

**AGENDA  
TOWN OF POESTENKILL  
TOWN BOARD MEETING  
June 18, 2020**

**VOTING MEMBERS**

Supervisor	Keith Hammond
Deputy Supervisor	Eric Wohlleber
Councilman	David Hass
Councilman	Harold Van Slyke
Councilwoman	June Butler

**NON-VOTING MEMBERS**

Town Clerk	Susan Horton
Town Attorney	Jack Casey

**Pledge of Allegiance**

*Audit Committee- Report of the Committee*

*Notice of Public Hearing for Local Law No.1 for 2020 amending  
Town Code A240-8, Appendix, Road Improvement  
Specifications, Article II, Design and Construction @ 7:00pm.*

**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 is most appreciated.

**II. Town clerk Minutes-Meeting date(s)**  
May 21,2020

**III. Presentations**

Casale- Senior Housing Pending

**IV. Correspondence**

Letter of resignation Vivian Kelly  
Charter Communications  
The Kronau Group- re: Quail Meadows  
Letter of resignation Dennis Bates  
Letter from Governor Cuomo-Juneteenth Day

Liaison Reports

- A. Planning Board
- B. Zoning Board
- C. Fire Company
- D. Library
- E. Youth Advisory Board
- F. CAC

**Discussion Items**

1. Kara Seifridsberger- Trees
2. Grant for Culvert
3. The Kronau Group- re: Quail Meadows

**VI. Action Items**

- 1. APROVAL OF LOCAL LAW NO. 1 REGARDING HIGHWAY SPECIFICATIONS.**
- 2. APROVAL PENDING KARA SEIFRIDSBERGER MOVED TO THE PLANNING BOARD.**
- 3. APPOINT BETSY PINHO AS ASSESSOR**
- 4. APPOINT TIFFANY BUKER AS DEPUTY TOWN CLERK**
- 5. ACCEPT PLANK ROAD PARCEL -DEBORAH SHACKETT**

**VII. Reports**

- A. Supervisor's Report
- B. Town Attorney's Report
- C. Town Clerk's Report
- D. Assessor's Report
- E. Water Manager
- F. Building Inspector's Report/ Code Enforcement Report
- G. Dog Control
- H. Town Highway Report

**VIII. Budget Transfers**

**none**

**IX. Payment of Bills**

**X. Adjournment**

## **Reminders**

Auditing Bills 7pm regular business to follow  
July 16, 2020 Town Board Meeting

JOHN T. CASEY  
*Attorney at Law*  
31 Lindsay Drive  
Troy, New York 12180  
*Phone 518-441-8685 e-mail: jackcaseyj@aol.com*

May 29, 2020

VIA E-MAIL TO *legals@troyrecord.com*

The Record  
270 River Street Triangle, Suite 202 B  
Troy, NY 12180

**Re: Notice of Public Hearing for Local Law regarding Highway Specifications**

Sirs and Madams:

As Poestenkill Town Attorney, I am transmitting to you a Notice of Public Hearing to be published in the legal notices section of The Record one (1) time at least 10 days before the June 18, 2020 board meeting.

Please send the billing and the affidavit of publication to:

Hon. Susan Horton, Town Clerk  
Poestenkill Town Hall  
P.O. Box 210  
Poestenkill, NY 12140

It is not necessary to send the billing and the affidavit of publication to me. Thank you for your attention to this matter.

Very truly yours,

s/ John T. Casey

JOHN T. CASEY  
*Poestenkill Town Attorney*

*cc: Town Board, Town Clerk*

**NOTICE OF PUBLIC HEARING**

(b) Pavement of any road/street shall take place between May 1 and October 31 and shall meet the following minimal surface temperature requirements based on compacted normal lift or course thickness:

- (1) Three inches or greater -- 40 degrees F;
- (2) Greater than one inch but less than three inches -- 45 degrees F;
- (3) One inch or less -- 50 degrees F.

c. Seasonal limitations and weather conditions shall be strictly enforced unless a written waiver is obtained from the Town Engineer and countersigned by the Town Superintendent of Highways prior to paving stating that the above conditions will be waived.

At the aforesaid time and place of hearing, all interested persons will be given the opportunity to be heard concerning the proposed local law.

DATED: May 29, 2020

By Order of the Town Board  
of the Town of Poestenkill  
Susan Horton, Town Clerk

Approved as to form by  
John T. Casey, Esq., Town Attorney

Wednesday, March 11, 2020

## 2020 Possible Road specifications improvements

1. Make cul de sacs completely paved to give highway department more room for snow removal, ease of maneuverability, and other highway maintenance duties. Overall diameter should no less then 90 feet.
2. Require all utilities (water, electric, cable, etc) to be located within the 10 foot easement outside of the towns 25 foot right of way to prevent any future complications with highway maintenance operations. (Can give many documented pictures showing the numerous problem spots we have with this already on existing roads)
3. a. For new developments require the developer to install a single postal mail collection box located near the beginning of the said development to make less congestion of mailboxes so close together. (Ex. Lochvue Dr.)

OR

b. Require all mailboxes be located on the same side of the town road throughout entire development to make snow plowing operations and shoulder mowing operations more feasible for the highway department.

Commented [1]:

4. Installing of subbase shall consist of twelve (12) inches of compacted gravel, or Type 2 mix. However the subbase depth shall be increased to sixteen (16) inches if soil conditions dictate or if ordered by the Town Engineer or Highway Superintendent as outlined in the NYSDOT Standard Specifications.

### 5. Conditions for Paving:

a. Weather Conditions and Seasonal Limitations: Bituminous asphalt concrete mix shall not be placed on any wet surface or when the surface temperature is less than that stipulated in the chart below, or when weather conditions will otherwise prevent the proper handling or finishing of the bituminous mixtures as determined by the Town Engineer or the Town Superintendent of Highways.

b. Pavement of any road/street must take place between May 1 and October 31 and must meet the following surface temperature requirements based on compacted nominal lift or course thickness:

NORMAL COMPACTED LIFT THICKNESS	MINIMUM SURFACE TEMPERATURE
3 inches or greater	40 degrees F
Greater than 1 inch but less than 3 inches	45 degrees F
1 inch or less	50 degrees F

Wednesday, March 11, 2020

c. Seasonal limitations and weather conditions shall be strictly enforced unless a written waiver is received from the Town Engineer and countersigned by the Town Superintendent of Highways prior to paving stating that the above conditions shall be waived.



## TOWN OF POESTENKILL

Notice is hereby given that the Town Board of the Town of Poestenkill will conduct a public hearing pursuant to Town Law § 184 (2) at the Poestenkill Town Hall, 38 Davis Drive in the Town of Poestenkill, County of Rensselaer at 7:00 P.M. June 18, 2020, to consider the TOWN OF POESTENKILL LOCAL LAW NO. 1 for 2020 amending Town Code § A240-8, Appendix, Road Improvement Specifications, Article II, Design and Construction, to add a new paragraph I to read as follows:

### LOCAL LAW NO. 1 FOR THE YEAR 2020

The Town of Poestenkill, NY, Town Code § A240-8, Appendix/Road Improvement Specifications, Article II, Design and Construction, is hereby amended to add a new paragraph I to read as follows:

#### **I. Road specifications, improvements**

1. All utilities (water, electric, cable, etc.) shall be located within the 10-foot easement outside of the town's 25-foot right of way to prevent any future complications with highway maintenance operations.

2. (a) For new developments, the developer shall install a single postal mail collection box located near the beginning of the said development to make less congestion of mailboxes so close together; or

(b) the developer shall locate all mailboxes on the same side of the town road throughout the entire development to make snow plowing operations and shoulder mowing operations more feasible for the highway department.

3. With respect to road construction, the installed subbase shall consist of twelve (12) inches of compacted gravel, or Type 2 mix. However, the subbase depth shall be increased to sixteen (16) inches if soil conditions dictate, or if ordered by the Town Engineer or Highway Superintendent as outlined in the NYSDOT Standard Specifications.

4. The following conditions for Paving shall be observed:

(a) Weather Conditions and Seasonal Limitations: Bituminous asphalt concrete mix shall not be placed on any wet surface or when the surface temperature is less than that stipulated below, or when weather conditions will otherwise prevent the proper handling or finishing of the bituminous mixtures as determined by the Town Engineer or the Town Superintendent of Highways.

TOWN BOARD MINUTES  
TOWN OF POESTENKILL  
TOWN BOARD MEETING  
MAY 21, 2020

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	Present

NON-VOTING MEMBERS

Susan Horton, Town Clerk  
Jack Casey, Town Attorney

Due to the ongoing issue with Covid-19, the Town Hall remains closed and for that reason the Town continues to host their meetings via “Zoom Conference” which was held on May 21<sup>st</sup>.

Supervisor Hammond opened the meeting with the Pledge of Allegiance at 7 p.m. and on a motion by Hass, seconded by Wohlleber and an oral vote of 4 ayes with Councilman VanSlyke recusing himself when it was stated that the monthly bills had been audited for payment; he had not reviewed the bills.

Motion by Hass, seconded by VanSlyke and an oral vote of 5 ayes to accept the Town Clerk’s minutes of April 23, 2020 as amended.

Public Comment Period – K. Seifridsberger, Town resident spoke regarding her ongoing request to start the process of having trees removed and excavation work done on her property. She also stated she has submitted paperwork for the Boards review. Supervisor Hammond stated that all documentation was received and passed on to Board members. This issue will be discussed during the Discussion Items part of the meeting. With no other comments this portion of the meeting was closed.

Liaison Reports:

Planning Board- T. Russell, Planning Board Chairman stated they will be holding a “Virtual” Planning Board meeting Tuesday, May 26<sup>th</sup>. The Vanderhyden two lot subdivision will be part of the agenda. He also stated that there will be a second meeting on Tuesday, June 2<sup>nd</sup>.

Zoning Board– no meeting

Fire Company – Town Board members had copies of the April Fire Co. report. L. Basle, Fire Co. member asked Supervisor Hammond if the Fire Company was being reimbursed for the Exhaust System” that was just installed. Supervisor Hammond stated after the bills are approved the Fire Company will be reimbursed. However, when first elected he did not think it was necessary for the exhaust system. He was under the impression that there was a Grant for this system. Unfortunately, there is no Grant, but the monies were put into the budget therefore, the exhaust system will be paid by the Town.

Library – L. Lundgren reported on the Library. She stated that they have been notified that they can re-open but will be dependent on passing a plan on how to re-open and must implement an emergency policy that overrides our present policy during this crisis.

Youth Advisory Board-T. Buker updated the Board on where Summer Camp stands at this point. She stated that Summer Camp is still in the planning stages and was looking to have more guidance at the beginning of June. She feels she is in a good spot to be able to hold camp on a smaller scale which means there will be no field trips but has a good plan in place. She's hoping to have more direction in the next couple weeks and has kept the families updated on where the camp stands. Supervisor Hammond stated if there is any way we can have camp; we will have it.

CAC- no meeting

Correspondence: Poestenkill Fire Company salute to 2020 graduates –

On June 20<sup>th</sup> the Fire Company did a drive-by for each graduate to honor them for job well done.

Discussion Items:

Road Dedication Specification - Town Board members had copies of the 2020 “Possible Road Specifications Improvements.” – Supervisor Hammond explained to Board members that the guidelines were created by our Highway Department and he would like to move forward with these specifications. However, Councilman Van Slyke and Councilwoman Butler had some concerns. Councilman Van Slyke was against the fact that cul-de-sacs would be included and for that reason he was against this moving forward. Councilwoman Butler explained to the Board that all developments must be paved according to DOT requirements in the Town. Her concern was these new specifications would require a change to the Code, which means it would be necessary to have a Resolution and Public Hearing on these specifications. J. Casey, Town Attorney agreed that there needed to be a Resolution and Public Hearing on this matter if going forward. Supervisor Hammond reiterated he would like to move this forward and the majority of the Board was also in favor. J. Casey will prepare a Resolution and Public Hearing for next month's meeting.

Councilman Wohlleber stated he sent an email to Town Board members regarding “live streaming” meetings. E. Wohlleber explained the benefits of live streaming. Several Board members stated their views and it was determined not to incur this expense this year. Supervisor Hammond stated if the Board agrees this can be brought up during the Budget process. L. Basle, Fire Company member expressed his views regarding the ventilation system being installed and the cost involved. He realizes that the Supervisor was concerned with the cost and was under the impression that a “Grant” would cover the cost. L. Basle was informed that the Fire Co. would not be eligible for a Grant since no one “lives” there. Therefore, the cost that was in the budget will be paid to the Fire Company for the ventilation system.

Tree Removal/Excavation of Property – K. Seifridsberger, Snyder's Corner Rd resident provided informational material for the Board's review. Supervisor Hammond expressed his views on moving forward with this matter. However, it was the consensus of the Board to have time to review documentation provided by K. Seifridsberger. This matter will be brought up at the June Board Meeting.

Action Items: Approval Pending Road Dedication Specification - J. Casey, Town Attorney will prepare Resolution/Public Hearing for next month's meeting.

Reports:

Supervisor's Report- Supervisor Hammond stated that it was a very busy month. He has been receiving many calls and stated that people are very anxious to get back to work. He appreciates everyone's patience. He also wanted to congratulate our Town Attorney, Jack Casey on his new book release.

Town Attorney's Report – Mr. Casey reported on the matters that he worked on since the last Town Board meeting which included matters regarding the Library and a personnel question.

Town Clerk's Report – Motion by Hass, seconded by Butler and an oral vote of 5 ayes to accept the Town Clerk's report of April 2020. The total amount received in the Clerk's office was \$23,079.05 and of that amount \$23,049.43 was remitted to the Supervisor. Town Board members also had copies of the Clerk's 2020 Tax Warrant Settlement Report. Town Board members had copies of the Building Inspector/Code Enforcement Officer's written report. There were also reports from the Assessor, DCO, Water Manager/ 811 report, Highway Dept. report. R. Brunet, Water Manager reported that the Water Department was doing very well this month. He also reported that the "2019 Annual Drinking Quality Report" was submitted to the County and they were very pleased with the findings.

Payment of Bills:

Motion by Hass, seconded by Wohlleber and an oral vote of 5 ayes to pay Warrant #9-2020 in the amount of \$87,872.08. Motion by Hass, seconded by Wohlleber and an oral vote of 5 ayes to pay Warrant #10-2020 in the amount of \$963.39.

Motion by Butler, seconded by Hass, and carried to enter Executive Session at 7:45 p.m. to discuss a personnel issue with no votes being taken. Motion by Wohlleber, seconded by Hass and carried to exit Executive Session at 8:00 p.m. and to immediately adjourn this meeting.

Respectfully submitted,  
Susan Horton Town Clerk



RECEIVED  
JUN 07 2020  
TOWN CLERK

June 5, 2020

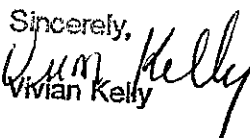
Susan Horton  
Town Clerk

It is with heavy heart that i write this letter, but due to health concerns I feel i can no longer do the job of Deputy Town Clerk.

I have enjoyed my many years working as Deputy Clerk but it is time for my departure.

Therefore, effective immediately i am resigning as Deputy Town Clerk.

Sincerely,

  
Vivian Kelly

# Charter

COMMUNICATIONS

June 1, 2020

Re: Charter Communications- upcoming changes

Dear Municipal Official:

Charter Communications ("Charter"), locally known as Spectrum, is making its customers aware that on or around June 1, 2020, Cheddar Business, channel 221 on TV Essentials & SPP Tier 1 will be rebranded to Cheddar.

On or around June 1, 2020 TV Venezuela, channel 867 on SPP Latino/Latino View will be rebranded to TVV.


On or around June 30, 2020, ESPN Goal Line/Bases Loaded, located on Spectrum Channel 371, will no longer be available on Spectrum TV Sports Pack and SPP Tier 2 in all New York State channel lineups.

On or around July 1, 2020, Charter will launch Hogar, channel 940 to SPP Latino View.

On or around July 1, 2020, Charter will launch Viendo Movies HD, channel 982 to SPP Latino View. For a complete channel lineup, visit [www.spectrum.com/channels](http://www.spectrum.com/channels).

If you have any questions about this matter, please feel free to contact me at 518-640-8575 or via email at [kevin.egan@charter.com](mailto:kevin.egan@charter.com).

Sincerely,



Kevin Egan  
Director, Government Affairs  
Charter Communications

# Charter

June 16, 2020

Re: Charter Communications- upcoming changes

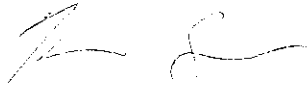
Dear Municipal Official:

This letter will serve as notice that on or around July 17, 2020, Charter Communications ("Charter"), locally known as Spectrum, will launch NBCSN to Spectrum TV Lifestyle, channels 314 and 38, 44, 49, 69 or 81 on the channel lineup serving your community.

For a complete channel lineup, visit [www.spectrum.com/channels](http://www.spectrum.com/channels).

If you have any questions about this matter, please feel free to contact me at 518-640-8575 or via email at [kevin.egan@charter.com](mailto:kevin.egan@charter.com).

Sincerely,



Kevin Egan  
Director, Government Affairs  
Charter Communications



14 Abbott Drive • P.O. Box 64 • Poestenkill, NY 12140

Office (518) 283 – 6090

Fax (518) 283 – 3351

KEVIN W. KRONAU, PRESIDENT

*Canterbury Construction of NY, LLC*

*Sagebrook Associates, Inc.*

*The Kronau Group Realty*

Town Board of Poestenkill  
PO Box 210  
Poestenkill, NY 12140

CC: Keith Hammond, Town Supervisor  
Toby Chadwick, Highway Superintendent

June 1, 2020

Kevin Kronau  
Sagebrook Associates  
14 Abbott Drive  
P.O. Box 64  
Poestenkill, NY 12140

Re: Quail Meadows

To Whom It May Concern,

As a Residential developer and resident in the town of Poestenkill, the past and current policies regarding road construction, dedication and warranties have been of concern to me.

The main issue is in regard to the warranty the town requires. The developer currently has to maintain roadways three years after the town dedication and acceptance of the road. This appears to be excessive to me, so I researched what other similar and adjacent towns required for their road warranty programs by other developers such as myself and found the following policies:

The Towns of Brunswick and North Greenbush do not require any warranty upon dedication as long as the road meets the proper specs. Therefore, the town accepts the responsibility of future maintenance immediately upon dedication.

The Town of Sand Lake also does not require any warranty but will accept a road not completely constructed with agreed to conditions with the developer for the final completion.

In my particular case, the Town of Poestenkill warranty requirement of 3 years becomes even more problematic for the following circumstances.



**bpinho@poestenkilny.com**

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**From:** Dennis Bates <dpbates@bsnsports.com>  
**Sent:** Monday, June 15, 2020 1:14 PM  
**To:** bpinho@poestenkilny.com  
**Cc:** 'tcpoest@nycap.rr.com'  
**Subject:** RE: BAR Member

RECEIVED  
JUN 15 2020  
TOWN CLERK

Betsy,

Thank you for the email. Please accept this transmission as formal documentation regarding my resignation from the Poestenkil Board of Assessment Review. Please let me know if anything additional is required.

Dennis

**From:** bpinho@poestenkilny.com <bpinho@poestenkilny.com>  
**Sent:** Monday, June 15, 2020 12:07 PM  
**To:** Dennis Bates <dpbates@bsnsports.com>  
**Cc:** 'tcpoest@nycap.rr.com' <tcpoest@nycap.rr.com>  
**Subject:** BAR Member

Hi Dennis,

I was informed that you are resigning from the Board of Assessment Review. Can you please respond to this email copying Sue Horton, Town Clerk, indicating your intentions to resign.

Thank you,  
Betsy

Assessor's Office  
Town of Poestenkil  
518-283-5100 ext. 101



STATE OF NEW YORK  
**EXECUTIVE CHAMBER**  
ALBANY 12224

**ANDREW M. CUOMO**  
GOVERNOR

June 17, 2020

I'm proud to announce today that all New York State offices will be closed on Friday, June 19, 2020, in observance of the 155<sup>th</sup> anniversary of Juneteenth, an annual commemoration of the end of slavery in the United States.

Each year, Juneteenth offers an opportunity to celebrate and honor the extraordinary achievements, perseverance, and contributions of African Americans everywhere while renewing our commitment to fighting for full equality and racial justice for all. In the midst of one of the most pivotal moments in our history, I am declaring this year's Juneteenth a paid day off for all New York State employees to provide a chance to pause and reflect on the importance of this commemoration.

I will also be proposing a new law to declare Juneteenth as an official state holiday beginning next year, reinforcing New York's commitment to recognizing the African American community's invaluable role in our history as we continue to fight against injustice in all its forms.

Thank you, as always, for your dedicated service and invaluable partnership in making New York a national leader in equality and a beacon of diversity and unity for the rest of the world. I look forward to continuing our vital work in the weeks ahead. We couldn't do it without you.

Sincerely,

A handwritten signature in black ink that reads "Andrew M. Cuomo". The signature is fluid and cursive, with the first name "Andrew" being the most prominent.

ANDREW M. CUOMO

**WE WORK FOR THE PEOPLE**  
PERFORMANCE \* INTEGRITY \* PRIDE



## TOWN OF POESTENKILL

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

### Planning Board

### PLANNING BOARD June 9, 2020 Minutes

#### Attendees:

Tom Russell, Chairman  
Jeffrey Briggs  
William Daniel  
Robert Dore  
Judy Grattan  
Don Heckelman

#### Non-Voting:

Robert Ryan, Esq.  
Lynn E. Kane, Clerk

#### Absent:

Harvey Teal  
Steve Valente

Meeting held by Zoom video conferencing due to current NYS Executive Order with regards to COVID. Chairman Russell called the meeting to order at 7:30 pm with the Pledge of Allegiance

#### Public Hearing (continued):

Noelle Hardy  
136.-8-13

Informal Conference - SUP  
8905 Rt. 66

Noelle Hardy explained her plans for vacant restaurant located at 8905 Rt. 66. She currently owns and operates the "Mess Hall" on Rt. 43. The new restaurant would be opened for lunch/dinner Monday through Friday, perhaps a bit later but not open on Weekends. On weekends, she has catering off-site. She would like the larger room to be available for events like parties, school events, fundraising. Would also like to add breakfast at some point. When asked for her timeframe for proceeding with the project, she explained she is currently waiting for mortgage confirmation but would expect by early August. Ms. Hardy stated her current location at the "Mess Wood" is 800 s.f. and looks forward to much more space, including addition of a commercial kitchen, perhaps outdoor seating. Hopes to expand the menu, especially the dinner menu. She plans to lease the upstairs apartment. When questioned if she would serve liquor, Ms. Hardy stated she would not have a bar in the restaurant but hopes to have liquor license for weekend events. She also said that she needs to have mortgage commitment from bank before she formally appears in front of Planning Board. Stated that the plot survey has not been updated from when the current owner purchased the parcel. Member Heckelman reminded Ms. Hardy that she needs to work with the Rensselaer County Health Department. After some discussion, Member Grattan made the motion to waive the Site Plan Review per section #150-50, 2 "The Planning Board has the right to waive...if such requirements are found not to be requisite in the interest of public

health, safety and general welfare...". Motion was seconded by Chairman Russell and was approved by a vote of five (5) ayes, zero (0) nays, and one (1) abstention by Member Dore.

**Public Comments:** Chairman Russell asks if there are any issues or comments from the public, as there are none, the Public Comments portion is closed

**Minutes:** Meeting minutes of May 26, 2020 were reviewed. Motion to accept the Minutes was made by Board Member Briggs, seconded by Board Member Daniel and approved by a vote of five (5) ayes; zero (0) nays and one (1) abstentions – Member Dore.

**Organizational – Green Space back to Town Board for approval:**

Chairmen Russell thanked the Board Members and Counsel Bob Ryan for all their work and input past several days regarding sending the Green Space amendment back to the Town Board for action. There was discussion regarding the amount of fee for "payment in lieu of land". Member Daniel thinks the idea to increase the propose fee from \$750 to \$1250 is appropriate but feels Town Board will reduce the amount. Member Grattan discussed the number of lots in recent major subdivisions and feels that subdivisions of five (5) lots to ten (10) lots should be charged \$750 per lot and subdivisions of greater than ten (10) lots should be charged \$1250. Chairman Russell stated that with most subdivision homes in the \$300,00 price range, he agrees with Member Grattan's division of fees and stated that if there was area within the project scope, which the owner/developer would have to maintain, the public would not have access.

Member Briggs thanks Mr. Ryan for the information he provided to the Board and recommended a fee of \$1250 for all major subdivision. Bob Ryan reminded the Board of the "...recreational space within the development..." and its definition. Chairman Russell questions the situation by the Twin Towers ballfield, can an area be improved for Town residents. Mr. Ryan stated that when reviewing the plat plan, if there is not property available or suitable for any other reason such as wetlands, etc. for public recreation, then the Town has other goods – payment in lieu – to develop and maintain in the future. Town Board Member Butler questions difference in recreation vs. open green space. Mr. Ryan states that "payment in lieu" is not in the current code, that is what is missing in this situation. Chairman Russell states the Board wants maximum latitude with options to address the Planning Board's original 2011 recommendation to the Town Board. Member Grattan stated that this issue must be done without delay as two recent major subdivisions would have brought in several thousands of dollars, the Town Board need to act. Mr. Ryan stated the fee needs to be put into the code, the code needs to be amended so there are no surprises for the applicant. Once these items have been adopted into the Code, the Planning Board would have more power to address the Town's need of recreational land. Member Grattan suggested to be nice to developers they wouldn't have to pay fee until lot is developed.

Chairman Russell reviews the 2011 memo to Town Board with the Members. He stated that sections #1 and #2 are good as written, section #3 to include \$1,250 per lot and section #4 is good as written. Member Briggs stated the proposed fee amounts are very reasonable. Chairman Russell made a motion that the revised memo would be sent to the Town Board for review this month. Motion was seconded by Member Dore and approved by a vote of six (6) ayes; zero (0) nays and zero (0) abstentions.

Chairman Russell advised the Board that the Shuhart project is currently being worked on by their engineers and is not ready for Planning Board consideration. The appearance by Victor Gush to discuss his eight (8) lot major subdivision was moved from the night's agenda and moved to July 7, 2020, with the hope that in person meetings would be allowed as there are neighbors who have questions and concerns they wish to pose to Mr. Gush. Member Grattan suggested that given the numerous obstacles, that this project "start over from the beginning" in order to comply with time frames listed in the Code. Clerk Kane asked Bookkeeper Asquith if \$1,000 escrow was started for this project and was told there was a delay but is now in place. Mr. Ryan stated that Mr. Gush must own the property to appear and Member Grattan directed Clerk Kane to advise that all issues listed in Tom Field's review letter to be addressed, including the exact status of property ownership.

A motion to adjourn the meeting at 8:50 pm was made by Member Grattan seconded by Chairman Russell and approved by a vote of six (6) ayes, zero (0) nays, and zero (0) abstentions.

Respectfully submitted,

Lynn E. Kane,  
Planning Board Clerk

Poestenkill Fire Company  
Custom Summary Report  
May 2020

	<u>May 20</u>
Income	
Income Donation	40.00
Sale of Equipment	200.00
Total income	<u>240.00</u>
Gross Profit	240.00
Expense	
Building Fuel (heating)	
Main Station (Propanel)	604.80
Total Building Fuel (heating)	604.80
Building Maintance	
Main Station	245.00
Refuse	71.55
Total Building Maintance	316.55
Code 100	67.30
Electric	
East Poestenkill	22.70
Main Station	21.02
Total Electric	43.72
Equipment	
New Equipment	3,088.47
Repair & Maintance	300.30
Total Equipment	3,388.77
Fire Trucks	
Fuel	113.64
Repair & Maintance	6,388.67
Total Fire Trucks	6,502.31
Insurance	19,877.11
internet & Phone	111.55
Medical Supplies	25.20
Memorial Donation	75.00
Porfessionai Services	3,250.00
Security Alarm	65.00
Telephone	
East Poestenkill	41.42
Main Station	55.64
Total Telephone	<u>97.06</u>
Total Expense	<u>34,424.37</u>
Net Income	<u><u>-34,184.37</u></u>



14 Abbott Drive • P.O. Box 64 • Poestenkill, NY 12140

Office (518) 283 – 6090

Fax (518) 283 – 3351

KEVIN W. KRONAU, PRESIDENT

*Canterbury Construction of NY, LLC*  
*Sagebrook Associates, Inc.*  
*The Kronau Group Realty*

Town Board of Poestenkill  
PO Box 210  
Poestenkill, NY 12140

CC: Keith Hammond, Town Supervisor  
Toby Chadwick, Highway Superintendent

June 1, 2020

Kevin Kronau  
Sagebrook Associates  
14 Abbott Drive  
P.O. Box 64  
Poestenkill, NY 12140

Re: Quail Meadows

To Whom It May Concern,

As a Residential developer and resident in the town of Poestenkill, the past and current policies regarding road construction, dedication and warranties have been of concern to me.

The main issue is in regard to the warranty the town requires. The developer currently has to maintain roadways three years after the town dedication and acceptance of the road. This appears to be excessive to me, so I researched what other similar and adjacent towns required for their road warranty programs by other developers such as myself and found the following policies:

The Towns of Brunswick and North Greenbush do not require any warranty upon dedication as long as the road meets the proper specs. Therefore, the town accepts the responsibility of future maintenance immediately upon dedication.

The Town of Sand Lake also does not require any warranty but will accept a road not completely constructed with agreed to conditions with the developer for the final completion.

In my particular case, the Town of Poestenkill warranty requirement of 3 years becomes even more problematic for the following circumstances.

Quail Meadows (the development in question) is being developed in three phases. Phase I (Quail Meadow Drive) has eight lots and connects Weatherwax Road with Cathlie Drive. Quail Meadow Drive has been dedicated by the town and still requires some repairs and a top coat of pavement. All lots in this phase have been developed. This topcoat has not been completed at the request of the town until all three phases have been completed and lots developed due to construction traffic required for future phases. In addition, the town has taken the position that the 3 year warranty period will not start after the previous dedication but will extend for up to three years after all phases are completed. Thus, my warranty responsibility and maintenance becomes excessive and has no definite termination that can be predicted, as all phases are market driven. Because of this, the Town has limited this period for Quail Meadows Drive to 6 years.

Phase II consists of Fox Hen Drive which originates via an intersection with Quail Meadows Drive and ends with a cul-de-sac. This roadway has been built to proper specifications and paved with a binder basecoat. Two issues remain, a pavement correction at the intersection and the relocation of an electric transformer too close to the pavement at the intersection. There are eleven lots in this phase and three homes are being constructed presently.

Phase III at this time is not under construction and will be started based on market conditions. One needs to consider, while this development is under construction, tax revenues are being collected on completed homes.

To illustrate this more completely, here is a typical example using an average house value of \$400,000 (based on recent sales in Phase I). The following estimates would apply:

\$400,000	(Market Value)
X .29	(29% Poestenkill Assessment of Market Value)
\$116,000	(Assessed Value)
Tax rate for Poestenkill property taxes is \$35.44 per \$1,000 of assessed value:	
<u>\$116,000</u>	= 116 x \$35.44 = \$4,111.04 (Property Tax)
1,000	

Further breakdown of this tax rate (\$35.44/\$1,000) would be as follows for each lot and the total community of 28 lots:

County Tax	\$22.11 x 116 = \$2,564.76
Town & Highway	\$11.03 x 116 = \$1,279.48 x 8 = \$10,285
<u>Fire District</u>	<u>\$ 2.30 x 116 = \$266.80</u>
Total	\$35.44

When a developer builds a new infrastructure, it's done at their own cost to town specifications and pays expenses for town inspectors and engineers during construction. In addition, the developer also incurs many legal expenses and inspection costs and fees from other public agencies. The roadway is then given to the town at no cost. So, from a purely economic standpoint, the best scenario for the town is high density development with high values and a minimum of infrastructure that is brand new, requiring minimal maintenance in the future.

Therefore, the Town would receive \$1,297 per lot or \$10,285 for 8 lots in Phase I every year during the warranty period as the Town has agreed to limit the warranty period for Phase I to 6 years. It follows if



this total time period of a 6 year warranty is required, the total tax dollars received during this period would be \$61,710 without any expenses for maintenance or repairs to the Town but simply plowing snow.

Considering the Town is getting new highways at no expense, to updated specifications, with minimal maintenance, for several years in the future, it would seem reasonable and morally right for the Town to accept the responsibility of maintenance immediately upon acceptance and dedication.

#### Quail Meadow Drive

Therefore, I would propose to make all necessary agreed upon repairs to Quail Meadow Drive and apply a top coat of pavement. After these items have been completed, my warranty period should cease and any work thereafter should be the responsibility of the Town.

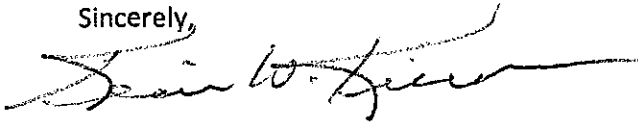
#### Fox Hen Drive

I will make corrections to Fox Hen Drive as previously discussed which consists of pavement grade correction at the intersection with Quail Meadow Drive and relocation of the electrical transformer that is currently too close to the roadway. A topcoat of pavement will be applied whereupon the road should be accepted and dedicated and then become the Town's responsibility.

As Phase III is constructed the same policy should be followed.

I have admiration and respect for the people in our town government who give their time and concern to its administration. I thank you for your consideration of this proposal and look forward to further dialogue should you request it.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin W. Kronau", written over a horizontal line.

Kevin Kronau

President  
Sagebrook Associates

Attachment - Map of Quail Meadows

**MAP REFERENCES**

- 1) A portion of a portion of lot 10 of map 20 of the Town of Portland, Maine, as shown on the plan of the Portland County Clerk's Office, dated and filed in the Portland County Clerk's Office on August 28, 1912.
- 2) THE PLAN SHOWING LOTS 1 THROUGH 30 OF THE QUINN SUBDIVISION, AS SHOWN ON THE PLAN OF THE QUINN SUBDIVISION, DATED FEBRUARY 25, 1912, AND FILED IN THE PORTLAND COUNTY CLERK'S OFFICE ON AUGUST 28, 1912.
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- LEGEND**
- 1/4" = 100'
  - 1/8" = 50'
  - 1/16" = 25'
  - 1/32" = 12.5'
  - 1/64" = 6.25'
  - 1/128" = 3.125'
  - 1/256" = 1.5625'
  - 1/512" = 0.78125'
  - 1/1024" = 0.390625'
  - 1/2048" = 0.1953125'
  - 1/4096" = 0.09765625'
  - 1/8192" = 0.048828125'
  - 1/16384" = 0.0244140625'
  - 1/32768" = 0.01220703125'
  - 1/65536" = 0.006103515625'
  - 1/131072" = 0.0030517578125'
  - 1/262144" = 0.00152587890625'
  - 1/524288" = 0.000762939453125'
  - 1/1048576" = 0.0003814697265625'
  - 1/2097152" = 0.00019073486328125'
  - 1/4194304" = 0.000095367431640625'
  - 1/8388608" = 0.0000476837158203125'
  - 1/16777216" = 0.00002384185791015625'
  - 1/33554432" = 0.000011920928955078125'
  - 1/67108864" = 0.0000059604644775390625'
  - 1/134217728" = 0.00000298023223876953125'
  - 1/268435456" = 0.000001490116119384765625'
  - 1/536870912" = 0.0000007450580596923828125'
  - 1/1073741824" = 0.00000037252902984619140625'
  - 1/2147483648" = 0.000000186264514923095703125'
  - 1/4294967296" = 0.0000000931322574615478515625'
  - 1/8589934592" = 0.00000004656612873077392578125'
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  - 1/34359738368" = 0.0000000116415321826934814453125'
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**TOWN OF POESTENKILL  
TOWN & COUNTY 2020 TAXES**

For Fiscal Year 01/01/2020 to 12/31/2020

Warrant Date 01/01/2020

Bill No. 001753  
Sequence No. 001269  
Page No. 1 of 1

**SWISS S/B/L ADDRESS & LEGAL DESCRIPTION**

**383800 126.-3-19**

Address: Plank Rd  
Muni: Town of Poestenkill  
School: AVERIL PARK 384001  
NYS Tax & Finance School District Code: 027  
Property Class: Rural vac<10 Roll Section: 1

Property Acreage: 0.04

Account No.

Bank Code:

Mortgage No.

Estimated State Aid: CNTY 37452865  
TOWN 226800  
SCHL 0  
VILL 0

**MAKE CHECK PAYABLE TO: TO PAY IN PERSON:**  
SUSAN HORTON  
TAX COLLECTOR  
P.O. BOX 210  
POESTENKILL, NY 12140

Shackett Deborah A  
7 Clemenshaw Ave  
Troy, NY 12180-7214

*12 Pine Breeze Trail  
Lake George NY 12845*

**PROPERTY TAXPAYER'S BILL OF RIGHTS**

The assessor estimates the Full Market Value as of // 433.00  
The Total Assessed Value of this property is: 100  
The Uniform Percentage Value used to establish assessments in your municipality was: 23.10

If you feel the assessment on your property is too high, you have the right to file a grievance to lower it for future tax bills. For information, please contact your assessor for the booklet "How to File a Complaint on Your Assessment" and to inquire about exemptions. Any reduction in assessment will NOT be reflected on this bill.

Exemption	Value	Full Value	Tax Purpose	Exemption	Value	Full Value	Tax Purpose
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**PROPERTY TAXES**

Taxing Purpose	Total Tax Levy	% Change From Prior Year	Taxable Assessed Value or Units	Rates per \$1000 or per Unit	Tax Amount
N Y MANDATES COUNTY	65175905	1.2000	100.00	24.71100200	2.47
CHARGE BACKS COUNTY	274070	3.0000	100.00	3.15528400	0.32
TOWN OF POESTENKILL	43797	3.7000	100.00	0.50422400	0.05
HIGHWAY -POESTENKILL	805100	0.1000	100.00	9.26887500	0.93
SCHOOL RELEVY	0	0.0000	0.00	0.00000000	8.89
POESTENKILL LIBRARY	71290	0.1000	100.00	0.82074600	0.08
POESTENKILL FIRE	326816	2.0000	100.00	3.64969000	0.36

Property Description(s):

PAYMENT SCHEDULE: Penalty/Interest	Amount	Total Due	TOTAL TAXES DUE:	\$13.10
Pay By: 01/31/2020	0.00	13.10	*Does not include penalty/interest*	
02/29/2020	0.13	13.10	Original Bill Amount:	\$13.10
03/31/2020	2.26	13.10		

Apply For Third Party Notification By: //

**TOWN OF POESTENKILL: TOWN & COUNTY 2020 TAXES**

Bill No: 001753  
383800 126.-3-19

Municipality: Town of Poestenkill  
School: AVERIL PARK 384001  
Property Address: Plank Rd

**RECEIVER'S STUB**

Payments Received:

Bank Code:

Shackett Deborah A.  
7 Clemenshaw Ave  
Troy, NY 12180-7214

TOTAL TAXES \$13.10  
Original Bill Amount \$13.10

\* Indicates Payment made Under Protest

RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT. FOR A RECEIPT OF PAYMENT, PLACE A CHECK MARK IN THIS BOX [ ] AND RETURN THE ENTIRE BILL WITH PAYMENT.

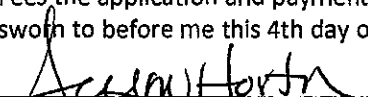
Printed on: 05/22/2020 09:38:49 AM

TOWN CLERK'S MONTHLY REPORT

Town of Poestenkill, New York

May 2020

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:		\$ 6.91
Marriage License	4 @ \$ 7.50	\$ 30.00
Marriage Certificate	4 @ \$10.00	\$ 40.00
A1255	Total Town Clerk Fees	\$ 76.91
A-1090	Penalties/Interest	\$
A1289	Registrar	\$ 100.00
A2655	Minor Sales – Copies (certified copy) –	\$ 10.00
A2544	Local Fee for Dogs –	172.00
A211S	Planning Board Fees - ZBA Fees - \$	\$
A2555	Building Permits	\$ 1380.28
A-2545	Peddlers Permit	\$ 50.00
2110	Water Benefit Charge	\$ 365.13
A2720	Water Meter Fee - \$ 275.00	275.00
A2240	Misc. Water Charges - 200.00	\$ 200.00
A2710	Water Permit Fee - 40.00	\$ 40.00
1001	Water Billing - \$1911.56	\$ 1911.56
		\$
TOTAL WATER CHARGES		\$ 2,791.69
REVENUE TO SUPERVISOR		\$ 4,580.88
Amount paid to State Comptroller for Games of Chance License		\$
Amount paid to DEC for Conservation Licenses		\$ 118.09
Amount paid to AG & Markets for fee for unsprayed/unneutered Dog program		\$
		50.00
Amount paid to State Health Dept. for Marriage Licenses		\$ 90.00
TOTAL DISBURSED		\$ 258.09
May 4, 2020 Keith Hammond, Town Supervisor		\$
TOTAL AMOUNT RECEIVED BY CLERK		\$ 4,838.97
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 May. Fees the application and payment of which are otherwise provided by law subscribed and sworn to before me this 4th day of June 2020.		
		



OFFICE OF THE  
ASSESSOR

# Town of Poestenkill

38 Davis Drive | P.O. Box 210  
Poestenkill, NY 12140  
518.283.5100 (Phone)  
518.283.7550 (Fax)

TO: POESTENKILL TOWN BOARD  
FROM: Betsy Pinho / Deputy Assessor

## ASSESSOR'S REPORT FOR MAY 2020

All changes to the tentative roll are being processed. The County office prints the tentative roll as well as the change notices that were mailed to residents starting on May 1<sup>st</sup>. The dates that the Assessor sits with the tentative roll are stated on these change notices as well as posted on the Town website and in the Troy Record. Grievance Day was held Thursday, May 28<sup>th</sup>. The tentative roll is available in hardcopy for anyone to review and it is also available on the Town and County websites. Any changes from the Board of Assessment Review meeting are sent to the County for finalization.

We continue to review and process new deeds as well as parcel splits and mergers.

Our new Assessor Clerk, Michelle Slovak, started in May.

Respectfully submitted,

Betsy Pinho  
Deputy Assessor  
Town of Poestenkill

cc: Susan Horton, Town Clerk

Town of Poestenkill  
Office of the Water Department  
P.O. Box 210  
Poestenkill, NY 12140

Memorandum

To: Town Supervisor- Keith Hammond  
Town Board Members – June Butler, David Hass, Harold Van Slyke,  
Eric Wohlleber (Deputy Town Supervisor)  
Town Attorney – Jack Casey

From: Robert L. Brunet, P.E. / Water Manager *RLB*

Date: June 10, 2020

RE: Monthly Activities ( May – June )

**OVERVIEW:**

**In both the Water and the 811 disciplines all our requirements were met or exceeded during this period without any major problem.**

**WATER REPORT:**

**From an overall viewpoint everything is going quite well.** During this period we have continued implementing the new testing requirements for 2020, as specified by the RCDOH in the **Poestenkill SDWIS / State Water Sample Report Schedule for 2020.**

The major undertaking which we had this period is the required special testing of a number of our residents buildings (16) for lead and copper content in the Municipal Water. **The U.S. Environmental Protection Agency and the New York State Health Department has now mandated that the Town take a water sample for lead and copper from individual faucets from buildings within the Water District.** This is extremely time consuming, but we have distributed the necessary test materials to the involved residents, and we will be collecting these test samples later this month, and we will then be bringing them to Bender Labs for testing. Indications are that we will not be

required to perform these tests again for many years. We will report on test results next month.

We took the NYSDOH required quarterly test samples for Total Trihalomethanes and Total Haloacetic Acid at both the Town Hall and the Poestenkill Fire Company. Additionally, we also took other NYSDOH required samples, including Chloroform, Bromodichloromethane, Dibromochloromethane, Bromoform, Dibromoacetic acid, Dichloroacetic Acid, Monobromoacetic acid, and Trichloroacetic acid. These required quarterly results are the most critical of the year and I am pleased to report that we received the test results from Bender Labs which stated that all the results were "within acceptable standards". This result bodes very well for the unique annual test requirements for 2020.

Our department's emphasis continues to be keeping the water safe for our residents, continuing our improvement in eliminating water leakage, planning for further improvements to our system, and continuing to be responsive to the needs of our residents.

#### **RESIDENT ISSUES AND REQUESTS THIS PERIOD:**

Handled several customer "water usage" and billing issues and one new water installation at Lochvue. All issues were positively resolved, and the residents paid their outstanding bills, with one exception which we are "working" on.

#### **STATUS OF SPECIFIC NORMAL WATER OPERATIONAL FUNCTIONS:**

We continued working on our seasonal hydrant flushing program and have already flushed most "Dead End" streets and numerous intermediate hydrants on non-dead end streets.

We performed the periodic inspections of the water tank on Hinkle Road, both interior and exterior; all is well. We are also working with Taylor Young (National Accounts Manager) at the PITTSBURG TANK & TOWER GROUP to ensure that we meet all AWWA requirements regarding tank issues.

We performed follow up testing for water leakage at the Little League field across from the VFW building, after turning on the water for the season. Everything is good.

We "weed wacked" and mowed the area around the tank on Hinkle Road.

We also "weed wacked" and mowed the area around the pump house.

Our field survey uncovered a damaged Street Valve Box on School Street. We dug out the damaged unit and replaced it with a new unit.

On Saturday, 5/30/20 we filled a pool at 430 Route 355, saving the resident about \$ 600 (compared to commercial suppliers), while at the same time bringing in a profit to the town of approximately \$ 150.

Now that the weather has improved, we are investing major efforts on locating water leaks in the underground plant. We were very successful with our efforts last year and we are dedicated to improving our "lost water" performance and saving Poestenkill unwarranted costs. Unfortunately, most of our work needs to be done on an "out of normal hours" basis because of street traffic as well as customer water usage. We will keep you informed of our progress.

We have mentioned pump station "cycling" in past reports. Due to the recent ununiform cycling patterns, we spent considerable time and efforts this period working on this operation. Over this past weekend, we completed our periodic "pump cycling tests" and routine maintenance work (pumps on and off, and also transferring from pump #1 to pump #2, etc.). I am pleased to report that all is presently well and that the proper "cycling" of our two main pumps is working very well, as well as the Tigerflow computer control system.

We picked up required items from Tremont for the Water District operations.

Performed the daily water tests and added the necessary sodium hypochlorite (12.5 %) to our system as required by the NYSDOH and NYS law (seven days/week).

Performed daily (24/7) overall inspections of the Pump Station to insure operational performance.

We located a blockage in the LMI pumping system and repaired the defective valve.

Documented the weekly high and low meter readings at the underground metering pits (at Creek Road and Spring Avenue Extension) to be used in evaluating our water supply, usage, and leakage. These readings represent the volume of water supplied from Troy and Brunswick and are used in conjunction with other readings taken throughout the water system to identify problems and also to substantiate the billing which we receive from Troy and Brunswick every six months.

In the last monthly report I mentioned that we had completed gathering and processing last year's laboratory test data and prepared the report for the **"Poestenkill Annual Drinking Quality Report For 2019"** and that we were waiting final preparation instructions from the RCDOH. I am pleased to tell you that we have received notice from the RCDOH that they reviewed our annual report and that it was fully satisfactory and met all RCDOH and NYSDOH requirements and we have published our report on the Internet, at the Poestenkill Post Office, at Town Hall, and at the Poestenkill Library and then sent the RCDOH certification to attest that it was done..

Our main operational focus, as mentioned earlier, is the quality and safety of the water supplied to our residents. I am also happy to report that all of our test results during these last two months were returned from Bender Labs (with a copy automatically sent to the RCDOH) and all were satisfactory.



Normal Pump Station maintenance is being performed as required. Additionally, we continue to invest a significant effort in updating and maintaining our field water facilities on a seven day per week basis.

We have been working on our “record maintenance” efforts to keep up with the changes necessary to the Water System records, as a result of the new meters and the new computer programs introduced as of January 1, 2020.

Periodically, tested the LMI pump transfer system at the Pump Station for “automatic tank transfers” when liquid runs out in a given tank. This involves determining the trouble locations and repairing the clogged piping, the line pickup “foot valves” and the transfer switch between the tank and the 6” high pressure injection line. This action was a follow-up to the repairs we recently made to the system last month to insure proper operation. All tests were OK.

**IMPORTANT ITEM:** As you have read in my past monthly reports we are continuing to work on issues associated with the Meter Pit installation at Creek Road, the interconnection point of our water system with Brunswick; this involves the two meter pits themselves, as well as the many associated components and piping between the meter pits and the pump house. We have significant work to do to bring the installation “up to par” and expect that this work will be ongoing into the summer. This is an important issue to Poestenkill and will save us very significant contractual expenses (with Brunswick) in the future. Because of the importance to Poestenkill, I will be periodically commenting on our progress. FYI, this installation is every bit as technically complex as our pump house installation itself.

We cleaned a corroded and leaky pressure fitting in the high pressure water line feeding chlorine into the high pressure pump station output pipe to our system.

Continued field testing curbstops and street valves for leakage.

Performed required NYSDOH functions for our system; for example, take daily (7 days per week) water pumping volume data at the pump house, add chlorine as required, and test water samples at Town Hall. This daily test measures “Free Chlorine Residual At Entry Pt.” and measures the Chlorine level as a deterrent to E-coli. This information is then entered into the NYSDOH 360 REPORT on a daily basis, which is submitted to the RCDOH and the NYSDOH each month.

We took the monthly required samples on 5/1/2020 and on 6/1/2020 for Coloform at Town Hall. We completed the “chain of custody” paperwork, and then delivered the test samples (on ice) to Bender Labs in Albany (ST. PETER’S HOSPITAL ENVIRONMENTAL LABORATORY) for testing as required by the RCDOH and NYSDOH.

Cleaned various Valve Piping components at the pump station; this is an area requiring continuous routine maintenance, and is critical to the chlorination process. The chlorination process, by its very nature, causes solidified calcium blockages in the lines which must be periodically cleared. We also replaced one high pressure line check valve

at the pump station which was restricting the chlorine flow to the LMI pumps feeding the main pipe output to our system. There are many potential trouble spots in the system which, when clogged, will reduce the LMI pump output and will affect our daily Chlorine Residual test results submitted monthly to the RCDOH and NYSDOH.

We are continuing to locate, wire brush and paint some of our facilities to keep them in good condition, notably our street valves and curbstops. We generally perform these functions in the early morning hours on Saturday and Sunday mornings so as to not encounter street traffic.

We picked up 20 gallons of 12.5% sodium hypochlorite on each of two trips to Agway for daily use at the pump station in the chlorination process.

Continued work on our "Street Valve Exercise Program" to prioritize and exercise the critical street valves in our system.

We dissolved the calcium buildup (using CLR) in several key valves and other fittings to insure free flow of our chemical mix from the LMI pumps into our high pressure piping into our system. This is a continuously required operation.

In response to the two recent Brunswick water main breaks we again performed calibration routines at the Tigerflow station to insure proper functioning of the many functions which the Tigerflow System control, such as the main pumps "cycling" and alternation, LMI pumps start/stop and alternation, continuously documenting the pump station specific operations (27/7), etc. This computer is extremely "sensitive" and requires continual attention---we monitor it daily (7 days per week).

We are continuing to work on developing a specialized "Water District" map for Poestenkill, to be used for maintenance and other planning operations; this is a long term project. These maps are essential to our ongoing leak detection process and will benefit the Town in other ways in the future.

We performed the monthly maintenance functions on the large emergency generator located at the pump station; some of these functions involve running the generator for a period of time, exercising the batteries, and checking the output voltages for accuracy. We also performed the monthly operational tests on the portable 5 KW generator used for field emergency issues. Both generators are functioning well and are ready, should we need them.

Prepared and Submitted required NYSDOH Monthly 360 Report and Bender Labs reports to the RCDOH. **All Bender Lab results for the month were satisfactory.**

We are investigating the "CORRELATION" method of leak locating in conjunction with the Troy Water System and with the NYRWA. Once again, this is a long term undertaking.

Worked with other Town organizations on various Town undertakings and problems (i.e.: various subdivision issues, for example) and other special situations. Also we keep in close contact with adjacent towns' water operations to stay on top of upcoming potential problems which could affect Poestenkill.

### **811 REPORT:**

All 811 Dig Safe daily requests (tickets) were received and responded to appropriately and in a timely fashion. These tickets are generated by homeowners and by individual contractors. On each of these tickets I receive, I pull the respective Plats for the section of our water system, and I then call the Field Contact, discuss what they are planning to do. I provide the details of our system, mark out the pipe locations when appropriate, and exchange telephone numbers with him and ask to be kept informed if he changes the schedule. I then follow up (visit the work location) when the job is progressing to ensure that no problems occur. We recently received notification from the 811 organization that we should be prepared to handle a large number of locate and mark out requests due to the pent-up demand created by the COVID-19 pandemic; we are ready.

I retrieve daily (7 days / wk.) NYS DIG SAFELY audit reports, verify accuracy and respond as required.



## TOWN OF POESTENKILL

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

Office of the  
Building Inspector  
Code Enforcement Officer

### Memorandum

To: Town Supervisor-Keith Hammond

Town Board Members- June Butler, David Hass

Eric Wohlleber (Deputy Town Supervisor)

Town Attorney- Jack Casey

From: Tracy Church Code Enforcement/Building Inspector

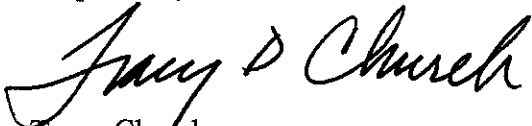
Date June 9 2020

RE: Monthly activities (April-May)

### OVERVIEW:

The Building Department/Code Enforcement office has continued to remain open regardless of the current situations, we have been busy doing site inspections for contractors and homeowners, I have been flexible with all permit holders to make things more convenient for inspections as to minimize interaction with groups on construction crew's, often on weekend mornings or evenings. I have been assisting Councilman Harold VanSkye with some of the library project. The Code Enforcement aspect of the department has been particularly busy, presumably due residence being home more frequently, non the less all have been responded to and primarily resolved. Many swimming pool permits have and continue to be issued for the same reasons. As of June 9<sup>th</sup>, the Department of State remains limited as a result the Code Enforcement Classes remain paused.

Respectfully Submitted

  
Tracy Church

Code Enforcement / Building Department

## Michelle Asquith

---

**From:** Bob Guyer <straydawg302@gmail.com>  
**Sent:** Friday, June 12, 2020 6:24 AM  
**To:** Michelle Asquith  
**Subject:** RE: Monthly Report

Animal control  
Barking dog complaints - 5  
Dogs running at large - 3

Wildlife - 9

Doa Cat - 1

Bob Guyer  
Dog control officee

Sent via the Samsung Galaxy S10+, an AT&T 5G Evolution capable smartphone

----- Original message -----

**From:** Michelle Asquith <secpoest@nycap.rr.com>  
**Date:** 6/11/20 5:25 PM (GMT-05:00)  
**To:** 'Bob Guyer' <straydawg302@gmail.com>  
**Subject:** Monthly Report

Can you please submit your monthly report.

Michelle



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

To: Town supervisor- Keith Hammond  
Town Board Members Butler, Wohlleber, Hass, Van Slyke

From: Highway Superintendent- Toby Chadwick

Date: June 16, 2020

RE: Highway Activities  
May 13, 2020- June 16, 2020

1. Crew been out picking up brush and bags of leaves.
2. Crew been working on equipment
3. Crew been patching holes on Cropsey Road
4. Crew patching holes with Hot Box
5. Crew washed the Town Hall
6. Crew cutting grass along the shoulder of the roads