

**Town of Delaware Town Board  
Regular Meeting  
December 11, 2024**

A regular meeting of the Town Board of the Town of Delaware, Sullivan County, New York, was held at the Town Hall, in Hortonville, New York, in said Town, on the 11<sup>th</sup> day of December, 2024, at 6:00 o'clock p.m. prevailing time.

The meeting was called to order by Supervisor DuBois, and there were

**PRESENT:** Scott M. DuBois, Supervisor  
Cindy Herbert, Councilperson  
Alfred Steppich, Councilperson  
Christopher Hermann, Councilperson  
Ian Blumenthal, Councilperson

Also present: Tess McBeath, Town Clerk; Kristofer Scullion, Building Inspector/Code Enforcement Officer; Kenneth C. Klein, Town Attorney; William Brown, Delaware Engineering

**GUEST TO THE BOARD:** Peter Manning of Genius Loci Planning appeared before the Board to introduce himself. Supervisor DuBois asked Mr. Manning to take over as Town Planner as Tom Shepstone is stepping away. The Supervisor introduced him to Planning Board Chairman Warren Blumenthal and stated that he's grateful we were able to find him and we wish him luck.

**ACCEPTANCE OF MINUTES:** Minutes of the November 6 special meeting and November 13, 2024 regular meeting were approved on motion of Councilperson Herbert, seconded by Councilperson Hermann and carried unanimously.

**HIGHWAY SUPERINTENDENT:** The Supervisor spoke to Bill Eschenberg; they had to go out on Thanksgiving. They repaired a couple of sheds. Otherwise it's business as usual.

**BUILDING INSPECTOR/CEO:** Kristofer Scullion reported he has quite a few things still going; the two houses in Beechwoods are in progress. He received a call from a gentleman about the Villa Roma, he's developing some of the renovations. He's planning on doing big stuff up there but Kris hasn't seen anything yet. They're talking new buildings. Said he'd be in contact shortly. Mr. Scullion is dealing with a landowner on an unsafe building, it's supposed to be taken down after the first of the year.

**TOWN CLERK:** (1) November receipts totaled \$1,537, with \$1,142.58 turned over to the Supervisor. Of that, \$790 was Building fees and \$747 was Clerk fees. (2) Silver Feather. There is somewhere around \$40,000 left in the grant. Sullivan 180 had given them a December 31 deadline but that's not going to happen. Perhaps a six month extension to complete the project would be advisable.

**RESOLUTION: SIX MONTH EXTENSIOIN – SILVER FEATHER:** On motion of Councilperson Hermann and seconded by Councilperson Herbert, the Clerk is authorized to request a six month extension on the Silver Feather grant in order that the Depot Committee can spend down the funding. Resolution carried unanimously.

**UDC REPORT:** Harold Roeder (1) provided a hydrological report indicating the low reservoir storage levels. (2) He attended three meetings in November/December. (3) The Operations

Committee finalized their Five-Year Strategic Plan. (4) They're working on their UDC-NPS FY 2025 cooperative agreement, and they've set the 2025 UDC meeting schedule.

**ENGINEER'S REPORT:** Engineer Bill Brown reported on the water project. Contractor Rutledge Excavating is doing most of the construction work. They probably have 150' of pipe to get to the end of the water main section in front of Roche's Garage. The pipe is in the ground and they have temporary pavement across the road. In the Spring they'll cut a wider swath and repave; they have to follow DOT requirements. The wellhouse is being constructed now; foundation is in, the floor is slated to be poured this week. They hope to work through the winter as weather allows.

We've received payment requests in the amount of \$5,958.40 from A. Treffeison & Sons for the water meter installation and an invoice from Rutledge Excavating, Inc. in the amount of \$346,030.33.

Meter installation proceeding as well, but slowly. They have about 90 out of 150 meters installed. They're reminding people that there's no cost for the meter as it's covered by the grant and they're in and out in about half hour. It's a DRBC requirement that everyone has to have a meter. Supervisor DuBois asked if there was a drop dead date with meter installation; Mr. Brown responded that at some point we have to pick one. It's a provision of the Town code to allow for this and we have to force peoples hands. If there's no meter we may have to shut their water off until we get the meter installed.

**SUPERVISOR'S REPORT:** Supervisor DuBois reported we got the budget submitted; now we're dealing with end of year processing. He thanked everyone for coming to all the meetings, thanks to the Board for all their work. Hopefully next year is going to be just as fun.

**PUBLIC COMMENT:** None.

**COUNCIL COMMENT:** Councilwoman Herbert mentioned that Wreaths Across America is holding a 10 a.m. ceremony in the HFD and then they'll go to the Hortonville cemetery and lay wreaths on the veterans graves. This is an effort led by Small Town Country 4H.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

RESOLUTION: APPOINTMENT OF UDC ALTERNATE REPRESENTATIVE:

Moved: Councilperson Hermann

Seconded: Councilperson Herbert

RESOLVED, that Robert Lindquist of River Road, Callicoon be appointed as the Town's Alternate Representative to the Upper Delaware Council. Resolution carried unanimously.

RESOLUTION: APPOINTMENT OF SCENIC BYWAY ALTERNATE REPRESENTATIVE:

Moved: Councilperson Herbert

Seconded: Councilperson Hermann

RESOLVED, that Mark McClaren be appointed as the Town's Alternate Representative to the Scenic Byway organization. Resolution carried unanimously.

RESOLUTION: APPOINTMENT OF ASSESSOR CLERK:

Moved: Councilperson Hermann

Seconded: Councilperson Herbert

RESOLVED, that Skylar Vairo-Hubbell be appointed as Assessor Clerk`. Resolution carried unanimously.

**RESOLUTION: SET RE-ORGANIZATIONAL MEETING:**

Moved: Councilperson Steppich

Seconded: Councilperson Hermann

RESOLVED, that the Town of Delaware Re-organizational Meeting will be held on Wednesday January 8, 2024 at 6:00 p.m. Resolution carried unanimously.

**RESOLUTION: PAYMENT OF BILLS:** December 2024 bills/vouchers were reviewed and approved for payment on motion of Councilperson Hermann, seconded by Councilperson Herbert and carried:

Callicoon Light	\$ 676.29
Callicoon Sewer	15,941.55
General Fund	103,258.85
Highway Dept.	100,851.12
Kohlertown Light	152.62
Water District	11,831.13

The Supervisor wished everyone a Merry Christmas, see you in the new year.

**ADJOURNMENT:** With no further business, on motion of Councilperson Hermann, seconded by Councilperson Steppich and all in favor, the meeting adjourned at 6:30 p.m.

Respectfully submitted,

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Tess McBeath, RMC  
Town Clerk