

Town of Poestenkill  
Town Board Meeting  
7pm- Town Hall  
May 12th, 2022

Voting Members

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

Non-Voting Members

Susan Horton, Town Clerk  
Andy Gilchrist, Town Attorney

Pledge of Allegiance

Audit Committee- Report of the Committee

Resolution No 8

Public Hearing- Drainage District Local Law 1-2022

I. Public Comment Period

The public is invited to make brief comments and/or request information regarding matters of concern to the Town and it's 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

a. April 14

III. Presentations

None

IV. Correspondence

None

V. Liasion Reports

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

VI. Discussion Items

- a. 4 year term for all elected positions
- b. Water District #2
- c. Rescue Funds

- VII. Action Items
- a. Resolution to Adopt Negative Declaration
  - b. Resolution to Approve Local Law #1
  - c. Hitchcock Agreement (pending)
  - d. Paper Streets
  - e. Amendment to Mohawk Hudson
  - f. Approval to codify and supplement legislation from 2021 local laws
  - g. Approval to accept the highest bid price for Surplus Highway Equipment
  - h. Approval of Town Court Audit
  - i. Approval of Town Clerk Audit
  - j. Purchase of 2 desktop computers
  - k. Introduction of Local Laws (Tax Exemptions)

- VIII. 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
  - g. Dog Control
  - h. Highway Report

IX. Budget Transfers  
None

X. Payment of Bills

XI. Executive Session

XII. Adjournment

Town of Poestenkill  
May 12, 2022

A resolution honoring the Averill Park Girls Basketball team on winning the 2022 Class A New York State Public High School Athletic Association (NYSPHSAA) Girls Championship.

**WHEREAS**, the Averill Park Girls Basketball team finished the season with a 25-2 record, including a 12-1 record with in the Suburban Council; and

**WHEREAS**, the Averill Park Girls Basketball team won the Section 2 title, defeating Burnt Hills 61-46; and

**WHEREAS**, the Averill Park Girls Basketball team won the Regional title, defeating Bishop Ludden 67-43; and

**WHEREAS**, the Averill Park Girls Basketball team won the Class A, NYSPHSAA Girls State Championship, defeating Tappan Zee 54-48; and

**WHEREAS**, through their months of hard work and dedication to the team and each other, these athletes showcased the epitome of perseverance, resilience, discipline, and family; and

**WHEREAS**, these student-athletes, through this extraordinary season and their accomplishments, teamwork, and sportsmanship, inspired not only younger athletes, but also the entire Averill Park community; and

**WHEREAS**, the Averill Park Girls Basketball team is led by Head Coach Sean Organ, Assistant Coaches Scott Keegan, James Acker, Ashley Champitto, Athletic Trainer Rachel Brown, and Director of Athletics Mark Bubniak; and

**WHEREAS**, the members of the team are as follows:

Kayliegh Ahern  
Elizabeth Aiossa  
Logan Barsalow  
Maisie Dawson  
Elizabeth Hansen  
Taylor Holohan

Bailee Lange  
Michelina Lombardi  
Hannah Stewart  
Tatiana Tune  
Arianna Verardi  
Lillian Wohlleber  
Amelia Wood

**NOW LET IT THEREFORE BE RESOLVED**, that the Town Board of the Town of Poestenkill hereby congratulated Amelia Wood for setting a new Averill Park scoring record, with 1,544 points in her five-year High School Basketball career.

**LET IT BE RESOLVED**, that the Town Board of the Town of Poestenkill hereby congratulates the Averill Park High School Girls Basketball team and congratulates them in winning the Class A NYSPHSAA State Basketball Championship.

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 VAN SLYKE	VOTING
COUNCILMAN WOHLLEBER	VOTING
SUPERVISOR HAMMOND	VOTING

The foregoing resolution was thereupon declared duly adopted.

**Town Board**  
TOWN OF POESTENKILL  
38 Davis Drive  
Poestenkill, NY 12140

**NOTICE OF PUBLIC HEARING**  
**Town of Poestenkill**

**Introductory Local Law No. 1 of 2022**

**A LOCAL LAW AMENDING SECTIONS 111-2 AND 111-4 OF CHAPTER 111  
OF THE CODE OF THE TOWN OF POESTENKILL**

**PUBLIC NOTICE IS HEREBY GIVEN**, that there has been introduced before the Town Board of Town of Poestenkill, New York, a proposed local law to amend Chapter 111 of the Poestenkill Code pertaining to the establishment of drainage districts in connection with subdivision review. A complete copy of the proposed local law is available for inspection at the Poestenkill Town Clerk's Office.

**NOW, THEREFORE**, pursuant to Section 20 of the Municipal Home Rule Law, the Town Board of Town of Poestenkill, New York, will hold a public hearing on the aforesaid introductory local law on Thursday, May 12, 2022, to commence at 7:00 p.m., at the Poestenkill Town Hall, 38 Davis Drive, Poestenkill, New York, at which time all persons interested therein shall be heard.

DATED: April 27, 2022  
Poestenkill, New York

THE TOWN BOARD OF THE TOWN OF POESTENKILL  
By: Keith Hammond, Supervisor

## *Local Law Filing*

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**(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. 1 of the year 2022**

**A LOCAL LAW AMENDING SECTIONS 111-2 AND 111-4 OF CHAPTER 111 OF THE CODE OF THE TOWN OF POESTENKILL.**

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

See attached.

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

**TOWN OF POESTENKILL**

**INTRODUCTORY LOCAL LAW NO. 1 OF 2022**

**A LOCAL LAW AMENDING SECTIONS 111-2 AND 111-4 OF CHAPTER 111  
OF THE CODE OF THE TOWN OF POESTENKILL**

**Section 1. Title.**

This local law shall be referred to as "A Local Law Amending Sections 111-2 and 111-4 of Chapter 111 of the Code of the Town of Poestenkill".

**Section 2. Purpose and Authority.**

By Local Law No. 1 of 2013, the Town Board of the Town of Poestenkill enacted a Subdivision Drainage District Law in order to require all applicants seeking approval for any major subdivision and for such other subdivisions as may require an approved Stormwater Pollution Prevention Plan (SWPPP) and the construction of Municipal Separate Storm Sewer Systems (MS4) infrastructure, to request, as part of such subdivision application and approval process, that the Town Board of the Town of Poestenkill approve the establishment of a drainage district serving said subdivision.

It has since been determined that Sections 111-2, "Legislative authority, intent and purpose", and 111-4, "Qualifying criteria", of the Subdivision Drainage District Law, require amendment.

**Section 3. Amendment.**

a. The Code of the Town of Poestenkill, Chapter 111, Drainage Districts, Section 111-2, "Legislative authority, intent and purpose", shall be repealed in its entirety and replaced with the following:

Through prior experience with certain previously established subdivision developments within the Town of Poestenkill, and predicated upon engineering advice and legal counsel as well as input from local developers, the Town deems it desirable for the Town to require those applicants seeking approval for any qualifying subdivision, as hereinafter defined, to request, as part of such subdivision application and approval process, that the Poestenkill Town Board approve the establishment of a drainage district serving said subdivision. Further, the Town Board believes that such a requirement is in the best interests of the Town as well as the ultimate owners and occupants of premises within said subdivision, and that establishment of a uniform procedure to be followed by subdivision developers and applicants also serves to fairly address their needs and concerns with regard to satisfaction of such requirement. For such intent and purpose, the Town Board of the Town of Poestenkill deems it appropriate to adopt this local legislation mandating drainage district application and establishment as part of the subdivision application process pursuant to Article 12 of the Town Law whereby the Town Board may authorize the establishment of a special district anywhere within the boundaries of the Town of Poestenkill and the Town Board may apportion the district costs among all the parcels of land within such drainage district.

b. The Code of the Town of Poestenkill, Chapter 111, Drainage Districts, Section 111-4, "Qualifying Criteria", shall be repealed in its entirety and replaced with the following:

For purposes of this chapter, a 'qualifying subdivision' shall be a subdivision which meets one of the following criteria:

- A. Any major subdivision requiring post-construction stormwater control practices that will constitute municipal separate storm sewer system (MS4) infrastructure;
- B. Any other subdivision, the development of which may require an approved stormwater pollution prevention plan (SWPPP) and the construction of a significant municipal separate storm sewer system (MS4) infrastructure. The determination of whether or not the required MS4 infrastructure is significant shall be determined by and in the sole discretion of the Town Planning Board.

**Section 4. 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 5. 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. 1 of 2022 of the (County)(City)(Town)(Village) of Poestenkill was duly passed by the Town of Poestenkill Town Board on \_\_\_\_\_, 2022, in accordance with the applicable provisions of law.  
*(Name of Legislative body)*

~~2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted on \_\_\_\_\_ 20\_\_\_\_ in accordance with the applicable provisions of law.  
*(Name of Legislative body)* *(Elective Chief Executive Officer\*)*~~

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_.  
*(Name of Legislative body)* *(Elective Chief Executive Officer\*)*  
Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

~~4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_.  
*(Name of Legislative body)* *(Elective Chief Executive Officer\*)*  
Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.~~

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.



5. ~~(City local law concerning Charter revision proposed by petition.)~~

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

6. ~~(County local law concerning adoption of Charter.)~~

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1, above.

(Seal)

\_\_\_\_\_  
Clerk of the county legislative body, City, Town or Village  
Clerk or officer designated by local legislative body

\_\_\_\_\_  
Date

TOWN BOARD MINUTES  
TOWN OF POESTENKILL

April 14, 2022

(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

Andrew Gilchrist, Town Attorney
Susan Horton, Town Clerk

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

Supervisor Hammond opened the meeting with the Pledge of Allegiance and the floor was opened for public comment at 7:00 p.m. D. Basle, Asst. Chief, discussed a couple of problems near Wait's Garage. He talked about wires being down also about sand being blasted out onto the road due to Fane's Construction work. He said that the nearby residents were being hit with this and with dirt. He felt that this was unsafe and that someone should follow-up. He felt bad for the neighbors. This was reinforced by Snyder's Corner Road resident T. Anastasia who said that he experienced the same issue. He said that the air was filled with dust on a daily basis and that a better barrier should be installed to eliminate the problem.

Lee King, town resident commented on the Code Enforcement Officer's monthly report. Lee said that he was recently at a location where T. Church, Code Enforcement Officer was responding to a situation. The residents at the site were on the verge of causing an unruly situation. Lee was very positive in his praise for Tracy, stating that he acted very professional in his response and that he was an asset to the Town.

Susan Kalafut initiated a discussion on the recent meeting with the residents to review the status of the covid relief funding. She questioned why only some residents received the mailed notice and stated that is why the attendance was so little. She said that the people just did not know of the meeting, and she thought that another meeting should be scheduled. The discussion, including Town Board members, and audience members revolved around the mailing procedures and the numerous area codes for all residents. Councilman Wohlleber stated that nine hundred pieces were mailed, approximately 40% of the Town. Supervisor Hammond acknowledged the problem and stated that he would make sure that the situation was corrected. Lee King said he had attended the meeting and that many good ideas came out and that he felt that all Town officials should attend these meetings to demonstrate their participation to the residents and to see the recommendations.

T. Anastasia again brought up the same issues he had with the water benefit units which he discussed at two prior Town Board meetings. Supervisor Hammond said that we had thoroughly covered these in the past and that we would not cover them again tonight. Mr. Anastasia tried to pursue the matter; Councilman Hass indicated that he had the privilege of commenting during this period. But that the Town was not under an obligation to respond. Mr. Anastasia responded that he would take the "next step."

Susan Kalafut questioned why some elected officials had to run for office every two years and others had to run only every four years. She felt that it was burdensome, particularly if the person was unopposed and was taking productive time away from performing the individual's job. Councilman Hass responded that NYS Law required both the Town Clerk and the Highway Superintendent to run for Election every two years.

Highway Superintendent, DJ Goyer discussed a recent situation on Hinkle Road where a Twin Bridges truck was going too fast and narrowly missed his work crew near the curve in the road near our water tank. His concern is the safety of his people. He also mentioned that these Twin Bridges trucks are heavier than Waste Management trucks and he felt that their speed was having a negative impact on our roads. He requested that the Town write a letter to them asking that they respect the residents and the highway crew and to get the problem corrected. Supervisor Hammond agreed to meet with Superintendent Goyer and compile a letter to Twin Bridges with their concerns.

#### **TOWN CLERK'S MINUTES –**

Motion by Councilman Wohlleber, seconded by Councilwoman Butler and an oral vote of 5 ayes to accept the Town Clerk's minutes of March 10, 2022, as written. Motion by Councilwoman Butler, seconded by Councilman Hass and an oral vote of 4 ayes, 1 abstaining (Van Slyke) to accept the Town Clerk's minutes of March 31, 2022, as written.

#### **PRESENTATIONS –**

None

#### **CORRESPONDENCE**

Charter Communications – Memos dated March 7<sup>th</sup>, March 18<sup>th</sup>, March 21<sup>st</sup> and April 1, 2022, explaining new programming services.

#### **LIAISON REPORTS -**

Planning Board – J. Briggs, Planning Board member reported on the April 5, 2022, meeting. He reported that there were (3) three applicants that came in front of the Planning Board for an informal information exchange.

Zoning Board— Susan Kalafut reported on the April 12, 2022, meeting. She stated that two applicants came in front of the Board and both applicants are scheduled for a public hearing which will be held on May 10, 2022.

CAC— J. Briggs, CAC member reported that there was no meeting this month.

Fire Company— Town Board members had copies of the Fire Company's March 2022 report. D. Basle reported the number of call the Fire Company made during the month of March.

Library - Susan Kalafut reported on the activities at the library. Some of these activities included, outside yoga, family game day and on April 30<sup>th</sup> there will be a Fly-Fishing Demonstration held at the library. S. Kalafut informed the Town Board that the Board of Trustees for the library will be seeking an increase for the 2023 Budget. S. Kalafut wanted to make sure that residents visit the library's website. She said it was an excellent site, [www.poestenkilibrary.org](http://www.poestenkilibrary.org).

Youth Advisory Board — T. Buker, Youth Director reported that the “Eggstravaganza” which was held at Butler Park for Poestenkill, and Sand Lake residents was a success. She also stated that the Poestenkill/Sand Lake Summer Camp is fast approaching and filling up very quickly. T. Buker thanked the Poestenkill Fire Company for attending and for all their help.

### **DISCUSSION ITEMS** –

4-year term for all elected positions – Supervisor Hammond explained that the term limits right now for Supervisor, Town Clerk and Highway Superintendent are two years. Personally, he would like to see the term limit change to 4 years just like are town board members are. Most Board members were in favor of this change, stating their views. Councilman Hass was not in favor of this change stating having a two-year limit makes you have to be more responsive to the people. A. Gilchrist, Town Attorney explained the process if the board was in favor of this change. First, the Board would have to submit a Resolution which would be passed at the Town Board meeting 150 days prior to the General Election. This would be put on the ballot as a proposition for the voters to decide on. There was a discussion among the audience members and Town Board members, stating their views, some for and some against this change. T. Chadwick, former Highway Superintendent was against this change stating he feels having to be re-elected every two years, you would work harder to make sure you are re-elected. Councilwoman Butler made the point that there is so much to learn in these positions, that you are just learning the job after the two years and then having to be re-elected.

Water District #2 – Supervisor Hammond stated that we had the LaBerge report and that it now needs to be filed. He discussed the meetings which were held with Sand Lake and with the Algonquin Middle School. He was concerned with the financial feasibility of the proposal due to the limited number of homes being served.

Railing to library – Councilman Van Slyke stated that he had thoroughly reviewed the condition of the railing and that significant work to repair the railing would be required. He said that he had received a repair quote of \$2,500 from Robert Dore. Supervisor Hammond stated that he will be obtaining quotes for a roof needed for the library.

Paper Streets – Mr. & Mrs. Russo, residents at 10 Stanton Avenue, reviewed with the Town Board and the Town Attorney, the “paper street” plats and their location. Attorney Gilchrist reviewed numerous NYS Laws and stressed specific concerns, including the Highway Law-Section 205. Other items included the proof needed to be provided to the Town confirming their ownership. He said that it was prudent and in everyone’s interest to notify adjacent owners of the proposed actions. The discussion resulted in the conclusion that the Russo’s would modify their request. Supervisor Hammond stated that Attorney Gilchrist would assess the situation and it would be further reviewed at the next Town Board meeting.

Planning and Zoning Meetings – T. Buker discussed the need for more hours allotted for the secretary for Planning and Zoning because the present hours (12 total for both departments) were inadequate. She further stated that Stephanie should be provided with specialized training due to the importance and the complexity of the job. Judy Grattan was asked if she would be available to help out in this regard. Judy said that she would be happy to, and details will be worked out.

**ACTION ITEMS –**

Introduction of Local Law regarding drainage district – A. Gilchrist, Town Attorney stated that he had drafted the Local Law which would improve the present Local Law Chapter 111 (Drainage Districts). This need became apparent with the review of the proposed 8-unit Subdivision on route 355. He reviewed his proposal, which received acceptance from the Town Board, and stated that it would require a public hearing which will be held on May 12, 2022, at 7:00 p.m. which is the next Town Board meeting.

Hitchcock Agreement (pending) – Supervisor Hammond stated that the issue was pending, and that the agreement was with Mr. Hitchcock’s legal counsel.

Approval of Record of Activity for NYS Retirement – Motion by Hass, seconded by Butler and carried to approve the Standard Work Day and Reporting Resolution for Councilman Wohlleber and Building Inspector/Code Enforcement Officer, Tracy Church. T. Buker will send this report to the New York State Comptroller’s Office.

Paper Streets – this was discussed during the Discussion portion of the meeting and there is no action on this matter at this time.

Amendment to Mohawk Hudson – A. Gilchrist, Town Attorney informed the Town Board that he would like to further investigate this contract and report back to the Board with his findings at next month’s meeting.

Approval of Agreement with Rick Lederer-Barnes (Upstate GIS Consultants) for GIS services for Comprehensive Plan Update – Motion by Butler, seconded by Wohlleber and carried, authorizing Supervisor Hammond to sign agreement for GIS services. This agreement is being made between Rick Lederer-Barnes (Upstate GIS Consultants) and the Town of Poestenkill to cover GIS services in support of the Client’s Comprehensive Plan update. All services will be provided by the Consultant for a fixed fee of \$3,000. Should additional services be required beyond the above scope of work they would be provided at a rate of \$90/hour.

RESOLUTION #6-2022-RESOLUTION AUTHORIZING PURCHASE OF EQUIPMENT FOR TOWN OF POESTENKILL HIGHWAY DEPARTMENT. Now, therefore, be it resolved by the Town Board of the Town of Poestenkill in regular session duly convened as follows:

The Town Board of the Town of Poestenkill hereby authorizes the purchase of model 747-FR 2000 ECO Trailer Mounted High Pressure Sewer Cleaner equipment pursuant to the Sewer Equipment Co. of America proposal dated March 30, 200 quoted through Sourcewell Contract No. 101221-SCA in amount not to exceed \$78,190.00.

MOVED BY: Councilman Hass

SECONDED BY: Councilwoman Butler

**VOTED UPON AS FOLLOWS:**

Councilwoman Butler	YES
Councilman Hass	YES
Councilman Van Slyke	YES
Councilman Wohlleber	YES
Supervisor Hammond	YES

RESOLUTION #7-2022 – RESOLUTION DECLARING VEHICLES AND/OR EQUIPMENT SURPLUS. Now, therefore, be it resolved by the Town Board of the Town of Poestenkill in regular session duly convened as follows:

The Town Board of the Town of Poestenkill hereby declares the vehicles and/or equipment described in Exhibit “A” attached hereto to be surplus and to be sold and/or auctioned in accordance with law.

MOVED BY: Councilman Hass

SECONDED BY: Councilman Wohlleber

VOTED UPONS AS FOLLOWS:

Councilwoman Butler	YES
Councilman Hass	YES
Councilman Van Slyke	YES
Councilman Wohlleber	YES
Supervisor Hammond	YES

Veterans Service Agreement – Motion by Hass, seconded by Wohlleber and carried to authorize Supervisor Hammond to sign the 2022 Sullivan-Jones Service Agreement.

Senior Service Agreement - Motion by Wohlleber, seconded by Hass and carried to authorize Supervisor Hammond to sign the 2022 Poestenkill Senior Service Agreement.

**REPORTS:**

Supervisor’s Report – no report given

Town Attorney’s Report – A. Gilchrist reported on some of the items he worked on this month included preparing Resolutions for tonight’s meeting along with working on the proposed local law for the drainage district, paper streets and other routine matters.

Motion by Hass, seconded by Butler, and an oral vote of 5 ayes, to approve the Town Clerk’s report for the month of March 2022, as written. The total amount received in the Clerk’s Office was \$4,503.84 and of that amount \$4,320.68 was turned over to the Supervisor. Town Board members had copies of the Building Inspector/Code Enforcement Officer’s written report. There were also reports from the Assessor, DCO, 811 report, Water report and the Highway Department report.

**PAYMENT OF BILLS -**

Motion by Hass, seconded by Butler, and an oral vote of 5 ayes to pay Warrant #7-2022 in the amount of \$109,014.87. Motion by Hass, seconded by Butler, and an oral vote of 5 ayes to pay Warrant #8-2022 in the amount of \$3,595.92.

Motion by Councilman Hass, seconded by Councilman Wohlleber, and an oral vote of 5 ayes, to enter into Executive Session at 9:10 p.m. to discuss personnel issues with no votes taken. Motion by Wohlleber, seconded by Butler, and carried to exit Executive Session at 9:34 p.m. and immediately adjourn this meeting.

Respectfully submitted,

Susan Horton, Town Clerk

Va



# 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 AGENDA

May 3, 2022 7:00 pm

### MEETING WILL BE HELD AT THE TOWN HALL

**7:00 Meeting Opens – Pledge of Allegiance**

**Public Comments:**

**Applicant:**

<u>Wilbert Langley and Nancie Orsini</u>	<u>Informal Site Plan Permit</u>
<u>Tax Map #126-4-7.111</u>	<u>282 Blue Factory Road</u>

<u>Tom Perciballi and Tom Jr. Perciballi</u>	<u>Discussion of Use</u>
<u>Tax Map # 125.7-4-9</u>	<u>10 Ronald Drive</u>

**Minutes of the April 5, 2022 Meeting:**

**Organization:**

**Comprehensive Plan**

**Other:**

<b>Bill Daniel</b>	<b>to attend May Meeting</b>
<b>Laura Burzesi</b>	<b>to attend June Meeting</b>
<b>Steve Valente</b>	<b>to attend July Meeting</b>



Vb



# TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210  
Poestenkill, New York 12140  
(518) 283-5100  
(518) 283-7550

## ZONING BOARD

### Zoning Board Agenda May 10, 2022 at 7:00 PM MEETING WILL BE HELD AT THE TOWN HALL

7:00 Meeting Opens – Pledge of Allegiance

#### Applicant:

William Decrescenzo	Area Variance for Addition on home
Tax Map # 125.-6-4.33	849 NY 351

#### Public Comments:

#### Public Hearings:

Susan Mardon	Public Hearing on Area Variance for garage
Tax Map # 136.-9-26.14	56 Cherokee Lane Averill Park

Donna Kamkar	Public Hearing for Solar Array
Tax Map # 127-1-41	1188 Plank Road

#### Minutes of:

January 11, 2022 meeting  
April 12, 2022 Meeting

Members of the public may attend and comment in the proposed action. Comments may also be submitted to the Planning Board in writing prior to May 10, 2022.

#### Other:

Frank Burzesi	to attend May Meeting
Tim Hoffay	to attend June Meeting
Paul Jamison	to attend July Meeting

6:23 PM  
 05/01/22  
 Accrual Basis

Vc

**Poestenkill Fire Company  
 Custom Summary Report  
 April 2022**

	Apr 22
Ordinary Income/Expense	
Expense	
Building Fuel (heating)	
East Poestenkill (propane)	559.07
Main Station (Propanel)	1,691.70
Total Building Fuel (heating)	2,250.77
Building Maintance	
Main Station	126.42
Refuse	78.20
Total Building Maintance	204.62
Electric	
East Poestenkill	22.70
Main Station	21.02
Total Electric	43.72
Equipment	
New Equipment	648.21
Repair & Maintance	560.60
Total Equipment	1,208.81
Fire Trucks	
Fuel	853.42
Total Fire Trucks	853.42
Funerals	187.50
Insurance	
Auto	8,081.00
Buildings	13,339.97
Total Insurance	21,420.97
Internet & Phone	112.30
Medical Supplies	300.10
Office Supplies	81.00
Security Alarm	74.40
Solar	371.08
Telephone	
East Poestenkill	43.17
Main Station	57.19
Total Telephone	100.36
Town Water	44.99
Total Expense	27,254.04
Net Ordinary Income	-27,254.04
Other Income/Expense	
Other Income	
Trans. to Memorial Fund 4525	-20,000.00
Total Other Income	-20,000.00
Net Other Income	-20,000.00
Net Income	-47,254.04

Vl.c

**SLFRF Compliance Report - NY3812-P&E Report-Q1 2022**  
**Report Period : Annual March 2022**

**Recipient Profile**

**Recipient Information**

Recipient UEI	
Recipient TIN	146002380
Recipient Legal Entity Name	Town of Poestenkill
Recipient Type	
FAIN	
CFDA No./Assistance Listing	
Recipient Address	38 Davis Drive
Recipient Address 2	P.O. Box 210
Recipient Address 3	
Recipient City	Poestenkill
Recipient State/Territory	NY
Recipient Zip5	12140
Recipient Zip+4	
Recipient Reporting Tier	Tier 5. Metropolitan cities and counties with a population below 250,000 residents which received less than \$10 million in SLFRF funding
Discrepancies Explanation	UEI number- JW7YLFUCJHY4
Is the Recipient Registered in SAM.Gov?	Yes

## Project Overview

**Project Name: Town of Poestenkill**

Project Identification Number	1
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Adopted Budget	\$2,027,957.63
Total Cumulative Obligations	\$461,434.51
Total Cumulative Expenditures	\$461,434.51
Current Period Obligations	\$41,091.63
Current Period Expenditures	\$41,091.63
Project Description	Town will allocate to government funds for various projects.

# Report

## Revenue Replacement

Is your jurisdiction electing to use the standard allowance of up to \$10 million, not to exceed your total award allocation, for identifying revenue loss?	Yes
Revenue Loss Due to Covid-19 Public Health Emergency	\$461,434.51
Were Fiscal Recovery Funds used to make a deposit into a pension fund?	No
Please provide an explanation of how revenue replacement funds were allocated to government services	Creation of Water District- Map, Plan and Report- \$25,000 Purchase of Elgin Pelican Sweeper to help with infrastructure- \$12580.14 Mapping for Comprehensive Plan- \$3,000 Mailing for Public Input- \$511.49

## Short Environmental Assessment Form Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Town of Poestenkill Town Board			
Name of Action or Project: Introductory Local Law No. __ of 2022			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action: A local law amending Sections 111-2 and 111-4 of Chapter 111 of the Code of the Town of Poestenkill.			
Name of Applicant or Sponsor: Town of Poestenkill Town Board		Telephone: (518) 283-5100	
		E-Mail:	
Address: 38 Davis Drive			
City/PO: Poestenkill		State: New York	Zip Code: 12140
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply?		NO	YES
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities?		NO	YES
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

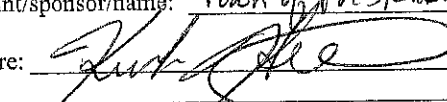
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

Shoreline    Forest    Agricultural/grasslands    Early mid-successional  
 Wetland    Urban    Suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>

**I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE**

Applicant/sponsor/name: Town of Roestekill Town Board, by Keith Hammond Date: 4-14-22

Signature:  Title: Supervisor



By Local Law No. 1 of 2013, the Town Board of the Town of Poestenkill enacted a Subdivision Drainage District Law in order to require all applicants seeking approval for any major subdivision and for such other subdivisions as may require an approved Stormwater Pollution Prevention Plan (SWPPP) and the construction of Municipal Separate Storm Sewer Systems (MS4) infrastructure, to request, as part of such subdivision application and approval process, that the Town Board of the Town of Poestenkill approve the establishment of a drainage district serving said subdivision.

It has since been determined that Sections 111-2, "Legislative authority, intent and purpose", and 111-4, "Qualifying criteria", of the Subdivision Drainage District Law, require amendment.

This local law would amend the Poestenkill Code to require the establishment of a drainage district only for qualifying subdivisions, which will be clarified to include only subdivisions that require post-construction stormwater controls over which the Town will assume future operation and maintenance responsibility.

Agency Use Only [If applicable]

Project:

Date:

**Short Environmental Assessment Form  
Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

**PRINT FORM**

Agency Use Only [If applicable]

Project: \_\_\_\_\_  
Date: \_\_\_\_\_

### *Short Environmental Assessment Form Part 3 Determination of Significance*

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

\_\_\_\_\_  
Name of Lead Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Preparer (if different from Responsible Officer)

**PRINT FORM**

RESOLUTION NO. 9, 2022

**TOWN OF POESTENKILL  
REGULAR MEETING**

**MAY 12, 2022**

**RESOLUTION ADOPTING A NEGATIVE DECLARATION PURSUANT  
TO STATE ENVIRONMENTAL QUALITY REVIEW ACT WITH  
REGARD TO INTRODUCTORY LOCAL LAW NO. 1 OF 2022**

**WHEREAS**, the Town Board of the Town of Poestenkill (hereinafter "Town Board") seeks to amend the Chapter 111 of the Code of the Town of Poestenkill with respect to the qualifying criteria for the establishment of drainage districts for new subdivisions; and

**WHEREAS**, an introductory local law, denominated as Introductory Local Law No. 1 of 2022 of the Town of Poestenkill, was introduced before the Town Board at its regular meeting held April 14, 2022; and

**WHEREAS**, said Introductory Local Law No. 1 of 2022 will amend Sections 111-2 and 111-4 of the Town Code as it pertains to qualifying criteria for the requirement to establish a drainage district in connection with subdivision review; and

**WHEREAS**, the Town Board duly noticed and held a public hearing with respect to Introductory Local Law No. 1 of 2022 on May 12, 2022; and

**WHEREAS**, on May 12, 2022, the Town Board closed such public hearing pertaining to such Introductory Local Law No. 1 of 2022; and

**WHEREAS**, the Town Board has reviewed the Environmental Assessment Form (hereinafter "EAF") prepared for Introductory Local Law No. 1 of 2022 pursuant to the State Environmental Quality Review Act and finds that the action will not result in any significant adverse impacts; and

**WHEREAS**, the Town Board has determined that the preparation of a negative declaration is appropriate pursuant to 6 NYCRR §617.7(a)(2);

**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 determines that the enactment of Introductory Local Law No. 1 of 2022 will not have any significant adverse environmental impact, and therefore adopts a negative declaration pursuant to the New York State Environmental Quality Review Act.

2. The Town Board of the Town of Poestenkill hereby directs that all filing requirements set forth at 6 NYCRR §617.12(b)(2) be completed.

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

<b>COUNCILWOMAN BUTLER</b>	<b>VOTING</b> _____
<b>COUNCILMAN HASS</b>	<b>VOTING</b> _____
<b>COUNCILMAN VAN SLYKE</b>	<b>VOTING</b> _____
<b>COUNCILMAN WOHLLEBER</b>	<b>VOTING</b> _____
<b>SUPERVISOR HAMMOND</b>	<b>VOTING</b> _____

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

May 12, 2022

Vllb

**RESOLUTION NO. 10, 2022**

**TOWN OF POESTENKILL  
REGULAR MEETING**

**MAY 12, 2022**

**RESOLUTION ADOPTING LOCAL LAW NO. 1 OF 2022**

**WHEREAS**, an introductory local law, denominated as Introductory Local Law No. 1 of 2022 of the Town of Poestenkill, was introduced before the Town Board of the Town of Poestenkill (“Town Board”) at its regular meeting held April 14, 2022; and

**WHEREAS**, said Introductory Local Law No. 1 of 2022 will amend Sections 111-2 and 111-4 of the Town of Poestenkill Code as it pertains to qualifying criteria for the requirement to establish a drainage district in connection with subdivision review ; and

**WHEREAS**, the Town Board duly noticed and held a public hearing with respect to Introductory Local Law No. 1 of 2022 on May 12, 2022; and

**WHEREAS**, on May 12, 2022, the Town Board closed such public hearing pertaining to such Introductory Local Law No. 1 of 2022; and

**WHEREAS**, the Town Board reviewed the Environmental Assessment Form (hereinafter “EAF”) prepared for Introductory Local Law No. 1 of 2022 pursuant to the State Environmental Quality Review Act (hereinafter “SEQRA”), and found that the action would not result in any significant adverse impacts from this project; and

**WHEREAS**, on May 12, 2022, the Town Board adopted a negative declaration pursuant to SEQRA with respect to Introductory Local Law No. 1 of 2022; and

**WHEREAS**, the Town Board has given due consideration and has deliberated with respect to the intent and content of Introductory Local Law No. 1 of 2022, the information contained in the EAF, and all comments received by the Town Board concerning such Introductory Local Law No. 1 of 2022; and

**WHEREAS**, Introductory Local Law No. 1 of 2022 has been before the members of the Town Board in its final form in compliance with the New York Municipal Home Rule Law;

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

1. Introductory Local Law No. 1 of 2022 of the Town of Poestenkill be and hereby is adopted as Local Law No. 1 of 2022.

2. Local Law No. 1 of 2022 of the Town of Poestenkill shall be filed in the office of the New York State Department of State in compliance with all applicable legal requirements, and the Town Clerk is hereby directed to cause such filing to be completed.

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

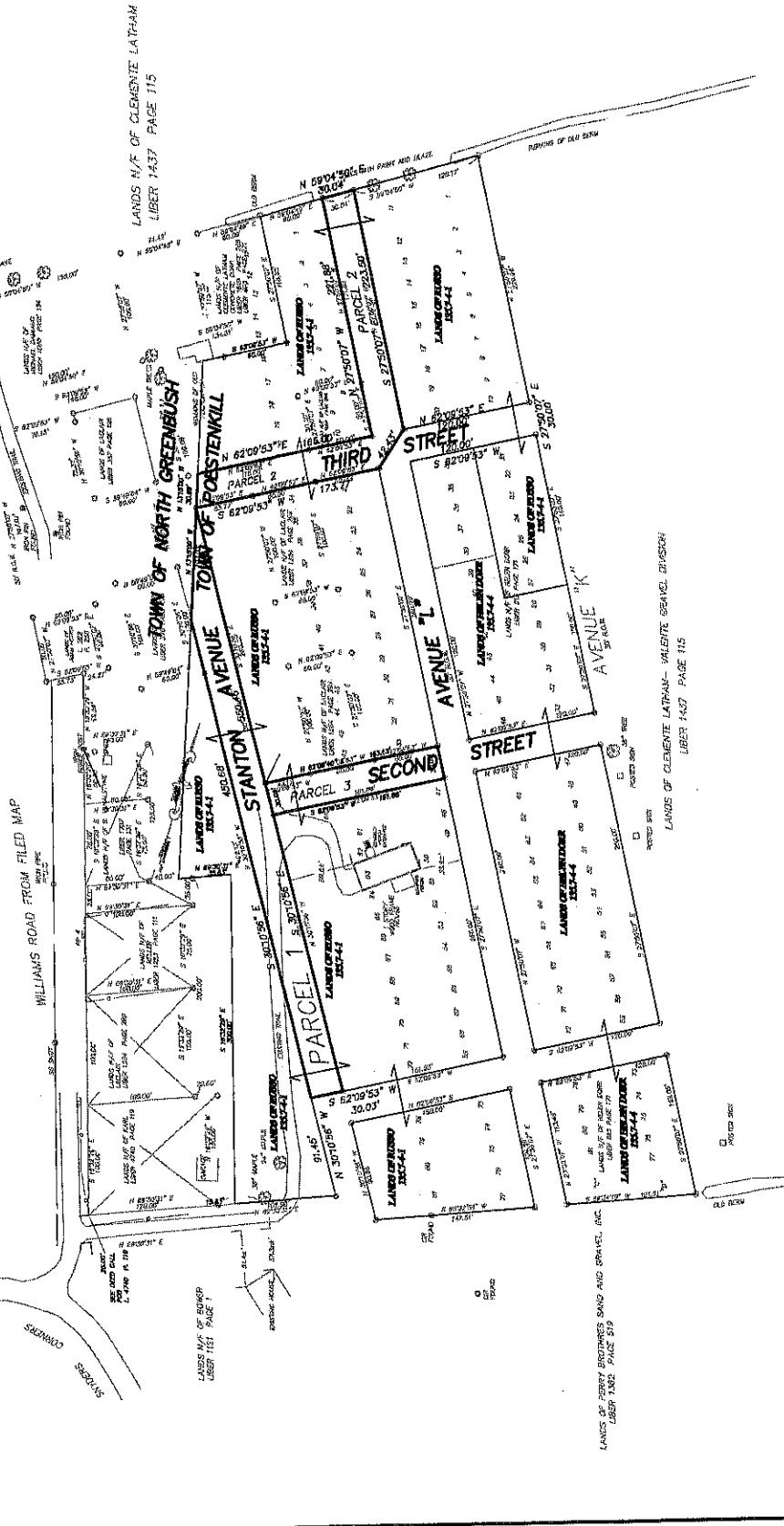
<b>COUNCILWOMAN BUTLER</b>	<b>VOTING</b> _____
<b>COUNCILMAN HASS</b>	<b>VOTING</b> _____
<b>COUNCILMAN VAN SLYKE</b>	<b>VOTING</b> _____
<b>COUNCILMAN WOHLLEBER</b>	<b>VOTING</b> _____
<b>SUPERVISOR HAMMOND</b>	<b>VOTING</b> _____

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

May 12, 2022

MAP APPROVED: I, THE DISTRICT CLERK OF SHERMAN COUNTY, MISSOURI, HAVE EXAMINED THE SURVEY MAP OF THE LANDS OF STEVE & JANA RUSSO, AND HAVE FOUND THAT THE SAME COMPLY WITH THE REQUIREMENTS OF THE STATUTES OF THIS STATE IN THAT RESPECT.

TOTAL AREA OF ALL 7 PARCELS = 5.181± ACRES



LANDS N/F OF CLEMENTE LATHAM  
LIBER 1437 PAGE 115

WILLIAMS ROAD FROM FILED MAP

LANDS N/F OF BUNGER  
LIBER 1151 PAGE 1

LANDS OF FERRY BROTHERS SAND AND GRAVEL, INC.  
LIBER 1382 PAGE 519

LANDS OF CLEMENTE LATHAM - VALENTE GRAVEL CRUSCH  
LIBER 1407 PAGE 115

PLAT OF SURVEY  
LANDS OF RUSSO

PREPARED FOR  
**STEVE & JANA RUSSO**

APPLICANTS IN THE  
TOWNS OF FORSTENKILL & NORTH GREENBUSH  
COUNTY OF RENSSELAER  
SCALE 1"=60'

THIS MAP WAS PREPARED BY THE SURVEYOR GENERAL OF THE STATE OF NEW YORK, AND IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN HIS OFFICE.

DAVID E. ANDREWS & ASSOC.  
SURVEYORS  
100 WEST 10TH STREET  
ALBANY, N.Y. 12202

NO.	DATE	BY
1	1-25-13	DAVID E. ANDREWS
2	1-25-13	DAVID E. ANDREWS
3	1-25-13	DAVID E. ANDREWS
4	1-25-13	DAVID E. ANDREWS
5	1-25-13	DAVID E. ANDREWS
6	1-25-13	DAVID E. ANDREWS
7	1-25-13	DAVID E. ANDREWS

STATIONING DATA: THIS SURVEY WAS CONDUCTED BY ELECTRONIC MEANS. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION.

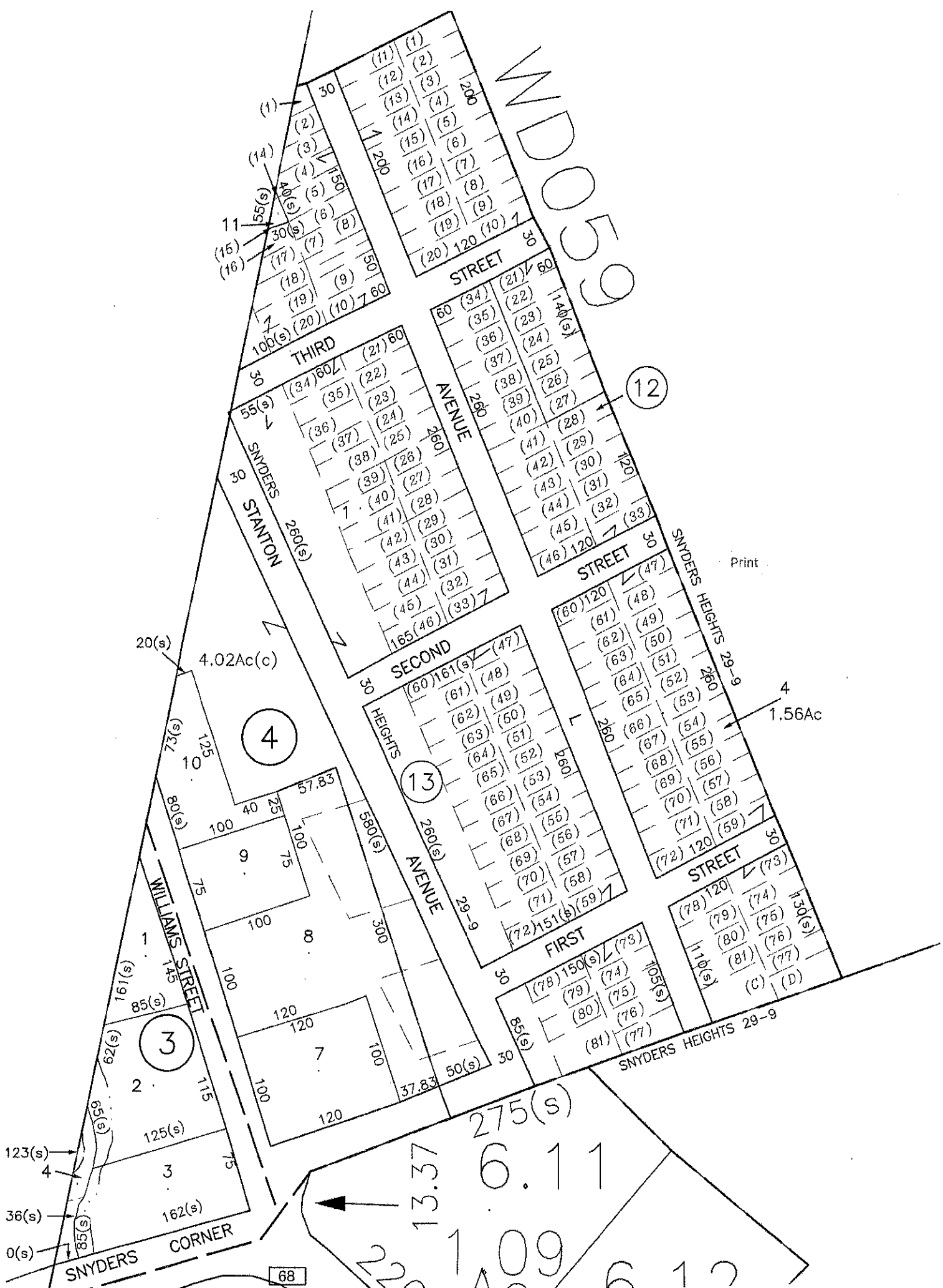
BY CONTRACT ONLY. THIS SURVEY WAS CONDUCTED BY ELECTRONIC MEANS. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION.

THE SURVEY WAS CONDUCTED BY ELECTRONIC MEANS. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION.

THE SURVEY WAS CONDUCTED BY ELECTRONIC MEANS. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION. THE DISTANCE BETWEEN STATION POINTS WAS MEASURED BY TOTAL STATION.

VII.  
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INDOS

Print

4

13

12

4.02Ac(c)

1.56Ac

123(s)  
36(s)  
0(s)

3

80(s)  
73(s)  
20(s)

20(s)

WILLIAMS STREET

SNYDERS CORNER

68

22 1 09 6 1 2  
13.37 275(s)  
6.11

(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20)  
 (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46)  
 (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72)  
 (78) (79) (80) (81) (73) (74) (75) (76) (77)  
 (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20)  
 (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33)  
 (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59)  
 (73) (74) (75) (76) (77)

THIRD AVENUE

STREET

SECOND AVENUE

STREET

STREET

SNYDERS HEIGHTS 29-9

SNYDERS HEIGHTS 29-9

SUGGESTED DESCRIPTION LANDS OF POESTENKILL TO BE  
CONVEYED TO JANA & STEVE RUSSO

ALL those tracts pieces and parcels of land situate in that Town of Poestenkill, Rensselaer N.Y. an being further bounded and described as follows.

PARCEL 1

BEGINNING at a point S 62-09-53 W 151.23' from the Northeasterly corner of Lot 59 of a Subdivision entitled "MAP OF SPRYTON BUNGALOW SITES" prepared by G.D. Baltimore C.E. dated 1913 filed in the Rensselaer County Clerk's Office as map 14 in drawer 36. Thence S 62-09-53 W 30.03' to a point on the Southerly R.O.W. of Stanton Avenue on the aforementioned map. Thence along and through said R.O.W. the following 3 courses and distances, N 36-10-56 W 450.68', N 13-15-00 W 103.03', S 30-10-55 E 550.47' to the point or place of beginning containing within said bounds 0.34 acres of land more or less.

PARCEL2

BEGINNING at the Northwest corner of the previous described Parcel 1, thence N 13-15-00 W 30.99' to a point of the Northerly R.O.W. of Third Street on the aforementioned Map. Thence along and through the R.O.W.s of Third Street and Avenue L the following 6 courses and distances, N 62-09-53 E 165.96', N 27-50-07 W 221.88', N 59-04-50 E 30.04' S 27-50-07 E 223.50', S 16-15-00 W 42.43', S 62-09-53 W 173.77' to the point or place of beginning containing within said bounds 0.28 acres of land more or less.

PARCEL3

BEGINNING at a point N 27-50-07 W 260.00' from the Northeasterly corner of Lot 59 on the aforementioned map. Thence along and through the R.O.W. of Second Street on the aforementioned Map the following 4 courses and distances, S 62-09-53 W 161.88', N 30-13-14 W 30.04', N 62-09-53 E 163.13', S 27-50-07 E 30.01' to the point or place of beginning containing within said bounds 0.11 acres of land more or less.

Being Parts of Stanton Avenue, Third Street, Avenue L and Second Street on the above-mentioned filed map.

Rensselaer County  
Frank J Merola  
County Clerk  
Troy, New York 12180



Volm-6497 Pg-52

Instrument Number: 2012- 00419801

Recorded On: October 16, 2012

As  
Deed

Parties: LACLAIR BEATRICE

To  
RUSSO STEVEN P

Billable Pages: 3

Recorded By: SARATOGA ABSTRACT

Num Of Pages: 4

Comment:

**\*\* Examined and Charged as Follows: \*\***

Deed	56.00	Coversheet	5.00	RP5217 Commercial	250.00
TP584 Affidavit	5.00				
Recording Charge:	316.00				
	Amount	Consideration Amount	RS#/CS#		
Tax-Transfer	0.00	0.00	RS 828	Basic	0.00
NORTH GREENBUSH				Local	0.00
				Additional	0.00
Tax Charge:	0.00			Special Additional	0.00
				Transfer	0.00

**\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\***

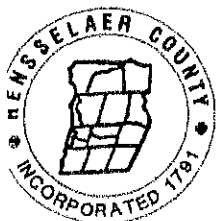
I hereby certify that the within and foregoing was recorded in the Clerk's Office For: Rensselaer County, NY

**File Information:**

**Record and Return To:**

Document Number: 2012- 00419801  
Receipt Number: 793867  
Recorded Date/Time: October 16, 2012 03:58:47P  
Book-Vol/Pg: Bk-R VI-6497 Pg-52  
Cashier / Station: C O / Cashier Station 2

SARATOGA ABSTRACT  
57 RAILROAD PLACE  
SARATOGA SPRINGS NY 12866



Frank J. Merola  
Rensselaer County Clerk

Warranty Deed with Lien Covenant

*Third Street/Second Street*

*North Greenbush, New York*

Doc# 00419803  
RLS 6197 154 13

**THIS INDENTURE, made the 29<sup>th</sup> day of June, 2012**

**BETWEEN Beatrice La Clair residing at 10 Williams Street, Wynantskill, NY 12198,  
party of the first part,**

**Steven P. Russo and Jana M. Russo, residing at 337 West Sand Lake, Wynantskill, NY  
12198, parties of the second part,**

WITNESSETH, that the party of the first part, in consideration of Ten Dollars (\$10.00), lawful money of the United States, and other good and valuable consideration paid by the parties of the second part, do hereby grant and release unto the parties of the second part, their heirs, successors and assigns forever,

SEE SCHEDULE A ATTACHED HERETO

The above described premises are conveyed subject to all easements, restrictions, and covenants of record affecting the same.

**BEING a portion of the same premises conveyed to the party of the first part by deed from The County of Rensselaer dated August 31, 1976 and recorded September 2, 1976 in the Rensselaer County Clerk's Office in Liber 1284at page 299.**

**Harold La Clair died a resident of Albany County November 30, 2003.**

Together with the appurtenances and all the estate and rights of the parties of the first part in and to said premises,

TO HAVE AND TO HOLD the premises herein granted unto the parties of the second part, their heirs, successors and assigns forever.

AND said parties of the first part covenants as follows:

FIRST, That the parties of the second part shall quietly enjoy the said premises;

SECOND, That said parties of the first part will forever warrant the title to said premises;

THIRD, That in compliance with Section 13 of the Lien Law, the grantor will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

IN WITNESS WHEREOF, the parties of the first part have hereunto set their hand and seal the day and year first above written.

IN PRESENCE OF:

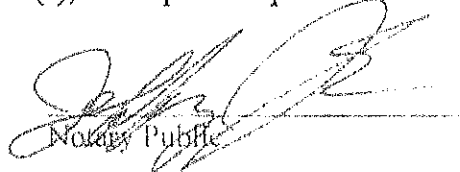
  
Beatrice La Clair

STATE OF NEW YORK )

ss:

COUNTY OF )

On this 3<sup>rd</sup> day of July, 2012 before me, the undersigned, a Notary Public in and for said State, personally appeared Beatrice La Clair, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name is subscribed to the within instrument and he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

  
Notary Public

Record & Return to:

Jeffery Jordan  
Notary Public State of New York  
Residing in Saratoga County  
My commission expires 4-8-13

## SCHEDULE A

all that  
certain tract, piece or parcel of land situate in the TOWN OF NORTH GREENBUSH, COUNTY  
OF RENSSELAER, AND STATE OF NEW YORK, conveyed to the County of Rensselaer pursuant  
of Article 10 of the Real Property Tax Law of the State of New York by Edward W.  
Pattison, as County Treasurer of the County of Rensselaer, by deed dated  
and recorded in the Office of the Rensselaer County Clerk as follows:

PARCEL NO. 00082NG  
Lots No. 42, 43, 44, 45 and 46, Stanton Ave., Snyder's Corners, Section 13, by deed dated  
October 15, 1972, recorded on April 30, 1976 in Liber 1280 at page 300.  
FORMER OWNER: SADIE COWRY (STADE) 991300

PARCEL NO. 00071NG  
Lots No. 34, 35, 36, 37 and 38, Stanton Ave., Snyder's Corners (Section No. 13) by deed  
dated October 15, 1972, and recorded on April 30, 1976 in Liber 1280 at page 299.  
FORMER OWNER: EDWARD CHESMAN 991000

PARCEL NO. 00197NG  
Lots No. 4, 8, 9, 10 Stanton Ave., Snyder's Corners, by deed dated October 15, 1972, and  
recorded on April 25, 1976 in Liber 1279 at page 832.  
FORMER OWNER: MARY TOPIN 997800

2  
Pao/NG

**Quitclaim Deed**

**THIS INDENTURE**, Made the 17th day of August, Two Thousand and Ten between

**Helen J. Brown**, as sole residuary legatee under the last will and testament of John J. Brown, residing at 2618 Lavin Court, Troy, New York of the first part, and

**Steven Russo and Jana Russo**, residing at Route 15, West Danville, Vermont, 058337 West Sand Lake Road, Wynantskill, New York, parties of the second part,

WITNESSETH, that the party of the first part, in consideration of Seven Thousand Five Hundred (\$7,500.00) dollars paid by the party of the second part, does hereby remise, release and quitclaim unto the party of the second party, the heirs or successors and assigns of the party of the second part forever,

ALL that certain plot, piece or parcel of land situate, lying and being in the Town of Poestenkill, County of Rensselaer and State of New York, and known as Tax Map No.: 135.7-4-1, and All that certain plot, piece or parcel of land situate, lying and being in the Town of North Greenbush, County of Rensselaer and State of New York, and known as Tax Map Nos. : 135.7-2-3.1 and 135,7-2-3.2

BEING the same premises conveyed to John J. Brown by quit claim deed dated May 24, 1973 and duly recorded on October 18, 1974 in the office of the Rensselaer County Clerk in Book 1265 of Deeds at Page 809.

TOGETHER with all right, title and interest, if any, of the party of the first part, in and to any streets and roads abutting the above-described premises to the center lines thereof;

TOGETHER with the appurtenances and all the estate and rights of the party of the first part in and to said premises;

TO HAVE AND TO HOLD the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.

IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.

*Helen Brown*

*By Warren Brown Her Attorney in Fact*

Helen J. Brown by Warren Brown,  
her Attorney In Fact

State of New York )  
County of *Albany* ) ss..

On the *13th* day of *August* in the year 2010 before me, the undersigned, personally appeared, *Warren Brown* personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument, and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person on behalf of which the individual acted, executed the instrument.

*Joseph D. Gardner*  
Notary Public

*Mr to:  
Steven + Jana Russo  
337 West Sand Laker Rd  
Winnantkill NY 12198*

JOSEPH D. GARDNER  
Notary Public, State of New York  
Qualified in Schenectady County  
No. 4983104  
Commission Expires June 17, 2013

*9/12/13*



Vllle

AMENDMENT TO THE AGREEMENT  
BY AND BETWEEN  
TOWN OF POESTENKILL AND  
MOHAWK HUDSON HUMANE SOCIETY  
FOR THE PROVISION OF  
ANIMAL SHELTER SERVICES

This Amendment made \_\_\_\_\_, 2022 (hereinafter referred to as the "EFFECTIVE DATE") by and between the TOWN OF POESTENKILL, and MOHAWK HUDSON HUMANE SOCIETY, a domestic not-for-profit corporation with its principal place of business at 3 Oakland Avenue, Menands, Albany, New York 12204 (hereinafter referred to as "SOCIETY"). The TOWN OF POESTENKILL and SOCIETY may collectively be referred to as the "Parties," or individually as a "Party."

WITNESSETH

WHEREAS, the Parties entered into an Agreement effective January 1, 2022 (hereinafter referred to as the "Agreement"), which is incorporated herein and made a part hereof, wherein SOCIETY agreed to provide animal shelter services to the TOWN OF POESTENKILL pursuant to Article 7 of the New York State Agriculture and Markets Law; and

WHEREAS, the Parties desire to modify Article I-b of the Agreement, to alter the redemption period for cats seized by the TOWN OF POESTENKILL, increasing the agreed to redemption period to the legally required five (5) days,

NOW, THEREFORE, THE PARTIES HERETO, IN CONSIDERATION OF THE MUTUAL COVENANTS SET FORTH IN THIS AMENDMENT, AGREE TO MODIFY THE AGREEMENT AS FOLLOWS:

- 1. Article I-b shall be hereby be modified to read as follows:

STRAY AND "AT LARGE" ANIMALS

The Society will provide and maintain a municipal shelter for dogs seized under Section 117 of the Law and local Municipal laws or ordinances, as well as stray or at large dogs and cats brought to the Society by Officers and residents of the Municipality. The Society will properly care for all dogs and cats in its care, and will make available for adoption, transfer, or will humanely euthanize seized dogs and cats not redeemed as provided for in the Law and the rules and regulations promulgated by the New York State Department of Agriculture and Markets pursuant thereto.

The redemption period for an owner of identified dogs (those bearing a municipal license tag or a registered microchip) is seven (7) days if notice is provided to the identified owner in person or nine (9) days if served upon the identified owner by mail all as required by the Law. The redemption period is five (5) days for dogs not bearing a municipal license tag or registered microchip (unidentified). The redemption period for

cats is (5) days. The first day of the redemption period for such seized animals begins at 12:00 am on the day after the animal is seized. The time periods referenced herein are collectively referred to herein as the "Redemption Period".

The Municipality agrees that promptly upon seizure, the seizing officer will examine the seized animal for all forms of identification, including but not limited to, tags, microchips, tattoos, or licenses, and notify any identified owner that their dog has been seized, the location of impoundment, and how many days they have to redeem the dog, pursuant to the Law. The seizing officer will notify the Society of the method of notification and the date which notification was given or served pursuant to the Law.

2. Unless otherwise stated herein, all of the terms of the Parties' Agreement shall remain in full force and effect.
3. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Any facsimile or electronically transmitted copies hereof or signature hereon shall, for all purposes, be deemed originals.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed on the day and year first written above.

TOWN OF POESTENKILL

MOHAWK HUDSON HUMANE SOCIETY

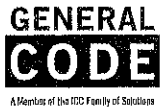
\_\_\_\_\_  
Municipal Officer Signature

\_\_\_\_\_  
Ashley Jeffrey Bouck  
Chief Executive Officer

\_\_\_\_\_  
Municipal Officer Print Name & Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# Estimate

4/15/2022  
Line#: 390446

VII  
f

**TO:** Susan Horton, Clerk  
[tcpoest@nycap.rr.com](mailto:tcpoest@nycap.rr.com)

**FROM:** Mary Beth Sullivan, Client Care  
[MSullivan@generalcode.com](mailto:MSullivan@generalcode.com)

**CLIENT:** Town of Poestenkill, NY  
(PO0866)

**RE:** Supplement No. 4 Estimate

Dear Susan,

Thank you for the opportunity to provide an estimate for your current supplementation project. Please review the information below, and then click the appropriate button in the email to indicate if you authorize us to Proceed Now with the supplement or if you would prefer to Wait to Proceed.

**Source Files:**

We have reviewed 5 pieces of legislation for an update to the Town Code.

For a detailed listing of the included legislation, refer to the Appendix at the end of this estimate.

**Supplementation:**

General Code will codify and supplement the legislation listed above which includes but is not limited to:

- Analysis of the new legislation and proper placement in the Code
- Removal of repealed or superseded provisions
- Updates to the Officials Page, Table of Contents, Disposition List, Appendixes, Index, Histories, Tables, Charts, and other items as necessary
- Review of statutory citations regarding the new legislation
- Any conflicts, inconsistencies, issues or questions identified at this point will be brought to the attention of the municipality for resolution prior to publication
- Insertion of cross reference and editor's notes, as appropriate
- Creation of instruction page for removing and inserting revised Code pages
- Printing of up to 0 sets of supplemental pages
- Update to eCode360

**Price:**

Between \$1,465.00 and \$1,790.00, which includes shipping and handling.

The final invoice will follow completion of the supplement.

- Any missing legislation received may result in additional costs.
- Any newly adopted legislation received after authorization for this supplement will be held until the next supplement, unless otherwise noted.

**Payment Terms:**

Available upon request

**Authorization:**

To authorize the supplement as outlined above, please use the PROCEED NOW button in the original email containing this estimate. This order is subject to General Code's Codification Terms and Conditions, which are available at <https://www.generalcode.com/terms-and-conditions-documents/>.

If you have any questions please feel free to contact me. Otherwise, please respond in our original email as to how you would like us to proceed.

Mary Beth Sullivan, Client Care  
[MSullivan@generalcode.com](mailto:MSullivan@generalcode.com)

**Appendix**

Legislation to be included in the code

Legislation Name	Adoption Date
Local Law No. 1-2021	03/18/2021
Local Law No. 2-2021	04/15/2021
Local Law No. 3-2021	06/17/2021
Fees Amendment - 2022-02-25	02/25/2022
Water Amendment - 2022-02-25	02/25/2022

VII  
h

RESOLUTION NO. 11, 2022

**TOWN OF POESTENKILL  
REGULAR MEETING**

**MAY 12, 2022**

**RESOLUTION APPROVING AUDIT OF TOWN COURT  
OF THE TOWN OF POESTENKILL**

**WHEREAS**, an audit has been completed for the period January 1, 2021 through December 31, 2021 with regard to the Town Court of the Town of Poestenkill to render assurance that all receipts and disbursements are properly recorded and all reporting requirements have been met; and

**WHEREAS**, the Town Board has reviewed such audit;

**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 approves the audit of the Town of Poestenkill Town Court for the period January 1, 2021 through December 31, 2021, was such audit finding that all records appear correct and no adjustments are necessary.

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

<b>COUNCILWOMAN BUTLER</b>	<b>VOTING</b> _____
<b>COUNCILMAN HASS</b>	<b>VOTING</b> _____
<b>COUNCILMAN VAN SLYKE</b>	<b>VOTING</b> _____
<b>COUNCILMAN WOHLLEBER</b>	<b>VOTING</b> _____
<b>SUPERVISOR HAMMOND</b>	<b>VOTING</b> _____

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

May 12, 2022

# Appendix 10 – Annual Checklist for Review of Justice Court Records

**Name of Municipality:** Town of Poestenkill

**Month Reviewed:** 1/1/2021 **Through** 12/31/21

**Name of Justice:**

Thomas Slavin, Jr.

**Review Performed By:**

Melissa Elacqua	<b>Date</b>
	3/8/22
	3/23/22

## Annual Checklist for Review of Justice Court Records

	Yes	No
<b><u>Cash Receipts Book</u></b>		
▶ Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate receipts kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are receipts recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded receipt:</i>		
# <u>1196</u> Date <u>12/13/21</u> Amount <u>\$753.00</u>		
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded deposit:</i>		
Date <u>12/16/21</u> Amount <u>\$753.00</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Month Totaled and Summarized</i> <u>12/31/21</u>		
<b><u>Cash Disbursements Book</u></b>		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are all checks signed by the Justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded check:</i>		
# <u>1036</u> Date <u>12/10/21</u> Amount <u>\$333.00</u>		
<b><u>Bank Reconciliations</u></b>		
▶ Are bank accounts reconciled promptly after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>1/6/22</u> Month Ending <u>December</u>		
<b><u>Additional Supporting Records</u></b>		
▶ Is a list of bail maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Annual Checklist for Review of Justice Court Records

	Yes	No
<b><u>Dockets and Case Files</u></b>		
▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims?	<input type="radio"/>	<input checked="" type="radio"/>
▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address.	<input checked="" type="radio"/>	<input type="radio"/>
▶ Do dockets for disposed cases appear to be complete?	<input checked="" type="radio"/>	<input type="radio"/>
▶ Do dockets for disposed cases agree with amounts reported?	<input checked="" type="radio"/>	<input type="radio"/>

## **Cash Book Reconciliation**

▶ Is the cash book reconciled to the adjusted bank balances at the end of each month?	<input checked="" type="radio"/>	<input type="radio"/>
▶ Does the cash book total agree with the bank reconciliation and supporting information?	<input checked="" type="radio"/>	<input type="radio"/>

*Last Cash Reconciliation:*

Date Performed 1/6/22 Month Ending December 2021

## **Reports to the Division of Criminal Justice Services**

▶ Are reports made timely to the Division of Criminal Justice Services?	<input checked="" type="radio"/>	<input type="radio"/>
▶ Has the court received any notices regarding late reporting? If yes, why were the reports late and what corrective actions were taken? _____	<input type="radio"/>	<input checked="" type="radio"/>

## **Reports to the Justice Court Fund**

▶ Are reports made timely to the Justice Court Fund?	<input checked="" type="radio"/>	<input type="radio"/>
▶ Do reported amounts agree with docket dispositions and case files?	<input checked="" type="radio"/>	<input type="radio"/>
▶ Do reported amounts agree with cash receipt and disbursement books? Last report submitted: Month Ending <u>December</u> Date <u>1/6/22</u> Amount <u>\$1221.00</u>	<input checked="" type="radio"/>	<input type="radio"/>
▶ Has the court received any notices regarding late reporting? If yes, why were the reports late and what corrective actions were taken? _____	<input type="radio"/>	<input checked="" type="radio"/>

## Annual Checklist for Review of Justice Court Records

Yes    No

### Reporting to the Department of Motor Vehicles - TSLED Program

- ▶ Has the court received any notices regarding pending cases?  
 If yes, why were the cases pending and what corrective actions were taken, if any \_\_\_\_\_

Note: Cases over 60 days are eligible to be scoffed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- ▶ Are reports from TSLED to the court maintained and utilized?  
 Last TSLED Report Available: Date 12/27/21  
 Note: Courts can access reports on-line from TSLED at any time.

- ▶ How many cases are shown as pending in the last TSLED report? 5 Combined Judges
- Is the number of pending cases reasonable?
  - How many cases are shown as pending for more than 90 days? 7
  - What actions have been taken to dispose of these cases? \_\_\_\_\_

All have been scoffed with no errors. All eligible cases are scoffed after 60 days

### Overall Evaluation

The months of July and November were chosen for closer analysis. No issues have been found.

# Appendix 10 – Annual Checklist for Review of Justice Court Records

**Name of Municipality:**

Town of Poestenkill
---------------------

**Month Reviewed:**

1/1/2021	Through	12/31/21
----------	---------	----------

**Name of Justice:**

Gregory Kronau

**Review Performed By:**

Melissa Elacqua

**Date**

3/8/22
3/23/22

## Annual Checklist for Review of Justice Court Records

	Yes	No
<b><u>Cash Receipts Book</u></b>		
▶ Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate receipts kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are receipts recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded receipt:</i>		
# <u>4916</u> Date <u>12/12/21</u> Amount <u>\$93.00</u>		
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are deposits recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded deposit:</i>		
Date <u>12/16/21</u> Amount <u>\$93.00</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Month Totaled and Summarized</i> <u>12/31/21</u>		
<b><u>Cash Disbursements Book</u></b>		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are all checks signed by the Justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last recorded check:</i>		
# <u>2043</u> Date <u>12/10/21</u> Amount <u>\$263.00</u>		
<b><u>Bank Reconciliations</u></b>		
▶ Are bank accounts reconciled promptly after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>1/8/22</u> Month Ending <u>December</u>		
<b><u>Additional Supporting Records</u></b>		
▶ Is a list of bail maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▶ Is a record of uncollected installment payments maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Annual Checklist for Review of Justice Court Records

Yes    No

## Dockets and Case Files

- ▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims? ○    ✕
- ▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address. ✕    ○
- ▶ Do dockets for disposed cases appear to be complete? ✕    ○
- ▶ Do dockets for disposed cases agree with amounts reported? ✕    ○

## Cash Book Reconciliation

- ▶ Is the cash book reconciled to the adjusted bank balances at the end of each month? ✕    ○
- ▶ Does the cash book total agree with the bank reconciliation and supporting information? ✕    ○

*Last Cash Reconciliation:*

Date Performed 1/6/22      Month Ending December 2021

## Reports to the Division of Criminal Justice Services

- ▶ Are reports made timely to the Division of Criminal Justice Services? ✕    ○
- ▶ Has the court received any notices regarding late reporting? ○    ✕  
If yes, why were the reports late and what corrective actions were taken? \_\_\_\_\_

## Reports to the Justice Court Fund

- ▶ Are reports made timely to the Justice Court Fund? ✕    ○
- ▶ Do reported amounts agree with docket dispositions and case files? ✕    ○
- ▶ Do reported amounts agree with cash receipt and disbursement books? ✕    ○  
Last report submitted: Month Ending December Date 1/6/22      Amount \$373.00
- ▶ Has the court received any notices regarding late reporting? ○    ✕  
If yes, why were the reports late and what corrective actions were taken? \_\_\_\_\_

## Annual Checklist for Review of Justice Court Records

Yes    No

### Reporting to the Department of Motor Vehicles - TSLED Program

- ▶ Has the court received any notices regarding pending cases?  
 If yes, why were the cases pending and what corrective actions were taken, if any \_\_\_\_\_

○    ✗

Note: Cases over 60 days are eligible to be scooped. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.

- ▶ Are reports from TSLED to the court maintained and utilized?  
 Last TSLED Report Available: Date 12/27/21  
 Note: Courts can access reports on-line from TSLED at any time.

✗    ○

- ▶ How many cases are shown as pending in the last TSLED report? 5 Combined Judges
- Is the number of pending cases reasonable?
  - How many cases are shown as pending for more than 90 days? 7
  - What actions have been taken to dispose of these cases? \_\_\_\_\_

✗    ○

All have been scooped with no errors. All eligible cases are scooped after 60 days

### Overall Evaluation

The months of July and November were chosen for closer analysis. No issues have been found.

RESOLUTION NO. 12, 2022

**TOWN OF POESTENKILL  
REGULAR MEETING**

**MAY 12, 2022**

**RESOLUTION APPROVING AUDIT OF THE OFFICE OF THE TOWN CLERK  
OF THE TOWN OF POESTENKILL**

**WHEREAS**, an audit has been completed for the period January 1, 2021 through December 31, 2021 with regard to the Office of the Town Clerk of the Town of Poestenkill to render assurance that all receipts and disbursements are properly recorded and all reporting requirements have been met; and

**WHEREAS**, the Town Board has reviewed such audit;

**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 approves the audit of the Town of Poestenkill Office of Town Clerk for the period January 1, 2021 through December 31, 2021, was such audit finding that all records appear correct and no adjustments are necessary.

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

<b>COUNCILWOMAN BUTLER</b>	<b>VOTING</b> _____
<b>COUNCILMAN HASS</b>	<b>VOTING</b> _____
<b>COUNCILMAN VAN SLYKE</b>	<b>VOTING</b> _____
<b>COUNCILMAN WOHLLEBER</b>	<b>VOTING</b> _____
<b>SUPERVISOR HAMMOND</b>	<b>VOTING</b> _____

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

May 12, 2022

**Appendix D – General Recordkeeping Requirements for Town Clerks continued**

<u>Cash Reconciliations</u>	<u>YES</u>	<u>NO</u>
Are bank accounts reconciled? <i>By Whom?</i> <u>Town Clerk</u> <i>How Often?</i> <u>Monthly</u> <i>Who Reviews/Verifies Them?</i> <u>None</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the bank reconciliation performed timely after the bank statement is received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Last Bank Reconciliation for Each Bank Account</u>		
<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>
Town Clerk account	January 5, 2022	December 2021
Are reconciliations documented and available for review?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the reconciled bank balance agree with the cash balance recorded in the accounting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Deposit Protection</u>	<u>YES</u>	<u>NO</u>
Has the bank pledged adequate, eligible securities to protect town clerk deposits that exceed FDIC insurance, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Accountability</u>	<u>YES</u>	<u>NO</u>
Is accountability (what the town clerk owes) determined at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the accountability amount agree with the bank reconciliation and supporting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are unissued licenses and permits (e.g., dog licenses) safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are revenues from town clerk fees comparable with those of previous years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Financial Reporting</u>	<u>YES</u>	<u>NO</u>
Are monthly reports and payments made timely to the supervisor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are monthly reports and payments made timely to other agencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do reported amounts on monthly reports agree with cash receipts and disbursements books?	<input checked="" type="checkbox"/>	<input type="checkbox"/>



## Appendix D – General Recordkeeping Requirements for Town Clerks continued

### Checklist for Review of Town Clerk's Records

<u>Cash Receipts</u>	<u>YES</u>	<u>NO</u>
Is the cash receipts journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal maintained in a manner that identifies the date received, payer, purpose, and the amount either individually or totals referenced to subsidiary receipt records (e.g., water rents receipts register)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are un-deposited cash receipts safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate deposit slips kept? <small>BAS system</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits made timely (no later than the third business day after \$250 has been collected) and recorded up-to-date?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Last Recorded Deposit: Date</i> <u>12/29/21</u> <i>Amount</i> <u>\$694.00</u> <span style="margin-left: 350px;">Total for 2 deposits</span>		
Is the cash receipts journal totaled and summarized monthly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Cash Disbursements</u>	<u>YES</u>	<u>NO</u>
Is the cash disbursements journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash disbursements journal maintained in a manner to identify amounts disbursed either individually or totals referenced to abstracts or payrolls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are pre-numbered checks used for all disbursements made by check?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the town clerk?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file? <small>Online access</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all unused checks properly controlled (blank check stock)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Recorded Check: #</i> <u>1176</u> <i>Date</i> <u>12/03/21</u> <i>Amount</i> <u>\$1067.52</u>		

**Appendix D – General Recordkeeping Requirements for Town Clerks continued**

<b>Receivables</b> <i>(if applicable, such as water rents)</i>	<b>YES</b>	<b>NO</b>
Are receivable control accounts maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there indication that the receivable control accounts are reconciled to the detail subsidiary records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Comments and Conclusions**

The months of July and November 2021 were chosen for further review. No issues or

concerns were found.

VII.  
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Contractor Name:	HP, Inc.		Standard Configuration Total (Auto Fill)
Manufacturer Umbrella Contract #:	PM20860		
RFQ #:	20-01		\$545.00
PC Configuration:	Enterprise Desktop		
Model Name:	HP EliteDesk 800 G6		
Date of Modification:	3/31/2022		

**Standard Configuration:**

Aggregate Buy Item Number	Component	Specification Requirement	Product Description	Manufacturer Part Number (SKU)	Net NYS Contract Price	Aggregate Buy Price
1	CPU	Intel Core i5 (9th generation or better) (non mobile) or AMD Ryzen 5	Intel Core i5-10500 3.1GHz 6C 65W	8YN45AV	\$293.23	\$116.99
2	RAM	8GB 2666MHz DDR4 expandable to 32GB	8GB (1x8GB) DDR4 2666 DIMM	8YP19AV	\$106.50	\$45.00
3	Internal Storage	256GB M.2 Form Factor SSD	256GB M.2 2280 PCIe NVMe TLC SSD	8YN23AV	\$127.80	\$65.01
4	Video	Integrated graphics or better	Integrated Intel UHD Graphics	Included in sku 8YM57AV	\$0.00	\$0.00
5	Network Adapter	100/1000 Ethernet	Integrated Intel I219LM GbE LOM	Included in sku 8YM57AV	\$0.00	\$0.00
6	Wireless	Integrated 802.11 wireless card, Bluetooth	Intel Wi-Fi 6 AX201 ax2k2 nVp +BT3 WW	9MZ50AV	\$11.36	\$7.00
7	Keyboard	USB keyboard	HP USB 320K KB	1Y4B4AV	\$7.81	\$3.00
8	Mouse	USB optical mouse, 2 button w/ scroll	HP WRD 320M Mouse	1Y4B2AV	\$2.84	\$2.00
9	Sound	Internal audio speaker	Realtek ALC3867 codec	Included in sku 8YM57AV	\$0.00	\$0.00
10	External Ports	3 USB-3, 1 Display Port	1 audio-out; 1 power connector; 1 RJ-45; 2 SuperSpeed USB Type-A 10Gbps signaling rate; 2 SuperSpeed USB Type-A 5Gbps signaling rate; 2 USB Type-A 480Mbps signaling rate; 2 DisplayPort™ 1.4; 1 SuperSpeed USB Type-C® 10Gbps (15W output, DisplayPort™ 1.2)	Included in sku 8YM57AV	\$0.00	\$0.00
11	Operating System	Windows 10 Pro	OST Win 11 Pro 64 DG108	57318AV	\$154.78	\$60.00
12	Display	23" Class, HD Adjustable (tilt/height) stand	HP P24h G4 FHD Monitor	9UJ13A8	\$187.11	\$105.00
13	Form Factor	Small Form Factor	HP EliteDesk 800 G6 SFF PC	8YM57AV	\$288.42	\$84.99
14	Environmental Standard	Silver EPEAT registration or higher	ENERGY STAR Certified	8ME13AV	\$0.71	\$0.60
15	Disk Media Retention/Keep Your Hard Drive	3 years	HP 3y NextBusDay Onsite/DMR DT Only SVC	UE332E	\$17.29	\$7.00
16	Warranty	3 year, next business day, on-site	3/3 SFF Warranty	8YQ23AV	\$34.08	\$15.00
<b>Other SKUs that make up the Standard Configuration</b>						
17	Label	Electronic TCO Certified labeling	192J6AV		\$0.71	\$0.50
18	Chassis	HP EliteDesk SFF HS66W PLA250 Chassis	8YM50AV		\$40.47	\$17.00
19	OS Localization	OS Localization	4YH35AV		\$0.71	\$0.50
20	Component	No 3rd Port	9MZ46AV		\$0.71	\$0.50
21	Component	No Included ODD	8YN76AV		\$3.55	\$2.00
22	Packaging	Single Unit SFF G6 Packaging	8YN70AV		\$2.84	\$1.00
23	Country Kit	HP 800 G6 SFF CKIT	8YP83AV		\$0.01	\$0.01
24	Component	HP Smart Support	3Y0V6AV		\$2.13	\$1.00
25	Cable	SATA Power cable w/RF	18BE5AV		\$0.71	\$0.50
26	Label	Intel CML Core i6 Label	3F884AV			

Standard Configuration

**Category Discount for Additional Products**

Category	Description	Percent Discount
Warranty and Services	Description: Multi-year Warranty, On-site Support, On-premise Asset Tagging, Disk Retention and Accidental Damage	26.00%
Components	Description: Replacement or Additional Components for the Standard Configuration, CPU, Additional Memory, Internal Optical Drive, and Operating Systems	28.00%
Peripherals	Description: Cable, External Optical Drive, Wireless Keyboard and Mouse and Docking Station, which includes lowest cost option	25.00%

**Additional Products:**

Additional

Contractor Name:	Dell Marketing, L.P.		Standard Configuration Total (Auto Fill)
Manufacturer Umbrella Contract #:	PM 20820		
RFQ #	20-01		
PC Configuration:	Enterprise Notebook - vPro		\$583.55
Model Name :	Latitude 5420		
Date of Modification:	12/8/2021		

**Standard Configuration:**

Aggregate Buy Item Number	Component	Specification Requirement	Product Description	Manufacturer Part Number (SKU)	Net NYS Contract Price	Aggregate Buy Price
1	CPU	10th generation Intel Core i5 or better	11th Generation Intel Core i5-1145G7 (4 Core, 8M cache, base 2.6GHz, up to 4.4GHz, vPro)	14766_379-BEHF	\$230.15	\$70.77
2	vPro Platform	Enabled	Intel vPro Active Management Technology (for vPro CPU, vPro Capable)	14766_831-ACTO	\$21.87	\$6.73
3	RAM	8GB 2400MHz DDR4 expandable to 32GB	8GB, 1x8GB, DDR4 Non-ECC	14766_370-AFVS	\$149.98	\$46.11
4	Internal Storage	256GB M.2 Form Factor SSD	M.2 256GB PCIe NVMe Class 35 Solid State Drive	14766_400-BKUR	\$180.17	\$55.40
6	Video	Integrated Intel iGPU graphics or better	i5-1145G7 Vpro, Intel Iris Xe Graphics, Thunderbolt	14766_338-BXRV	\$21.87	\$0.00
8	Network Adapter	Intel 100/1000 Ethernet (Only genuine Intel brand Network Adapter is acceptable)	Intel i219-V 10/100/1000 Ethernet	Included in 14766_210-AYNM	\$0.00	\$0.00
7	Wireless	Intel Dual-band wireless 802.11 ac (Only genuine Intel brand Wireless is acceptable), Bluetooth 5.0	Intel(R) Wi-Fi 6 AX210 2x2 11ax 160MHz + Bluetooth 5.2	14766_555-BGLJ	\$10.42	\$6.97
8	Keyboard	Integrated full sized keyboard	Single Pointing Non-Backlit English US Keyboard	14766_583-BHCI	\$0.00	\$0.00
9	Mouse	USB optical mouse, 2 button w/ scroll	Dell Optical Mouse-M8116 Black	999_276-BBCB	\$14.57	\$5.00
10	Touchpad	Integrated Touchpad	Palmtrest, No Security, Thunderbolt 4	14766_345-BGVN	\$35.72	\$10.88
11	Sound	Internal audio speaker	High Quality Speakers	Included in 14766_210-AYNM	\$0.00	\$0.00
12	External Ports	1 x USB Type C; 1 x USB 3.0; 1 HDMI; 1 headphone/microphone jack	2x USB Type-C Thunderbolt 4.0 w/Power Delivery & DisplayPort 2x USB 3.2 Gen 1 (1 w/Power share) 1x HDMI 2.0 1x uSD 4.0 Memory card reader Universal Audio Jack Wedge-shaped Lock slot	Included in 14766_210-AYNM	\$0.00	\$0.00
13	Docking Capability	Required	Docking Capability Included	Included in 14766_210-AYNM	\$0.00	\$0.00
14	Operating System	Windows 10 PRO	Win 10 Pro 64 English, French, Spanish	14766_619-AHKN	\$131.22	\$40.35
16	Display	14" Class LED FHD (1920x1080)	14" FHD (1920x1080) Non-Touch, Anti-Glare, IPS, 250nits	14766_391-BFPR	\$51.03	\$38.11
16	Webcam	Integrated	HD Camera Bezel with Mic	14766_326-BDYX	\$7.29	\$6.73
17	Battery/Power	8 hour average battery	3 Cell 42Whr ExpressCharge Capable Battery	14766_451-BCVS	\$0.00	\$0.00
18	Battery/Power	AC adapter	65W Type-C Epeat Adaptor	14766_492-BCXP	\$0.00	\$0.00
19	Environmental Standard	Silver EPEAT registration or higher	EPEAT 2018 Registered (Gold)	14766_379-BDZB	\$0.00	\$0.00
20	Disk Media Retention/Keep Your Hard Drive	3 years	Keep Your Hard Drive, 3 Year	14766_984-1892	\$17.90	\$5.50
21	Warranty	3 year, next business day, on-site	Onsite/In-Home Service After Remote Diagnosis, 2 Year Extended	14766_997-8332	\$174.53	\$53.87
22	Weight	4 lbs.	Weight: 3.03lbs	Included in 14766_210-AYNM	\$0.00	\$0.00
23	Thickness	1.0" or less	Height: .76"	Included in 14766_210-AYNM	\$0.00	\$0.00
Other SKUs that make up the Standard Configuration						
24	Dell Latitude 5420	Dell Latitude 5420 XCTO Base	Dell Latitude 5420 XCTO Base	14766_210-AYNM	\$689.84	\$197.27
25	Microsoft Office	No Productivity Software	No Microsoft Office License Included - 30 day Trial Offer Only	14766_688-BCSB	\$0.00	\$0.00
26	Wireless Driver	Wireless Intel AX210 WLAN Driver	Wireless Intel AX210 WLAN Driver	14766_565-BGSX	\$0.00	\$0.00
27	Mobile Broadband	No Mobile Broadband Card	No Mobile Broadband Card	14766_566-BBOD	\$0.00	\$0.00
28	Power Supply	E5 65W 7.4mm Lot 6 PCR EPEAT, Liteon	Mix Model 65W Adaptor + TGL CPU	14766_340-CUCT	\$0.00	\$0.00
29	Operating System Recovery Options	OS-Windows Media Not Included	OS-Windows Media Not Included	14766_620-AALW	\$0.00	\$0.00
30	Power Cord	E5 US Power Cord	US Power Cord	14766_537-BBBL	\$0.00	\$0.00

Standard Configuration

11	Components	CPU	Intel Core i5 Processor Label	14766_369-DXDU	\$0.00	42.39%	\$0.00
12	Components	RAM	16GB, 2x8GB, DDR4 Non-ECC	14766_370-AFVQ	\$268.28	42.39%	\$148.80
13	Components	RAM	32GB, 2x16GB, DDR4 Non-ECC	14766_370-AFVR	\$479.05	42.39%	\$275.98
14	Components	RAM	64GB, 2x32GB, DDR4 Non-ECC	14766_370-AFNT	\$909.17	42.39%	\$523.77
15	Components	Internal Storage	M.2 256GB PCIe NVMe Class 40 Solid State Drive	14766_400-BKUW	\$242.65	42.39%	\$139.79
16	Components	Internal Storage	M.2 512GB PCIe NVMe Class 40 Solid State Drive	14766_400-BKUO	\$388.45	42.39%	\$223.79
17	Components	Internal Storage	M.2 256GB PCIe NVMe Class 40 Opal 2.0 Self Encrypting Solid State Drive	14766_400-BKUS	\$315.55	42.39%	\$181.79
18	Components	Internal Storage	M.2 512GB PCIe NVMe Class 40 Opal 2.0 Self Encrypting Solid State Drive	14766_400-BKUT	\$461.35	42.39%	\$265.78
19	Components	Internal Storage	M.2 1TB PCIe NVMe Class 40 Solid State Drive	14766_400-BKUU	\$523.84	42.39%	\$301.78
20	Components	Internal Storage	M.2 2TB PCIe NVMe Class 40 Solid State Drive	14766_400-BKUV	\$1,144.53	42.39%	\$659.36
21	Components	Wireless	No Wireless LAN Card	14766_555-BBCX	\$0.00	42.39%	\$0.00
22	Components	Wireless	No Wireless LAN Card	14766_555-BBEU	\$0.00	42.39%	\$0.00
23	Components	Keyboard	Single Pointing Backlit US English Keyboard	14766_583-BHCH	\$36.45	42.39%	\$21.00
24	Components	Operating System	Windows 10 Pro, 64bit English, French, Spanish	14766_619-APQF	\$98.42	42.39%	\$56.70
25	Components	Operating System	Windows 11 Home, English, French, Spanish	14766_619-APXI	\$87.48	42.39%	\$50.40
26	Components	Operating System	Windows 11 Home, English, French, Spanish	14766_619-APWQ	\$87.48	42.39%	\$50.40
27	Components	Operating System	Windows 11 Home, English, French, Spanish	14766_619-AQKD	\$87.48	42.39%	\$50.40
28	Components	Display	LCD back cover for Latitude 6420 WLAN Only	14766_320-BECS	\$0.00	42.39%	\$0.00
29	Components	Display	LCD back cover for Latitude 6420 WLAN Only	14766_320-BECV	\$0.00	42.39%	\$0.00
30	Components	Display	LCD back cover for Latitude 6420 WLAN/WWAN	14766_320-BECP	\$21.87	42.39%	\$12.80
31	Components	Display	LCD back cover for Latitude 6420 WLAN/WWAN	14766_320-BECK	\$21.87	42.39%	\$12.80
32	Components	Display	LCD back cover for Latitude 6420 WLAN/WWAN	14766_320-BECU	\$21.87	42.39%	\$12.80
33	Components	Display	LCD back cover for Latitude 6420 WLAN/WWAN	14766_320-BECW	\$21.87	42.39%	\$12.80
34	Components	Display	14" FHD (1920x1080) Touch, Anti-Glare, IPS, 300nits	14766_391-BFPL	\$146.80	42.39%	\$84.00
35	Components	Display	LCD back cover for Latitude 6420 WLAN Only	14766_320-BECQ	\$0.00	42.39%	\$0.00
36	Components	Webcam	HD IR Camera Bezel with Mic (ExpressSign-In/Mic)	14766_325-BDYZ	\$29.18	42.39%	\$16.80
37	Components	Webcam	HD + IR Camera Bezel with Mic	14766_325-BDYY	\$21.87	42.39%	\$12.60
38	Components	Palmrest	Palmrest, Contacted SmartCard Reader, Thunderbolt 4	14766_346-BGVO	\$64.88	42.39%	\$37.38
39	Components	Palmrest	Palmrest, Fingerprint Reader, Thunderbolt 4	14766_346-BGVK	\$87.80	42.39%	\$49.08
40	Components	Palmrest	Palmrest, Fingerprint Reader, Contacted SmartCard Reader, Thunderbolt 4	14766_346-BGVM	\$96.96	42.39%	\$55.86
41	Components	Palmrest	Palmrest, NFC, Fingerprint Reader, Contacted & Contactless SmartCard Reader, Thunderbolt 4	14766_346-BGVL	\$100.60	42.39%	\$57.99
42	Components	Battery/Power	4 Cell 63Whr ExpressChargeTM Capable Battery	14766_451-BCSW	\$43.74	42.39%	\$25.20
43	Components	Battery/Power	90W ES Type-C Power Adapter	14766_492-BCXB	\$18.23	42.39%	\$10.50
44	Components	Battery/Power	E5 US Power Cord	14766_450-AAEJ	\$0.00	42.39%	\$0.00
45	Components	Miscellaneous	No Out-of-Band Systems Management - No vPro	14766_631-AGTP	\$0.00	42.39%	\$0.00
46	Components	Miscellaneous	Intel ME disabled	14766_631-ACTQ	\$0.00	42.39%	\$0.00
47	Components	Miscellaneous	No Productivity for Federal and Premier	14766_630-AAXE	\$0.00	42.39%	\$0.00
48	Components	Miscellaneous	Windows AutoPilot	14766_634-BRWG	\$0.00	42.39%	\$0.00
49	Components	Mobile Broadband	Blank eSIM Card	14766_559-BCSE	\$0.00	42.39%	\$0.00
50	Components	Mobile Broadband	Intel XMM 7360 LTE card for AT&T	14766_556-BCEY	\$3.65	42.39%	\$2.10
51	Components	Mobile Broadband	Verizon SIM Card	14766_556-BCEZ	\$3.65	42.39%	\$2.10
52	Components	Mobile Broadband	Intel XMM 7360 LTE card for SPRINT	14766_558-BCEX	\$3.65	42.39%	\$2.10
53	Components	Mobile Broadband	Intel XMM 7360 Global LTE-Advanced	14766_558-BCMZ	\$146.80	42.39%	\$84.00
54	Warranty and Services	Warranty	Onsite/In-Home Service After Remote Diagnosis, 3 Year Extended	14766_997-8334	\$281.03	60.89%	\$169.91
55	Warranty and Services	Warranty	Onsite/In-Home Service After Remote Diagnosis, 4 Year Extended	14766_997-8335	\$370.53	60.89%	\$224.91
56	Warranty and Services	Warranty	ProSupport: 7x24 Technical Support, 3 Years	14766_997-8344	\$88.61	60.89%	\$53.66
57	Warranty and Services	Warranty	ProSupport: Next Business Day Onsite, 1 Year	14766_997-8349	\$26.85	60.89%	\$16.50
58	Warranty and Services	Warranty	ProSupport: Next Business Day Onsite, 2 Year Extended	14766_997-8354	\$174.53	60.89%	\$106.26
59	Warranty and Services	Warranty	ProSupport: 7x24 Technical Support, 4 Years	14766_997-8346	\$98.45	60.89%	\$60.50
60	Warranty and Services	Warranty	ProSupport: Next Business Day Onsite, 3 Year Extended	14766_997-8357	\$281.03	60.89%	\$169.91

Additional Products

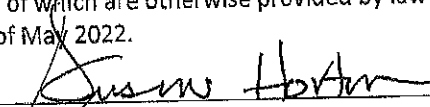
VIII.  
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TOWN CLERK'S MONTHLY REPORT

Town of Poestenkill, New York

April 2022

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:	\$ 6.62
	Marriage License 3 @ \$ 7.50	\$ 22.50
	Marriage Certificate 3 @ \$10.00	\$ 30.00
A1255	Total Town Clerk Fees	\$ 59.12
A-1090	Penalties/Interest	\$
A1289	Registrar	\$ 50.00
A2655	Minor Sales - Copies (certified copy) -	\$ 10.00
A2544	Local Fee for Dogs -	180.00
A2115	Planning Board Fees - \$ 90.00 ZBA Fees - \$ 40.00	\$ 130.00
A2555	Building Permits	\$ 2,407.00
A-2545	Peddlers Permit Mr. Ding a Ling	\$ 50.00
2110	Water Benefit Charge	\$ 2,218.48
A2720	Water Meter Fee - \$275.00 each (2)	550.00
A2240	Misc. Water Charges -	120.00
A2710	Water Permit Fee - \$40.00 each (3)	\$ 13,487.42
1001	Water Billing -	
	Water Penalty-	
	<b>TOTAL WATER CHARGES</b>	<b>\$16,375.90</b>
	<b>REVENUE TO SUPERVISOR</b>	<b>\$19,262.02</b>
	Amount paid to State Comptroller for Games of Chance License	\$
	Amount paid to DEC for Conservation Licenses	\$ 113.38
	Amount paid to AG & Markets for fee for unsprayed/unneutered Dog program	\$
		44.00
	Amount paid to State Health Dept. for Marriage Licenses	\$ 67.50
	<b>TOTAL DISBURSED</b>	<b>\$ 224.88</b>
		\$
	<b>Keith Hammond, Town Supervisor</b>	
	<b>TOTAL AMOUNT RECEIVED BY CLERK</b>	<b>\$ 19,486.90</b>
	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 April. Fees the application and payment of which are otherwise provided by law subscribed and sworn to before me this 2nd day of May 2022.	
		



# Town of Poestenkill

## Assessor's Office

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

VIII  
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TO: Supervisor Keith Hammond and Poestenkill Town Board

FROM:  Betsy Pinho, Assessor

RE: Assessor's Report April 2022

All Tentative Assessment Roll changes were processed. Change of Assessment notices were mailed to property owners. The dates that the Assessor is available to discuss assessed values was included in the Change of Assessment notices as well as posted in the Troy Record and posted at Town Hall. The Tentative Assessment Roll is available in hardcopy for anyone to review and it is also available on the Town website.

The Board of Assessment Review, Grievance Night, will be held on Tuesday, May 24<sup>th</sup>, from 5:00 pm to 9:00 pm. We have begun preparations for Grievance Night. Residents have started calling regarding their Change of Assessment notices. We continue to work with residents and answer their questions regarding assessed values. The Assessor will be available to meet with residents as needed.

The County has requested copies of Town Local Laws regarding optional Real Property Tax exemptions offered by the Town. In coordination with the Town Clerk's Office, we have been unable to locate four Local Laws. Since the Town currently offers these four exemptions, please consider the creation of Local Laws to address each of these exemptions:

- Real Property Tax Law 458: Veteran Eligible Funds,
- Real Property Tax Law 458a: Alternative Veteran,
- Real Property Tax Law 459c: Persons with Disabilities and Limited Incomes, and
- Real Property Tax Law 467: Senior Citizens.

All other functions, including the processing of building permits, responding to resident inquiries, and updating the Real Property System, continue as normal.

cc: Susan Horton, Town Clerk

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**Town of Poestenkill  
Office of the Water Department**

To: Town Supervisor- Keith Hammond

Town Board Members – June Butler, David Hass, Harold Van Slyke,  
Eric Wohlleber (Deputy Town Supervisor)  
Town Attorney – Andy Gilchrist

From: Robert L. Brunet, P.E.–Water Manager / 811 Operations / Public Health  
Coordinator *RLB*

RE: Executive Summary Monthly Report (April)

Date: May 5, 2022

**SUMMARY OVERVIEW:**

In each of my duties the Municipal Water District, the 811 Operations, and the Public Health Coordination, all the objectives under our control are continuing to be met or exceeded.

**MONTHLY PUBLIC HEALTH COORDINATOR REPORT**

PFOA/PFOS - Our involvement continues to be significant in the PFOA/PFOS issue. Additionally, we have been able to help many residents in the testing of their wells and in the decontamination process where their wells have tested positive for Coliform. We continue to work closely with the RCDOH, NYSDOH, and the DEC. Their testing progress and public information efforts have slowed down (my opinion), as well as their work in finding the source(s). See my latest Town Website article with the DEC "link" for specifics, including status of determining the "cause(s)".

Algonquin Middle School - The new GAC (DEC installed) water filtration system is being completely tested and is in the final stages and will soon be fully operational. Currently, the Algonquin Middle School is continuing to use bottled water. They estimate that they will be off bottled water and fully operational on their new system in approximately one month. The long final testing period is required for the RCDOH to thoroughly test every component of the systems, including all the piping for proper system decontamination.

It is noteworthy that the Averill Park School District is receiving a \$90,000 grant to help install PFAS removal treatment technology at the Algonquin Middle School, as part of the \$600 million in clean water grants that Governor Hochul announced on 4/20/2022.



## MONTHLY WATER DISTRICT'S OPERATIONAL REPORT:

**SECOND 2022 QUARTERLY METER READINGS:** On Thursday, March 31<sup>st</sup> we took the second quarterly meter readings for billing residents involving the first batch of new meters. All went well and we provided the data to Sue Horton to process and mail out the bills. As with the December readings, we had several "no reads" which, again, indicates dead batteries in the antennae. I have contacted Andy Glick, the EJP representative and he will continue to provide free replacements, which we will install at the residents' locations—at no cost to them. So far, we have received 18 free replacement antennae; these would cost approximately \$1,600.

**CCCDW:** Both Supervisor Hammond and I continue to work closely with the CCCDW group to ensure a team approach to solving our PFOA/PFOS problems. The CCCDW group announced a May 19<sup>TH</sup> Community Forum meeting at the VFW at 7 pm and have invited us to attend along with all the involved governmental agencies . The details of the meeting will be published on their website. Additionally, our last formal meeting with them was on Friday, April 1<sup>st</sup>.

**EXPANSION OF OUR MUNICIPAL WATER SYSTEM:** I have been working with and supplying information to Kevin Herren, Project Engineer for the LaBerge Group regarding our existing water system. This technical data is necessary to determine the feasibility of using various system elements and routes for connection to our system. Combined meetings of Poestenkill, Sand Lake, and LaBerge are promising and success will depend largely upon the ability of obtaining grants, requiring data input by July 2022. I have provided LaBerge with a copy of our two water agreements, one with Brunswick and one with Troy. They (LaBerge) have also met with Brunswick to determine what type of capital cost, if any, should be budgeted for those improvements. The significant Brunswick capital cost would not be required for the Phase 1 recommendation, but rather for future phases.

I recently reviewed their Draft Report and recommendations and notified Kevin Herren, P.E. (Laberge Group Engineer) of a couple of minor changes which he will be making (information regarding our existing pumps, other equipment, and our storage tank). Overall, I think that the report is "outstanding". This report captures significant informational aspects of the proposals and provides a good basis for the recommended proposal. The one glaring issue which should be formally pursued by the Town is obtaining financial support from the school---a commitment is needed now for Laberge to proceed. It is noteworthy that the Averill Park School District is receiving a \$90,000 grant to help install PFAS removal treatment technology at the Algonquin Middle School, as part of the \$600 million in clean water grants that Governor Hochul announced on 4/20/2022.

**POESTENKILL LANDFILL:** We just completed almost all of our required testing for 2022; There are yet some "semi-annual" tests remaining for 2022, required by the original Consent Decree in 2009 which I am working with the

NYSDEC and the NYSDOH agencies to have eliminated, thereby saving us significant testing costs for the future. The test results were very good, and we have notified each resident and the NYSDEC and the NYSDOH.

NEW PROBLEM: The embedded batteries in our water meter antennae are beginning to become defective (over 10 years in use) and thereby prohibit our reading resident usage remotely. I have had three meetings with the EJP representative, Andy Glick, and he is working very well with us and is supplying replacement units (at no cost to us). We are performing the new work function of this replacement at the residents' premises at no cost to the resident. I anticipate that this new work function will be increasing in volume and will be an increase in our ongoing normal work functions for many years. At this time, we have already received 18 free replacement units for those which have failed (we will still be faced with over 400 to go) and have another six presently pending replacement.

LEAK FOUND AND REPAIRED: - Additionally, using our leak detection equipment, we identified and located a definite leak at 1619 Spring Avenue Extension. This leak, a longitudinal split in the 3/4" resident service line, was located between our curbstop and the resident's house. The estimated water loss was 3,500 gallons per day (GPD), equivalent to the annual cost to the Town of \$6,700. This loss was "real" and our daily water consumption loss has improved about 3,500 GPD since it was repaired. Therefore, we have been paying the leakage water cost since the leak was on our side of the meter, even though it was on the resident's property. It was repaired on 4/22. The resident paid for the repair cost. Now that the weather is more cooperative, we will be significantly increasing our leak locating efforts in other suspected areas.

LEAD-COPPER RULE REVISION: Last year I discussed and wrote about the new upcoming EPA LCRR laws and their impact on Poestenkill. Well, they are now here and will be greatly increasing our physical workload (field and office workload) from 2023 through 2025, as well as our administrative workload now. Their impact and new requirements are expected to be greater than the PFOA/PFAS issues throughout New York State. Rochester is leading the NYS effort. We are involved and are meeting all our commitments but our present workload (mostly administrative, research and paperwork) is very time-consuming and is guaranteed to increase. As stated in the past, my concern is that the EPA will change the law so that our responsibility will extend into the residents' home. When asked about the water districts' ownership and responsibility--the EPA, in their 409 page LCRR has responded "the laws can be changed"! The EPA has recently re-iterated this approach and notified us of significant new testing required during 2023, 2024, and 2025. These special testing requirements are focused upon the lead content within the resident's home. The only good news about this, for the Town, is that they will be paying for the increased testing costs (considerable)—not us.

**MONTHLY 811 OPERATIONS REPORT:**

From an overall viewpoint everything continues to go quite well in the 811 operation. Now that the weather is better the tickets are picking up. All 811 Dig Safe daily requests (tickets) were received and responded to appropriately and in a timely fashion. Additionally, we received daily audits (7 days/week), and each has been excellent, with no late or unanswered responses on our part.

**THIS MONTH'S HUMOR:** - It's been a bit of a strange day!  
First, I found a hat full of money. ----- Then I was chased by an angry man with a guitar.....!



## TOWN OF POESTENKILL

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

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

### MEMORANDUM

To: Town Supervisor – Keith Hammond

Town Board Members- June Butler, David Hass, Harold VanSlyke

Eric Wohlleber (deputy Town Supervisor)

Town attorney – A. Gilchrist

From: Tracy Church Code Enforcement/ Building Inspector

Date: May 10, 2022

RE: April/May

#### OVERVIEW:

The Building Department/Code Enforcement/ MS-4 offices continue to assist residents, builders, and other municipalities, As Spring has arrived, so have the requests for building permit applications. The MS-4 office has been working with the DEC Stormwater Management office addressing a situation on Snake Hill Road, a Stop Work order was issued as a result of a major disturbance of approximately 1.5 acres, located on a steep slope, The Owners of the property have been advised that a SWPPP is required in order to continue, The MS-4 office has been in contact with Wayne Bonesteel engineer for the Town of Poestenkill and have reviewed the applications for approval. The Code Enforcement office was requested by 911 for a tree on a house call on Plank Road, fire personnel requested the evaluation of the structure. The Building/Code office continues to assist the Town of Sand Lake for a structure being built on Stone Camp Way. As a result of several complaints at last months Town Board meeting regarding dust in the area of Pine Bowl Road and Waits garage, the Warren Fane company was contacted and advised of the complaint, the source of the dust was presumably the adjacent gravel mine. Warren Fane Company representatives responded promptly with installation of a berm to isolate the dust to their property and have forwarded photos. The New York State requirements for Code Enforcement annual training has resumed.

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

Respectfully submitted

**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- David (DJ) Goyer

**Date:** April 7<sup>th</sup>, 2022 – May 6<sup>th</sup>, 2022

**RE:** Highway Activities

1. We started this month period off with sweeping of the village roads as well as sweeping the mountain with the pull broom. New sweeper has been performing excellent.
2. We have been out with the gradall ditching roads during the spring months. We ditched all of our dirt roads ahead of grading season, that way the roads drainage is in good shape and free of debris before we come through with the road grader.
3. The 19<sup>th</sup> of April brought us a late season snowstorm. We still had our plow trucks ready to go so we were prepared; however, we had a few breakdowns during the storm which set us back some. Everything has been corrected and back in operation.
4. We spent a few days this month installing the new street signs and traffic signs that had been ordered this year. The new signs throughout the village look nice and stand out well at night. Should help the traveling public immensely. We updated a few signs in town as well that had been outdated and/or received complaints regarding the traffic in the areas.

5. Performed some shoulder repair on Suanda lane with the gradall and some topsoil. Seeded as well to stop any erosion.
6. The week of the 25<sup>th</sup> – 29<sup>th</sup> was our town wide brush pick up. The week went well and was done on time. The crew had their hands full as there was a good amount of brush this year, however the woodchipper and crew did well to make progress each day. Thank you to the residents that had piled the brush neatly along the highways, it greatly helps us with handling the brush. We appreciate it!!
7. The crew replaced a couple culverts on north road that needed correcting due to wear and tear from years of use. Residents were happy with the fix.
8. Spent the early part of May taking remaining plow equipment of the dump trucks and got them ready for the summer season.
9. We received the flail mount for the tractor and installed as well as put the hydraulics back together on machine. Found a cylinder that wasn't working properly, so I sent that out to Mooridians for a rebuild. Waiting on that to be done and at that point the tractor should be ready to go for the season.
10. Started grading dirt roads in the recent week since we have a good stretch of nice weather. Our road gravel is a great product and tightens up well for a nice smooth road. The roller we rented for this season has done great as well, its substantially bigger than our little patch roller so we are achieving greater compaction with the gravel than we have had. This will help significantly going forward with the roads holding together.