



**TOWN OF HILLSDALE**  
TOWN BOARD MEETING  
January 10, 2023

A regular meeting of the Hillsdale Town Board was held on Tuesday, January 10, 2023 at 7:00 pm in the Hillsdale Town Hall with the following members present:

<b>PRESENT:</b>	Supervisor	Chris Kersten
	Councilmember	Tom Carty
	Councilmember	Steve Tiger
	Councilmember	Joanna Virello
	Councilmember	Robina Ward

**OTHERS PRESENT:** Kathi Doolan, Town Clerk; Elizabeth Sheer, Deputy Town Clerk; Matt Cabral, Town Attorney; Richard Briggs, Highway Superintendent; Joe Hanselman Jr., Tax Collector, Fire Deputy, Meg Wormley, Matthew White, Carano, Dan Levy, Bart Ziegler Mike Dvorchak, Jamie Carano, Brandon Lentine, and other members of the public.

The meeting began with the Pledge of Allegiance led by Supervisor Kersten.

Supervisor Kersten began the meeting asking for Public Comment.

Matt White commented by thanking everyone who works for the Town for making it better.

**Resolution # Accept Minutes of the November 10, 2022 Town Board meeting.**

On a motion by Councilmember Tom Carty and seconded by Councilmember Joanna Virello to accept the Minutes of the November 10, 2022 Town Board meeting:

**Adopted Vote**

Ayes – 5

Nays - 0

**Resolved to accept the Minutes of the November 10, 2022 Town Board meeting.**

**Resolution # Accept Minutes of the December 13, 2022 Town Board meeting.**

On a motion by Councilmember Joanna Virello and seconded by Councilmember Tom Carty to accept the Minutes of the December 13, 2022 Town Board meeting:

**Adopted Vote**

Ayes – 4

Nays - 0

Abstain – 1 (Councilmember Tiger was not in attendance for the meeting.)

**Resolved to accept the Minutes of the December 13, 2022 Town Board meeting.  
Resolution # Accept Minutes of the December 20, 2022 Building Condition  
Workshop**

On a motion by Councilmember Robina Ward and seconded by Councilmember Tom Carty to accept the Minutes of the December 20, 2022 Building Condition Workshop

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to accept the Minutes of the December 20, 2022 Building Condition  
Workshop.**

**Supervisor’s Report** – Supervisor Chris Kersten stated that in the January newsletter he listed the projects and activities in 2022. In this New Year the Town will build on those and initial new projects with the intent to move Hillsdale forward.

- County news. The Board of Supervisors met on December 28, 2022 and again on January 3, 2023. A bipartisan budget totaling \$162.3 million was passed maintaining a AAA3 Bond rating the County has maintained since 2013. Matt Murrell was re-elected as Chairman of the Board of Supervisors and I was re-appointed to three major committees – Public Works, Finance, Economic Development and two sub-committees – Education and Broadband. Chris Brown has been appointed Affordable Housing Coordinator, a new position in the County. Brown has been a community planner with the Berkshire Regional Planning Commission. He will be attending the next Roe Jan Housing Task Force meeting on January 25. Governor Hochul’s new Housing Compact is intended to create over 800,000 new homes over the next decade.
- Organizational Meeting. Held in Hillsdale’s Town Hall on January 4, 2023, the Organizational Meeting document, including the Salary schedule is posted on the Town’s website.
- Attorney/Client Meeting. The Board met with Attorney Matt Cabral on January 4, 2023 to discuss a solution to the Sewer debt. Matt continues to refine the repayment strategy. The Board hopes to have a plan available for consideration at the February Board meeting.
- County Public Works Commissioner. At the December meeting, Commissioner Ray Jurkowski made a presentation to the Board regarding the permanent closure of the Tribrook bridge. The Supervisor later contacted the Commissioner and asked if the bridge could be maintained for pedestrian and bicycle traffic. Jurkowski replied the structure would still require improvements and the County has no pedestrian bridges. If the Town were to take over the project, it would require significant resources.
- Video Conference. The equipment has arrived and the video will be installed January 14. Additional installations by Joe Vining and training will happen this month;
- Town Clerk. Kathi Doolan advised the Board her intention to resign at the end of the month. The Town will appoint an interim Town Clerk before the next election. The Supervisor recommended the Board enter into an Executive Session before the next meeting to discuss an interim clerk to hold the position.

**Highway Superintendent's Report** – Richard Briggs stated the two serious snow storms created a lot of controversy on the roads. Garbage on the roads is an ongoing problem. He said he receives multiple complaints and the crew is picking up major garbage. The Highway Department is not a Public Works Department. A resident is requesting signs indicating No Dumping be put on the roads. The Attorney suggested the Building Department be involved with the complaints since there is a Littering ordinance. A Town truck was auctioned for \$4,000.

Highway Bids. Two sealed bids were received by the Town Clerk and reviewed by the Highway Superintendent. One is from Colarusso and Son for highway materials, crushed stone, sand and gravel; and the other from a tree contractor, Diruzzio Tree Co. They were the only bids received. The rates from Colarusso are the same as last year. The hourly rate for Diruzzio tree work has increased \$5.00.

Everything else is the same as last year so stated the Highway Superintendent.

**Resolution. Accept the bid from Colarusso and Son for highway materials.**

On a motion by Councilmember Carty and seconded by Councilmember Tiger to accept the bid from Colarusso and Son for highway materials

**Adopted Vote**

Ayes – 5

Nays - 0

**Resolved to accept the bid from Colarusso and Son for highway materials**

**Resolution. Accept the bid from Diruzzio Tree Co. for tree work.**

On a motion by Councilmember Carty and seconded by Councilmember Steve Tiger to accept the bid from Diruzzio Tree Co. for tree work.

**Adopted Vote**

Ayes – 5

Nays – 4

**Resolved to accept the bid from Diruzzio Tree Co. for tree work.**

**Resolution. Section 284 of the Highway Law. Approve agreement for 2023.**

On a motion by Councilmember Carty and seconded by Councilmember Virello to approve the agreement for expenditure of Highway Moneys in 2023 by the Highway Superintendent

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to approve the agreement for expenditure of Highway Moneys in 2023 by the Highway Superintendent**

Generator. The Highway Superintendent received quotes from BCI Generator for a self-contained diesel generator unit and the other from Herrington Fuels for a Propane Hook-up. The attorney said the procurement policy requires a formal bid for an amount over \$20,000. Robina will get requests for proposal for the hook-up and bid advertise for the generator.

**Town Clerk** - Kathi Doolan. Issued one more marriage license, totaling 23 for the year. The Columbia County Shredding program will return March 13-24 for the first quarter and will be back in June, August and November. Dates will be posted on the website, and in the post office.

Recycling stickers are available in Town Hall. The fee is \$50.00, or \$35.00 for seniors. The Dog Control Officer reported a missing brown and white terrier mix from Texas Hill Road. It was found by the owner after the initial call.

**Fire District** - Joe Hanselman, Jr. The fire district responded to 100 calls in 2022.

**Tax Collector** – Joe Hanselman, Jr. Hours in the Town Hall on Tuesdays, Thursdays and Saturdays in January for in-person tax collection. To date, January had 152 payments by mail, 37 in the Town Hall, and four 48 on line through the website.

**Sewer District** – The Supervisor reported the Sewer Operator has been in the hospital with Covid and pneumonia and is recovering at home. At the end of December, the preliminary budget report showed the Sewer District has a surplus of approximately \$17,000.

### **Town Board Reports:**

**Human Resources** – Steve Tiger. Town employees and volunteers must attend harassment training every year. It is available on line. When the new video conferencing is available, it will be set up through the system.

**Infrastructure** – Robina Ward. Two street lights are down. They are covered by the Town insurance. Robina recommended speaking with the Engineers to see if they can be moved to the back of the sidewalk. She also recommended removing the light in front of the store previously known as Casana. It's located on a narrow part of the sidewalk and has been knocked down by a plow twice. Robina will contact the Engineer.

**Roe Jan Park** – Joanna Virello. Joanna reported a resident had called the Deputy Town Clerk inquiring about a memorial bench in Roe Jan Park to honor his parents. The Town attorney stated the gentleman could make a donation to pay for the bench. Since the State owns the park, Joanna will check with her contact at the State. She is preparing to order signs for Dogs on a Leash and No Hunting. The Town attorney will look into the proper language.

### **Committee Reports**

**Economic Development.** Tom Carty asked Matthew White to report on the progress of the mural on the back wall of the IGA. Matt stated the artwork is designed by Jane Buck with the objective of having a “way-finding” mural welcoming tourists and showing the entrance to the Rail Trail, various businesses and buildings people may not be aware of. Chuck Weldon, the owner of the IGA has seen the design and is in full support. The committee is raising money to fund a kiosk for informational brochures. Applications for a \$2500 grant from the Bank of Greene County are due by January 13. Four (4) Town committees are being combined into one grant application. If the Town is

awarded the total amount of the grant, each committee would receive \$600.00. The committees are Housing, Hamlet, Economic Development, and Safe at Home.

**Street Lights.** Tom reported that a committee has been formed consisting of Joanna Virello, Robina Ward and Elizabeth Sheer as volunteers offering to work with the street lights project. Under consideration is the Customer Project Commitment from NYPA. There is a choice between two maintenance agreements, Routine Maintenance and Non-Routine Maintenance. The request is for Routine Maintenance. They recommend the Town have the money for Non-Routine maintenance in case of emergency. The first request is to buy four (4) replacement lights as back-up. Tom is requesting the amount for one year of maintenance, \$1216.64.

Tom shared the agreement with the Board.

**Resolution. Accept the Customer Project Commitment agreement from NYPA for maintenance of the street lights as presented.**

On a motion by Councilmember Joanna Virello and seconded by Councilmember Robina Ward to accept the Customer Project Commitment agreement from NYPA for maintenance of the street lights as presented.

**Adopted Vote**

Ayes – 5

Nays - 0

**Resolved to accept the Customer Project Commitment agreement from NYPA for maintenance of the street lights as presented.**

### **Continuing/New Business**

#### **Approval of Accounting/Bookkeeping Services for 2023**

**Resolution. Accept the engagement letter from CPA Bob Patterson for bookkeeping and accounting services for a fee of \$2,000 per month.**

On a motion by Tom Carty and seconded by Robina Ward to accept the letter of agreement for accounting and bookkeeping services.

**Adopted Vote**

Ayes – 5

Nays - 0

**Resolved to accept the engagement letter from CPA Bob Patterson for bookkeeping and accounting services.**

**Resolution. Accept the three (3) engagement letters from CPA Bob Patterson for audits of Court records, Tax Collector and Town Clerk records.**

On a motion by Tom Carty and seconded by Joanna Virello to approve the three (3) engagement letters from CPA Bob Patterson for audits of Court records, Tax Collector and Town Clerk records

**Adopted Vote**

Ayes – 5

Nays - 0

**Resolved to approve the three (3) engagement letters from CPA Bob Patterson for audits of Court records, Tax Collector and Town Clerk records.**

**Culvert Replacement on Route 22 and Old Town Road.** The Supervisor stated he sent to the Board a letter from the State Department of Transportation informing the Town

they are replacing a culvert on State Route 23 over the Roe Jan Kill and between Route 22 and Old Town Road during 2024 Construction season.

**CPL Tribrook Culvert Replacement Report.** The Town engineers, CPL, sent a report of the Tribrook Road Culvert Assessment documenting their initial findings. An additional report was received clarifying the quote listing various repairs and the dollar value for each of those for repairing that culvert. The Supervisor recommended the Board review the documents and have a discussion during the February meeting. The total cost of these repairs would be \$123,500.00. Funding may come from a grant. The Highway Superintendent asked for more information since his department repairs many of the Town culverts. Discussion.

**Repairs of Town Hall.** The Supervisor reported on December 20, the Board met with Town engineers to consider necessary repairs to Town Hall. They approved an allocation up to \$300,000 for the repairs including mold mitigation that will cost \$81,000.00. During the meeting the question of who's going to move this along – design, the phasing of various. Who would serve as construction. CPL has given us a proposal. For them to take on this project with a ore update cost of \$285,853. They're quote for design and bidding services, \$22,500.00 plus construction administration for a total of 27,500.00. Discussion. A meeting will be scheduled with the Supervisor, the Building Inspector, Lee Heim, Robina, and Joanna for more discussion.

**Grants.**

Victor Cornelius is preparing the submission due January 20 for the BridgeNY Grant request. He is asking the Board to pass a resolution to be included. The request is for \$942,980 with the Town putting up matching funds of 5%, which is \$49,630 to be included in the proposal.

**Resolution. Directing Supervisor Chris Kersten to submit a NYS Dept of Transportation BridgeNY Grant Request for the replacement of the West End Bridge.**

On a motion by Joanna Virello and seconded by Robina Ward to adopt the resolution directing the Supervisor to submit a NYS Dept of Transportation BridgeNY Grant Request for the replacement of the West End Bridge.

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to direct Supervisor Chris Kersten to submit a NYS Dept of Transportation Bridge NY Grant Request.**

**Hamlet Park.** The Supervisor reported the Parks & Rec grant was denied. The debriefing has not been held and the Town has not heard about the GIGP portion of the grant.

**Planning Board.**

**Resolution.** Approve the re-appointment of Richard Freiman for another seven (7)-year term on the Planning Board.

On a motion by Joanna Virello and seconded by Tom Carty to approve reappointing Richard Freiman to the Planning Board.

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to re-appoint Richard Freiman to the Planning Board for another term.**

**Zoning Board.**

**Resolution. Approve the re-appointment of Steve Smith on the Zoning Board of Appeals for a 5-year term**

On a motion by Tom Carty ad seconded by Joanna Virello to approve reappointing Steve Smith for another term on the Zoning Board.

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to approve reappointing Steve Smith for another term on the Zoning Board.**

**Board of Assessment Review.**

**Resolution. Reappoint Bill Sullivan for the term ending in 2028 and appoint Chris Bellamy to fill the open position ending in 2026.**

On a motion by Tom Carty and seconded by Robina Ward to reappoint Bill Sullivan for the term ending in 2028 and appoint Chris Bellamy to fill the open position ending in 2026.

**Adopted Vote**

Ayes – 5

Nays – 0

**Resolved to appoint Bill Sullivan and Chris Bellamy to the Board of Assessment Review.**

**Public Comments – None.**

**Resolution #. Pay Bills.** The Board has approved the Abstracts for the following:

**Executive Session.**

**Motion.** On a motion by Steve Tiger and seconded by Robina Ward to move into Executive Session at 8:19 to discuss a personnel matter.

**Motion Vote**

Ayes – 5

Nays - 0

**Motion Carried.**

**Motion. Move out of Executive Session**

On a motion by Joanna Virello and seconded by Steve Tiger to move out of Executive Session at (TK)

**Motion Vote**

Ayes – 5

Nays – 0

**Motion Carried**

**Motion. Adjourn Meeting.**

On a motion by Joanna Virello and seconded by Tom Carty to adjourn the Town Board meeting at (TK).

**Motion Vote**

Ayes – 5

Nays - 0

**Motion Carried**

The next Town Board meeting will be Tuesday, February 14, 2023 at 7:00 pm.

Respectfully Submitted,

Kathi Doolan, Town Clerk

