP-459 exemption. The Town and School Districts income limit remains unchanged at \$37,400.

The Assessor's Office continues to routinely process new deeds and parcel split/merger documents received from the County. We also continue to process exemption applications and closed building permits. All other functions, including responding to resident inquiries and updating the Real Property System, continue as normal.

All other Assessor Office functions continue as normal.

cc: Susan Horton, Town Clerk



TOWN OF POESTENKILL

38 Davis Drive, P.O. 210
Poestenkill, NY 12140

Office of the
Building Inspector
Code Enforcement Officer
MS-4 Officer

MEMORANDEM

To: Town Supervisor – Tom Russell

Town Board Members- Eric Wohlleber, David Hass, Frank Burzesi

June Butler (Deputy Town Supervisor)

Town attorney – A. Gilchrist

From: Tracy Church Code Enforcement/ Building Inspector/ MS-4

Date: January 10, 2024

RE: December 2023/ January 2024 activities

OVERVIEW: December 25, 2023 5:20 A.M. Poestenkill Fire department was dispatched to the 30 block of Snyders Corner Road for a reported Structure Fire, Code Enforcement was requested and dispatched to the scene shortly thereafter. Heavy fire damage was observed, electrical power was terminated at the pole by the provider (National Grid). The occupants were relocate to another dwelling until a licensed electrical could restore power to the remaining dwelling. The Town of Poestenkill is and will continue to assist the owners with the process of demolition and rebuilding permits. January 10, 2024 8:16 A.M. Code Enforcement was dispatched with the Poestenkill Fire Department to the 800 block of NY Highway 351 for a CO2 alarm activation within the residence. A standby generator was being used because of power outage. The exhaust was facing basement windows. Residents were advised (Mandated) to have a licensed electrician relocate the generator. The Building Code Enforcement office has been busy issuing building permits, with inspections that follow. NYS Code Enforcement / Building Inspector training has resumed for the 2024 year as mandated by The Department of State.

The Building Department/ Code Enforcement/ MS-4 offices continue to assist residents, builders and other municipalities.

The town of Poestenkill will continue to be represented in polite, efficient and professional Manner.

Respectfully submitted.


Tracy Church
Building Inspector/ Code Enforcement Officer/ MS-4 Officer

Town of Poestenkill
Office of the Highway Superintendent
P.O. Box 210
Poestenkill, NY 12140
(518)283-4144

To: Town Supervisor- Tom Russell
Town Board Members- Butler, Wohlleber, Hass, Burzesi

From: Highway Superintendent- David (DJ) Goyer

Date: Dec 8th, 2023 – Jan 4th, 2024

RE: Highway Activities

1. Started monthly period off with road salt delivery, and we trucked in winter sand to mix materials in the salt shed.
2. We had a few small storms where we have been out plowing snow, mostly in the East Poestenkill section of town.
3. After storms we have continued to wash and empty trucks to keep equipment clean and free of salt residue.
4. We have also had numerous shop days working on equipment that was due for service or maintenance work. Also changed cutting edges and worked on plows.
5. We spent a day working on Davitt Lake Road with the gradall, correcting some drainage issues. As well as cleaning out a clogged culvert that was causing runoff problems. Also had the gradall on Sicho Rd, and Lynn Rd fixing some drainage issues.
6. The crew had a couple days' worth of work on Colehamer Road. We had the bucket truck and chipper over there cutting the road back. It was

overgrown in spots and had numerous dead standing trees that needed to come down.

7. Given the frequent rainstorms we have had this winter so far, we have had to go out and check/clean drains and pipes frequently. The leaves off of the trees can wreak havoc on culverts and ditches, causing flooding or clogging.
8. The big rainstorm on the 18th of December that brought our town 5 inches of rainfall, caused a pretty severe landslide on Fifty-Six Road. A large section of the bank gave way to the high levels in the creek and eroded the bank. It was around a thirty (30) foot drop off right at the edge of the guiderail and was only a few feet from taking part of the road with it. Given the huge safety concern, and the need to stop it from getting worse I had to perform some emergency repair work with a couple vendors. We had to have Rifenburg construction bring in an excavator with a long stick boom on it so that we could reach the base of the hill. We also had RJ Valente truck in the large rock to be used as stabilization of the bank. We anchored the bottom in with a few loads of heavy stone fill, and then alternated between heavy and medium stone fill to build the bank up and fill in the voids. The project took two days to complete, and I am grateful to those two construction companies for their swift response and desire to help us fix a problem before it got any worse. I started making phone calls Monday evening and had equipment/material on site Tuesday morning from them both. It was simply too large for us to repair with the equipment and trucks we have. It looks great and turned out well.
9. We had the culvert jetter and the vac truck opening up basins and culverts for a large part of the week following that big rainstorm as well.
10. We have recently been on Weatherwax Road cutting back the tree line and getting the road opened up. We've been focusing on the section between county route 68 and state route 66.
11. Spent the last day of this period performing winter truck sheet inspections on our plow truck fleet ahead of the weekend storm we have approaching. These inspection sheets are very thorough and sometimes help the crew spot potential issues that could cause larger issues during the storm.
12. Merry Christmas and Happy New Year everyone!