

Town of Delaware Town Board
REGULAR BOARD MEETING
May 8, 2024 – 7:00 p.m.

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 8th day of May, 2024, at 7:00 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
Christopher Hermann, Councilperson
Alfred Steppich, 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: Dr. Kathleen Bressler, Superintendent of Sullivan West, addressed the Board. She spoke of their focus on expanding career and tech; they're sending more kid to BOCES now. They've purchased a school van for driver education which will be offered to students during the school day. They're focusing on literacy in the primary grades, and expanding pre-K to 6th grade. The goal is to continue to promote core literacy and math. Dr. Bressler provided an enrollment update and then spoke of the budget and state aid. They are consistently addressing safety concerns. Dr. Bressler spoke of their growing FFA group and all they are doing to incorporate agriculture into the school such as putting up hoop houses and using a garden as an outdoor learning lab.

Councilperson Steppich had a question about transportation. Does the contactor supply the fuel or do we? Dr. Bressler responded that the school uses the state bid. Their fuel costs stayed relatively even.

Councilperson Hermann asked if they've ever looked into picking up everyone at the same time. He spoke about plowing the roads - they do it once before the first run and then have to plow again for the second. Dr. Bressler responded that they did a study on how many seats are filled and what time. She said that they're looking at a single run; if they were all coming in around 8:00 they'd have a little more time to make those snow decisions. Councilman Hermann said either that or smaller busses. The State has just lifted a requirement of having a seat for every single student in case of emergency, so the Board will be studying that.

GUEST TO THE BOARD: Susan Peters, CPA, Partner, Cooper Arias, LLP presented the 2023 Audit Report to the Board. She reviewed activity and fund balances on each of the funds. Mrs. Peters stated they come in every year when the year is over and go over our books and give us an update of our finances. They look at compliance with laws/regulations, internal controls, bidding, Building Inspector, the Court and Town Clerk; they look at every area in a three-year cycle. Cash receipts, journal entries, etc. At this time we don't need a single audit. Ms. Peters reviewed the management letter and offered an unmodified opinion on the fair presentation of the fund financial statements.

ACCEPTANCE OF MINUTES: Minutes of the April 10, 2024 meeting were approved with correction, on motion of Councilperson Steppich, seconded by Councilperson Hermann and carried unanimously.

HIGHWAY SUPERINTENDENT: The Supervisor spoke to Bill Eschenberg, they just did some contract work on a couple of roads. It's business as usual; this is the season doing their mowing and patching, etc.

BUILDING INSPECTOR/CEO: Kristofer Scullion reported another busy month. A lot of it is over in the Kenoza Lake area right now. There's a new house on top of the hill by the Stone Arch bridge, and two going in on the lake. He spoke with homeowners near the Stone Arch Bridge and one of the weekends he and his son will start demolishing some of those buildings, The Fern is still a mess. The Camp hasn't come before the Planning Board yet, they're still in the middle of a lot of stuff. Mr. Scullion hasn't heard anything else about the SPEDES permit. They're gutting buildings, but the amount they'll have to put back into it is substantial.

TOWN CLERK: (1) The Clerk thanked the Board for all their work on litterpluck, clean up and the triangle by Buddenhagen's and spoke of how proud she is to work with such a community minded and great group of people. (2) April receipts totaled \$5,659 with \$4,824.61 turned over to the Supervisor. Building Inspector receipts totaled \$4,700. (4) A letter of resignation was received from Vincent Alukonis of the Board of Assessment Review. (5) The Clerk provided information on even year elections.

UDC REPORT: Harold Roeder (1) provided a written report to the Board, along with the hydrologic conditions report. All of the reservoirs are above 99%. (2) Mr. Roeder mentioned that the UDC is following the Callicoon water project and are pleased with the progress. (3) The Roebling Aqueduct's 175th anniversary celebration went well. (4) Mr. Roeder reported on the update the UDC received on the Delaware Aqueduct Repair, and that comments on the Skinners Falls Bridge are due by May 26.

ENGINEER'S REPORT: Mr. Brown provided an update on the water project. We're out to bid right now for construction of the well house and water lines throughout the hamlet, bids are due May 15 at 2:00 p.m. The contractor meeting was fairly well attended with four or five contractors attending. This bid is for the building and pipes, then electrical. Mr. Brown requested a special meeting be set to award the water line bids.

RESOLUTION: SET SPECIAL MEETING TO AWARD BID FOR CALLICOON WATER IMPROVEMENT PROJECT:

Moved by: Councilperson Herbert

Seconded: Councilperson Hermann

RESOLVED, that a special meeting be set for the purpose of awarding a bid for the Callicoon Water Improvement Project. Special Meeting will be held on Thursday, May 23 at 4:00 p.m. Resolution carried unanimously.

Mr. Brown requested permission to bid the water meter installation project, which is the last part of the overall water project. The meters are a mandate of the DRBC, and there is funding to cover the cost of the meters. This is a separate bid package. A plumber will go house-to-house to put a meter on each property in the hamlet. The meters will be electronic and Mike Gorr will receive radio broadcasts from them. After a year or two trends can be established and you'll be able to use the data for billing on a per gallon basis.

Councilman Steppich asked if there will be new lines from the main to each individual customer. Mr. Brown responded that they're not changing all the pipes. RR crossing to State Route 97, a section of 17B from 97 down the hill, a couple of the side streets - not a whole replacement. The big thing is lead. There are new regulations and over the course of 10 years all lead pipes have to be swapped

out. From the curb to the house is the homeowner's responsibility in the Town Code, but if it is found to be lead, the Town is required to replace that section within the ten year period.

A new requirement is that every water system has to do an inventory by October. We have 167 water services; hopefully all 167 are copper. If there are three that are lead our inventory will say that and then they would be to be replaced at the water district's expense.

When our water code was written it requires that if you're going to have access to Town water you have to provide reasonable access for installation of the meter. It's the homeowner's responsibility to keep heat in the house if they're away for the winter. Mr. Brown stated we have rights to the curb box in the yard. We'll be installing new fire hydrants, new valves.

RESOLUTION: PERMISSION TO BID WATER METER INSTALLATION:

Moved by: Councilperson Herbert

Seconded: Councilperson Steppich

RESOLVED, that Delaware Engineering is authorized to put out for bid the water meter installation for the Callicoon Water Improvement Project. Bid opening is set for 3:00 p.m. on June 5, and bid will be awarded at the regular meeting on June 12. Resolution carried: AYES-5, NAYS-0.

SUPERVISOR'S REPORT: Supervisor DuBois thanked the Board, they had a smooth clean up. He mentioned that we're looking for a UDC alternate and if anyone has ideas please let him know. There's a public safety issue, there's a second rabid fox – one in Bethel, one in Fremont. It's important for people to keep their dogs' rabies shots up to date.

PUBLIC COMMENT: None.

COUNCIL COMMENT: None

OLD BUSINESS: None.

NEW BUSINESS:

RESOLUTION: AUTHORIZATION TO CLOSE ROAD:

Moved by: Councilperson Herbert

Seconded: Councilperson Hermann

On motion of Councilwoman Herbert, seconded by Councilman Steppich, it was

RESOLVED, that the Delaware Youth Center is authorized to close roads in the hamlet of Callicoon for a specific duration on July 21 2024 for the 5K/10K River Run. Resolution carried.

RESOLUTION: AUTHORIZATION TO CLOSE ROAD:

Moved by: Councilperson Herbert

Seconded: Councilperson Hermann

RESOLVED, that the Small Town Country 4H group is hereby authorized to close Main Street in Hortonville for two hours on October 20, 2024 for their 5K Race. Resolution carried unanimously.

RESOLUTION: SULLIVAN COUNTY SPCA:

Moved by: Councilperson Steppich

Seconded: Councilperson Hermann

RESOLVED, that Supervisor Scott DuBois is hereby authorized to enter into an agreement with the Sullivan County SPCA as a backup for sheltering services. Resolution carried unanimously.

RESOLUTION: APPOINT WILLIAM DIEHL TO BOARD OF ASSESSMENT REVIEW:

Moved by: Councilperson Alfred Steppich

Seconded: Councilperson Cindy Herbert

RESOLVED, that William Diehl be appointed to the Board of Assessment Review to fill a vacancy, for a term ending September 30, 2027. Resolution carried unanimously.

RESOLUTION: AUDIT OF JUSTICE COURT RECORDS:

Moved by: Councilperson Alfred Steppich

Seconded by: Councilperson Cindy Herbert

RESOLVED, that the Delaware Town Board hereby acknowledges that an audit of the Justice Court records was conducted for fiscal year 2023 and that a copy of such audit be transmitted to the NYS Unified Court System. Resolution carried: AYES-5, NAYS-0.

RESOLUTION: AUTHORIZING THE DISPOSITION OF CERTAIN OBSOLETE RECORDS:

Moved by: Councilperson Steppich

Seconded: Councilperson Herbert

WHEREAS, The State of New York Education Department Records Retention and Disposition Schedule MU-1 provides the retention schedule for various records, and allows for the legal disposition of official records;

WHEREAS, the Records Management Officer (Town Clerk) has reviewed and inventoried the records held in the Town's records storage areas;

WHEREAS, according to the New York State Archives Records Retention Disposition Schedule MU-1, the Records Management Officer has marked obsolete records for disposal;

NOW, THEREFORE BE IT RESOLVED that the Records Management Officer (Town Clerk) is hereby authorized to destroy those records marked for disposal. Resolution carried unanimously.

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

Callicoon Light	\$ 739.93
Callicoon Sewer	13,966.64
General Fund	42,588.60
Highway Dept.	100,357.23
Kohlertown Light	148.82
Water District	6,036.15
Water Imp. Capital	9,990.38

EXECUTIVE SESSION: Motion to go into Executive Session for a personnel matter at 7:55 p.m. by Councilperson Herbert, seconded by Councilperson Blumenthal and carried.

Motion to go out of Executive Session at 8:10 by Councilperson Steppich, seconded by Councilperson Herbert and carried.

ADJOURNMENT: With no further business, on motion of Councilperson Steppich, seconded by Councilperson Hermann and all in favor, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Tess McBeath, RMC
Town Clerk