

**Town of North East**  
**Town Board Regular Meeting**  
The Town Hall  
19 N Maple Ave, Millerton, New York  
**Thursday, March 14, 2024 at 7:00 PM**

**Call to Order, Pledge of Allegiance**

**Roll Call**

<b>SUPERVISOR KENNAN</b>	<b>HERE</b>
<b>COUNCILWOMAN MORRISON</b>	<b>HERE</b>
<b>COUNCILMAN FEDELE</b>	<b>HERE</b>
<b>COUNCILWOMAN WINKLER</b>	<b>HERE</b>
<b>COUNCILMAN MAYVILLE</b>	<b>HERE</b>

Town Attorney, Warren Replansky, attending remotely via Zoom

**Acceptance of Agenda**

The Agenda is amended to reflect two additions: LAN Engineers New Town Hall report with proposal and a second set of minutes from February 29<sup>th</sup> Special meeting.

Motion made by Councilman Fedele and seconded by Councilman Mayville to accept the amended Agenda. Votes taken.

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)

NAY- 4

**Supervisor Comments**

The Board had a moment of silence to honor the passing of Ray McEnroe, III. He was a longstanding foundational member of our community, a farmer, and he served on the Board of Assessment Review and the Planning Board.

After five years there are finally signs on Winchell Mountain reflecting the reduced speed ordinance. The signs went up today. Meg Winkler and Daniel Goldhagen asked for this five years ago because it has been a persistent and dangerous problem. The process involved the Town, the County, and the State.

**Public Comment on Agenda Items Only**

Kathy Chow applauded the reduced speed signage and noted that “traffic calming” is an action for Climate Smart.

**Department and Board Committee Reports**

**Town Highway Department-** Bob Stevens, Superintendent, said that the equipment is all repaired and back in service. The crew is working on cutting brush, drainage, and performing equipment maintenance. When asked by the Supervisor, he stated that the sand and salt supplies were good.

**Town Assessor-** Katharine Johnson, Assessor, reported that the annual Senior Exemption deadline has passed. We have 20 new approved seniors, which is a 40% increase from last year. Thankfully the County paid for the postcards again this year.

The Town has three “SCAR” claims (small claim assessment reviews). The decisions have come out and the Assessor was able to effectively defend the assessments on all three.

Looking forward, there will be an increase in property assessments of 3% for Town residents, 6% for Village residents, and 5% for commercial properties. Her office is preparing letters to send out mid-April.

Supervisor Kennan asked about a revaluation for the Town. It was last done in 2011 to address the disparities. The process is expensive and the Town hires a contractor to go parcel by parcel and see if the assessments are accurate. The Town has been saving money each year to fund this line item.

**Town Tax Collector-** Report given to Board. As of March 1<sup>st</sup> the Town had been paid in full for all the money in Funds and Districts. We are at 85% of the tax bills paid.

**Planning, Zoning, & Building Department** – Reports given previously to the Board

**Highway Committee-** Supervisor Kennan reported that the new Highway Garage is about complete. There is a punch list of remaining items for the Town Attorney and CPL Engineers to go through before we close out the funds on the project. We can expect one more bill from the general contractor. While the building is complete, there is still site work, (paving), to be done before the Town Crew moves in. We have a proposal from Colarusso to complete the work. The flag pole is ready.

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**Housing Committee-** Councilwoman Winkler reports that there is an upcoming March 23rd event hosted by NECC about Housing Law for tenants and landlords. The Town has posted the information on Facebook, NextDoor, the library, and our website, as well as in the Town Hall lobby. Supervisor and Councilwoman went to Association of Towns (AOT) meeting in February and attended housing sessions; learning information about opportunities down the road to communicate more to developers and to put information on website, to also emphasize our Comprehensive Plan, and to have good dialogue with people considering building here before approaching the Planning Board. They also heard about opportunities for grants and funding from State and County. They continue working with ZRC on the updated zoning for housing on the Boulevard. They also went to a session on subdivision review that alerted us to some good opportunities in the future.

**Recreation Committee-** Councilman Mayville and Councilwoman Morrison met with the Millerton Village Recreation Committee, who are looking to make a formal “Fun Run”- from Millerton to Wassaic. It will be free to participate. They need approval from the Town. The Village Trustees have approved the idea and allotted police officers for road crossings. Councilman Mayville previously sent a description of the proposal and a copy of the waiver to the Town Board members. The Village is asking for approval from us by May 2<sup>nd</sup>. They will be registering participants ahead of time, and it is limited to 100.

Supervisor Kennan sent the waiver to the Town Attorney, and it seemed fine at the time. The run name is “Rattlesnake Run”.

With Replansky giving the waiver a second look, the Town will approve the “Rattlesnake Run” proposal. A motion was made, subject to the Town Attorney approving the waiver for the Town, to approve the Millerton Village Recreation Committee proposal for “Rattlesnake Run” to take place on the Rail Trail starting in Millerton.

A motion was made by Councilwoman Winkler and seconded by Councilwoman Morrison to approve the proposal. Votes Taken.

Ayes- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)

Nays- 0

In addition Councilman Mayville reported that the Village is working on their draft Recreation budget. They are considering hiring a Recreation Director, which will affect a cost increase.

**Buildings and Grounds Committee-** Supervisor Kennan reported on the New Town Hall. It is estimated that the bulk of the work needed to transform the Kingdom Hall into a New Town Hall involves HVAC and electrical work. The Board previously authorized the Town to retain LAN Associates Engineering to do a report analysis of what we have. The next stage is to issue a request for proposals (RFP) for reconstruction of the interior of the building. Jeanne Vanecko prepared the overall design. Larry Went, of Mancini Duffy Architects, will prepare the drawings for the RFP construction to take place. We need an HVAC and Electrical plan as well. LAN Associates Engineering has submitted a proposal to do that portion. They know the building well, they were very quick and impressive with their professionalism and thorough work. In addition to preparing the engineering RFP, they are available to the Town to oversee the construction.

Town Attorney Replansky said we need a resolution from the Board to move forward. The LAN Associates Engineering contract and feasibility study had four options. Option one seems the most cost effective. Replansky will add a rider to the contract with some changes. The proposal is for work on construction documents to be given to the architect. This is the first phase of creating a construction contract.

Supervisor Kennan said that he had looked into the possibility of going all electric and not using fossil fuels, but it is too expensive a proposition. Going forward, we picked the least expensive option of the four. He is pleased to be moving forward and he anticipates coming to the Board on a monthly basis as we get deeper into the project. He asked for a resolution to approve the proposal submitted by LAN Associates Engineering. Copies of the proposal had been emailed and hard copies were given to the Board members. Councilman Fedele asked about back up power in the event of a black out. Kennan stated that we will have a generator.

The Town Clerk read the resolution.

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**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE  
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES WITH LAN  
ASSOCIATES WITH REGARD TO THE REMODELING OF THE PROPERTY  
LOCATED AT 5603 ROUTE 22, TOWN OF NORTH EAST, CURRENTLY  
OWNED BY THE TOWN FOR USE AS A NEW TOWN HALL**

**WHEREAS**, the North East Town Board determined that the existing Town Hall is obsolete in many respects, including the lack of handicap access to the second floor, and that it was necessary for the Town to either construct a new Town Hall or acquire property with an existing structure which may be retrofitted for use as a Town Hall; and

**WHEREAS**, the Town Board, pursuant to a Resolution dated April 13, 2023, authorized the purchase of the property located at 5603 Route 22 in the Town of North East owned by the Rhinebeck Congregation of Jehovah's Witnesses consisting of approximately 3.01 acres and an existing congregational building identified as Tax Map No. 7170-00-633229 (Subject Property) for use as a new Town Hall; and

**WHEREAS**, the Town closed title on said Subject Property on July 17, 2023 and is now the owner of the same; and

**WHEREAS**, Jeanne Vanecko, a licensed architect and resident of the Town of North East has donated certain architectural and design services to the Town and prepared a set of preliminary plans with a detailed scope of work for the remodeling and reconstruction of the Subject Property for use as a Town Hall; and

**WHEREAS**, the scope of work includes anticipated general, demolition and construction work (reconstruction work) and a summary, by discipline, of the remodeling required for use as a Town Hall; and

**WHEREAS**, the Town, with the assistance of Jeanne Vanecko, has estimated that the total cost of such work will not exceed \$390,310; and

**WHEREAS**, the Town Board has determined that the cost of reconstruction work can be paid for by 2024 budgeted funds in the amount of \$25,000 and \$365,310 in surplus funds. In addition, the Town has been awarded a NYS Local Community Assistance Program Grant in the amount of \$200,000 which will be used to reimburse the Town after expenditure; and

**WHEREAS**, the current Town Hall after completion of construction of the new Town Hall will be sold by the Town and the net proceeds will be used to reimburse the Town's surplus funds; and

**WHEREAS**, the Town Board authorized the Town Supervisor to execute an agreement with LAN Associates, Engineering, Planning, Architecture, Surveying, LLP for the preparation of a Feasibility Study for HVAC upgrades and electrical evaluation assessment for the new Town Hall; and

**WHEREAS**, LAN has provided that evaluation and assessment in a report dated February 27, 2024; and

**WHEREAS**, the proposal sets forth four (4) options for proceeding with the HVAC upgrades and associated electrical upgrades and the report has been reviewed by the Town Board and its Architect and the Town Board has determined to proceed with Option 1, as set forth in said report, as the most economical and cost effective option; and

**WHEREAS**, LAN Associates has provided a proposal set forth in a letter dated January 26, 2024 and last revised on March 11, 2024 for the performance of additional engineering services, which will include the preparation of the documents required for the said HVAC and associated electrical work as set forth in Option 1 of the Feasibility Study, which will be incorporated in a comprehensive RFP, which will be prepared by the Town's Consulting Architect for this project Larry Wentz of Mancini Duffy, NYC; and

**WHEREAS**, the Contract has been reviewed by the Attorney to the Town, who has prepared a Rider to the said Contract; and

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**WHEREAS**, the said Contract with Rider has been submitted to the Town Board for its review and the Town Board has determined that the Contract and Rider are acceptable in form and content and that the Town Supervisor should proceed to execute the same; and

**WHEREAS**, the Town Board has determined that this is a Type II action under SEQRA which does not require environmental review.

**NOW, THEREFORE**, be it

**RESOLVED**, that the Town Board hereby authorizes the Town Supervisor to sign the Contract submitted by LAN Associates dated January 25, 2024 and last revised on March 11, 2024, together with the terms and conditions annexed thereto and the Rider prepared by the Attorney to the Town, in the same, or substantially the same, form as submitted to the Town Board.

This motion was offered by Councilman Fedele and was seconded by Councilwoman Winkler.

<b>SUPERVISOR KENNAN</b>	<b>Voted AYE</b>
<b>COUNCILMAN FEDELE</b>	<b>Voted AYE</b>
<b>COUNCILMAN MAYVILLE</b>	<b>Voted AYE</b>
<b>COUNCILWOMAN MORRISON</b>	<b>Voted AYE</b>
<b>COUNCILWOMAN WINKLER</b>	<b>Voted AYE</b>

The Resolution was carried by a 5-0 vote of the Town Board members on March 14th, 2024.

**Presentation of North East/Millerton Communitywide Greenhouse Gas Emissions Inventory**

Kathy Chow, head of Climate Smart Millerton, and Kathleen Spahn reported on their recent inventory work. They had previously completed a Government Greenhouse Gas Emissions Inventory. This new report included the whole Town and Village. Hudson Valley Regional Council (HVRC) and Kathleen Spahn did a lot of work analyzing data. This was done by estimating based on total population and HVRC data collection. Spahn shared a pie chart with the Board members. Transportation was the largest percentage in the pie chart of Greenhouse Gas Emissions. Inventory proceeds action. The next step is educating the public about carpools and ride share opportunities. Residents could learn more about insulation and electrification of homes. The Climate Action Plan will offer actions to consider.

Councilwoman Winkler questioned if the HVRC data was based on the census data which seems inaccurate, due to only 52% responding to the census. Spahn answered that they also used the NY Utility Registry and the DOT numbers, which would count for accuracy. Chow said she would send an electronic copy of the report to the Town Board. She asked for the Town to approve the report.

**RESOLUTION #192024**

**Approval of the Community-wide Greenhouse Gas Emissions Inventory report.**

**RESOLVED**, to approve the Community-wide Greenhouse Gas Emissions Inventory report. A motion was made by Councilman Mayville and seconded by Councilwoman Morrison. Votes taken.

Ayes- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)

Nays- 0

The report was approved by the Town Board by a 5-0 vote.

**Presentation of Town and Village Bicycling and Walking Plan**

Supervisor Kennan presented the Board members with a Bike and Walking Plan that had been worked on with the help of Tom Parrott and Andrew Stayman. It has been reviewed multiple times by the Supervisor and Village Trustee David Sherman. There were concerns with the use of Route 22 which has been taken out. The Rail Trail is a much safer north/south route. This is a plan that the County will refer to. Tom Parrott was invited to speak about it. He said the basic idea was to open the community to the possibility of walking and biking and emphasize the economic advantages to a community that supports that. It calls for improved pedestrian safety to encourage walking. Supervisor Kennan said that the plan has been approved by the Village. It is required that we approve the document as part of the Climate Smart Goals. He reminded us that we were one of the early communities to attain Bronze level,

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thanks to the whole Task Force, especially Kathy Chow and many volunteer hours. Kathy Chow stated that the County needs our blessing to update their online map.

**RESOLUTION #202024**  
**Acceptance of the Town and Village Bicycle and Walking Plan**

**RESOLVED**, accept the Town and Village Bicycling and Walking Plan. A motion was made by Councilwoman Morrison and seconded by Councilman Mayville. Votes taken.

Ayes- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)

Nays- 0

The Plan was accepted.

**Report on filing of AFR with NY State**

Supervisor Kennan explained that we have a financial obligation to file an annual Financial Report (AFR) with the State. The accountants and Lorna Sherman, our Town Bookkeeper, have filed. The Comptroller has received it and everything is in order.

**Approval of proposal for Town Insurance Coverage from NYMIR to commence March 15, 2024**

Our Town insurance coverage for Cyber-attacks has been a big discussion. Last year it was very high. Training has been done with Town employees and will continue to do so. The premium has since gone down. Board members were given a chart comparing last year to this year's coverage cost. Supervisor Kennan asked for acceptance of the NYMIR Insurance coverage.

**RESOLUTION #212024**  
**Town Insurance Coverage from NYMIR to commence March 15, 2024**

**RESOLVED**, to accept the Proposal for Town Insurance Coverage. Motion made by Councilwoman Winkler and seconded by Councilman Fedele. Votes taken.

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)

NAY- 0

The Insurance coverage from NYMIR was accepted.

**Public comment period**

Tom Parrot, resident, thanked the Board for approving the Bike and Walking Plan. He is worried that Town Board is not taking energy efficiency seriously. There is a cognitive dissonance between a focus on Climate Smart and the New Town Hall going for the cheapest energy option. We should spend a little more money and do it right.

Supervisor Kennan responded that we have looked at other energy sources. We did get an early estimate of the cost of electrification and it was close to a million dollars. The new building will be much more efficient than the existing Town Hall. We are open for Solar down the road for both the Highway Garage and the New Town Hall.

Andrew Stayman, resident, reminded the Town Board that we passed a resolution to benchmark our buildings so the New Town Hall will be compared to every other municipal building in the State.

**Supervisor's Report**

**Budget Adjustment**

**RESOLUTION # 222024**  
**Budget Adjustment #1 for 2024**

**A Fund-** An expense increase of \$314,913, less an expense decrease of \$343 and less a revenue increase of \$314, 570 for a net of \$0

**DB Fund-** An expense increase of \$61,835 less a revenue increase of \$61,835 for a net of \$0

Motion made by Councilwoman Morrison and seconded by Councilwoman Winkler to approve the Budget Adjustment. Votes taken

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AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)  
NAY- 0

The Budget Adjustment was accepted.

**Monthly Bills Abstract/Special Abstracts**

**RESOLUTION #232024**  
**A Special Abstract dated February 26, 2024**

A Special abstract dated February 26, 2024 totaling \$13,256.37 broken down as follows:

<b>A Fund</b>	\$3,572.27
<b>B Fund</b>	\$9,684.10

Motion made by Councilwoman Winkler and seconded by Councilwoman Morrison to approve the Special Abstract. Votes taken

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)  
NAY- 0

The Special abstract was accepted.

**RESOLUTION #242024**  
**Abstract dated March 14, 2024**

An Abstract dated March 14, 2024 totaling \$229,844.85 broken down as follows:

<b>A Fund</b>	\$ 60,632.88
<b>B Fund</b>	\$104,910.22
<b>DB Fund</b>	\$ 62,507.04
<b>Capital Projects H1</b>	\$ 1,011.24
<b>T&amp;A2 Escrow</b>	\$ 525.00
<b>Payroll T&amp;A</b>	\$ 258.47

Motion made by Councilman Fedele and seconded by Councilman Mayville to approve the Abstract. Votes taken

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)  
NAY- 0

The Abstract was accepted.

**Voucher Committee for April:** Councilwoman Morrison and Councilman Mayville

**Approval of Minutes from meetings of 2-08-24 and 2-29-2024**

Motion made by Councilman Fedele and seconded by Councilwoman Winkler to approve both sets of February minutes. Votes taken

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)  
NAY- 0

Both sets of minutes were approved by the Board.

**Meeting with Counsel:** not needed

**Adjournment**

Motion made by Councilwoman Morrison and seconded by Councilman Mayville to adjourn. Votes taken.

AYE- 5 (Kennan, Morrison, Fedele, Winkler, Mayville)  
NAY- 0

Meeting adjourned at:8:35PM

Respectfully submitted by

/s/: Elizabeth Strauss, Town Clerk

APPROVED 4/11/2024