

**Town of North Hudson
Regular Town Board Meeting
Thursday
May 18, 2023
6 p.m.**

Present were Supervisor Stephanie DeZalia, Councilwoman Maureen Marsden, Councilman Brian DeZalia, Councilman Larry Koller and Town Clerk Martha (Candy) King. Councilman Caza joined the meeting at 6:04pm.

Guests: Cassandra D'Agostino, Tracee Parent, Jake Parent, Frank Shaw, Amy Garcia

1-Call to Order

Supervisor DeZalia called the meeting to order at 6:00 pm.

2- Salute to the Flag

Supervisor DeZalia led in the pledge to the Flag.

3-Approval of the minutes

-Motion to approve the minutes of the April 13, 2023 Town Board Meeting by Supervisor DeZalia Second: Councilman DeZalia

All in Favor-5 Opposed-0 - So moved

4-Supervisor's Financial Report

As of April 30, 2023

Checking Accounts

Town of North Hudson Checking	0.10%	\$ 865,143.00
General Fund	\$ 786,742.02	
ARPA	\$ 42,885.42	
Fire District	\$ 35,515.56	
Highway Fund Checking	0.10%	\$ 1,052,061.21
Total All Funds		\$ 1,917,204.21

General Fund and Highway Fund Abstracts

Motion to approve the General fund and Highway fund abstracts by Supervisor DeZalia

Second: Councilwoman Marsden

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

Judges Financial Report

Motion to approve the audit of the Judges financial report by Councilman B. DeZalia

Second: Councilman Caza

All in favor-5 Opposed-0 -So moved

Procedural Reminder

Supervisor DeZalia addressed the Board on meeting procedural rules reminding them they all should be familiar with Roberts Rules of Order as it is reviewed at the trainings as a new Board member. The Supervisor or the Deputy conducts the meeting. Only one person speaks at a time. Multiple conversations taking place are not to be happening.

Guests are here to observe not to participate in the meeting unless they have been placed on the agenda by the Supervisor. Board members who meet with an employee or a Department Head in the capacity of a Town Board member and discusses town business the meeting should be reported to the Supervisor or required Department head as it relates to the topic discussed. If a committee meets with a department, meeting notes must be taken and presented to the Town Clerk. Any items of discussion coming out of a Department meeting with a Board member or Committee that requires the full board must be submitted to the Supervisor to be placed on the agenda for the next meeting. This is to be submitted the Tuesday prior to the meeting.

Non Agenda items will not be brought forth from the floor. Questions from the floor are not required to be answered at the time of the meeting. If the Supervisor chooses to answer at the time, it is at their discretion to do so. The Board members do not answer unless given the floor by the Supervisor.

The minutes are the Clerks minutes not the Boards. The Clerk is not required to have the Board approve them. The Clerk is required to post them on the Towns website within two weeks of the meeting. Supervisor DeZalia reminded the Board that these are rules set forth in Town Law, General Municipal Law and Public Officers Law.

5. Old Business

A. LED Sign-

The project award phase has been completed, site visit has been done and they are currently in the create shop drawing phase. The sign is a little farther away from the building so an additional 4G Cloud access and software was recommended. The cost if built in at this time is \$1,500. To add it later the cost would be \$2,300. If done now it will be a cost savings as it comes out of existing grant monies. If done later, funds may not be available. It was also recommended to have an electrician look at the current electrical service as the LED sign requires a 40-amp service.

Resolution # 36 of 2023

Resolution accepting and amending one Digital Sign Board project contract with United signs LLC to include an upgrade to a 4G Cellular Service with lifetime data plan and SIM Card to allow for content creation controlled via the Cloud from any location for an additional \$1,500 above the contract bid amount. This bringing the total from \$19,123.00 to \$20,623.00 with the additional funds to come from our building appropriation and reimbursed by said EPF NYSDEC Grant award.

Moved: Supervisor DeZalia Second: Councilwoman Marsden

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

B. Share Shed-

Delivery of the used shed is anticipated by the end of the month or beginning of June by the NHVFD.

C. Radar Speed Signs-

The two signs at Underwood are scheduled to be moved as they were placed in incorrect locations. It was noted that the negotiated funds from Underwood have been deposited back into the Community Enhancement funds. It was also noted that this project was

discussed during the prior the Supervisors term and have been discussed on numerous occasions. The project was not paid for by local property tax collection or grant money. The Community Enhancement Fund is funded by Occupancy Tax. This tax is collected from tourists visiting our area and staying in our lodging. That tax goes to the County. In turn each Town gets a small portion of that for Community enhancements.

D. Lifeguard-

The lifeguard position has been advertised for. Supervisor was made aware of a person interested in this position. At the time of this meeting an application has been forwarded to that person.

Contents of Board packets are to include Vendor payment report, Supervisors Financial report, revenue and expenditure reports, Monthly reports from the Justice and the Town Clerk, Town's monthly bank reconciliation's and various informational sheets.

6.- New Business-

A.- Highway Department

The required Section 284 paperwork has not been completed to date. This needs to be completed, submitted to the Board in order to do some projects and road repair this summer. The Highway Committee also was given a copy. Highway Law § 284 requires an agreement between the Town Board and the Highway Superintendent prior to spending from Account DA5110.4(general repairs) of the Highway fund. It was given to Highway Superintendent Foster in March and it was not completed in April. He was asked about it again in May and he indicated he still had to get pricing from Gorman and Peckem. To date the Supervisor has not received or heard anything. It was noted this money was budgeted for and the taxpayers were asked to pay for these projects in the Towns 2023 Budget.

Pepper-Hollow- Homeland Security and Emergency Services Public Disaster Recovery division contact the Supervisor and inquired about the status of completion for projects FEMA-4472-DR-NY (Halloween storm) as the Town had a December 31, 2022 deadline. Supervisor DeZalia had to do a 3rd extension. Superintendent Foster he obtained help from Schroon Lake Highway Department and the culvert was installed this week.

The Town has had CHIPS money sitting at the State for the last couple years. The Town cannot access that money unless the required road work is done. CHIPS money is included in our annual Budget as revenue but if the road work doesn't get done we can't get those funds. The Highway Committee members were asked if they knew of any paving or road work that was scheduled to be done this summer.

The County has their paving schedule completed and Jim Dougan will be needing help from the town crews to complete them.

Clean up of debris at the mine was completed and Ken needs to contact DEC for inspection prior to May 31.

Discussion on the intern BOCES student is awaiting a call from the Town on possible summer employment as a laborer. He is eligible to get his CDL in September. His application has been submitted and require paperwork. He is awaiting a response from the Town on if and how we are going to proceed.

Transfer Station

The County present a new Smart Sheet program that will allow our attendant to correspond with Serkil directly for pick up and sends reports for tracking purposes. Tony is meeting with Hugh Harwood Monday afternoon to get that set up. Discussion took place on the Quality of cell phone service at transfer station.

Tony has reported that there are some structural issues with the ramp. As mentioned previously the Board needs to be looking at a suitable replacement. Cassandra has gotten everything all set for the E-Waste to be onsite and then the collection of electronic waste could start. The provided container will need a roof and a side wall around it. Discussion took place on possible solutions.

Town Clerk-

The Town Clerk/ Collector has returned the North Hudson 2023 Tax Warrant on May 1st. Total reconciliation in the amount of \$1,444,965.89. Unpaid were very low this year totaling \$24,631.54.

Court- Supervisor DeZalia addressed the topic of the Town Courts revenue that was brought up at last month's Town Board meeting and the statement that the Town Court brings in a lot of revenue for the Town.

She pointed out that it is the law that neither the Judicial or Legislative Branch can use or hold over the other, the amount of revenue brought in by this department. There is a separation of powers between these two departments that we must adhere to. By Statute there are certain things we can discuss as it pertains to our Justice Department.

Because of the prior public discussion, for clarification purposes, Supervisor DeZalia included in the Board packet a chart that provides a clear look at the revenues and expenditures from that department since 2013. It was noted that a copy of this chart was previously sent to Justice Duntley

Brief discussion took place.

Assessor-

Assessor Mike Marsden will be attending the 2023 Cornell Seminar in July.

Resolution #37 of 2023

Resolution hereby authorizing Mike Marsden to attend the 2023 Cornell Seminar on Professional Development in Ithaca, NY to be held from July 16 to July 21, 2023 with funds to come from Assessors contractual account.

Whereas, the Cost for NYSAA is \$400.00 and hotel stay is \$670.00 plus, authorize mileage to and from Cornell Campus.

Moved: Supervisor DeZalia Second: Councilwoman Marsden

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

B. County Reports

1.- Public Hearing-

The Public Hearing for the newly created County positions will take place on June 6th. If all goes accordingly the Resolution will probably follow that Public Hearing at the Board Meeting. This most likely will include among others, the Clerk to the Justice title. It will be added to the County's Rules at that time in the competitive class. It will then be submitted to the State of NY for approval for the exempt classification.

Under Civil Service guidelines, an employee that is provisionally appointed must take the required test when it is next available and offered. There is a maximum period of time that an employee can be in a provisional appointment, being 9 months. Anyone who were to be promoted or hired into this new title would be provisional as no test has

been ordered yet. It is expected the State would agree that this title should be of the Exempt classification, however it is unknown how long this may take.

2.- Frontier Town Project

The County has not heard on the Restore NY Grant Awards yet, but has received notice that the letter of interest to the Northern Border Regional Commission 2023 CATALYST Program was accepted and the County has been formally invited to apply for grant funds through this program. The applicant deadline is June 2nd.

Resolution # 38 of 2023

Resolution is hereby moved by Supervisor DeZalia and Seconded by Councilwoman Marsden in support of the Grant Application for a Northern Border Regional Commission Grant for improvements to be made on the former Frontier Town property located in the Town of North Hudson;

Whereas, the Northern Border Regional commission (NBRC) has made grant funds available for FY 2023 through the CATALYST Program. Wherein grant funds are made available to municipalities to implement projects to promote resource conservation, tourism and recreation; and

Whereas, Essex County proposes to implement a tourism and recreation project to improve the former Frontier Town property through the construction of an Equestrian and Event Arena: and

Whereas the Town of North Hudson has previously and continues to partner and support Essex County in its pursuit to redevelop and revitalize this abandoned and dilapidated site;

Whereas, NBRC requires the legal authority of the applicant to authorize permission for the executive official to sign all NBRC investment documents that bind the applicant;

Therefore, be it resolved, the Town of North Hudson Town Board hereby supports and authorizes Essex County Manager Mike Mascarenas, to sign and execute all necessary documents relating to the Northern Border Regional Commission 2023 CATALYST program and grant award.

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

3.- NYS Budget

The NYS Budget has finally passed and will be impacting the North Hudson residents. Supervisor DeZalia commented that one of the most disappointing pieces of the Budget is the Governors interception of the Federal eFMAP funding. These funds stem from the Affordable Care Act enhanced Federal Medical Assistance (eFMAP). These funds the State will now intercept and use State budget purposes-mainly to cover further expansions of Medicaid eligibility and benefits and increase payments to health care providers. It will increase Medicaid costs for New York taxpayers by hundreds of millions of dollars per year. This will be a loss of about \$800,00.00 to Essex County alone. The Budget also targets local taxpayers to finance the States decision to double the rates for a special class of public defense attorneys known as 18- B assigned counsel.

C.- Red Cross Shelter Survey

Discussion took place on the Town not having a Red Cross shelter, only warming sites. Supervisor DeZalia noted the Town Hall does not have cots, showers and some other requirements. Councilman Caza was given the packet with the survey for the NHVFD would like to look into becoming a Red Cross Shelter.

D.-Beach Security Agreement

Resolution # 39 of 2023

Resolution to allow Supervisor DeZalia to enter into a Recreational Park and Beach Security Agreement with Tracee Parent, as Security Officer for the 2023 Recreational Park Season for the amount of \$850.00.

Further it be resolved that the first payment of \$425.00 be made payable to Security Officer Parent in June and the final payment of \$ 425.00 to be made when duties resume October 2023.

Moved by Councilwoman Marsden second: Councilman DeZalia

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

Discussion on Beach and Park area.

E.- NYCLASS

Supervisor DeZalia asked the Board to review investment Policy and discussion took place on the NYCLASS Account. NYCLASS is listed as a depository in Resolution # 3 of 2023. Current Policy states the Town of North Hudson can only deposit up to \$100,00.00.

Resolution # 40 of 2023

Resolution to amend the Town of North Hudson Investment Policy to a limit of two million dollars (\$2,000,000.00)

Motion by Councilman Caza second Councilwoman Marsden

Roll Call:

Councilman B. Caza- Aye

Councilman L. Koller- Aye

Supervisor S. DeZalia- Aye

Councilwoman M. Marsden- Aye

Councilman B. DeZalia- Aye

The Board discussed NYCLASS interest rates.

The account has been open and the paperwork completed to start making deposits to NYCLASS.

F.- AFLAC

Supervisor DeZalia and Cassandra met with an AFLAC representative. The presentation included various other types of policies available to include Accident, Cancer, Short term disability and life insurance. If this were to be offered to employees, it will be payroll deducted at no cost to the Town.

G.- Roadside Cleanup

Roadside cleanup is scheduled for May 22nd-May 26th.

**H.-Project Proposal for Grant-Funded Municipal Records Management Project.
Proposal**

The Town Clerk and Cassandra met with Alden Stevens and Barbara Warren about their grant funded records management program. They provided information on their services. The Board was asked to review the records management proposal included in their packets and direct any questions to the Clerk or Cassandra. More information will be forthcoming.

7.- Privilege of the floor

Brief discussions on cards craft program being held at the Fire Department, Hometown Heroes Flags, possible Town cell phone for landfill attendant.

8.-Executive session

Supervisor DeZalia motioned to go to Executive session for a personnel matter at 7:50 pm

Second Councilman Koller

All in favor-5 Opposed-0 - So moved

Supervisor DeZalia moved to come out of executive session at 8:02

Second Councilwoman Marsden

All in favor-5 Opposed-0 - So moved

No action taken.

9.- Adjournment

Meeting was adjourned at 8:02 pm.

Respectfully Submitted

Martha M. King
Town Clerk