

# LUMBERLAND TOWN BOARD

1054 PROCTOR ROAD  
GLEN SPEY, NY 12737  
(845) 856-8600



Jenny Mellan, Supervisor  
Leigh Sherman, Deputy Supervisor  
Joseph Carr, Councilman  
James Akt, Councilman  
Zoriana Gingold, Councilwoman

August 14, 2019  
Meeting Minutes

The Lumberland Town Board held a Regular Monthly Meeting on Wednesday, August 14, 2019, at 7 pm, at the Town Hall in Glen Spey, NY. Supervisor Mellan opened the meeting at 7:00 pm, followed by the Pledge of Allegiance.

Board members reviewed the vouchers prior to the meeting opening.

Roll Call:

Supervisor Jenny Mellan  
Deputy Supervisor Leigh Sherman  
Councilman Joseph Carr  
Councilman James Akt  
Councilwoman Zoriana Gingold

Also present were Laurie Terry, Michele Myslinski, Chief Constable Patrick Cahill, Sargent Bob Maas, Rose Carr, Dave Hulse, Frank Schwarz, Erica Schieferstein, Christy Flynn, Karen Warden, Zangmo, Cathy Sterling, Sue Gregg, Danielle Jose-Decker

Councilwoman Gingold made a **motion** to accept the July 3, 2019 Workshop meeting minutes and the July 10, 2019 Regular meeting minutes as presented, seconded by Councilwoman Gingold. Roll call vote; 5-0, so carried.

## • COMMUNICATIONS

1. Monthly Reports:
    - a. Supervisor
    - b. Highway Superintendent
    - c. Town Clerk
    - d. Buildings
    - e. Constables
    - f. Fire Dept.
  2. Approved ZBA meeting minutes June 2019
  3. Letter from O&R regarding LED streetlight replacement bulbs
  4. Email from Sull. Co. Public Health Services regarding free Rabies Clinic held July 16<sup>th</sup>  
Thanking Dog Control Officer Fawn Schneider
  5. Letter from the ZBA/ZRC recommending Suzanne Edzenga be appointed temporary ZRC member during Sharon Sparling's absence
  6. UDC Press Release regarding Building Permit Brochure – Late file
- Councilwoman Gingold made a **motion** to accept communications 1 through 6, seconded by Councilman Carr. Roll call vote; 5-0, so carried.

## **PRE-FILED RESOLUTIONS**

#91-19 Appointment – Part-time Building’s Custodian

-William Kanoff was appointed at the Workshop meeting.

#92-19 Appointment – Temporary replacement ZRC – Edzenga

#93-19 Schedule Public Hearing for Local Law 2 of 2019

-Public Hearing was scheduled for the September 10<sup>th</sup> Regular Meeting

#94-19 Procurement Policy Town of Lumberland

-a **Motion** was made by Councilwoman Gingold to open for discussion, seconded by Supervisor Mellan, all in favor. The Attorney for the Town explained that our current Procurement Policy needed to be expanded to cover public works contracts and cumulative purchases. This resolution was more comprehensive. A **Motion** was made by Deputy Supervisor Sherman to table the **Motion** for further review, seconded by Councilman Carr, all in favor, so carried.

#95-19 Approve Computer Purchase - Deputy Clerk

#96-19 Approve Computer Purchase – Part-time Clerk to the Supervisor

#97-19 Approve Computer Purchase – Supervisor

-The above three resolutions were needed because Windows 7 processing will no longer be supported by Microsoft after January 2020, leaving us vulnerable to viruses and hacking. It was not feasible to upgrade these units. The Supervisor’s 8 year old unit is changing from a laptop to a desktop.

## **PROCLAMATION - The 28<sup>th</sup> Anniversary of the Independence of Ukraine**

### **ABSTRACTS**

Audit and Approval of General & Highway Funds, Abstract #8, 2019;

General Fund Prepaid Claims in the amount of **\$17,523.43**

General Fund Claims 2019 A19-278 through A19-311 in the amount of **\$16,356.37**

Highway Fund Prepaid Claims in the amount of **\$16,654.13**

Highway Fund Claims 2019 H19-385 through H19-417 in the amount of **\$33,809.32**

For a total of Abstract #8, 2019 of **\$84,343.25**

Deputy Supervisor Sherman made a **Motion** to approve the June 2019 abstract, seconded by Councilman Carr. Roll call vote; 4-1, Councilman Akt voted No, so carried.

### **New Business**

September 11 Town Board meeting has been rescheduled

Furnace repair

-Deputy Supervisor Sherman had tried to contact 5 separate Plumbing and Heating contractors for bids/quotes for replacing/repairing the furnace in the Town Hall. One estimate has been received, one is in conversation, two contractors said no and no reply from the last. There are choices to be made whether or not to repair or replace and whether to change to a hot water system instead of steam. Smith P&H gave an estimate for a repair of the steam system but would also estimate for replacement of steam system or hot water system. The Board decided to replace rather than repair. Gottlieb Engineering will be asked for direction and to draw up specs

for new system. Depending on breakdown of labor and parts, the project may be effected by the procurement policy being rewritten and may be subject to prevailing wage. There is approximately \$7,000 left in SAM Grant 6309 which could be used for work in the Town Hall. DASNY would need to approve the purchase before it was done. Grant Coordinator Schwarz asked for any documentation as soon as possible.

Letter to cemetery plot owners/next of kin re upkeep

-Town Clerk Terry offered for review a letter she wished to send to plot owners to clean up violations

### **Old Business**

Website upgrade

- On hold while the server upgrade takes priority.

Cemetery Brochure

- Michele Myslinski had worked with Christy Flynn on content of the brochure. Draft will be ready by the grant deadline.

3. Knight's Cemetery

- Danielle Jose-Decker was checking with the Highway Superintendent regarding right of way and the stone wall.

4. Bid Specs for server

-Supervisor Mellan advised the Board that she planned on requesting Jeff from Chorba Consulting (Town IT Contractor) to draw up specs for a new server including installation, hook-up and networking. The changes to Windows 7 support from Microsoft is impacting our server.

### **Reports of Board Members and Officers**

**Supervisor Mellan** stated that Budget time was approaching. Officers and Department Heads should check their calendars for

**Councilwoman Gingold** reported that the Zoning Review Committee met and was close to being ready to a final draft. The next meeting is Sept 3<sup>rd</sup>.

**Chief Constable Cahill** read the Constabulary Report

**Code Enforcement Officer Flynn** read the Building report. Christy stated that she was on vacation from Aug 26-30. She will reach out to CEOs of Thompson, Eldred and Narrowsburg to see if they could offer any coverage.

**Town Clerk Terry-** reported that the UDC had put out a press release about the Building Department's brochure designed by Christy Flynn. Two towns have requested to copy and use her brochure. Christy asked that the photos not be used as the Town had paid for them.

-five cemetery plots have been sold this month. There are 9 plots available. Three of the plots are adjacent, two are adjacent and the rest are single. Most are along the side of the road that goes up to the right of the cemetery. The plots that are remaining are less than desirable according to those who are viewing. She recommends moving ahead with opening the new section.

-Legislator Nadia Rajsz brought a poster of all the doves in the County. The dove project was sponsored by the SCVAA in honor of the 50<sup>th</sup> Anniversary of Woodstock. The poster will be framed and displayed.

**Deputy Clerk Myslinski-** reported that hunting licenses have been selling well.

**Deputy Supervisor Sherman** reported that routine running of the generator turned up a problem with the fuel line losing prime. The Highway Superintendent and Deputy diagnosed and said a part under \$100 was needed. Discussion ensued about voiding warranty or contract with Peak Powers by replacing part. Attorney for the Town said there is no warranty on the generator. The Clerk advised that she has copies of the contract for review.

-The Highway Superintendent asked if there were any blackout dates for repaving the Town Hall parking lot. Bosco said from start to finish it should take a week. Both buildings would remain accessible by parking in the Senior Center parking lot and coming up the stairs by the courtroom. There is handicapped parking on the far side of the Town Hall.

**Town Historian/Grant Coordinator Schwarz** reported that a check from the UDC had been received, partial reimbursement for the lighted sign on the Municipal Offices.

-a rock and roll concert is scheduled for September 15<sup>th</sup> at 3pm in the Town Hall. This is the first time in 30 years that rock and roll has been featured.

**Park Committee member Bill McKerrell** presented the Board with a \$5,000 check received from Sullivan County Renaissance. Bill reported that Circle Park had won 3<sup>rd</sup> place in their division. Movie night is scheduled for August 24<sup>th</sup> at dusk. The Park is moving towards event type festivities such as the pinwheel night that was hosted this month. Children were invited to decorate pinwheels which were then displayed.

**Cemetery Committee Chairman Sherman** asked what procedure needed to be followed to require vaults for all burials in the new section. It is not stated in our Rules and Regulations.

### **Open Floor to Public**

No one wished to speak.

Supervisor Mellan read the special announcements

Councilwoman Gingold made a **Motion** to adjourn the Regular Meeting at 8:31pm, seconded by Deputy Supervisor Sherman. All in favor, so carried.

Respectfully Submitted

Laurie Terry, Town Clerk