



TOWN OF HILLSDALE
Town Board Meeting – September 10, 2024
Minutes

NOTE: After a public hearing on April 25 and at a Special Town Board Meeting the Town Board approved a resolution to allow "Extraordinary Circumstances Videoconferencing", "ECV". this allows a Town Board member who has a qualifying disability to attend, be part of a quorum and vote at all Town Board Meetings.

The meeting of the Town Board of the Town of Hillsdale, Columbia County in the State of New York was held at the Town Hall, 2609 State Route 23, Hillsdale, NY 12529 on September 10, 2024, at 7:00 pm.

Board members present:

PRESENT:	Supervisor	Mike Dvorchak
	Councilmember	Joanna Virello
	Councilmember	Jamie Carano Nordenstrom
	Councilmember	Tom Carty

ABSENT:	Councilmember	Irwin Feld
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ALSO PRESENT:	Robina Ward	Town Clerk
	Emily Stalker	Deputy Town Clerk
	Richard Briggs	Highway Superintendent
	Kenneth Dow	Town Attorney

OTHERS PRESENT: Meg Wormley, Sandy Whitman, Nora Hayes, Dan Levy and other members of the public.

TRADITIONAL VIDEOCONFERENCING NOTICE:

Notice of said meeting was posted on the Town Website. The public is invited to participate at the town hall or the videoconference meeting location at 2609 State Route 23, Hillsdale, NY 12529.

ATTENDING ON ZOOM: Shannon Bell.

Supervisor Dvorchak called the meeting to order at 7:00 pm with the Pledge of allegiance.

Public Comment

Nora Hayes spoke about dogs off leash issues in the Roe Jan Park. She attended the Farmers Market and received 22 signatures on a petition. A park in Great Barrington has similar issues and has a Park Warden plus signs that state there is a fine for anyone not adhering to the leash laws. There needs to be enforcement and accountability.

Approval of Minutes

August 13, 2024, Regular Meeting

On a motion of Councilmember Carty, seconded by Councilmember Carano.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the August 13, 2024, Regular Meeting Minutes.

Correspondence

Harlem Valley Rail Trail Bridge

Supervisor Dvorchak stressed the importance of the Rail Trail Bridge to the economic viability of our Hillsdale businesses as well as the entire County. He shared that he talked to Lt. Governor Antonio Delgado, US House Candidate Josh Riley and NYS Senator Michelle Hinchey at the Columbia County Democratic picnic in addition to having a phone call with Assemblyperson Didi Barrett. We received a letter of support from Didi Barrett. He reported that all were enthusiastic Rail Trail supporters and understand the importance of building the bridge over Route 22. The issue is that the bridge is going to cost more because of a new regulation that must include contingencies for construction costs. General discussion followed. General discussion on the rail trail.

Supervisor's Report

County Report

Short Term Rental Law

Supervisor Dvorchak gave an update on the proposed County law imposing a 4% tax on Short Term rental income. The bills are on the Governor's desk awaiting her signature. If the bill is signed it will take effect in 120 days from signature. The County will collect the fees and disburse 30% of collected tax to the individual municipalities. Hudson is not participating as the city already as an STR law and tax. The 30% distribution will be based on the actual revenue of each town as opposed to a population percentage. The town can hire Granicus to help with registration and compliance. He said he will keep the Board and public informed if this bill is signed and the next steps.

Supervisor Report and Financials

Supervisor Dvorchak reported that the Town of Hillsdale remains in good financial shape and that we are now in Budget season.

Abstract Disbursements for August 2024:

General Account	30,721.27
Highway Fund	63,257.26
Sewer Fund	9,826.00
Park Fund	9,712.14

Budget Amendments 9-2024

Resolution 71-2024

West entrance Sign Insurance Funds.

Supervisor Dvorchak stated that the town had received the sum of \$5,366.00 in 2023 as an insurance recovery and a further sum of \$2,730.00 in 2024, the money was spent on a replacement sign in 2024. Attorney Dow explained that it was an increase in revenue and an increase in appropriations at year end. On a motion of Councilmember Virello, seconded by Councilmember Carty.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the moving of insurance funds from last year to this year to pay for the replacement of the Welcome Sign.

Supervisor Dvorchak submitted a report of 2024 budgeted items that have yet to be allocated. His report included a column of proposed possible reallocations that total approximately 60,000. He asked the Board for ideas for use of the funds and offered the following suggestions:

- 1 Creating an inventory list with costs Robert Patterson
- 2 Installation of Basement Windows
- 3 Security Cameras at Town Hall
- 4 Town Hall Bulletin Board
- 5 Repaving Town Hall and Substation parking lots
- 6 Excavator \$91,722.00, the Highway has \$45,000.00 in the budget, it would be under State Contract. Highway Superintendent Briggs stated that the excavator would be used to replace culvert pipes, he will email the bid. To be discussed at the September 26, meeting.

Councilmember Carano asked about the budget items under Planning, Supervisor Dvorchak explained that the budget included funds for the committees, the Hamlet Committee has spent its budget, the Economic Development has spent theirs, the Housing Committee will spend theirs on a consultant.

Resolution 76-2024

Motion to engage Town Accountant Robert Patterson to create a town-wide inventory for up to \$4,500.00.

On a motion of Councilmember Carty, seconded by Councilmember Virello.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the engagement of Town Accountant Robert Patterson to create a town wide inventory for up to \$4,500.00.

Resolution 77-2024

Supervisor Dvorchak stated that the basement windows are single panes and were refurbished in 2012. The replacement windows were included in the original remediation plan, and subsequently dropped from the final plan. We have received two bids to install replacement double pane Marvin windows, one from Scott Decker Construction in the amount of \$4,800.00 and a second bid from MCT in the amount of \$6879.00.

Motion to engage Scott Decker Construction to install Basement Windows.

On a motion of Councilmember Carty, seconded by Councilmember Virello.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board accepts the bid from Scott Decker to replace the basement windows at Town Hall, \$4,880.00.

West End Bridge

NYS BRIDGE GRANT - \$1,084,000 (5% match = \$54,200)

Supervisor Dvorchak stated that the RFQ submission would be due October 11 and posted in the required venues the paper of record, Bidnet, Town Newsletter, Town website, and a poster in Town Hall.

Resolution 72-2024

Motion to approve the publishing of the RFQ for the West End Bridge project.

On a motion of Councilmember Virello, seconded by Supervisor Dvorchak.

General discussion on the Town procurement policy.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the publishing of an RFQ for the West End Bridge Project.

The Supervisor proposed a committee be formed of himself, Town Clerk Robina Ward, Infrastructure Lead Irwin Feld and Highway Superintendent Richard Briggs. The Committee will oversee evaluating the applicants and submitting a recommendation to the Board. The Board would vote on the final selection.

Resolution 73-2024

Motion to appoint Supervisor Dvorchak, Councilmember Feld, Town Clerk Ward and Highway Superintendent Briggs to the selection committee to evaluate submissions for the RFQ.

On a motion of Councilmember Carty, seconded by Councilmember Virello.

The motion was

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the appointment of Supervisor Dvorchak, Councilmember Feld, Town Clerk Ward and Highway Superintendent Briggs to a committee to review applicants' qualifications.

Highway Superintendent's Report

Monthly Report submitted.

Supervisor Dvorchak thanked the Highway Superintendent and his crew for cleaning up the side of the parking lot at town hall and for cleaning up the Hamlet Park.

Superintendent Briggs stated that they had finished chip sealing the roads.

Town Clerk Report

Clerk Ward reported on dogs, there were two loose dogs on Hunt Road, the Sheriff found the owners and reminded them of the Towns leash law and made a report. On August 8, on Hunt Road, a gentleman was bitten by a dog , he is proceeding with a dangerous dog case which will be held at the Hillsdale Town Court on September 18.

Bidnet is a company that will allow the town to put bids out to all contractors in New York State and Massachusetts if necessary. The annual fee is \$864.00.

Resolution 74-2024

On a motion of Councilmember Carty, seconded by Supervisor Dvorchak

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board approves the purchase of a year's subscription to Bidnet, \$864.00.

Acceptance of Court Audit

Supervisor Dvorchak stated that NYS Court system requires a Court Audit each year.

Resolution 75-2024

On a motion of Councilmember Carty, seconded by Supervisor Dvorchak

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved the Town Board accepts the Town Court audit of 2023.

Roe Jan Park

Maintenance Update

Councilmember Virello stated that she had purchased 18 4"x4" 8-foot posts for the Dogs on Leash signs and is working with a local contractor to have them installed. More signs need to be ordered for existing posts.

The entrance sign is expected to be installed by September 24.

The stove at the Farmhouse stopped working and the tenants purchased a replacement which includes sales tax. Councilmember Virello will get the sales tax taken off the bill and have them reimbursed.

The roof at the farmhouse needs replacement again, Councilmember Virello will get a quote.

Councilmember Virello addressed the dog situation and the dog run. Attorney Dow stated that it is the responsibility of the person who was bitten to report dog bites to the police, sheriff and the Dog Warden in the town it happened in. General discussion on reporting dog bites.

Supervisor Dvorchak suggested that the board needs to investigate available land for a new dog park.

Sewer District Report

SAM Grant Status

The supervisor reported that the grant is with the Ways & Means Committee, but that we should hear by the end of the year.

CREST Grant

I&I Study at the request of the DEC.

The supervisor reported that he will hopefully submit a resolution for Grant application to be submitted next month, but that we are waiting for an estimate to be submitted for I&I evaluation.

Newsletter – Meg Wormley resignation

Supervisor Dvorchak thanked Meg Wormley for service of keeping the public informed. The resignation was announced in the September newsletter along with an inquiry for a reader to volunteer. To date, the Supervisor has not received any replies. Meg has worked on the newsletter for 4 years.

Committee Reports

Hamlet Committee

KIDSDALE: Halloween Edition

Saturday, October 26th , rain date Sunday, 27th.

Councilmember Virello will to put in an application to the town to use the large town tent for the event.

Climate Smart and Clean Energy Committee

Columbia County Repair Café on Saturday, September 28th.

Councilmember Carano reported that the event is being organized by the Roe Jan Library and will be held in the Copake Park, Hillsdale will be participating.

Roeliff Jansen Park Steering Committee

Riverkeeper Sweep on Saturday, October 16th .

Councilmember Carano reported that the event will be a bi-annual event, the committee has volunteered to do riparian restoration on the Roe Jan Kill and roadside clean up.

Infrastructure

Town Hall Repairs

Supervisor Dvorchak reported that the one remaining item, installation of a fire alarm system, we being re-evaluated because of the difficulty of running wires in concrete wall and unsightliness in an historic building. The existing system meets code, but wi-fi options are being explored. We are awaiting a bid.

Solar Panel installation on the Town Garage

Balance Solar Installation on Highway Garage RFQ.

Councilmember Carano reported that the town has an estimate from the contractor who installed the original solar panels of just over \$15,000.00. The board requires 3 bids. General discussion on bid requirements and standard provisions.

Supervisor Dvorchak stated that the response to the request should be addressed to the clerk's office, there should be further review by the Attorney in two to four weeks.

Town Policy Review

Supervisor Dvorchak stated that there was a revised Credit Card Policy, basically the town Clerk and the Supervisor have a card, we do not share the cards, and we keep them in a locked drawer.

Resolution 78-2024

On a motion of Councilmember Carano, seconded by Councilmember Virello
ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom
Resolved, the Town Board approves the revised Credit Card Policy for 2024.

Fund Balance Policy

Resolution 79-2024

On a motion of Councilmember Virello, seconded by Councilmember Carano
ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom
Resolved the Town Board approves the Fund Balance Policy.

Grants

Public Grant Workshop/Town Board Meeting – Justin Steinbach from CPL
Thursday, September 26 1PM

Supervisor Dvorchak reminded the Board and public of the Grant Workshop to be held on Thursday, September 26. He will share an excel spreadsheet with the Board to add any possible initiatives for possible grants. He is also working on a three-year plan calendar to share with the Board for their input at the meeting. The public is encouraged to attend. The Supervisor asked the Clerk and Joanna Virello to share on social media and town bulletin boards.

Supervisor Dvorchak addressed the issue of the bleachers in the Hamlet Park, there was an open conversation at last month's meeting.

Resolution 80-2024

Supervisor Dvorchak made the motion to have the Highway Department remove the Bleachers from the Hamlet Park.

On a motion of Supervisor Dvorchak, seconded by Councilmember Carano
ADOPTED Ayes 3 Dvorchak, Virello, Carty
 Abstain Carano Nordenstrom

Resolved the Town Board approves the removal of the Bleachers from the Hamlet Park.

Resolution 81-2024

Supervisor Dvorchak made the motion to have the Highway Department remove the damaged chain link fence at the back of the parking lot by the substation from the Hamlet Park.

General discussion on the use of the Hamlet Park.

On a motion of supervisor Dvorchak, seconded by Councilmember Virello

ADOPTED Ayes 4 Dvorchak, Virello, Carty, Carano Nordenstrom

Resolved, the Town Board approves the Highway Department to remove the hurricane fence in the parking lot at the Hamlet Park.

Adjournment

With no further business before the Town Board on a motion of Councilmember Virello, seconded by Councilmember Carty, the meeting was adjourned at 8.26 pm, carried unanimously.

Robina Ward, Town Clerk